

Bylaws of the Rotary Club of Chester, Vermont Incorporated

Article 1 Definitions

1. Governing Board: The club's board of directors
2. Director: A member of the club's governing board.
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
5. RI: Rotary International
6. Rotary Year: The twelve -month period that begins on 1 July

Article 2 Board

The governing body of this club is its board of directors, consisting of the president, vice-president/president-elect, immediate past president, secretary, treasurer and two members at large.

Article 3 Elections and Terms of Office

Section 1 - One month before elections, members nominate candidates for president, vice president/president-elect, secretary, treasurer, and other governing board 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 director vacates his or her position, the remaining directors will appoint a replacement.

Section 4 - If any director-elect vacates a position, the remaining directors will appoint a replacement.

Section 5 - The term of office for each role 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.

Section 3 - The vice president/president-elect prepares for his or her year in office and presides at club and board meetings when the president is absent.

Section 4 - The secretary keeps membership and attendance records.

Section 5 - The treasurer oversees all funds and provides an annual accounting of them.

Rotary club manuals have additional details regarding the roles of club officers.

Article 5 Meetings

Section 1 - An annual meeting of this club is held no later than December 31 to elect the officers and directors who will serve for the next Rotary year.

Section 2 - This club meets as follows – at whatever time and day may be agreed upon by the club. 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 is set by the treasurer and approved by the governing board. They can be paid quarterly, semi-annually or annually. Annual club dues includes 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 unless four active members request a paper ballot.

Article 8 Committees and Designated Individuals

Section 1 - As recommended in the Rotary International constitution, Chester Rotary has the following committees or a designated person to oversee: Club Administration, Membership, Public Image, Rotary Foundation, & Service Projects. Additional committees and designated individuals may be appointed as needed.

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 meetings as needed and activities of the committee, supervises and coordinates its work, and reports to the governing board on all committee activities.

Section 4 – Each designated individual is responsible for his or her actions and reports to the governing board.

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 maintains the financial records and he/she shall distinguish between funds related to club administration, including unrestricted funds available for service projects and restricted funds where the funds are held for specified events, activities or purposes. Except for weekly cash flow money, all funds shall be deposited in an FDIC insured institution.

Section 3 - Bills are paid by the treasurer or president.

Section 4 - One or two qualified people shall conduct a thorough annual review of all financial transactions.

Section 5 - The treasurer will report annually club income and expenses.

Section 6 - The fiscal year is from July 1st to June 30th

Article 10 Method of Electing Active Members

Section 1 - A prospective member attends a minimum of three meetings. Two of the meetings shall be morning meetings.

Section 2 - The prospective member completes an application and returns it to the secretary.

Section 3 - The prospective member meets with a committee of at least two Rotary members to discuss Rotary membership.

Section 4 - The secretary shall notify Rotary members of the application for membership. Members have seven days from the date of notice to respond in writing.

Section 5 – The Rotary Governing Board meets to review and act on the membership application.

Section 6 – If approved, the member will be inducted at club assembly.

Article 11 Honorary Member - Persons who have distinguished themselves by meritorious service in the furtherance of Rotary ideals and those persons considered friends of Rotary for their permanent support of Rotary's cause may be elected to honorary membership in more than one club. The term of such membership shall be as determined by the board of the club in which they hold membership. An honorary member does not have to pay dues but is expected to continue to attend meetings regularly and participate in events as able. The criterion for Honorary Membership is based on the RI criteria plus additional local criteria. To be designated as an Honorary Member, the candidate must meet the following criteria at the discretion of the Board.

Method of Electing a Honorary Members

RI Criteria are as follows:

Section 1 - Has been an active regular member with a regular record of attendance.(Exceptions for extenuating circumstances e.g., illness, etc.).

Section 2 - Continues to be active in Club activities by attending at least 2 meetings each year and when able, to volunteer at least one shift at a club-sponsored event.

Section 3 - Has served as a club officer in at least one major position (e.g. President)

Section 4 - Has participated as a member of a committee or served as an officer at the District or higher level.

Section 5 – Has been recognized as a Paul Harris Fellow.

Section 6 - Has been an active participant in at least three major club projects and leader of at least one.

Section 7 - Has sponsored at least two new members.

Section 8 – Or is the spouse of a deceased member who was or had been nominated as an Honorary Member and who is engaged in Rotary activities at the local and/or higher levels.

Local Criteria are as follows:

Section 9 - Has been a Rotarian for a minimum of 20 years with a minimum of 10 years in Chester.

Section 10 - Is at least 65 years old.

Section 11 - Continues to attend meetings regularly and participate in events as able.

Article 12 Leave of Absence – Upon written application to the board, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending meetings of the club for a specified length of time.

Article 13 Resolutions – No resolution or motion to commit this club on any matter shall be considered by the club until it has been considered and approved by the board. Such resolutions or motions, if offered at a club meeting, shall be referred to the governing board.

Article 14 Conformity with Rules of Rotary International – If any provision of these bylaws is in conflict with the constitution or rules and regulations of Rotary International, RI shall prevail only to the extent of the conflict.

Article 15 Amendments - These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending a 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. Changes to these bylaws must be consistent with the Standard Rotary Club Constitution, the RI Constitution and Bylaws, and the Rotary Code of Policies.

Ratified this 28 day of June 2018

David Nanfeldt
President