

BAKERSFIELD BREAKFAST ROTARY CLUB

Continuing Resolutions

July 1, 2019

Be it resolved that the use of these Continuing Resolutions, by the Board of Directors of the Rotary Club of Bakersfield Breakfast (the "Club"), is to set guidelines and preserve traditions that otherwise could be lost in the transition by each succeeding Board.

These Continuing Resolutions are not intended to replace the Bylaws of the Club. Prior to taking office, each succeeding Board of Directors will determine if the Continuing Resolutions should be modified or continued.

A record shall be kept and attached to the Continuing Resolutions of any modifications made by a Board of Directors so that a complete history of the Continuing Resolutions is preserved. The membership will be informed of any substantial changes in the resolutions during the Club's regularly scheduled meetings in the Club Board's first month of office.

Be it resolved that the Club accept the following listing of policies and procedures as its operational plan from year to year.

I. BOARD OF DIRECTORS AND OFFICERS

1. All members of the Board of Directors must agree to make every effort to attend all scheduled Board meetings, the District Assembly, the District Conference, locally held District Seminars, Basic PRLS Training, and all Club assemblies.
2. The President-Elect must attend P.E.T.S. and the District 5240 Assembly. The President-Elect is strongly urged to attend the District Conference and the Rotary International Convention. While serving in office the President should attend the District Conference. Incoming officers and directors should attend the District Assembly.
3. Club Standing Committees are set in the Club bylaws. The purpose of the committees is to work toward completion of projects deemed important by Rotary International, District Leadership, and the Club for the coming year. All committees organized by the Club are expected to encourage the participation of all members, including new members. Committees will meet when appropriate for the completion of their assignments and work.
4. The secretary will maintain a file of the approved Continuing Resolutions. The official document shall be signed and dated by each succeeding President and Secretary effective July 1 of that Rotary year. A copy of the Continuing Resolutions shall be provided to the Club Board of Directors and be made available to Club members on request. The Secretary shall turn over all documents to the succeeding Secretary.

II. CLUB MATTERS

1. The Club's mailing address is Post Office Box 2568, Bakersfield, California 93303.
2. Meetings
 - a. **Regular Meetings**--The Club will meet on Wednesdays at 6:45 am. Club meetings will begin by 7:00 a.m. with the regular agenda. The presentation of the program should begin by 7:30 a.m. The President will make every effort to adjourn the meetings by 8:00 a.m. The meeting day may be changed to accommodate special events, such as Charter Night, step-down (demotion), and joint interclub meetings, or as otherwise necessary. The meeting day may also be cancelled or considered "dark" when deemed appropriate or necessary by the President. Per the Club bylaws (Rev May 2019), at least two **regular meetings** (more, at the discretion of the President) shall be held each month.
 - b. **Service Meetings**—Rotary is, first and foremost, a service club. As such, the Club will demonstrate its commitment to being "people of action" through a variety of service opportunities ("service meetings"). Attendance at service meetings will be recorded and reported to the District. Club members are invited to invite friends and family to participate. Information about Club service meetings should be sent to media outlets to help promote Rotary's local impact.
 - c. **Social Meetings**—Social gatherings ("social meetings") are designed to give club members and their families the opportunity to connect outside of a "regular meeting" environment.
 - d. **Meeting Frequency**—Per the Club bylaws (Rev May 2019), at least two **regular meetings** shall be held each month. At least one **service meeting and/or social meeting** shall be held each month.
3. Attendance is important in order for Club members to fully benefit from membership. **Full Members** of the Club shall attend the majority of all meetings (including Regular Meetings, Service Meetings, and Social Meetings). **Service Members** shall attend the majority of Service Meetings and Social Meetings, and shall attend Regular Meetings as often as possible. When unable to meet these requirements, members are encouraged to visit other Rotary clubs or another Board-approved means of making up a meeting.
4. The Club discourages "early meeting departures" by its members and their guests. If members or guests cannot stay for the entire Regular Meeting, they should sit in the back of the room away from the speaker, and excuse themselves as unobtrusively as possible.
5. When sensitive or political issues are presented before the Club, an effort should be made to present all sides of the matter. The Club is non-denominational, and invocations should reflect this diversity.
6. The Club Bulletin will be known as the "The Beacon." The Beacon will be published and distributed digitally weekly, except when the Club is "dark;" it should also be posted to the Club's webpage.
7. The Club will make a good faith effort to participate in Group 2 interclub activities.

8. Special Events of the Club are as follows:

- a. Charter Night. A celebration of the Club charter anniversary will be held on a date during the month of February which was when Rotary was founded. Paul Harris Fellows will be recognized and the "Rotarian of the Year" award will be announced. This is an evening of fellowship where partners are invited to participate. The District Governor and the Assistant District Governor – Group 2 will be invited to attend. Charter Night will be organized, planned, and carried out by the Past Presidents of the Club, the President. The Club Service Committee may assist if requested by the Past Presidents Advisory Committee.
- b. Step-Down (Demotion). This event will be held on a date during the last two weeks of June to honor the outgoing Club President. The immediate Past President will organize a committee to develop a suitable program. The District Governor and Assistant Governor – Group 2 will be invited to attend.
- c. The District Governor's official visit to the Club is to be considered a special occasion and will be coordinated by the Club Board. The President will be responsible for the coordination of a meeting with the Club Board. If the Governor's schedule allows, a no-host dinner, or other social event will be held for all Club members and partners in conjunction with the visit. The selection of an appropriate gift for the District Governor will be made by the President or designee. The gift is given in appreciation for the District Governor's leadership in District 5240.
- d. Other Recommended Special Events:
 - Annual meeting with other Bakersfield Rotary Clubs.
 - Fireside Chats (club informational gatherings) should be held for new and continuing members at least semi-annually and more frequently if appropriate.
 - The Club will hold at least one major fundraiser per Rotary year.
 - A party shall be held during the holidays, arranged under the direction of the Club Service Director.
- e. The following events are historically hosted or subsidized by the club. The amount of the subsidy (if any) will be established during the annual budgeting process.
 - Charter Night
 - Step-down (Demotion) (with partner)
 - Fireside Chats – part of Club Service budget (with partner)
 - Holiday Party (with partner)
- f. The Club and its members benefits when members participate in District training. When possible, registration fees for training events may be subsidized by the Club (to be determined during the annual budgeting process). These may include:
 - Reimbursement of Basic and Master PRLS registration fees upon completion of Master PRLS.
 - Locally held District seminars
 - District Assembly
 - District Conference
 - STEPS
 - Specialty conferences within the District

g. Recent projects and programs of the Club include:

- Planted and adopted San Miguel Commemorative Grove
- Christmas shopping with children from needy families
- Scholarships for students in sponsored Interact Clubs
- Dictionaries for third grade students at Fremont Elementary School
- Houchin Blood Bank Donation event
- Sponsorship of Interact Clubs at Foothill, Golden Valley and Independence High Schools
- Co-sponsorship of Bakersfield Rotaract Club
- Pancake breakfasts and hot dog feeds at Dignity Learning Center
- Thanksgiving baskets for needy families
- Dinner for guests at Ronald McDonald House
- KHSD Business and Ethics Conference
- Send Interactors from our affiliated clubs to Rotary Youth Leadership Award camp (RYLA)
- The S.E.A.L. (Social Emotional Academic Learning) program at Rafer Johnson School
- Wreaths Across America
- Thousand Flags

h. Historic Projects of the Club include:

- Scholarships for area college students
- Memorial scholarships in the name of Greg Smith and Stan Florence
- Support for family, women and children shelters, safety and literacy
- Holiday bell ringing for the Salvation Army
- These projects and programs are not mandated. Similarly, the Club is not limited to just these activities.

- i. Additional charitable projects are to be presented to the Club Board for consideration and approval. Projects which require funding will be referred to the Bakersfield Breakfast Rotary Foundation Board of Directors for funding approval because service projects are funded by the Foundation, not the Club. Club Board approval is not a guarantee that the Foundation will fund the project. The Club Board is encouraged to develop projects that will promote the direct involvement of the members.

III. MEMBERSHIP MATTERS

1. In matters of membership proposals, the procedure outlined in the Rotary International pamphlet 254-EN and detailed in the Rotary International Manual of Procedure are to be followed. Members are encouraged to bring a potential new member to at least one (1), but no more than two (2) meetings at the Club's expense.
2. The induction of a new member is to be conducted with the sponsor present. The Membership Chair will prepare the membership packet with the help of the Secretary. Charter Night or the District Governor's visit are excellent times to induct new members.
3. The new member's Sponsor shall act as mentor to the new Rotarian. If the Sponsor is unable to serve as mentor, the Membership Chair shall identify a mentor. Under the guidance of their

sponsor/mentor, new members should complete the **Red Badge Program** (which will be discussed with the new member during orientation with the Membership Chair) as soon as possible.

4. A member is expected to maintain the minimum attendance as stated in club by-laws. Membership is measured within each Rotary fiscal year. Unless good cause exists as determined by the Board, a member unable to meet this requirement will have his/her membership terminated.
5. The Membership Director, Family of Rotary coordinator, or another designate will contact a member who has missed three (3) consecutive meetings.
6. Leaves of absence are defined in the Club bylaws. If the member has any expectation that the Leave may extend beyond the period requested, the Board may suggest that the member resign from the club, and reapply for membership later.

V. FINANCIAL MATTERS

1. The induction fee for new members is \$125 which covers the cost of meetings and the materials new club members receive. The fee is payable prior to induction. The fee is waived for prior or returning members from any Rotary club.
2. Members are billed and must pay dues as defined in club bylaws on a monthly basis to cover the cost of on-going expenses of the Club, which includes Rotary International, and District dues. Members on a leave of absence must pay modified dues as defined in the club bylaws for the duration of the leave, at which time payment of full dues will resume.
3. Members are expected to make an annual contribution to the Bakersfield Breakfast Rotary Foundation and The Rotary Foundation as set in the club bylaws. Members are encouraged to donate an additional amount to support foundation-supported projects. Members should make every effort to pay the contribution in full during the month of July, although payments can be spread out on a quarterly basis on specific request of
4. The Club President and the Foundation President will solicit members for commitments towards Paul Harris Fellows, Benefactor, and Bequest Society memberships; the annual contribution referenced in the immediately preceding paragraph can be applied to one of these commitments.
5. The President may levy "recognition" cash fines of up to \$50 per meeting per member. The President will exercise discretion on levying such fines. Fines are not tax deductible and shall be paid to the Club account.
6. Accounts are due and payable on presentation of the bill. The Club Board will deal individually with accounts more than 60 days past due.
7. The club budgeting process is outlined in the club bylaws. The President will work with the Club Board to develop goals for the year. Board members will then submit estimated financial needs

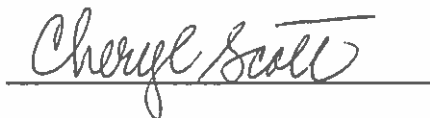
to the Foundation President who will then create and propose a budget to the Foundation Board in July.

8. The President will present the approved budgets to the Club as soon as possible at a regularly scheduled meeting.
9. The Club budget shall provide to the President a contingency fund for his/her good faith discretionary use pertaining to Club business. The fund shall be budgeted with an annual amount of at least \$500.
10. The club shall pay for a prospective member's meals on their first two (2) visits to the Club.
11. State and Federal taxes are due to the respective agency by December 15.
12. The Club will pay up to \$5,000 toward the President-Elect's and partner's transportation, lodging, and registration for attendance at the Rotary International Convention. The Club will pay the lodging and registration expenses of the President-Elect and partner to attend both P.E.T.S. and the President-Elect Retreat. The Club will also pay the District Conference lodging and registration expenses for both the President and the President-Elect and their partners. It is recommended that any excess available monies budgeted for these events be offered to members who attended the events.

V. PAST PRESIDENTS' FUND

This funding and purpose of this fund is described in the club bylaws. This fund shall be reflected as a balance sheet item for Club accounting purposes, but will not be included in the Club operating budget.

Dated: November 18, 2019



Cheryl Scott
President 2019-2020



Jeff Haynes
Secretary 2019-2020