ROTARY CLUB OF NIPOMO, INC.

**CONTINUING RESOLUTIONS**

(Revised September 5, 2013)

BE IT RESOLVED THAT by the use of Continuing Resolutions, the Board of Directors of the Rotary Club of Nipomo will set guidelines and preserve traditions that otherwise could be lost in the changeover from Board to Board.

THESE CONTINUING RESOLUTIONS are not intended to replace the Bylaws of the Club. Succeeding Boards of Directors should review the Club's Continuing Resolutions prior to the Board's official year to determine if each Continuing Resolution should be modified or continued.

BE IT RESOLVED THAT the Rotary Club of Nipomo accept the following guidelines to its operational plan for Rotary year 2013-20134

REGULAR Meetings and Meals:

The regular meetings of the club will be held at the Cypress Ridge Golf Resort. Breakfast provided will be charged to the attendees at $1.00 over the price charged by the Resort. The club will pay for meals for speakers. Meals for guests and prospective members will normally be paid for by the host or sponsor. Each club member in attendance will be charged for their breakfast and for the breakfast for any of their guests. Honorary members will be charged for a meal only when attending a meeting.

PROGRAMS:

The program committee should arrange programs which are related to the Five Avenues of Service, and should avoid programs and speakers which are promotional, political or fund-raising in nature.

MAILING ADDRESS:

The mailing address of the club shall be:

**Rotary Club of Nipomo**

**PO Box 248**

**Nipomo, CA 93444-0248**

CLUB PROJECTS AND SOCIAL EVENTS:

Ongoing service projects and social events to which the club is typically committed are:

Honoring Veterans Day Event

Holiday Recognition for Senior Citizens

Family Picnic

Golf Tournament (Major Fund-raiser)

Blood Drive

Christmas Party for Members and Guests

Thompson Road Clean-up

Christmas Party for Children

Central Coast Greenhouse Growers BBQ

4 Way Essay Contest

Vocational Awards (Employee/Public Service Awards)

Chamber October Festival BBQ

Literacy Books (Elementary Schools)

Women’s Shelter

Christmas Parade of Lights

Nipomo High School Interact

Hospice BBQ

Junior Livestock Auction at Santa Barbara Fair

Boy Scouts Troop 450

Kid’s Day in the Park (Nipomo Recreation)

DISTRICT GOVERNOR’S VISIT:

The Club President will ensure that the Club is fully prepared for the District Governor’s official visit. If the Governor wishes to meet with the board, the President will make every effort to insure that all members are present. The President shall also ensure that arrangements are made for the District Governor’s spouse, for selection and purchase of a gift, and for overnight accommodations, if appropriate. Also if appropriate, a suitable social function shall be arranged to include members, directors and spouses.

INCLUSION OF SPOUSES/PARTNERS IN EVENTS:

The club encourages the invitation of spouses/partners and children to attend and participate in all appropriate activities.

COMMITTEE MEETINGS:

Committee chairpersons will provide the secretary with a list of attendees for all offsite meetings, club projects and social events. The secretary will maintain a file of attendees and provide copies to the president.

DONATIONS:

Recipients of club donations and awards will be invited to attend a regular club meeting for the presentation. Where appropriate, media representation will be requested.

FISCAL POLICIES:

a. The president-elect may have reasonable travel and lodging expenses paid by the club for attendance at the Rotary International convention.

b. When members of the club attend PRLS classes, the PETS Course, District Conferences, Mid-Term Assemblies or other official district seminars, the club will pay registration fees associated with those activities.

c. A summary of the budget will be provided to each member on an annual basis. Full copies will be provided to members upon request.

d. The president may expend funds up to the sum of $250.00 for good and proper reasons, with the concurrence of the treasurer, and when the necessity of waiting for a board meeting would create a hardship. Abuse of this power is cause for revocation of this authority.

e. The president and immediate past president, working in concert with the treasurer, will ensure that requirements of the Franchise Tax Board and the Internal Revenue Service are met.

f. The club’s bank accounts will be maintained at the Rabobank, Nipomo branch. Two signatures are required on all checks. The persons authorized to sign the checks are the President, President-Elect, Secretary and Treasurer.

g. Upon approval by the Board of a membership proposal, the club will assume the cost of the prospective member’s meals until he/she becomes a member.

h. The annual membership dues shall be determined by Rotary International and District 5240. This will be invoiced ½ in July and ½ in January of the Rotary year.

i. The new member initiation fee shall be $100.00 and invoiced to the new member.

The past-president shall become the Appropriations Chair for the general board of the Rotary Club of Nipomo immediately following their year and will serve on the Rotary Club Foundation Board as President the year after. The Rotary Foundation Board will meet when the club has requests for monetary donations that are not already in the approved annual budget. The request for funding (sponsoring) must be supported by at least one active member of the club and submitted on the appropriate request form. The Foundation Board will review the request, analyze the Foundation’s finances and determine which requests to fund.

FINANCIAL OBLIGATIONS:

Policy – Members with Past Due Financial Obligation

Invoices for regular dues and incurred expenses are sent to members monthly and are payable upon receipt. The Treasurer shall inform the board regarding members whose accounts are past due on a monthly basis. Failure to pay dues in a timely manner is, in effect, a resignation from Rotary.

The following procedure will be followed to address past due invoices:

1. The Treasurer will send a reminder notice to members who have unpaid financial obligations that extend sixty (60) days from the date of the unpaid invoice.

2. After ninety (90) days from the date of the unpaid invoice, the President will make personal contact with the member. The member must pay the financial obligations that are sixty (60) days overdue or have a payback schedule approved by the board of directors or be subject to suspension from all club activities. In addition, a freeze will be placed on the account and the member will have no billing privileges.

3. Members with unpaid financial obligations who don’t have a board approved payment plan or are not complying with the approved payment plan will be terminated 120 days from due date of the unpaid invoice.

4. Any terminated member who has fully paid their financial obligations, which will include a reinstatement fee, will be reinstated into the club upon a majority approval of the board.

CLUB MEMBER EXPECTATIONS:

Members are expected to support the fund raising activities of the Rotary Club of Nipomo in the amount of $250.00 per year. This support is in the form of selling tickets to events, securing raffle items for events or through monetary donations. These funds are in addition to previously stated member expenses.

SENIOR ACTIVE MEMBERS:

The following members of the Rotary Club of Nipomo have achieved Senior Active Status:

* Richard Hillery
* Ken Shadle
* Bill Bettencourt
* Dan Thompson

PAUL HARRIS FELLOWSHIPS:

It is the policy of the Rotary Club of Nipomo that all members participate in the annual Paul Harris Fellowship. This participation can be at the $100.00, $250.00 or $500.00 annual programs offered by the Club. The Club will match the first Paul Harris. The Club President may award up to 1 Paul Harris Fellowship to a selected club member and the funds necessary for this award will be included in the annual budget. The award will be given at the Annual Awards Banquet.

SCHOLARSHIPS:

The Rotary Club of Nipomo has established the following scholarships as annual, and will appropriate the proper funding in each fiscal budget:

* Rotary Club of Nipomo Vocational Scholarship
* Richard Beedle Memorial Scholarship for Interact Members
* Rotary Club of Nipomo Academic Scholarship
* Paul Teixeira Memorial Vocational Scholarship

FINES:

The president shall, by appropriate and confidential means, determine the level of annual contributions in the form of fines which individual members are comfortable with and are willing to contribute. A level of $100.00 per annum is suggested as a minimum target figure.

ATTENDANCE: (Synopsis of November 13, 2007 Board Minutes)

The board shall review the members’ attendance and dues status at each board meeting and more specifically in January of each year. Letters shall be sent to members where and when it applies pertaining to membership or dues delinquencies. The purpose of this paragraph is to confirm active membership prior to the March 31 board meeting of the Rotary year. MEMBER ASSISTANCE: (Board approved 4/9/09)

Purpose:

To aid members in good standing to continue in Rotary whom might otherwise drop out or take a leave of absence because of financial problems. This will allow the member to continue in Rotary without the financial obligations.

For a member to be considered for assistance, the following standards apply:

* applicant must be a member in good standing
* applicant must be a member for more than a year
* applicant has shown support of Rotary by working on committees, projects and events
* applicant agrees to continue with the support of the Club

Member assistance will be on approval of a standing committee composed of the current President, Secretary, Treasurer and Membership Chair. Assistance may be proposed by any member for another member.

Member assistance will be for no more than one year.

Assisted members names will not be circulated to the general membership and will be kept within the standing committee.

Funding:

The proceeds funding this project will not come from the general fund but through specific fund raising outside regular programs. The treasurer will establish a restricted category labeled “Member Assistance Fund”.

Adopted by the Board, Rotary Club of Nipomo Date: September 5, 2013

President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Harry Walls, President Jerry Arseneau, Secretary