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Article I Election of Directors and Officers

Section 1 — At a regular meeting prior to the meeting for election of the presiding officer shall ask for nominations by members of the club for president (elect), secretary, treasurer, and 6 members of the board of directors. The nominations may be presented by a nominating committee or by members on the floor, by either or by both as a club may determine. If it is determined that a nominating committee, such committee shall be appointed as the club may determine. If positions are not acclaimed, the nominations duly made shall be placed on a ballot in alphabetical order under each office and shall be voted on at the annual meeting. The candidates for president, secretary, and treasurer receiving a majority of the votes shall be declared elected to their respective offices. The 6 candidates for director receiving a majority of the votes shall be declared elected as directors. The president elected in such balloting shall be a member of the board as president-elect for the year commencing on the first day of July next following the election, and shall assume office as president-elect on the first day of July immediately following the year of service on the board of the president-elect.

Section 2 — The officers and directors, so elected, together with the past president shall constitute the board of directors.

Section 3 — A vacancy in the board of directors or any office shall be filled by the action of the remaining members of the board.

a member of the board of directors of the club, preside at meetings of the board in the absence of the president and to perform such other duties as prescribed by the president or the board.

Section 3 — *Secretary*. It shall be the duty of the secretary to keep the membership, record the attendance at meetings, send out notices of meetings to the board, record and preserve the minutes of such meetings, make the reports to RI, including the semiannual reports of membership, which shall be made to the general secretary of RI on 1 January and 1 July of each year, including prorated reports to the general secretary on 1 October and 1 April of each active member who has been elected to membership in the club since the start of the July or January semiannual reporting period, the report of club membership, which shall be made to the general secretary of RI, collect and forward to RI subscriptions to *THE ROTARIAN*, and perform such other duties as may pertain to the office of secretary.

Section 4 — *Treasurer*. It shall be the duty of the treasurer to have custody of the club funds, accounting for same to the club annually and at any other time upon demand by the board, and to perform such other duties as pertain to the office of treasurer. Upon retirement from office, the treasurer shall turn over to the president all funds, books of accounts, or other club property.

Section 5 — *Sergeant-at-Arms*. The president shall, subject to the approval of the board, appoint a board elected member to this position. The duties of the sergeant shall be such as are usually prescribed for such office and such other duties as may be prescribed by the president or the board.

Article IV Meetings

Section 1 — *Annual Meeting*. An annual meeting of this club shall be held on the 1st day in December in each year, at which time the election of officers and directors to serve for the ensuing year shall take place.

Section 2 — The regular weekly meetings of this club shall be held on Tuesday evenings. Due notice of any changes in or canceling of the regular meetings shall be given to all members of the club. All members excepting an honorary member excused by the board of directors of this club, pursuant to article 2(b) of the standard Rotary club constitution) in good standing in

Article V Fees and Dues

Section 1 — The admission fee shall be \$150 to be paid before the applicant can qualify as a member.

Section 2 — The membership dues shall be \$200 per annum, payable semiannually on the first day of July and of January, with the understanding that \$6.00 USD of each semiannual payment shall be applied to each member's subscription to *THE ROTARIAN* (\$12.00 USD per annum).

Article VI Method of Voting

The business of this club shall be transacted by *viva voce* vote except in the case of officers and directors, which shall be by ballot.

Article VII Committees

Section 1 —

(a) The president shall, subject to the approval of the board, appoint the following standing committees:

Club Service committee
Vocational Service committee
Community Service committee
International Service committee

(b) The president may, subject to the approval of the board, also appoint committees on particular phases of club service, vocational service, community service, and international service as deemed necessary.

(c) The club service committee, vocational service committee, community service committee, and international service committee shall each consist of one member who shall be named by the president from the membership of the board and not less than two (2) other members.

(d) The president shall be *ex officio* a member of all committees and shall have all the privileges of membership thereon.

(e) Each committee shall transact such business as is delegated to it in the bylaws and such additional business as may be referred to it by the president. Except where special authority is given by the board, such committees shall not take action until a report has been made to the board and approved by the board.

(f) The president may appoint one or more committees dealing with particular

committees on particular phases of club service:

Application committee
Club bulletin committee
Fellowship committee
Magazine committee
Membership committee
Membership development committee
Program committee
Public relations committee
Recruitment committee
Classifications committee
Rotary information committee

(d) The president may appoint the immediate past president to oversee and coordinate the work of the classifications, membership, membership development and Rotary information committees.

(e) Where feasible and practicable in the appointment of club committees there should be provision for continuity of membership, either by appointing more members for a second term or by appointing one or more members year term.

(f) The classifications and Rotary information committees may each consist of three members, one member of each committee to be appointed each year for a three year term. The first appointments made under this provision shall be as follows: one member for a term of one year; one member for a term of two years; one member for a term of three years.

(g) The magazine committee may, wherever feasible, include the editor of the club publication and a local newspaper or advertising member of the club.

Section 3 — Community Service Committee.

(a) The chairman of the community service committee shall be responsible for the club's service activities and shall supervise and coordinate the work of the committee.

(b) The community service committee may consist of the chairman of the club, the vocational service committee and the chairmen of all committees appointed by the board.

(c) This committee shall deal with particular phases of community service.

(c) *Attendance Committee* — including attendance at district conferences, district council meetings, district and interclub meetings, regional conferences, and international conventions. This committee shall especially encourage attendance at regular meetings of this club and attendance at regular meetings of other clubs; keep all members informed on requirements; promote better incentives for good attendance; and seek to remove the conditions that contribute to unsatisfactory attendance.

(b) *Classifications Committee*. This committee shall as early as possible later than 31 August of each year, make a classification survey of the club; shall compile from the survey a roster of filled and unfilled classifications; shall apply the classification principle; shall review, where necessary, the classifications represented in the club; and shall counsel with the board on classification problems.

(c) *Club Bulletin Committee*. This committee shall endeavor, through publishing of a weekly club bulletin, to stimulate interest and improve the program of the forthcoming meeting, relate highlights of the previous meeting, promote fellowship, contribute to the Rotary education of members, and report news of the club, of its members, and of the world.

(d) *Fellowship Activities Committee*. This committee shall promote and friendship among the members, promote participation by members in organized Rotary recreational and social activities, and do such work as may be assigned by the president of the club.

(e) *Magazine Committee*. This committee shall stimulate reader interest in *ROTARIAN*; sponsor a magazine month; arrange for brief monthly reviews in the magazine on regular club programs; encourage the use of the magazine in the induction of new members; provide a copy of the magazine for non-Rotarian speakers; secure international service and other special subscriptions; send news items and photographs to other Rotary-sponsored organizations within the club; and in other ways make the magazine of interest to club members and non-Rotarians.

(f) *Membership Committee*. This committee shall consider all proposals for membership from the personal side and shall thoroughly investigate the business, social and community standing, and general eligibility of all applicants.

Section 2 — Vocational Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in their vocational relationships and in promoting the general standards of practice in their respective vocations. The chairman of this committee shall be responsible for the vocational service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of vocational service.

Section 3 — Community Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in their community relationships. The chairman of this committee shall be responsible for the community service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of community service.

Section 4 — Human Development Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in dealing with the welfare of human beings of all kinds throughout the whole span of life by providing assistance and support to those in need.

Section 5 — Environmental Protection Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in promoting and improving the quality of the community's environment.

Section 6 — Red Flare Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in building relationships with other Rotary-sponsored organizations within the community and its facilities.

Section 7 — International Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in matters relating to international service and in promoting the RI Foundation. The chairman of this committee shall be responsible for the international service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of international service.

record of the club.)

Article X Finances

Section 1 — The treasurer shall deposit all funds of the club in some bank or banks named by the board.

Section 2 — All bills shall be paid only by cheque signed by two officers. At the end of each Rotary year, a statement of accounts shall be prepared by the Treasurer, Public Account or other qualified person, other than the Treasurer, and presented to club members.

Section 3 — Officers having charge or control of funds shall be bonded. A bond may be required by the board for the safe custody of the funds of the club, the amount to be borne by the club.

Section 4 — The fiscal year of this club shall extend from 1 July to 30 June, and for the collection of members' dues shall be divided into two (2) semi-annual periods extending from 1 July to 31 December, and from 1 January to 30 June. The payment of per capita dues and magazine subscriptions to RI shall be made on 1 July and 1 January of each year on the basis of the membership on those dates.

Section 5 — At the beginning of each fiscal year the board shall prepare a budget to be prepared a budget of estimated income and estimated expenditures for the year, which, having been agreed to by the board, shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by the board. Expenditures may not extend beyond current board's mandate. (Section 7).

Section 6 — A Ways & Means committee, chaired by the President shall review and recommend, to the board, all solicitation (ie: fundraising, money, goods-in-kind or flow-throughs) projects and possible expenditure distribution. All solicitation projects undertaken on behalf of the club must be submitted in writing to this committee for review, recommendation and then approved by the board. The board shall retain the authority to proceed independently on any project (Section 7).

Section 7 — All multi-year commitments must be adopted as an amendment to these ByLaws and shall be recorded under Article XVI. The amount and duration of the commitment must be detailed with automatic termination at the

member shall have his or her name and proposed classification to be published to the club. Subsequently, the prospective or prior member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership. This will be done in a personal meeting with at least two club members, appointed by board, and will include dues and fee structures, and presentation of the club's Code of Conduct document.

Section 5 — If no written objection to the proposal, stating reasons, is received from any member (other than honorary) of the club within seven days following the third publication of information about the prospective member upon board approval and payment of the admission fee (if not honorary), the prospective member, upon payment of the admission fee (if not honorary), shall be considered elected to membership. If any such objection has been filed with the board, the matter at its next meeting. If approved despite the objection, the prospective member, upon payment of the admission fee (if not honorary), shall be considered elected to membership.

Section 6 — Following the election, the president shall arrange for the induction of the new member; the club secretary shall issue a membership card and report the new member to RI; and the Rotary information committee shall provide literature for presentation at the induction and assign a member to assist in the assimilation of the new member.

Article XIII Attendance & Meeting MakeUps

The board may, at its discretion, issue meeting makeups to members for Service and/or participation. These makeups will be applied to a member's attendance at the next available opportunity.

Article XIII Resolutions

Not a resolution or motion to commit this club on any matter shall be considered by the club until it has been considered by the board. Such resolutions or motions presented at a club meeting, shall be referred to the board without discussion. Resolutions or motions referred to the board will have no consequence and will not be binding on the board or the club.

Article XIV Order of Business

Reading of the minutes of the previous Annual General Meeting.
Presentation of the Club Year End (June 30) Financial Statement.
Report of Board of Directors Nominating Committee.
Nominations from the floor.
Election of Officers and Board of Directors in accordance with Article 10 of these Bylaws.
New Business.
Adjournment.

Article XV Amendments

These bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such amendment shall have been mailed, faxed or emailed to each member (10) days before such meeting. No amendment or addition to these bylaws shall be made which is not in harmony with the club constitution and with the articles and bylaws of RI.

Article XVI Multi-Year Commitments

The following sections detail the club's ongoing commitments for funding and/or expenditures beyond the current Rotary year.
Note: Sections are automatically renumbered as commitments are completed.

Section 1 — SouthLak Regional Health Centre

\$10,000 (in total) for the sponsorship of a Cardiac Care Quiet Room at the hospital payable on the following yearly schedule:

- 2001-2 \$5,000
- 2002-3 \$1,250
- 2003-4 \$1,250
- 2004-5 \$1,250
- 2005-6 \$1,250

Section 2 — York Region Community Safety Village

\$7,150 (in total) for the sponsorship of a 'Rotary' Building in the Village of

company and its representatives must be proposed for membership under guidelines and procedures as for a Personal Membership.

At the time of application, a Principal and a minimum of one Alternate Representative must be proposed. Alternative Representatives must be or employees of the member firm. All subsequent Representative proposals subject to the same guidelines and procedures as for a Personal Membership. From time to time, a member company may propose to delete, add (to the maximum) or change one or both of their Alternate Representatives, by the Board of Directors in writing. Alternative Representatives do not have membership status except as a spokesperson for the member company and proposed by the Principal Representative for that purpose. Alternative Representatives require ongoing Board or Club endorsement. The Board of Directors of the Club reserves the right to inform the member company of the signature of any Alternate Representative and to ask for another to be proposed in replacement. If an Alternate Representative leaves the company, they must apply for Personal Membership, submit to the full membership process. If accepted, they will be charged a full admission and full annual dues as a Personal Member. If they wish to become a full member while remaining in the employ of the member company, they may do so at any time. The Principal Representative will be informed before the name is published for membership.

In the event that the member company should want to change its Principal Representative, such intention must be made known to the Board of Directors in writing. The Board will consider the new Principal Representative as though any new membership application. Alternate Representatives must have an associated Principal Representative.

Section 2 — Fees and Dues

Upon acceptance of the Corporate Membership application, an admission fee the same amount as Personal Membership will be immediately due. For an Alternate Representative an admission fee of 50% of the Personal Membership Admission Fee will be due immediately. In all cases, all Admission Fees are payable regardless of past or current Rotarian membership. Annual membership

meeting or event.

Section 4 — Voting

Each member company will have the right to cast one vote and one vote only on any issue that the Club may vote upon, regardless of the fact that more than one representative of the company may be in attendance at the time of the vote.

Section 5 — Board of Directors

Only the Principal Representative of a member company may be considered for a Board of Director's or any other Rotary (District or RI) position, in the same manner as an individual member.

Section 6 — Privileges and Responsibility

Corporate Representatives will hold the same privileges and responsibilities of membership and will expected to conform to the same standards of conduct and participation as an individual member except as outlined. Alternate Representatives will have no official Rotary status outside of this Club.