



## **Constitution of the Rotary Club of Meaford, Ontario**

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## **Article 1: Definitions**

As used in this constitution, unless the context otherwise clearly requires, the words in this article shall have the following meanings:

1. Executive: The President, President-Elect, Secretary, Treasurer and Past President of this club and the chairs of the club Committees
2. Bylaws: The bylaws of this club.
3. Director: A Committee chair
4. Member: A member, other than an honorary member, of this club.
5. RI: Rotary International.
6. In Writing: A communication capable of documentation, regardless of the method of transmission.
7. Year: The twelve-month period which begins on 1 July.

## **Article 2: Name**

The name of this organization shall be Rotary Club of Meaford (Member of Rotary International)

## **Article 3: Purposes**

The purposes of this club are to pursue the Object of Rotary, carry out successful service projects based on the Five Avenues of Service (see Article 6), contribute to the advancement of Rotary by strengthening membership, support The Rotary Foundation, and develop leaders beyond the club level.

## **Article 4: Locality of the Club**

The locality of this club is the: Municipality of Meaford

## **Article 5: Object**

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

First. The development of acquaintance as an opportunity for service;

Second. High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian's occupation as an opportunity to serve society;

Third. The application of the ideal of service in each Rotarian's personal, business, and community life;

Fourth. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

## **Article 6: Five Avenues of Service Rotary's**

Five Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

1. Club Service, the first Avenue of Service, involves action a member should take within this club to help it function successfully.
2. Vocational Service, the second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles and lending their vocational skills to club-developed projects in order to address the issues and needs of society.
3. Community Service, the third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality.
4. International Service, the fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.
5. Youth Service, the fifth Avenue of Service, recognizes the positive change implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster world peace and cultural understanding.

## **Article 7: Meetings**

### **Section 1 — Regular Meetings.**

- (a) Day and Time. This club shall hold a regular weekly meeting on the day and at the time provided in the bylaws.
- (b) Method of Meeting: Attendance may be in person, by telephone, online, or through an online interactive activity. An interactive meeting shall be considered to be held on the day that the interactive activity is posted.

(c) Change of Meeting. For good cause, the executive may change a regular meeting to any day between the preceding and following regular meetings, to a different time of the regular day, or to a different place.

(d) Cancellation. The executive may cancel a regular meeting for these reasons:

- (1) a holiday, or during a week which includes a holiday
- (2) in observance of the death of a member,
- (3) an epidemic or of a disaster that affects the whole community,
- (4) an armed conflict in the community. The executive may cancel up to four regular meetings in a year for causes not listed here but may not cancel more than three consecutive meetings.

(e) The bylaws may include provisions that are not in accordance with this section. A club, however, must meet at least twice per month.

#### Section 2 — Annual Meeting.

An annual meeting to elect officers and present a mid-year report, including current year income and expenses, together with a financial report on the previous year, shall be held before 31 December, as provided in the bylaws.

Section 3 — Executive Meetings. Within 60 days after all executive meetings, written minutes should be available to all members.

### **Article 8: Membership**

Section 1 — General Qualifications. This club shall be composed of adult persons who demonstrate good character, integrity, and leadership; possess good reputation within their business, profession, and/or community; and are willing to serve in their community and/or around the world.

Section 2 — Types. This club shall have two kinds of membership, namely: active and honorary.

Section 3 — Active Membership. A person possessing the qualifications in article 5, section 2 of the RI constitution may be elected as an active club member

Section 4 — Satellite Club Membership. Members of a satellite club shall also be members of the sponsor club until such time as the satellite club shall be admitted into membership of RI as a Rotary club.

Section 5 — Prohibited Dual Membership. No person shall simultaneously

- (a) belong to this and another club other than a satellite of this club, or
- (b) be an honorary member in this club.

Section 6 — Honorary Membership. The club may elect honorary members for terms set by the executive, who shall:

- (a) be exempt from the payment of dues,
- (b) not vote,
- (c) not hold any club office
- (d) not hold classifications; and
- (e) be entitled to attend all meetings and enjoy all other privileges of this club, but have no rights and privileges in any other club, except to visit without being a Rotarian's guest

Section 7 — The bylaws may include provisions that are not in accordance with Article 8, Section 2 and 6

## **Article 9: Club Membership Composition**

Section 1 — General Provisions.

Each member shall be classified in accordance with the member's business, profession, occupation, or community service. The classification shall describe the principal and recognized activity of the member's firm, company, or institution, the member's principal and recognized business or professional activity, or the nature of the member's community service activity.

, The executive may adjust a member's classification if the member changes positions, professions or occupations.

Section 2 — Diverse Club Membership. The club's membership should represent a cross section of the businesses, professions, occupations, and civic organizations in its community, including age, gender, and ethnic diversity.

## **Article 10: Attendance**

Section 1 — General Provisions. Each member should attend this club's regular meetings, and engage in this club's service projects, events and other activities. A member shall be counted as attending a regular meeting if the member:

- (a) is present in person, by telephone, or online for at least 60 percent of the meeting,
- (b) is present but called away unexpectedly and later presents to the executive satisfactory evidence that leaving was reasonable,
- (c) participates in the regular online meeting or interactive activity posted on the club's website within one week after its posting; or
- (d) makes up the absence in any of the following ways: within the same year:
  - (1) attends at least 60 percent of the regular meeting of another club, of a satellite club meeting of another club, or of a provisional club; or
  - (2) is present at the time and place of a regular meeting or satellite club meeting of another club for the purpose of attending such meeting, but that club is not meeting at that time or place;

- (3) attends and participates in a club service project or a club-sponsored community event or meeting authorized by the executive;
- (4) attends an executive meeting or, if authorized by the executive, a meeting of a service committee to which the member is assigned;
- (5) Participates through a club website in an online meeting or interactive activity;
- (6) attends a regular meeting of a Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship or of a provisional Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship; or
- (7) attends an RI convention a council on legislation, an international assembly, a Rotary institute , any meeting convened with the approval of the RI board of directors or the RI president a multizone conference, a meeting of an RI committee , a district conference, a district training assembly, any district meeting held by direction of the board of directors of RI, any district committee meeting held by direction of the governor, or a regularly announced intercity meeting of clubs;

Section 2 – Extended Absence While Working at a Distance. If a member works on a distant assignment for an extended period of time, attendance at the meetings of a designated club at the site of the assignment replaces attendance at the regular meetings of the member’s club, if the two clubs agree.

Section 3 – Absence Because of Other Rotary Activities. An absence does not require a make-up if, at the time of the meeting, the member is:

- (1) traveling with reasonable directness to or from one of the meetings specified in sub-subsection (1)(d)(7):
- (2) serving as an officer or member of an RI committee or as a TRF:
- (3) serving as the special representative of the governor in the forming a new club;
- (4) on Rotary business in the employ of RI;
- (5) directly and actively engaged in a district-sponsored, RI-sponsored-TRF sponsored service project in a remote area, where making up attendance is impossible; or
- (6) engaged in Rotary business duly authorized by the executive which precludes attendance at the meeting.

Section 4 — RI Officers’ Absences. An absence shall be excused if the member is a current RI officer or a Rotarian partner of a current RI officer

Section 5 — Excused Absences. A member's absence shall be excused if

(a). The executive approves it for reasons, conditions, and circumstances it considers good and sufficient. Such excused absences shall not last longer than twelve months. However, if the leave is taken for medical reasons or follows the birth or adoption of a child, or takes place during foster care of a child, the executive may extend it beyond the original twelve months.

(b) the sum of the member's age and years of membership in one or more clubs is 85 years or more, the member has been a Rotarian for at least 20 years, the member has notified the club secretary in writing of a desire to be excused from attendance and the executive has approved.

Section 6 — Attendance Records. When a member whose absences are excused under the provision of subsection 5(a) of this article does not attend a club meeting, the member and the absence shall not be included in the attendance records. If a member whose absences are excused under section 4 or subsection 5(b) of this article attends a club meeting, the member and the attendance shall be included in this club's membership and attendance figures.

Section 7 — Exceptions. The bylaw may include provisions not in accordance with article 10.

## **Article 11: Directors and Officers and Committees**

Section 1 — Governing Body. The governing body of this club is the executive as provided in the bylaw.

Section 2 — Authority. The executive has general control over all officers and committees and, for good cause, may declare any office vacant.

Section 3 — Executive Action Final. In all club matters, the decision of the executive is final, subject only to an appeal to the club. However, when the executive decides to terminate membership, the member, according to article 13, section 6, may appeal to the club, request mediation, or request arbitration. An appeal to reverse an executive decision requires a two-thirds vote of the members present at a regular meeting specified by the executive, provided that a quorum is present and the secretary has given notice of the appeal to each member at least five (5) days before the meeting. The club's action on an appeal is final.

Section 4 — Officers. The club officers shall be a president, the immediate past president, a president-elect, a secretary, and a treasurer, and may also include one or more vice-presidents, all of whom shall be members of the executive. The club officers may include committee chairs if the bylaw provides. Each officer and director shall be a member in good standing of this club.

Section 5 — Election of Officers.

(a) Terms of Officers other than President. Each officer shall be elected as provided in the bylaws. Except for the president, each officer shall take office on 1 July immediately following election and serves for the term of office or until a successor is elected and qualified.

(b) Term of President. The president-nominee shall be elected as provided in the bylaw at least eighteen (18) months, but not more than two years before the day of taking office as president. The nominee becomes president-elect on 1 July in the year before taking office as president.

The president takes office on 1 July and serves a period of one (1) year. When a successor is not elected, the current president's term is extended for up to one year.

(c) Qualifications of President. A candidate for president must be a member of this club for at least one year before being nominated unless the governor determines that less than a full year satisfies this requirement. The president-elect shall attend the presidents-elect training seminar and the training assembly unless excused by the governor elect. If excused, the president-elect shall send a club representative. If the president-elect does not attend the presidents-elect training seminar and the training assembly and has not been excused by the governor-elect or, if excused, does not send a designated club The current president then shall continue to serve until the election of a successor who has attended a presidents-elect training seminar and training assembly or training deemed sufficient by the governor-elect..

Section 6 — Committees. This club should have the following committees:

- Executive
- Membership
- Public Image
- Youth
- International
- Rotary Foundation
- Fellowship (Weekly Program and Meals)
- Appeals
- Fundraisers including Trivia Night
- Godfrey Apartments
- Service Projects Additional committees may be appointed as needed.

## **Article 12: Dues**

Every member shall pay annual dues as prescribed in the bylaw.

## **Article 13: Duration of Membership**

Section 1 — Period. Membership shall continue during the existence of this club unless terminated as provided below.

Section 2 — Automatic Termination.

(a) Exceptions. Membership shall automatically when a member no longer meets the membership qualifications, except that when a member moves from the locality of this club or the surrounding area, but continues to meet all conditions of club membership, the executive may:

- (1) allow a member to remain in this club/ or



(2) grant a special leave of absence, not to exceed one year, to enable the member to visit and become known to a club in the new community.

(b) Rejoining. When a member in good standing has had their membership terminated as described in subsection (a), that person, , may apply a for membership again, under the same or another business, profession, occupation, community service, or other classification.

(c) Termination of Honorary Membership. Honorary membership shall automatically terminate at the end of the term of membership set by the executive, unless extended. The executive may revoke an honorary membership, at its discretion

### Section 3 — Termination Non-payment of Dues.

Process. Any member who fails to pay dues within thirty (30) days after they are due shall be notified in writing by the secretary. If the dues are not paid within (10) days after the notification, the executive may terminate membership at any time.

(b) Reinstatement. The executive may reinstate the former member to membership if the former Member requests and pays all debts to this club.

### Section 4 — Termination Non-attendance.

(a) Attendance Percentages. A member must

(1) attend or make up at least 50 percent of regular club meetings or satellite club meetings, engage in club projects, events and other activities for at least 12 hours in each half of the year, or achieve a proportionate combination of both; or

(2) attend at least 30 percent of this club's regular meetings or satellite club meetings, or engage in club projects, events and other activities in each half of the year (assistant governors, as defined by the RI board of directors, shall be excused from this requirement).

A member who fails to attend as required, may be terminated unless the executive consents to such non-attendance for good cause.

(b) Consecutive Absences. Non-attendance may be considered a request to terminate membership in this club, if the member fails to attend or make up four consecutive regular meetings, unless otherwise excused by the executive for good and sufficient reason or pursuant to article 10, sections 4 or 5. After the executive notifies the member, the executive, by a majority vote may terminate the member's membership.

(a) Exceptions. The bylaw may include provisions not in accordance with article 13, section 4.

### Section 5 — Termination Other Causes.

(a) Good Cause. The executive may terminate the membership of any member who ceases to have the qualifications for club membership or for any good cause by a vote of at least two-thirds of the executive members present and voting, at a meeting called for that purpose.

The guiding principles for this meeting shall be article 8, section 1; The Four-Way Test; and the high ethical standards of a Rotarian.

- (b) Notice. Before the executive acts under subsection (a) of this section, the member shall be given at least ten (10) days' written and an opportunity to respond in writing to the executive. Notice shall be delivered in person or by registered letter to the member's last known address. The member has the right to appear before the executive to state his or her case.

#### Section 6 — Right to Appeal, Mediate or Arbitrate Termination.

- (a) Notice. Within seven (7) days after the executive's decision to terminate or suspend membership, the secretary shall notify the member in writing. Within fourteen (14) days after the notice, the member may give written notice to the secretary of an appeal to the club or a request for mediation or arbitration as provided in article 17.
- (b) Appeal. In the event of an appeal, the executive shall set a date for the hearing at a regular club meeting held within twenty-one (21) days after receipt of the notice of appeal. At least five (5) days' written notice of the meeting and its special business shall be given to every member. Only members shall be present when the appeal is heard. The action of the club shall be final and binding on all parties and shall not be subject to arbitration.

Section 7 — Executive Action Final. Executive action shall be final if no appeal to this club is taken and no arbitration is requested.

Section 8 — Resignation. The member's resignation from this club shall be in writing, addressed to the president or secretary. The executive shall accept the resignation Unless the member owes debt to the club.

Section 9 — Forfeiture of Property Interest. Any person whose club membership is terminated in any manner shall forfeit all interest in any funds or other property belonging to this club if, under local laws, the member acquired any right to them upon joining the club.

Section 10 — Temporary Suspension. Notwithstanding any provision of this constitution, if in the opinion of the executive

- (a) credible accusations have been made that a member has refused or neglected to comply with this constitution, or has been guilty of conduct unbecoming a member or harmful to the club; and
- (b) those accusations, if proved, constitute good cause for terminating the membership of the member; and
- (c) no action should be taken on the membership of the member pending the outcome of a matter or an event that the executive believes should properly occur first; and
- (d) it in the best interests of the club to temporarily suspend the member without a vote on the member's membership and to exclude the member from attendance at meetings and other club activities and from any office or position;; the executive may, by a at least a two-thirds vote, temporarily suspend the member for a reasonable period of time up to 90 days and with any

other conditions the executive sets. A suspended member may appeal the suspension or may request mediation or arbitration as provided in section 6 of this article. During the suspension, the member shall be excused from attendance requirements. Before the suspension ends, the executive must either move to terminate the suspended Rotarian or reinstate the Rotarian to full regular status.

#### **Article 14: Community, National, and International Affairs**

Section 1 — Proper Subjects. Any public question involving the welfare of the community, the nation, is a proper subject of fair and informed discussion at a club meeting. However, this club shall not express an opinion on any pending controversial public measure.

Section 2 — No Endorsements. This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

Section 3 — Non-Political.

(a) Resolutions and Opinions. This club shall neither adopt nor circulate resolutions or opinions and shall not take action dealing with world affairs or international policies of a political nature.

(b) Appeals. This club shall not direct appeals to clubs, peoples, or governments, or circulate letters, speeches, or proposed plans for the solution of specific international problems of a political nature.

Section 4 — Recognizing Rotary's Beginning. The week of the anniversary of Rotary's founding (23 February) is World Understanding and Peace Week. During this week, this club will celebrate Rotary service, reflect upon past achievements, and focus on programs of peace, understanding, and goodwill in the community and throughout the world.

#### **Article 15: Rotary Magazines**

Section 1 — Mandatory Subscription. Unless, this club is excused by the RI board of directors each member shall subscribe to an official magazine. Two Rotarians who reside at the same address may subscribe jointly to an official magazine. The subscription fee shall be paid on the dates set by the executive for the payment of per capita dues for the duration of membership in this club.

Section 2 — Subscription Collection. The subscription fee shall be collected by this club from each member in advance and remitted to RI or to the office of a regional publication as determined by the RI board of directors.

#### **Article 16: Acceptance of Object and Compliance with Constitution and Bylaws**

By paying dues, a member accepts the principles of Rotary expressed in its object and agrees to comply with and be bound by the constitution and bylaw. On these conditions alone is a member entitled to the

privileges of this club. Each member shall be subject to the terms of the club constitution and bylaws whether or not the member has received copies of them.

#### **Article 17: Arbitration and Mediation**

Section 1 — Disputes. Any dispute between any current or former member(s) and this club, any club officer, or the executive, except a decision of the executive, shall, upon a request to the secretary by any disputant be resolved by either mediation or arbitration.

Section 2 — Date for Mediation or Arbitration. Within 21 days after receipt of the request, the executive shall in consultation with disputants, set a date for the mediation or arbitration

Section 3 — Mediation. The procedure for such mediation shall be

- (a) recognized by an appropriate authority with national or state jurisdiction: or
- (b) recommended by a competent professional body whose recognized expertise covers alternative dispute resolution; or
- (c) recommended in documented guidelines determined by the RI board or TRF Trustees.

Only Rotarians may be mediators. The club may ask the governor or the governor's representative to appoint a with appropriate mediation skills and experience.

(a) Mediation Outcomes. The outcomes or decisions agreed between the disputants after mediation shall be recorded and copies given to each party, the mediator or mediators and the executive. A summary statement acceptable to the parties shall be prepared for the information of the club. Any disputant, through the president or secretary, may call for further mediation if a party has retracted significantly from the mediated position.

(b) Unsuccessful Mediation. If mediation is requested but is unsuccessful, any disputant may request arbitration as provided in section 1 of this article.

Section 4 — Arbitration. In the event of a request for arbitration, each disputant shall appoint a Rotarian as an arbitrator and the arbitrators shall appoint a Rotarian as an umpire

Section 5 — Decision of Arbitrators or Umpire. The decision reached by the arbitrators or, if they disagree, by the umpire shall be final and binding on all parties and shall not be subject to appeal.

#### **Article 18: Bylaws**

This club shall adopt bylaws that are consistent with the RI constitution and bylaws, with the rules of procedure for an administrative territorial unit, where established by RI, and with this constitution, to give additional provisions for the government of this club. The bylaws may be amended from time to time as therein provided.

## Article 19: Amendments

Section 1 — Manner of Amending. Except as provided in section 2 of this article, this constitution may be amended only by a majority vote of those voting at the council on legislation

Section 2 — Amending Article 2 and Article 4. Article 2 (Name) and Article 4 (Locality of the Club) of the constitution may be amended at any regular club meeting, if a quorum being present, by at least two-thirds of all voting members, Notice of the proposed amendment shall be given to each member and the governor at least 21 days before such meeting. The amendment shall be submitted to the RI board of directors and becomes effective only when approved. The governor may offer an opinion to the RI board of directors of RI about proposed amendment.

Approved October 7<sup>th</sup>, 2019

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President Sonja Glass

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President-Elect Carol Norton



signed constitution  
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