

BOARD POLICY DECISIONS

ROTARY CLUB OF KALISPELL

The purpose of this Policy Section is to facilitate the continuity of Club administration. The policies related herein record the decisions of the Board of Directors on matters either outside the Club By-laws or on matters interpreting those By-laws. These decisions stand as Club Policy until deleted by or replaced by succeeding Board decisions.

(1) RECORDED POLICY DECISIONS:

Be it resolved that a list of the duly passed policies, procedures and resolutions be appended to the Club Handbook each year following the section containing the Club's By-Laws.

(2) IN MEMORY OF:

Upon the death of a member a memorial contribution of one hundred dollars shall be made to the Rotary Foundation or a Rotary project from club funds.

(3) SECRETARY'S DUTIES NON-ATTENDANCE OF MEMBERS:

The Club Secretary, or at his or her direction the Attendance Committee Chairperson, shall contact each member who misses multiple meetings, encouraging that person to make-up, and assisting them to do that with appropriate information.

(4) PAYMENT/REIMBURSEMENT FOR OFFICERS/DELEGATES ATTENDING ROTARY SESSIONS, ASSEMBLIES AND CONFERENCES:

a. PETS (President Elect Training Session)

Club will pay registration for president elect including room and meals as included in the registration fee package. It will also pay for transportation costs with the Board option to limit by budget the amount available.

b. DISTRICT CONFERENCE (4-16-01)

Club will pay registration for all delegates selected by

the Board to attend, including up to two nights' lodging at the conference if the conference is outside the Kalispell area. Separate transportation may be provided in the annual budget and divided as necessary between delegates. Reimbursement will be authorized when receipts are submitted.

c. ASSEMBLY

Club will pay registration fee, including room and meals, for club president and secretary to attend (room cost not applicable if meeting is in Flathead County) Transportation funds may be provided in the annual budget and divided as necessary. The president and secretary will be reimbursed for covered expenses by submitting payment receipts to the Board for authorization.

d. PEACE PARK ASSEMBLY

Club will pay the registration fee for each Kalispell member attending an Assembly for the first time. No meals, lodging or transportation expense is provided. However, if the Club has a member who is an officer in the Peace Park Association, it will pay for that member's registration fee, lodging and transportation as described for Delegates under District Conference above. These benefits or reimbursements apply individually only as the Peace Park Association fails to pay registration, room, board and transportation. If the Peace Park Association pays any amount in these categories, it shall be deemed sufficient and no further payment or reimbursement will apply.

e. R.I. CONVENTION

Club will pay registration for the Club's President Elect or for one delegate to be elected by the Board of Directors. Club will also reimburse the Club President or selected delegate in the amount of \$2500.00 for a Rotary International convention occurring in the continental United States and in the amount of \$3,500.00 for Rotary International conventions occurring elsewhere.

f. DISTRICT GOVERNOR

Club will contribute \$1,500 to a club member who is

elected District Governor of #5390. It shall be paid in equal installments beginning July 1, and every month thereafter until paid. Said money to be audited by the Board of Directors every six months using documents of expenditures provided by the District Governor as signed by his Secretary/Treasurer.

(5) CRITERIA FOR USE OF GENERAL FUNDS FOR COMMUNITY CONTRIBUTIONS-11/14

The Contribution Committee is to serve the Board of Directors, by fielding, evaluating and deciding on requests received by the club for financial support as defined by the by-laws.

While some applications are accepted others are rejected when they don't meet the Contribution Committee's criteria.

- a. All Contributions requests will be referred to the Contributions Committee.
- b. Recipients will represent Flathead area interests.
- c. Out of area relevant requests will be referred to the Board of Directors with Contribution Committee recommendations.
- d. Requests for money over five hundred (500.00) dollars will be referred to the Board of Directors with Contribution Committee recommendations.
- e. Tax supported organizations and the United Way organizations will have a lower priority than others that don't receive this type of support.
- f. No religious or political donations.
- g. The Contributions Committee may request the Board of Directors review applications that appear to be beyond the scope of the Contributions Committee.

(6) PROPOSED MEMBER APPLICATION - 9/96:

An application form was adopted to reflect the Club needs for information on and investigation of proposed members as well as the need for an efficient protocol to expedite the procedure.

(7) MEAL COSTS TO MEMBERS - 11/96:

The Board directed the Secretary to charge members for the whole meal cost including the gratuity.

(8) DUES AND MEAL COSTS DURING LEAVE OF ABSENCE
- 4/16/01:

Although the Board may grant "for good and sufficient cause" a leave of absence from meeting specific attendance requirements, it will not grant credits to members for dues during that leave.

(9) FEES AND COSTS-3/97

Member admission fee shall be \$75.

The membership dues shall be \$45 per quarter with the understanding that \$12.00 of the dues paid each year shall be applied to each member's subscription to The Rotarian magazine and that \$5.00 of each quarterly dues shall be applied as a contribution by the Club to the Rotary Foundation.

(10) ROTARY MERIT AWARD - 11/14:

A Rotary Merit Award will be approved by the Board of Directors on the recommendation of the Public Relations Committee to increase awareness in our club and our community of worthy acts fulfilling the Four Way Test.

By definition, it is awarded to any individual, without regard to age, male or female, regardless of being a Rotary member, who distinguishes himself or herself by amplifying the Rotary Four-Way Test. It seeks to recognize individuals in our community for exceptional meritorious service or contributions to the welfare of our community, based on their character including the attributes of: trustworthiness, responsibility, citizenship, compassion, integrity, service, and ethics.

(11) AUDIBLE BEEPERS AND CELL PHONES AT MEETINGS
- 5/97

For reasons of discourtesy to others, the Board requests that mem-

bers not bring these audible devices to meetings. If an emergency number is necessary, please use the Hilton Garden Inn number and the Secretary will notify the member immediately.

(12) COMMUNITY SERVICE AWARD DEFINED - 5/97

"An individual (Rotarian or non-Rotarian) whose acts exemplify exceptional, long time, Service Above Self to this community at large, both within his or her vocation and beyond that vocation."

(13) KALISPELL ROTARY COMMUNITY SERVICE SCHOLARSHIP

The Rotary Club of Kalispell shall henceforth fund a scholarship in the sum of \$1000.00, or such higher amount as the Board of Directors shall, from time to time, determine. Such scholarship shall be awarded in the month of May of each successive calendar year, and shall be used toward tuition, room and board or fees at a post-secondary school of the recipient's choice which awards associate's or bachelor's degrees. The name of the scholarship shall be the "Kalispell Rotary Community Service Scholarship" and shall be awarded to one graduating senior from both Flathead and Glacier High Schools. The recipient shall be chosen by a committee appointed annually by the President of the Rotary Club of Kalispell, which committee, in the discretion of the President, may include non-Rotary Members, such as high school teachers or counselors. The committee shall seek applications for the scholarship award from Flathead and Glacier High School seniors, soliciting such applications through the counseling office of Flathead and Glacier High School to be submitted with sufficient time for the committee to act and award such scholarship. The scholarship shall be awarded to the applicant whom a majority of the committee feels has demonstrated the best dedication to the principle of "service above self" over his/her high school years. While academic achievement and personal character are factors, the primary criteria should be the actions and activities of the applicant in the area of community service to the people and community of Kalispell and its surrounding area, and/or his/her peers. Economic need should not be a factor.

(14) ELIGIBILITY FOR CLUB PRESIDENT - 6/98

Nomination and election of the President Elect of the Rotary Club of Kalispell and/or one who accedes to become President of the Club must be a member who will have completed a two year term as a member of the Board of Directors of this Club prior to his or her elected term. This eligibility requirement may also be completed by a Club Secretary / Treasurer who has completed two years as a voting member of the Board of Directors of this Club, or one who has a combination two year term; as Secretary and as an elected Board member.

(15) ANNUAL PAUL HARRIS ROTARY FOUNDATION AWARD

The Club's Rotary Foundation Committee may recommend, an individual (Rotarian or Non-Rotarian) who has demonstrated exemplary Service Above Self to further international understanding and good will consistent with the Rotary Foundation Goals for this award. The award will be a Paul Harris Fellow Award for that individual, designating some of the accumulated Club contributions to the Foundation to do that. The award will promote the work of the Rotary Foundation to this Community and at the same time honor a worthy recipient. The nomination of the individual will be presented to the Board for its approval.

(16) NOTICE

Any requirement of written notice sent out in any provision of the Club's Constitution or Bylaws, or in this Board Policy Decisions, shall be satisfied by sending notice by email, provided that the person receiving the required notice has an email address.