**Bylaws of the Rotary Club of West Corpus Christi**

**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

1. RI: Rotary International
2. Year: The 12-month period that begins on 1 July

**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, secretary, and treasurer.

**Article 3 Elections and Terms of Office**

Section 1 – One month before elections, members nominate candidates for president, president-elect, secretary, treasurer, and any open 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 vacates his or her position, the remaining members of the board-elect 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 term of office for each board member is 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 a director on the club board.

Section 3 – The president-elect prepares for his or her year in office and serves as a director, and presides at club and board meetings when the president is absent.

Section 4 – Other directors attend club and board meetings.

Section 5 – The secretary keeps membership and attendance records.

Section 6 – The treasurer oversees all funds and provides an annual accounting of them.

**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 – The club meets as follows: every Friday at noon. 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**

Annual club dues are $320. They are paid as follows: Semi-annual payments of $160 each. Annual club dues include RI per capita dues, a subscription to The Rotarian or a Rotary regional magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

**Article 7 Method of Voting**

The business of this club is conducted by voice vote or a show of hands.

**Article 8 Committees**

Section 1 – Club committees coordinate their efforts to achieve the club’s annual and long term goals.

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.

**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.

Sections 3 – Bills are paid by the treasurer.

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 July.

**Article 10 – Method of Electing Members**

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

Section 2 – The board approves or rejects the candidate’s membership within 30 days and notifies the proposing member of its decision.

Section 3 – If the board approves the candidate’s membership, the prospective member is invited to join the club.

**Article 11 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.