

BY-LAWS OF THE AMES MORNING ROTARY CLUB

ARTICLE I

Election of Board of Directors and Officers

Section 1 – Nominations for director shall be made by a nomination committee consisting of the immediate past president, as chair, and two other members appointed by the president. This committee shall present a proposed slate of at least three and not more than six nominees which shall be published in the Ames Rotary News two consecutive issues prior to the annual meeting. Members may make further nominations until the close of the regular meeting next preceding the annual meeting by letter to the secretary. These nominations shall be placed upon the ballot and voted for at the annual meeting and the three candidates securing the highest number of votes shall be declared elected for a term of two years commencing on the first day of July next following their election.

Section 2 – The directors who will serve during the ensuing year shall meet after the annual meeting and shall elect the following: (1) a president who shall serve as a member of the board as president-elect for the year commencing on the first day of July next following election as president and shall assume office as president on the first day of July immediately following year of service on the board as president-elect; (2) a secretary and a treasurer, either of whom may or may not be members of the board.

If not otherwise members of the board, the secretary and the treasurer elected at this meeting shall become ex-officio members of the board in the year for which they are elected to serve and shall have such responsibilities and privileges of membership thereon as the board may determine.

Section 3 – A vacancy in the board of any office shall be filled by action of the remaining members of the board except that the president-elect shall serve any unfilled term of the current president.

Section 4 – A vacancy in the position of any officer-elect or director-elect shall be filled by action of the remaining members of the board who will serve during the ensuing year.

ARTICLE II

Board of Directors

Section 1 – The governing body of the club shall be the board of directors (herein referred to as the board), elected in accordance with Article I, Section I, of these by-laws.

Section 2 – The three members elected in accordance with Article I, Sections 1 and 4 of these by-laws shall serve as ex-officio members of the board until their term begins.

ARTICLE III

Duties of Officers

Section 1 – PRESIDENT. It shall be the duty of the president to preside at meetings of the club and board and to perform such other duties as ordinarily pertain to this office.

Section 2 – PRESIDENT-ELECT. It shall be the duty of the president-elect to preside at meetings of the club and board in the absence of the president, serve as chair of the program committee and to perform such other duties as ordinarily pertain to this office.

Section 3 – SECRETARY. It shall be the duty of the secretary to keep the records of membership, record the attendance at meetings, send out notices of meetings of the club, board and committees, record and preserve the minutes of board meetings, make the required reports to Rotary International, including the semi-annual reports of membership, which shall be made to the general secretary of Rotary International on

January 1st and July 1st of each year, the report of changes in membership, which shall be made to the general secretary of Rotary International, the monthly report of attendance at the club meetings which shall be made to the District Governor immediately following the last meeting of the month, collect and remit to Rotary International subscriptions to the Rotarian, and perform such other duties as usually pertain to this office.

Section 4 – TREASURER. It shall be the duty of the treasurer to have custody of all 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 usually pertain to his office. Upon his retirement from office, he shall turn over to his successor or to the president all funds, books of accounts, or any other club property in his possession.

ARTICLE IV

Meetings

Section 1 – An Annual Meeting of the club shall be held at a regular meeting in November or December as determined by the board in each year, at which time the election of directors to serve for the ensuing year shall take place.

Section 2 – The regular weekly meetings of the club shall be held on Wednesday at 7:00 A. M. Due notice of any changes in or canceling of the regular meeting shall be given to all members of the club.

Section 3 – One-third of the membership shall constitute a quorum at the annual and regular meetings of the club.

Section 4 – Regular meetings of the board shall be held as scheduled by the board. Special meetings of the board shall be called by the president whenever deemed necessary, or upon the request of two members of the board, due notice having been given.

Section 5 – A majority of the board members shall constitute a quorum of the board.

ARTICLE V

Fees and Dues

Section 1 – The admission fee shall be \$25.00 to be paid before the applicant can qualify as a member.

Section 2 – The membership dues shall be determined by the board, payable on the first day of July, October, January and April, which includes one-fourth of the annual cost of a subscription to The Rotarian magazine.

Section 3 – The meal charges shall be as determined by the board, payable in advance on the first day of July, October, January and April.

ARTICLE VI

Method of Voting

The business of the club shall be transacted by voice vote except the election of officers and directors, which shall be by ballot.

ARTICLE VII

Committees

Section 1 – The president shall, subject to the approval of the board, appoint the following committees:

CLUB SERVICE COMMITTEE VOCATIONAL SERVICE COMMITTEE
COMMUNITY SERVICE COMMITTEE INTERNATIONAL SERVICE COMMITTEE

Section 2 – The president shall, subject to the approval of the board, appoint one director to supervise each area of club activities listed in Section I of this Article.

Section 3 – The president-elect shall, subject to the approval of the board, appoint the program committee.

Section 4 – Where feasible and practicable in the appointment of club committees, there should be provision for continuity of membership by reappointing not less than one-half of the members from the previous year.

Section 5 – The board may eliminate or create committees in order to accommodate the needs and activities of the club.

Section 6 – The president and the director supervising each area of club activities shall be ex-officio members of their committees and, as such, shall have all the privileges of membership thereon.

Section 7 – Each committee shall transact such business as is delegated to it in the by-laws and such additional business as referred to it by the president or the board. Except where special authority is given by the board, such committees shall not take action until a report has been made to and approved by the board.

ARTICLE VIII
Duties of Committees

The president shall, subject to the approval of the board, assign such duties as are necessary to the committees in order to accommodate the needs and activities of the club.

ARTICLE IX
Leave of Absence

Upon written application to the board setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time.

ARTICLE X
Finances

Section 1 – The treasurer shall deposit all funds of the club in financial institutions approved by the board.

Section 2 – All bills shall be paid only by checks signed by the treasurer. A thorough audit by a certified public accountant or other qualified person shall be made once each year of all the club's financial transactions.

Section 3 – Officers having charge or control of funds shall give bond as may be required by the board or the safe custody of the funds of the club, with the cost of bond to be borne by the club.

Section 4 – The fiscal year of this club shall extend from July 1st to June 30th and, for the collections of members' dues, shall be divided into four quarterly periods. The payment of per capita dues and magazine subscriptions to Rotary International shall be made on July 1st of each year on the basis of the membership of the club on those dates.

Section 5 – At the beginning of each fiscal year, the budget and finance committee shall prepare for board approval a budget of estimated income and estimated expenditures for the year, which shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by action of the board.

ARTICLE XI

Method of Electing Members

Section 1 – ACTIVE MEMBERS (Including additional active members).

The name of a prospective member proposed by an active, senior active or past service member of the club shall be submitted to the membership committee in writing through the club secretary. The proposal for the time being shall be kept confidential except as otherwise provided in the procedure.

The membership committee shall consider and report to the board on the eligibility of the proposed member from the standpoint of classification, character, business and community standing, and general eligibility. The board shall consider and approve or disapprove the recommendations of the membership committee and shall then notify the proposer, through the club secretary, of its decision.

If the decision of the board is favorable, the proposer, together with one or more members of the Rotary information committee, shall inform the prospective member of the purposes of Rotary and of the privileges and responsibilities of membership in the club, following which the prospective member shall be requested to give his permission for his name and proposed classification to be published in the club.

If no written objection to the proposal stating reasons is received by the board from any members of the club within seven days following publication of the name of the prospective members, upon payment of his admission fee, as prescribed in Article V of these by-laws, shall be considered to be elected to membership.

If any objection has been filed with the board, it shall consider the same at any regular or special meeting of the board and shall ballot on the proposed member. If not to exceed two negative votes are cast by the members of the board in attendance at such regular or special meeting, the proposed member, upon payment of the prescribed admission fee, shall be considered to be elected to membership.

The member shall be formally introduced as a new member at a regular meeting of the club.

The name of a proposed candidate for re-election as an active member shall be submitted to the board in writing, and the election shall be in the same form and manner as prescribed for the election of an active member, provided that such proposal may be considered at the regular or special meeting of the board and that the board may, at its discretion, waive any of the steps as set forth in Section I of this Article, and proceed to ballot on the proposed member. If not to exceed two negative votes are cast by the members of the board in attendance at the regular or special meeting, the proposed member shall be considered duly elected.

Section 2 – SENIOR ACTIVE, PAST SERVICE, AND HONORARY MEMBERS.

The name of a proposed candidate for any one of these three kinds of membership shall be submitted to the board in writing, and the election shall be in the same form and manner as prescribed for the election of any active member, provided that such proposal may be considered at any regular or special meeting of the board, and that the board may, at its discretion, waive any of the steps set forth in Section I of this Article and proceed to ballot on the proposed member. If not to exceed two negative votes are cast by the members of the board in attendance at the regular or special meeting, the proposed member shall be considered duly elected, provided that any active member or past service member of this club who qualifies for senior active membership as set forth in the Constitution of the club shall automatically become a senior active member of this club, no application for or election to such senior active membership being required.

Section 3 – RE-ELECTION OF FORMER ADDITIONAL ACTIVE MEMBER.

The application of a former additional active member of the club who was elected to such member under Article III, Section 2(a) of the by-laws of Rotary International and whose membership was terminated as provided in Article VIII, Section 2(b) (I) of the constitution of the club shall be considered promptly by the board and in advance of any other application or proposal under the same classification or another classification.

When the membership of an additional active member elected under the provisions of Article V, Section 5(b) of the constitution of the club has ceased as a result of the classification becoming vacant, then, when the classification is again filled, he may (without prejudice to the right of Article V, Section 5(a) of the constitution) be re-elected.

At its discretion, the board may refer any application to the membership committee, and the board may provide for a seven-day period during which any member objecting to the election of any proposed member shall notify the board in writing, stating reasons for his objection. At any regular or special meeting, the board shall proceed to ballot on any application, taking into account, where applicable, reports from the membership committee and any objections filed. If not to exceed two negative votes are cast by members of the board in attendance at the regular or special meeting, the former additional active member shall be considered duly elected to membership and shall be notified by the secretary. In the event any application is rejected, the applicant shall be so notified by the secretary.

ARTICLE XII

Resolutions

No resolution or action to commit the club on any matter shall be considered by the club until it has been considered by the board. Such resolutions or motions, if offered at a club meeting shall be referred to the board without discussion.

ARTICLE XIII

Order of Business

The order of business at any meeting of the board or the club shall be determined by the president.

ARTICLE XIV

Amendments

These by-laws may be amended at any regular meeting of the club, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been mailed to each member at least seven days before such meeting. No amendment or addition to these by-laws can be made which is not in harmony with the club constitution and with the constitution and by-laws of Rotary International.

Board Policies

EXCUSE FROM MEETINGS – The board may grant a member an excuse from four or fewer consecutive meetings for good and sufficient cause, provided it is requested. No credit for meal charges will be granted.

LEAVE OF ABSENCE – The board may grant a member a leave of absence from five or more consecutive meetings for good and sufficient cause, provided it is requested. A credit for meal charges will be granted for meetings not attended.

MEMORIAL CONTRIBUTION – A memorial contribution is \$25.00 will be made to the designated memorial of a deceased member in lieu of sending flowers for the funeral.