

Bylaws of the Rotary Club of East Nassau

July 2017

Article 1 Definitions

1. Board: The club's board of directors
 2. Director: A member of the club's board of directors
 3. Member: A member of the club, other than an honorary member
 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 that begins on 1 July
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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 (first vice president), second vice president, third vice president, secretary, treasurer, and at least five (5) additional officers. There may be up to a total of twenty (20) directors inclusive of officers.

Article 3 Elections and Terms of Office

Section 1 -Prior to September 30th, (and two weeks before elections), members nominate candidates for president, vice president, secretary, treasurer, and any open director positions. The nominations may be presented by a nominating committee, by members from the floor, or both. Prior notice must be provided to members that nominations are being presented. If used, a nominating committee will be appointed by the president-elect comprising a selection of past presidents, the current president, and the president-nominee. Elections will be held during a regular club meeting.

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 vacates his or her position, the remaining members of the board will appoint a replacement.**

Section 4 -**If any officer-elect or director-elect vacates a position, the remaining members of the board-elect will appoint a replacement.**

Section 5-The terms of office for each role are one year.

Article 4 Duties of the Officers

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

Section 2 -The immediate past president serves as the RI Foundation director of the club board.

Section 3 -The president-elect prepares for his or her year in office and serves as a director of Community Service, as well as presiding at club and board meetings when the president is absent. The president-elect is required to attend District Conference President-Elect Training Seminars as well as represent the club at the Rotary International Convention at the club's expense.

Section 4 -The second vice president serves as director of Fund Raising.

Section 5 - The third vice president serves as director of Club Administration.

Section 6-A director attends club and board meetings.

Section 7-The secretary keeps membership records. The secretary-elect is required to attend District Conference President-Elect Training Seminars at the club's expense.

Section 8-The treasurer oversees all funds and provides a monthly and annual accounting of them. When possible, the treasurer is recommended to attend District Conference at the club's expense.

Section 9 -Board members may perform additional duties as assigned.

Article 5 Meetings

Section 1-This club meets as follows: Fridays at 12:30 p.m. to 2:00 p.m. Meeting times and locations may be changed or cancelled at the discretion of the board. Reasonable notice of any change or cancellation of the regular meeting will be given to all club members.

Section 2-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

Section 1 –Annual active member club dues are \$350.00.They are to be paid in full prior to the start of the Rotary year. Alternative payment options need to be approved by the treasurer. Annual club dues include RI per capita dues, a subscription to The Rotarian magazine, district per capita dues, club fees, any other Rotary or district per capita assessment and a \$100.00 contribution to the Rotary International Foundation. Dues invoices will show the breakdown of the charges. Members joining mid-year will pay prorated dues as invoiced by the treasurer or secretary.

Section 2 - Associate and corporate member club dues are \$1,000.00 and \$2,500.00 respectively. Dues will be allocated to the same charges associated with an active membership as outlined in Section 1 above (per capita for corporate) with the balance being evenly divided between the club service account, the ENRCCT, and the RI Foundation.

Section 3- An admission fee of \$70.00 shall be paid along with annual dues before a new member applicant can be inducted. The admission fee is used to offset the costs for new member items. The admission fee is waived for current or past Rotaract members transferring to Rotary.

Section 4- The board will review dues annually and approve necessary changes. Any changes must be communicated to the club by March 31st.

Article 7 Method of Voting

The business of this club is conducted by voice vote or a show of hands. The board may also provide a ballot for a vote on some resolutions.

Article 8 Committees

Section 1 -Club committees coordinate their efforts to achieve the club's annual and long-term goals. The club should have at least the following committees:

- Attendance
- Axis/Newsletter
- Club Administration
- Club History
- Community Service
- East Nassau Rotary Club Charitable Trust
- Family of Rotary
- Fellowship
- Fox Hill Run
- Fund raising
- Hamburger Van
- International Service
- Membership
- Program
- Protect Planet Earth
- Public Image
- Rotary Foundation
- Sergeants
- Vocational Service
- Youth

Additional committees may be appointed as needed.

Section 2-The president is an ex officio member of all committees and, as such, has all the privileges of membership.

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 - Except where special authority is given by the board, committees shall not take action until a report has been made and approved by the board. The president or the board shall refer additional business to a specific committee as needed.

Article 9 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, divided into two accounts: one for club operations and one for service projects.

Section 3 -Bills are paid by the treasurer or another authorized officer and approved by two other officers or directors.

Section 4 - A qualified person conducts a thorough annual review of all financial transactions.

Section 5 -Club members will receive an annual financial statement of the club.

Section 6-The fiscal year is from 1 July to 30 June.

Article 10 Method of Electing Members

Section 1 -A member proposes a candidate for membership to the board by submitting an application to the secretary, or another club proposes one of its transferring or former members. All candidates must attend 3 regular meetings and participate in a Fox Hill Run for consideration.

Section 2 - The membership committee ensures the candidate meets all of Rotary's membership requirements, and assigns a classification before presenting to the board for approval.

The Board will approve or reject the candidate's membership within 30 days of receiving the application.

Section 3- If the board approves the candidate's membership, the prospective member's name and classification is circulated to the club members who have seven days to file any written objections. If an objection is filed, the board shall vote on the matter at its next meeting.

Section 4-If approved, the proposer is informed and the candidate is educated about Rotary and membership requirements. After payment of dues and admission fee, the candidate will be inducted at the first opportune weekly meeting.

Section 5 - Honorary members are reviewed annually and approved by the board. The secretary invites the honorary member who must accept the invitation before honorary membership is given. Honorary members are to be encouraged to attend meetings and support the club financially where possible. Honorary memberships are valid for one Rotary year.

Article 11 Resolutions

Any resolutions or motions to commit the club to any position or action shall first be reviewed and approved by the board. If resolutions or motions are first offered at a club meeting, they shall be sent to the board without discussion.

Article 12 Attendance

Pursuant to Article 7 of the club constitution, Exceptions to Provisions on Meetings and Attendance, the following rules and requirements supersede Article 12 of the constitution.

Section 1 -Attendance makeups are allowed for thirty (30) days before or after missed meetings.

Section 2 - Club members who volunteer at a non-Rotary related community service project may receive an attendance makeup with approval of the attendance director.

Section 3 -Members failing to meet minimum attendance requirements and not being active participants in club activities may be subject to membership termination by a majority vote of the board.

Section 4- Members will be encouraged to maintain good attendance through special recognition.

Article 13 Additional Membership Types

Pursuant to Article 7 of the club constitution, Exceptions to Provisions on Meetings and Attendance, the following rules and requirements supersede Article 9 of the constitution.

Section 1 – Associate Members – An Associate Member has all the rights and privileges of an Active Member other than noted in this Section. This membership is only provided to individuals who cannot attend meetings or service projects on a regular basis. It is reserved for those who are considered respectable members of the community who wish to assist the community through Rotary. Associate members will be screened and approved by the Board of Directors through the Membership Committee using the standard Rotary principles. They are asked to attend meetings and/or service projects as they are able but with no requirement to do so. They will pay dues of \$1,000 per year which will include RI dues, district dues, club dues, a Foundation donation, a Charitable Trust donation and miscellaneous operating costs of the club.

Section 2 – Corporate Members – A Corporate Member is a company that wishes to be a part of Rotary as a corporate entity. They are able to name up to three executive members of their organization to attend meetings and/or service projects when possible, without required attendance. They must supply those names and they will be screened and approved by the Board of Directors through the Membership Committee using the standard Rotary principles. A Corporate Member will be expected to support Rotary programs and projects during the year. The Corporate Member will make a donation to the club of \$2,500 which will include RI dues, district dues, a Foundation donation, a Charitable Trust donation and miscellaneous operating costs of the club for each of the three individuals named.

Article 14 Amendments

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice 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.