

BENZIE SUNRISE ROTARY CLUB

CONSTITUTION AND BY LAWS

MAY 2026



Benzie Sunrise Rotary Club
P.O. Box 341
Beulah, Michigan 49617
Club # 53286
District 6290
EIN # 91-2049422
Rotary International
Organized: October 16, 1999
Chartered by RI: March 8, 2000
MI BOSL Organization ID: 130193

BENZIE SUNRISE ROTARY CLUB CONSTITUTION

Article 1 Definitions

As used in this constitution, unless the context otherwise clearly requires, the words in this article shall have the following meanings:

1. Board: The Board of Officers and Directors of this club
2. Director: A member of this club's Board of Directors
3. Member: A member, other than an honorary member, of this club
4. Presidents' Council: President, President-Elect, President-Nominee, Immediate Past President
5. Bylaws: The Bylaws of this club
6. Year: The twelve-month period which begins on July 1

Article 2 Name

The name of this organization shall be the Rotary Club of Benzie Sunrise

Article 3 Purposes

The purposes of this club are to:

- (a) pursue the Object of Rotary;
- (b) carry out successful community service projects based on the five Avenues of Service;
- (c) contribute to the advancement of Rotary by strengthening membership;
- (d) support The Rotary Foundation; and
- (e) develop leaders beyond the club level.

Article 4 Locality of the Club

The locality of this club is as follows: Benzie County Michigan USA

Article 5 Object

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

First. The development of acquaintance as an opportunity for service.

Second. High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian's occupation as an opportunity to serve society.

Third. The application of the ideal of service in each Rotarian's personal, business, and community life.

Fourth. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional people united in the ideal of service.

Article 6 Avenues of Service

Rotary's five Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

1. Club Service: Involves action a member should take within this club to help it function successfully.

2. Vocational Service: Has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles and lending their vocational skills to club-developed projects in order to address the issues and needs of society.

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3. Community Service: Comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality by striving for positive peace in the community.

4. International Service: Comprises those activities that members do to advance international understanding, goodwill, and positive peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.

5. Youth Service: Recognizes the positive changes implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster positive world peace and cultural understanding.

Article 7 Meetings

Section 1 Regular Meetings

- (a) **Day and Time.** This club shall hold a regular meeting a minimum of two times a month on the day and time provided by the bylaws. A social event or service project may qualify as a regular meeting. The board shall determine the number of regular meetings beyond the minimum.
- (b) **Method of Meeting.** Attendance may be in person, or through any other electronic communication. A virtual meeting shall be considered a regular meeting.
- (c) **Change of Meeting.** For good cause, the board may change a regular meeting to any day between the preceding and following regular meetings, to a different time of the regular day, or to a different place.
- (d) **Cancellation.** The board, at its discretion, may cancel a regular meeting if it falls on a legal holiday or a seek that includes a holiday, in observance of the death of a club member, bad weather, an epidemic, or disaster affecting the whole community, or of an armed conflict in the community which endangers the lives of the club members.
- (e) **Satellite Club Meeting.** A satellite club shall hold regular meetings at a day, time, and place decided by its members. The day, time, and place of the meeting may be changed as noted in their bylaws.

Section 2 Board Meetings

Within 30 days after approval by the board, written minutes shall be made available by the President to all members in the ClubRunner Members Area of the website.

- (a) Any member with an item of business they wish to bring to the board must have brought it to the President or Presidents' Council a week ahead of the board meeting.
- (b) The agenda will include time for members to present comments or concerns. The board is not required to act on any issues or proposals raised during comment time at the meeting.

Article 8 Membership

Section 1 General Qualifications

This club shall be composed of adult persons who demonstrate good character, integrity, and leadership; possess good reputation within their business, profession, occupation, and/or community; and a willingness to serve in their community and/or around the world.

Section 2 Types

This club shall have active and may have honorary members. In its bylaws, the club may create separate categories of active membership.

Section 3 Active Membership

A person possessing the qualifications set forth in Article 4, section 2 of the Rotary International constitution, may be elected to active membership in this club.

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Section 4 Transferring or Former Rotarian

A member may propose to active membership a transferring member or former member of a club, if the proposed member is terminating or has terminated such membership in the former club.

Section 5 Satellite Club Members

Members of a satellite club of this club shall also be members of a club until the satellite club is admitted to Rotary International membership as a Rotary club.

Section 6 Prohibited Dual Membership

No person shall simultaneously hold active membership in this and another club. No person shall simultaneously be a member and an honorary member in this club. No person shall simultaneously hold active membership in this club and membership in a Rotaract club.

Section 7 Honorary Membership

- (a) **Eligibility for Honorary Membership.** People who have distinguished themselves by meritorious service in the furtherance of Rotary ideals. The terms of such membership shall be determined by the board. People may hold honorary membership in more than one club.
- (b) **Rights and Privileges.** Honorary members shall be exempt from the payment of admission fees and dues, shall have no vote and shall not be eligible to hold any office in this club. Such members shall not hold classifications but shall be entitled to attend all meetings and enjoy all the other privileges of this club. No honorary member of this club is entitled to any rights and privileges in any other club, except for the right to visit other clubs without being the guest of a Rotarian.

Section 7 Members Privacy Policy

The Benzie Sunrise Rotary Club is committed to protecting members' privacy through compliance with the Rotary International Privacy Policy. Most importantly, members are not to share other members' contact information outside of the club. The privacy policy can be found by logging into Rotary.org or by clicking this link [Privacy Policy | My Rotary](#)

Article 9 Club Membership Composition

Section 1 Diverse Club Membership

This club shall endeavor to build a well-balanced membership that celebrates diversity, equity, and inclusion. This club does not in any way limit membership due to gender, race, color, creed, national origin, or sexual orientation, or impose any membership condition not specifically allowed by the Rotary International constitution or bylaws. Any membership provision or condition in conflict with this section is null, void, and without effect.

Article 10 Attendance

Section 1 General Provisions

Each member should attend this club's regular meetings and engage in this club's service projects, events and other activities.

- (a) All members will receive a communication by May 1 from the President to confirm their intent to continue membership in the club for the following year.
- (b) Throughout the year, the President will monitor the attendance and communicate with members who are not attending meetings.

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Section 2 Extended Absences

A member requiring an extended absence is expected to notify the president. As long as financial responsibilities are met, the member is still considered in good standing.

Section 3 Attendance Records

Attendance is kept for the purpose of follow-up with and outreach to club members.

Article 11 Directors and Officers

Section 1 Governing Body.

The governing body of this club shall be the board constituted as the bylaws may provide.

Section 2 Authority.

The board shall have general control over all officers and committees and, for good cause, may declare any office vacant.

Section 3 Board Action Final.

The decision of the board in all club matters is final, subject only to an appeal to the club. However, as to a decision to terminate membership, a member, pursuant to article 13, section 5, may appeal to the club, request mediation, or request arbitration. If appealed, a decision of the board shall be reversed only by a two-thirds vote of the members present, at a regular meeting specified by the board, provided a quorum is present and notice of the appeal has been given by the secretary to each member at least five (5) days prior to the meeting. If an appeal is taken, the action taken by the club shall be final.

Section 4 Officers.

The club officers shall be a president, a president-elect, a president-nominee and an immediate past president, all of whom shall be members of the board, and a secretary, a treasurer, a goodwill ambassador, and a liaison to The Rotary Foundation. Each officer and director shall be a member in good standing of this club.

Section 5 Election of Officers.

- (a) **Terms of Officers other than President.** Each officer shall be elected as provided in the bylaws. Except for the president, each officer shall take office on July 1 immediately following election and shall serve for the term of office or until a successor has been duly elected and qualified.
- (b) **Term of President.** The president-nominee shall be elected as provided in the bylaws, at least 18 months but not more than two years before the day of taking office as president. The nominee becomes president-elect on 1 July in the year before taking office as president. The president takes office on 1 July and serves a period of one year. When a successor is not elected, the current president's term is extended for up to one year.
- (c) **Vacancy of Any Presidential Position**
If one of the three presidential positions is vacated, the board shall convene for the purpose of filling the vacancy.
- (d) **Qualifications of President.** A candidate for president shall be a member in good standing of this club. The president-elect shall attend the district presidents-elect learning seminar and the district assembly unless excused by the governor elect. If excused, the president-elect shall send a designated club representative who shall report back to the president-elect. If the president-elect does not attend the presidents-elect learning seminar and training assembly and has not been excused by the governor-elect or, if so excused, does not send a designated club representative to such meetings, the president-elect shall not serve as club president. The current president then shall continue to serve until the election of a successor who has attended a presidents elect learning seminar and learning assembly or training deemed sufficient by the governor elect.

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Article 12 Admission Fees and Dues

Every member shall pay an admission fee and annual dues as prescribed in the bylaws, except that any active member transferring into membership of this club pursuant to Article 8, section 4 shall not be required to pay a second admission fee.

Article 13 Duration of Membership

Section 1 Period

Membership shall continue during the existence of this club unless terminated as provided below.

Section 2 Automatic Termination

- (a) **Membership Qualifications.** Membership shall automatically terminate when a member no longer meets the membership qualifications.
- (b) **Rejoining.** When a member in good standing has their membership terminated that person may apply for membership again. Membership can be reinstated by a vote of the board. If the rejoining member has an outstanding obligation to Benzie Sunrise Rotary, that obligation must be satisfied before membership is granted.
- (c) **Termination of Honorary Membership.** Honorary membership shall automatically terminate at the end of the term for such membership as determined by the board, unless extended. The board may revoke an honorary membership at any time.

Section 3 Termination for Non-payment of Dues.

- (a) **Process.** Dues statements will be sent to members by May 20. Members are expected to send payment by June 15. The president and treasurer will be in communication regarding dues not received. The president will call members to ascertain their continuing membership in the club. If payment is not received by June 25, the board may terminate membership.
- (b) **Reinstatement.** The board may reinstate the former member to membership if the former member requests and pays all debts to this club.

Section 4 Termination for Other Causes.

- (a) **Good Cause.** The board may terminate the membership of any member who ceases to have the qualifications for club membership or for any good cause by a vote of at least two-thirds of the board members present and voting, at a meeting called for that purpose. The guiding principles for this meeting shall be Article 8, section 1; The Four-Way Test; and the high ethical standards of a Rotarian.
- (b) **Notice.** Before the board acts under subsection (a) of this section, the member shall be given at least 10 days' written notice and an opportunity to respond in writing to the board. Notice shall be delivered in person or by registered letter to the member's last known address. The member has the right to appear before the board to state his or her case.

Section 5 Right to Appeal, Mediate or Arbitrate Termination.

- (a) **Notice.** Within seven days after the board's decision to terminate or suspend membership, the secretary shall notify the member in writing. Within 14 days after the notice, the member may give written notice to the secretary of an appeal to the club or request mediation or arbitration. The procedure for mediation or arbitration is provided in Article 14.
- (b) **Appeal.** In the event of an appeal, the board shall set a date for the hearing at a regular club meeting held within 21 days after receipt of the notice of appeal. At least five days' written notice of the meeting and its special business shall be given to every member. Only members shall be present when the appeal is heard. The action of the club is final and binding on all parties and shall not be subject to arbitration.

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Section 6 Board Action Final.

Board action shall be final if no appeal to this club is made and no arbitration is requested.

Section 7 Resignation.

The resignation of any member from this club shall be in writing, addressed to the president or secretary. The board shall accept the resignation unless the member owes debt to this club.

Section 8 Forfeiture of Property Interest.

Any person whose club membership is terminated in any manner shall forfeit all interest in any funds or other property of this club if, under local laws, the member acquired any right to them upon joining the club.

Section 9 Temporary Suspension.

Notwithstanding any provision of this constitution, if in the opinion of the board

- (a) credible accusations are made that a member has refused or neglected to comply with this constitution, or is guilty of conduct unbecoming a member or harmful to the club; and
- (b) those accusations, if proved, constitute good cause for terminating the membership of the member; and
- (c) no action should be taken on the membership of the member pending the outcome of a matter or an event that the board believes should properly occur first; and
- (d) it is in the best interest of the club to temporarily suspend the member without a vote on the member's membership and to exclude the member from attendance at meetings and other club activities and from any club office or position.

The board may, by at least a two-thirds vote, temporarily suspend the member for a reasonable period up to 90 days and with any other conditions the board sets. A suspended member may appeal the suspension or may request mediation or arbitration as provided in section 5 of this article. Before the suspension ends, the board must either move to terminate the suspended Rotarian or reinstate the Rotarian to full regular status.

Article 14 Arbitration and Mediation

Section 1 Disputes.

Any dispute between any current or former member(s) and this club, any club officer, or the board, except a decision of the board, shall, upon a request to the secretary by any disputant, be resolved by either mediation or arbitration.

Section 2 Date for Mediation or Arbitration.

Within 21 days after receipt of the request, the board shall, in consultation with the disputants, set a date for the mediation or arbitration.

Section 3 Mediation.

The procedure for such mediation shall be

- (a) recognized by an appropriate authority with national or state jurisdiction; or
- (b) recommended by a competent professional body whose recognized expertise covers alternative dispute resolution; or
- (c) recommended in documented guidelines determined by the Rotary International board or TRF Trustees.

Only Rotarians may be mediators. The club may ask the district governor or the governor's representative to appoint a mediator with appropriate mediation skills and experience.

- (a) **Mediation Outcomes.** The outcomes or decisions agreed to by the disputants after mediation shall be recorded and copies given to each party, the mediator or mediators, and the board. A summary statement acceptable to the parties shall be prepared for the information of the club. Any disputant, through the

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president or secretary, may call for further mediation if a party has retracted significantly from the mediated position.

- (b) **Unsuccessful Mediation.** If mediation is requested but is unsuccessful, any disputant may request arbitration as provided in section 1 of this article.

Section 4 Arbitration.

In the event of a request for arbitration, each disputant shall appoint a Rotarian as an arbitrator, and the arbitrators shall appoint a Rotarian as an umpire.

Section 5 Decision of Arbitrators or Umpire.

The decision reached by the arbitrators or, if they disagree, by the umpire shall be final and binding on all parties and not be subject to appeal.

Article 15 Community, National and International Affairs

Section 1 Proper Subjects.

Any public question involving the welfare of the community, the nation, and the world is a proper subject of fair and informed discussion at a club meeting. However, this club shall not express an opinion on any controversial public measure pending.

Section 2 No Endorsements.

This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

Section 3 Non-Political.

(a) Resolutions and Opinions. This club shall neither adopt nor circulate resolutions or opinions and shall not take action dealing with world affairs or international policies of a political nature.

(b) Appeals. This club shall not direct appeals to clubs, people, or governments, or circulate letters, speeches, or proposed plans for the solution of specific international problems of a political nature.

Section 4 Recognizing Rotary's Beginnings.

The week of the anniversary of Rotary's founding, 23 February, is World Understanding and Peace Week. During this week, this club will celebrate Rotary service, reflect upon past achievements, and focus on programs of peace, understanding, and goodwill in the community and throughout the world.

Article 16 Rotary Magazines

Section 1 Mandatory Subscription.

Unless this club is excused by the RI board of directors, each member shall subscribe to an official magazine. Two Rotarians who reside at the same address may subscribe jointly to an official magazine.

Section 2 Subscription Collection.

The subscription shall be collected as part of the dues by this club from each member in advance and remitted to Rotary International or to the office of a regional publication as determined by the Rotary International board of directors.

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Article 17 Acceptance of Object, Compliance with Constitution and Bylaws

By paying dues, a member accepts the principles of Rotary expressed in its object and agrees to comply with and be bound by the club constitution and bylaws. On these conditions alone is a member entitled to the privileges of this club. Each member shall be subject to the terms of club the constitution and bylaws whether or not the member has received copies of them.

Article 18 Bylaws

This club shall adopt bylaws that are consistent with the Rotary International constitution and bylaws, with the rules of procedure for an administrative territorial unit, established by Rotary International, and with this constitution, to give additional provisions for the government of this club. The bylaws may be amended as they provided.

Article 19 Amendments

Section 1 Manner of Amending.

Except as provided in section 2 of this article, this constitution may be amended only by a majority vote.

Section 2 — Amending Article 2 and Article 4.

Article 2, Name, and article 4, Locality of the Club, may be amended at any regular club meeting, if a quorum is present, by at least a two-thirds vote of all voting members. Notice of the proposed amendment shall be given to each member and the governor at least 21 days before the meeting. The amendment shall be submitted to the Rotary International board of directors and becomes effective only when approved. The governor may offer an opinion to the Rotary International board of directors about the proposed amendment.

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Article 1 Definitions

1. Board: The Board of Officers and Directors of this club.
2. Director: A member of this club's Board of Directors.
3. Presidents' Council: President, President-Elect, President-Nominee, Immediate Past President
4. Member: A member, other than an honorary member, of this club.
5. RI: Rotary International.
6. Year: The twelve-month period that begins on 1 July.

Article 2 Board

The governing body of this club shall be the board consisting of up to twelve (12) members of this club, namely, four (4) directors elected in accordance with article 3, section 1, of these bylaws, and the President, President Elect, President Nominee, Immediate Past President, Club Secretary, Treasurer, Goodwill Ambassador, and Liaison to The Rotary Foundation. The President of the Club shall be a member and chairman of the board. The Board of Directors shall be nominated and elected in accordance with the provisions of the Bylaws.

Article 3 Election of Directors and Officers

Section 1 Procedure

In the fall, the Council of Past Presidents will identify potential President Nominees for the next year. The President will contact those people being considered to ascertain their willingness to be considered, after which the President will bring to the Board a recommendation. Election of officers is to be held by Dec 31. The current President Elect shall become the nominee for the position of President. The current President Nominee shall become the nominee for the position of President Elect. The slate of nominees will be presented to the members in advance of a vote. A vote of the membership will be conducted via email.

Section 2 Vacation of Position

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

Section 3 Term of Office

The term of office for the President shall be one year. The terms of office for the remaining officers shall be as determined by the Board. Board Directors will serve a two-year term with the ability to serve a second term if re-elected. Election years for Directors will be staggered so not all Directors will be on the same term schedule.

Article 4 Duties of Officers

Section 1 President.

Responsible for all club activities. Chairs all club meetings, including regular board, annual and any special meetings that may be needed. Communicates with the membership by May 1 to ascertain an accurate club roster in advance of the Rotary International invoice, ensuring that all members have responded.

Section 2 President Elect.

Assists the President in all matters and chairs any meetings the President cannot attend.

Section 3 President Nominee

Responsible for coordination of the program schedule with speakers secured and club assembly dates set, posting that information on ClubRunner. Additionally, he/she sets the greeter schedule. The President

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Nominee sends a weekly message to the club membership and the Friends of Rotary regarding the speaker and upcoming club activities.

Section 4 Club Secretary

Responsible for all club correspondence and filings, record keeping, enrollment and registration of new members, ordering of all needed supplies to include name badges, etc. Keeps attendance at club meetings.

Section 5 Treasurer

Responsible for all financial matters of the club. This includes maintaining bank accounts, accounts receivable and payable, annual billings and other billings as needed, etc.

Section 6 Goodwill Ambassador

Responsible for the selling of 50/50 raffle tickets, trivia question, and conducting the Happy Dollars sharing.

Section 7 Immediate Past President

Responsible for new member orientation(s) and provides guidance to the mentor(s) as needed.

Section 8 Rotary Foundation Liaison

Responsible for communicating with club members the importance of donating to the Annual Fund and the Polio Plus Society of the Rotary Foundation. Receives and shares with members District communication regarding the Rotary Foundation.

Article 5 Meetings

Section 1 Financial Meetings

An annual meeting of the Benzie Sunrise Rotary Club shall be held in May of each year, for the purpose of reviewing the upcoming year's budget and proposed dues structure.

(a) A mid-year and end-of-year financial report shall be presented to the members at a club meeting.

Section 2 Regular Meetings

The regular meetings of this club shall be held on Tuesdays beginning at 7:30 AM. Notice of any changes to the regular meeting shall be given to all members of the club. A social event will be held on the first Tuesday of the month in lieu of the regular meeting.

(a) Changes to the monthly location for Sunrise@Sunset will be brought to the Presidents' Council for approval. The council may approve a change without board approval.

(b) Presentations on local ballot proposals may be made up to 30 days before an election for the purpose of informing members. No presentations shall be made by political candidates.

(c) Annually at a club meeting, there shall be a review of the Rotary International Youth Protection Policies and preventing harassment.

Section 3 Voting Quorum

A majority of the membership present shall constitute a quorum for any issues requiring a vote. For electronic voting, the majority of members voting will constitute a quorum.

Section 4 Board Meetings

Regular meetings of the board shall be held on second Tuesday of each month following the regular meeting.

Section 5 Special Meetings

Special meetings of the board shall be called by the President, whenever deemed necessary, or upon the request of two (2) directors, due notice having been given.

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Section 6 Board Quorum

A majority of the officers and directors shall constitute a quorum of the board.

Article 6 Club Membership Expenses

Section 1 Club Admission Fee

The admission fee shall be billed and paid upon admission to the Club. A Rotarian transferring membership from one club to another or one designated as a Young Professional shall not incur another admission fee.

Section 2 Club Dues

The membership dues shall be payable annually by June 15. Any member whose dues have not been received by June 15 will be contacted by the President.

Section 3 Club Assessments

From time to time there may be special assessments approved by the Board of Directors. The Board shall direct the Treasurer to place the assessment on each member's account for billing and payment.

Section 4 Member Charges

From time to time there may be fees for dinners, fellowship activities, games, auctions, etc. that will be put on a member's account for these Rotary-related expenses.

Section 5 Invoicing and Payment

The Treasurer shall prepare statements of each member's account. Payment is due upon receipt of statement.

Article 7 Method of Voting

For business of this club at an in-person meeting, a voice vote shall be done where a motion is made, seconded, and vote is taken. The exception is the election of officers and directors and acceptance of new members, which shall be done via an emailed vote. The board may determine that a specific resolution be considered by ballot rather than by voice vote.

Article 8 Duties of Committees

Each committee shall have a specific mandate, clearly defined goals, and action plans established by the beginning of each year for implementation during the course of the year. It shall be the primary responsibility of the Presidents' Council to provide the necessary leadership to prepare a recommendation for club committees, mandates, goals and plans for presentation to the board in advance of the commencement of the year as noted above.

Article 9 Standing Committees

Club committees are charged with carrying out the annual and long-range goals of the club based on the five Avenues of Service. The Presidents' Council should work together to ensure continuity of leadership and succession planning. When feasible, committee members should be appointed to the same committee for a minimum of three years to ensure consistency. The President is responsible for appointing committee members to fill vacancies, appointing committee chairs and conducting planning meetings prior to the start of the year in office. It is recommended that the chairs have previous experience as a member of the committee. Standing committees should be appointed as follows:

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Membership and Membership Development

This committee should develop and implement a comprehensive plan for the recruitment and retention of members. The committee will have a minimum of three members with at least one veteran (three years or more) and one newer member. The President Elect will serve as an ad hoc member of the committee.

Club Public Image

This committee should develop and implement plans to provide the public with information about Rotary and to promote the club's service projects and activities.

Youth Development

This committee is made up of Interact Club advisors, those leading a youth activity, and those promoting participation in the Life Leadership Conference.

The Rotary Foundation

This committee should develop and implement plans to support The Rotary Foundation through both financial contributions and program participation.

Ad Hoc Committees

Additional ad hoc committees may be appointed as needed.

- (a) The President shall be an ex officio member of all committees and, as such, shall have all the privileges of membership thereon.
- (b) Each committee shall transact its business as is delegated to it in these bylaws and such additional business as may be 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 and approved by the board.
- (c) Each chair shall be responsible for regular meetings and activities of the committee, supervise and coordinate the work of the committee and shall report to the board on all committee activities.

Article 10 Club Finances

Section 1

Prior to the beginning of each fiscal year, the Presidents' Council and Treasurer will prepare for board review a budget of estimated income and expenditures for the year, which shall stand as the limit of expenditures for these purposes, unless otherwise ordered by action of the board. The budget shall be broken into two separate parts: one in respect of club operations and one in respect of charitable/service operations.

Section 2

The treasurer/assistant shall deposit all club funds in a bank, named by the board.

Section 3

All bills shall be paid by the treasurer/assistant. Payment of bills over \$1,000 need the approval of two officers or the Board.

Section 4

A review of all financial transactions will occur at regular board meetings.

Section 5

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

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Section 6

The fiscal year of this club shall extend from July 1 to June 30, and for the collection of members' dues shall be collected annually. The payment of per capita dues and Rotary International official magazine subscriptions shall be made in July of each year on the basis of the membership of the club for those dates. Those who joined the club after July 1 of the current year will receive a prorated invoice for the current fiscal year.

Section 7

Upon the dissolution or liquidation of the Benzie Sunrise Rotary Club, after payment or provisions for its debts and liabilities, all of its assets (except any assets conveyed to this club upon condition requiring return, transfer or conveyance, which condition occurs by reason of dissolution of this club), shall be transferred or conveyed pursuant to law, to one or more organizations described in section 501(c)(3) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws for one or more of the purposes described above, as the Club, and the then acting Governor of Rotary District 6290 and Rotary International shall determine.

[Note this language is required for a 501(c)(3) organization—which the club is not—but it is OK]

Section 8

If an activity of the club is to be named in memory, honor, or other reason of an individual, it must abide by the following guidelines:

- A benefactor(s) must establish an initial funding source for the activity
- A benefactor(s) must establish a method, other than fundraising by the Benzie Sunrise Rotary, to sustain the effort or program.
- If the effort is intended to continue in perpetuity, a plan to fund, or disband, if necessary, must be submitted to the board prior to approval

Article 11 Method of Electing Members

Section 1 Notification

The name of a prospective member, proposed by an active member of the club (acting as sponsor), shall be submitted to the President either verbally or in writing. A transferring or former member of another club may be proposed to active membership by the former club.

Section 2 Secretary

The club Secretary shall ensure that the prospective member meets all the categories and membership requirements of the Benzie Sunrise Rotary Club constitution. A completed New Member Application, available on the website, is to be submitted to the club Secretary.

Section 3 Club Visitation

The prospective member is asked to attend three Rotary sponsored functions of the club. The Sponsor should also attend these meetings and provide introductions to other members. After the three visits, an email vote will be sent to all club members to allow the members the opportunity to decide on granting membership status. Sunrise@Sunset or working a club event count toward the three-meeting requirement, but at least two visits should be a regular club meeting.

If there are one or more votes not to offer membership, the proposal shall be tabled for review by the Board of Directors at its next scheduled meeting.

Section 5 Invitation to Membership

If there are no objections to the proposed member or a favorable decision by the Board is made, the President contacts the proposed member and welcomes them into membership.

BENZIE SUNRISE ROTARY CLUB BY-LAWS

Section 6 Induction

Following the election, invitation, and acceptance, the President shall arrange for the new member's induction and new member Rotary literature. In addition, the club Secretary will report the new member information to Rotary International. The mentor will assist with the new member's assimilation into the club.

Section 7 Honorary Memberships

The club may elect, in accordance with the Benzie Sunrise Rotary Club Constitution, honorary members proposed by the board.

Article 12 Categories of Membership

For the purpose of recruiting a larger and more diverse membership the club has created the following categories of active membership:

- (a) **Young Professionals.** This group specifically targets young working professionals under 30 years of age. The new member application fee is waived; all other required club and international dues apply. Young Professionals are encouraged to bring friends/potential new members to club social events held periodically in the evening at community establishments.
- (b) **Community Advocate.** This group is open to individuals who serve as executive director or president of a Benzie County 501(c)(3) non-profit organization. The new member fee will be \$75; all club and international dues are the same as with standard Rotary membership. A Community Advocate can appoint up to three other members of his or her organization to attend meetings and support other Rotary activities, but only the Community Advocate can vote (in person or by proxy) or serve as an officer in Benzie Sunrise Rotary. The board may vote to waive the required local club dues and fees if it chooses to do so.
- (c) **Corporate Partner.** This group is open to the current owner, active president of the board or managing partner of a local business. The new member fee will be \$75; all club and international dues are the same as with standard Rotary membership. The Corporate Partner can appoint up to three other members of his or her organization to attend meetings on his or her behalf and to support other Rotary activities in the community, but only the Corporate Partner can vote (in person or by proxy) or serve as an officer in Benzie Sunrise Rotary.
- (d) **Rotary Standard.** Active membership in the club is open to anyone from our community who seeks regular membership in accordance with guidelines established in the club constitution and bylaws. The new member fee will be \$75; and all other required club and international dues apply.

Article 14 Resolutions

The club shall not consider any resolution or motion to commit the club on any matter until the board has considered it. Such resolutions or motions, if offered at a club meeting, shall be referred to the board without discussion.

The President is given Board approval to entertain motions and requests for funds on a discretionary basis. This blanket approval is for one-time or special needs use. Following such expenditure, a report is given at the next Board meeting. Requests are limited to a maximum of \$100 per request. The discretionary spending is further limited to an aggregate total of \$500 per Rotary year.

BENZIE SUNRISE ROTARY CLUB BY-LAWS

Article 15 Amendments

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice to each member 21 days before the meeting, having a quorum present for the meeting, and having two-thirds of the votes supporting the change. Changes to these bylaws must be consistent with the Standard Rotary Club Constitution, the Rotary International Constitution and Bylaws, and the Rotary Code of Policies.
