

Bylaws of the Rotary Club of Mount Clemens

Club bylaws supplement the Standard Rotary Club Constitution and shall not be in conflict with the RI Constitution and Bylaws, the Standard Rotary Club Constitution (except where permitted), and the Rotary Code of Policies.

Article 1 Definitions

1. Board: The board of directors of this club.
2. Director: A director on this club's board.
3. Member: A member, other than an honorary member, of this club.
4. Quorum: The minimum number of participants who must be present when a vote is taken: one-third of the club's members for club decisions and a majority of the directors for club board decisions.
5. RI: Rotary International.
6. Year: The 12-month period beginning 1 July.
7. In Writing: A communication capable of documentation, regardless of the method of transmission.

Article 2 Board

The governing body of this club is its board of directors, consisting of, at a minimum, the president, immediate past president, president-elect, president-nominee, secretary, and treasurer.

Article 3 Elections and Terms of Office

Section 1 – One month before elections, members nominate candidates for president-nominee and any open secretary, treasurer, or director positions. The nominations may be presented by a nominating committee, by members from the floor, or both.

Section 2 – The candidate who receives a majority of the votes for each office is declared elected to that office.

Section 3 – If any officer or board member position is unfilled at the time of the election, the remaining members of the board will make an appointment to fill the position.

Section 4 – If any officer or director vacates their position, the remaining members of the board will appoint a replacement. First consideration for replacement should be given to the candidate with the next highest number of votes for the position in the election when the officer or board member vacating the position was elected.

Section 5 – If any officer-elect or director-elect vacates a position, the remaining members of the board-elect will appoint a replacement. First consideration for replacement should be given to the candidate with the next highest number of votes for the position in the election when the officer-elect or board member vacating the position was elected.

Section 6 – The terms of office for each role are:

President –	<u>one year</u>
President-elect –	<u>one year</u>
President-nominee –	<u>one year</u>
Immediate past president –	<u>one year</u>
Treasurer –	<u>one year; two years commencing with the term beginning 7/1/22</u>
Secretary –	<u>two years</u>
Director –	<u>two years</u>

Article 4 Duties of the Officers

Section 1 – The president presides at club and board meetings.

Section 2 – The immediate past president serves as a director on the club board.

Section 3 – The president-elect prepares for his or her year in office and serves as a director.

Section 4 – The president-nominee presides at club and board meetings when the president is absent.

Section 5 – A director attends club and board meetings.

Section 6 – The secretary keeps membership and attendance records.

Section 7 – The treasurer oversees all funds and provides an accounting of them.

Section 8 – The sergeant-at-arms maintains order in club meetings.

Section 9 – See Rotary club leader manuals for details on the roles and responsibilities of club officers.

Article 5 Meetings

Section 1 – An annual meeting of this club is held no later than 31 December to elect the officers and directors who will serve for the next Rotary year.

Section 2 – This club meets on Thursdays at 12:15 p.m. Reasonable notice of any change or cancellation of the regular meeting will be given to all club members.

Section 3 – Board meetings are held each month. Special meetings of the board are called with reasonable notice by the president or upon the request of two directors.

Article 6 Dues

The new member initiation fee shall be \$75 to be paid before the applicant can qualify as a member, \$25 of which shall be contributed to the RI Foundation in the name of the new member. An additional \$75 of Paul Harris credit will be awarded to the new member.

Annual club dues are \$780. They are paid monthly. Annual club dues include RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

Article 7 Corporate Affiliates

Section 1 – A regular member may propose up to four individuals working for the same employer as corporate affiliates who may periodically attend club meetings on behalf of, or with, the member.

Section 2 – Corporate affiliates must meet the same membership qualifications as described in the club constitution and be approved by the board.

Section 3 – A fee of \$15 shall be charged once a corporate affiliate has been approved by the board.

Section 4 – Any affiliate not attending a meeting on behalf of a member shall be charged the standard lunch fee.

Section 5 – Corporate affiliates are not eligible to vote in club elections or serve on the board.

Article 8 Method of Voting

The business of this club is conducted by voice vote or a show of hands except in the election of officers and directors, which is conducted by ballot. The board may also provide a ballot for a vote on some resolutions.

Article 9 Committees

Section 1 – This club's committees comprise those listed in article 11, section 7, of the Standard Rotary Club Constitution. Additional committees shall be established, changed, appointed, and dissolved by the president subject to approval of the board.

Section 2 – The president is an ex-officio member of all committees.

Section 3 – Each committee's chair is responsible for the regular meetings and activities of the committee, supervises and coordinates its work, and reports to the board on all committee activities.

Section 4 – Each committee shall transact such business as is delegated to it by the board. Except where special authority is given by the board, such committees shall not take action until a request has been approved by the board.

Article 10 Finances

Section 1 – Before each fiscal year starts, the board prepares an annual budget of estimated income and expenditures.

Section 2 – The treasurer deposits club funds in a financial institution or institutions designated by the board.

Section 3 – Bills are paid by the treasurer or another authorized officer.

Section 4 – Officers having charge or control of funds shall give bond as may be required by the board for the safe custody of the funds of the club, cost of bond to be borne by the club.

Section 5 – A qualified person conducts a thorough annual review of all financial transactions.

Section 6 – Club members will receive an annual financial statement of the club. A mid-year financial report, with current and previous year income and expenses, is presented at the annual meeting.

Section 7 – The fiscal year is from 1 July to 30 June.

Article 11 Method of Electing Members

Section 1 – A member proposes a candidate for membership to the board and/or the membership committee, or another club proposes one of its transferring or former members.

Section 2 – The secretary shall ensure that the proposed member's name is published in at least two of the club's weekly newsletters.

Section 3 – The candidate must have attended a minimum of three club meetings in the past three months before being approved.

Section 4 – A member may provide an objection to a proposal in writing or in person at the board meeting when the proposal is being considered.

Section 5 – The board approves or rejects the candidate's membership within 30 days and notifies the proposing member of its decision.

Section 6 – If the board approves the candidate's membership, the prospective member is invited to join the club.

Article 12 Amendments

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending notice in writing to each member 10 days before the meeting, having a quorum present for the vote, and having two-thirds of the votes support the change. Changes to these bylaws must

be consistent with the Standard Rotary Club Constitution, the RI Constitution and Bylaws, and the Rotary Code of Policies.

Adopted: September 12, 2019