

Rotary Club Bylaws

Article Subject	Page
1 Definitions	1
2 Board	1
3 Elections and Terms of Office	1
4 Duties of the Officers.....	2
5 Meetings	3
6 Dues and membership	3
7 Method of Voting.....	3
8 Committees.....	4
9 Finances.....	4
10 Method of Electing Members	5
11 Amendments	5
12 Resolutions	5
13 Review and Approval	5

Amended and approved 07.16.2024

Reviewed 06.04.2024

Amended and approved 04.08.2019

Reviewed 05.21.2018

Rotary Club Bylaws

Bylaws of the Rotary Club of River Cities, Greater Mount Prospect Area ("River Cities").

Club bylaws supplement the Standard Rotary Club Constitution with common Club practices. The bylaws of the River Cities are recommendations, but once adopted are binding for the members of the Club. These are customized to reflect River Cities' s practices and confirm that they are not in conflict with the RI Constitution and Bylaws, the Standard Rotary Club Constitution (except where permitted), and the Rotary Code of Policies. Articles that River Cities is required to include are noted within.

Article 1 Definitions

1. Board: The Board of directors of River Cities.
 2. Director: A director on River Cities Board.
 3. Member: A member, other than an honorary member, of River Cities.
 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 beginning July 1st and ends on June 30
-

Article 2 Board

The governing body of River Cities is its Board of directors, consisting of, at a minimum, the president, immediate past president, president-elect, secretary, and treasurer.

The Standard Rotary Club Constitution requires a Club's bylaws to include article 2. The officers listed above are required to be members of the Club Board. The Club's Board may have additional members, such as the vice president, the president-nominee, directors at large.

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 or by members of the Club.

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 their 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:

President —	<u>one year</u>
President elect —	<u>one year</u>
Treasurer —	<u>two years starting on odd start year</u>
Secretary —	<u>two years starting on even start year</u>
Immediate Past President —	<u>one year</u>
Two Directors at large —	<u>Two years and start on opposite years</u>

Section 6 — All officers are considered Director of the Board

The Standard Rotary Club Constitution requires that River Cities bylaws specify an election process. If a nominating committee is used, include details of how it is appointed. The term of office for a Club president is specified as one year in the Standard Rotary Club Constitution. When a successor is not elected, the current president's term can be extended for up to one year.

Article 4 Duties of the Officers

Section 1 — The president presides at Club and Board meetings and may represent the Club at community and District functions.

Section 2 — The immediate past president serves as a director on the Club Board. They preside at Club and Board meetings when the president elect is absent.

Section 3 — The president-elect prepares for his or her year in office and serves as a director. They preside at Club and Board meetings when the president is absent.

Section 4 — A director attends Club and Board meetings.

Section 5 — The secretary keeps membership and attendance records.

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

See Rotary Club leader manuals for details on the roles and responsibilities of Club officers.

Article 5 Meetings

Section 1 — An annual meeting of River Cities Club is held no later than November 30th to elect the officers and directors who will serve for the next Rotary year.

Section 2 — River Cities Club meets the first three Tuesdays of each month at 12:15pm – 1:30pm. 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, generally the first Tuesday of each month. Special meetings of the Board are called with reasonable notice by the president or upon the request of two directors.

The Standard Rotary Club Constitution requires Club bylaws to include article 5, section 2.

Article 6 Dues and Membership

Section 1 — Annual Club dues are \$400 and invoiced quarterly. Annual Club dues include RI per capita dues, subscriptions to an official magazine, district per capita dues, Club fees, and any other Rotary or district per capita assessment. A donation to The Rotary Foundation is optional.

Section 2 — Members are invoiced quarterly for each lunch consumed at meetings.

Section 3 — Although Rotary International has only two types of membership - “Active” and “Honorary” - Clubs are free to have other types of membership, but only “Active” members are included in the official count of Club members.

Section 4 — Honorary membership is used to recognize people who have distinguished themselves by meritorious service and embody Rotary ideals. These individuals have gone above and beyond in their contributions to Rotary’s causes. Honorary members are exempt from paying Rotary International (RI) dues. They do not have a vote in Rotary matters. They are not eligible to hold any Club officer position. These are reviewed annually by the Board.

Section 5 — Shared membership designates two individuals from one agency to become active in the Club with all of the normal requirements and responsibilities of Club membership. One or both may attend any of the Clubs meetings at any time but only one is considered “active”.

Section 6 - The Paul Harris Society recognizes Rotary members and friends of The Rotary Foundation who elect to contribute \$1,000 or more each year to

The Standard Rotary Club Constitution requires Club bylaws to include article 6.

Article 7 Method of Voting

The business of River Cities is conducted by voice vote or a show of hands except in the election of officers and directors, which may be conducted by ballot, voice or electronic.

The Board may also provide a ballot for a vote on some resolutions.

Article 8 Committees

Section 1 — River Cities committees coordinate their efforts in order to achieve the Club's annual and long-range goals. River Cities should have at the minimum:

- Club Administration
- Membership
- Community Grants
- Community service projects
- International service projects
- Public Image
- Youth: RYLA, scholarships, exchange
- Fundraising

Section 2 — The president is an ex officio member of all committees.

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 — With agreement from the Board, the president may also appoint ad hoc committees or taskforces regarding certain topics of important.

Section 5 — The president may also appoint ad hoc committees or taskforces regarding certain topics of important.

Section 6 — Except where special authority is given by the Board, committee shall not take action until a report has been made to the Board and the Board has approved it.

Each committee is defined within the Standard Rotary Club Constitution

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 the Foundation.

Section 3 — Bills are paid by the treasurer, or another authorized officer appointed by the Board.

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

Section 5 — Club members will receive an annual financial statement from the Club. A mid-year financial report, with current and previous year income and expenses, is presented at the annual meeting.

Section 6 — The fiscal year begins July 1st and ends on June 30

Article 10 Method of Electing Members

Section 1 — A member of River Cities or another Club proposes a candidate for membership to the Board and/or the membership committee.

Section 2 — The Board approves or rejects the candidate’s membership, based on the membership requirements as defined within the Standard Rotary Club Constitution, 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 21 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.


Article 12 Resolutions

Resolutions or motions that may commit the Club to any position or action shall first be reviewed and approved by the Board. Resolutions or motions first offered at the Club meeting shall be sent to the board without further discussion.

Article 13 Review and Approval

These bylaws shall be reviewed on a regularly scheduled basis, but no less than every three years to assess and establish the responsibilities of the Board. The undersigned hereby certifies that the Bylaws are amended, were duly adopted, and approved by the Rotary Club of River Cities this 16th day of July 2024.

BY



Erich Held, President 2024/2025