

BYLAWS OF THE WHARTON ROTARY CLUB

(Adopted February 17, 2010)

Article I - Definitions

1. Board: The Board of Directors of this club.
2. Bylaws: The bylaws of this club.
3. Director: A member of this club's Board of Directors.
4. Member: A member, other than an honorary member, of this club.
5. RI: Rotary International.
6. Year: The twelve-month period that begins on 1 July.

Article II - Name

The name of this organization shall be Rotary Club of Wharton, a member of Rotary International.

Article III - Locality of the Club

The locality of this club is Wharton, Texas.

Article IV - Object

The object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and in particular, to encourage and foster:

- **First.** The development of acquaintance as an opportunity for service;
- **Second.** High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- **Third.** The application of the ideal of service in each Rotarian's personal, business, and community life;
- **Fourth.** The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

Article V - Four Avenues of Service

Rotary's Four Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

- A. **Club Service**, the First Avenue of Service, involves action a member should take within this club to help it function successfully.
- B. **Vocational Service**, the Second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles.
- C. **Community Service**, the Third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality.
- D. **International Service**, the Fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and peace by fostering acquaintance with people of other

countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.

Article VI - Members

Section 1 – General Qualifications. This club shall be composed of adults over the age of twenty-one (21) of good character and good business, professional, and/or community reputation.

Section 2 – Types. The club shall have two types of membership: active and honorary.

A. Active Membership.

1. A person possessing the qualifications set forth in section 1 of this article may be elected to active membership, provided the classification limits will not be exceeded as set forth in section 7(B) of this article.
2. **Transferring or Former Rotarian.** A member may propose to active membership a transferring member or former member of a club, if the proposed member is terminating or has terminated such membership in the former club due to no longer being engaged in the formerly assigned classification of business or profession within the locality of the former club or the surrounding area. The transferring or former member of a club being proposed to active membership under this section may also be proposed by the former club. The classification of a transferring or former member of a club shall not preclude election to active membership even if the election results in club membership temporarily exceeding the classification limits.
3. **Dual Membership.** No person shall simultaneously hold active membership in this and another Rotary club. No person shall simultaneously be an active member and an honorary member in this club. No person shall simultaneously hold active membership in this club and membership in a Rotaract club.

B. Honorary Membership.

1. **Eligibility for Honorary Membership.** Rotarians 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. The criterion for election to honorary membership shall be:
 - a. Fifteen (15) years of service, plus Rotarian's age must equal or exceed 75, and
 - b. Have earned or been awarded a Paul Harris Fellow and/or served as an officer or director of the club.
2. **Term of Honorary Membership.** The term of honorary membership shall be as long as such member maintains eligibility, as stated above.
3. **Dual Membership.** Persons may hold honorary membership in more than one club.
4. **Rights and Privileges.** Honorary members shall be exempt from the payment of admission fees and dues, shall have no vote, and shall not be eligible to hold any office. Such members shall not hold classifications, but shall be entitled to attend all meetings and enjoy all the other privileges of this club. No honorary member of this club is entitled to any rights and privileges in any other club, except for the right to visit other clubs without being the guest of an active member of that club.

Section 3 – Holders of Public Office. Persons elected or appointed to public office for a specified time shall not be eligible to active membership in this club under the classification or such office. This restriction shall not apply to persons holding positions or offices in schools, colleges, or other institutions appointed to public office for a specified period may continue as such members in their existing classifications during the period in which they hold such office.

Section 4 – Rotary International Employment. This club may retain in its membership any member employed by RI.

Section 5 – Method of Electing Members

- A.** The name of a prospective member, proposed by an active member of the club, shall be submitted to the board in writing, through the club secretary. A transferring or former member of another club may be proposed to active membership by the former club. The proposal shall be kept confidential except as otherwise provided

in this procedure.

B. The board shall ensure that the proposal meets all the classification and membership requirements of the standard Rotary club constitution.

C. The board shall approve or disapprove the proposal within 30 days of its submission and shall notify the proposer, through the club secretary, of its decision.

D. If the decision of the board is favorable, the prospective member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership, following which the prospective member shall be requested to sign the membership proposal form and to permit his or her name and proposed classification to be published to the club.

E. If no written objection to the proposal, stating reasons, is received by the board from any member (other than honorary) of the club within seven (7) days following publication of information about the prospective member, that person, upon payment of the admission fee (if not honorary membership), as prescribed in these bylaws, shall be considered to be elected to membership.

F. If any such objection has been filed with the board, it shall vote on this matter at its next meeting. If approved despite the objection, the proposed member, upon payment of the admission fee (if not honorary membership), shall be considered to be elected to membership.

G. Following the election, the president shall arrange for the new member's induction, membership card, and new member Rotary literature. In addition, the president or secretary will report the new member information to RI and the president will assign a member to assist with the new member's assimilation to the club as well as assign the new member to a club project or function.

H. The club may elect, in accordance with the standard Rotary club constitution, honorary members proposed by the board.

Section 6 – Fees and Dues.

A. The admission (induction) fee shall be \$50.00 to be paid before the applicant can qualify as a member, except as provided for in the standard Rotary club constitution, article XI.

B. The club membership dues shall be \$35 per month, plus the current Rotary District 5890 dues payable annually on the first day of July and RI dues payable semiannually on the first day of July and of January, with the understanding that a portion of each semiannual payment shall be applied to each member's subscription to the RI official magazine.

C. Any transferring or former member of another club who is accepted into membership of this club pursuant to article VI section 2(A)(2) shall not be required to pay a second admission fee.

D. A Rotaractor who ceased to be a member of Rotaract within the preceding two years, who is accepted into membership of this club, shall not be required to pay an admission fee.

Section 7 – Classifications.

A. General Provisions.

1. **Principal Activity.** Each member shall be classified in accordance with the members' business, profession, or type of community service. The classification shall be that which describes the principal and recognized activity of the firm, company, or institution with which the member is connected or that which describes the member's principal and recognized business or professional activity or that which describes the nature of the member's community service activity.

2. **Correction or Adjustment.** If the circumstances warrant, the board may correct or adjust the classification of any member. Notice of a proposed correction or adjustment shall be provided to the member and the member shall be allowed a hearing thereon.

B. **Limitations.** This club shall not elect a person to active membership from a classification if the club already has five or more members from that classification, unless the club has more than 50 members, in which case, the club may elect a person to active membership in a classification so long as it will not result in the classification making up more than ten (10%) percent of the club's active membership. The classification of a transferring or former member of a club, or a Rotary Foundation alumnus as defined by the board of directors of RI, shall not preclude election to active membership even if the election results in club membership temporarily

exceeding the above limitations. If a member changes classification, the club may continue the member's membership under the new classification notwithstanding these limitations.

Section 8 – Attendance.

A. General Provisions. Each member should attend or make up at least fifty (50%) of this club's regular meetings in each half of the year. A member shall be counted as attending a regular meeting if the member is present for at least sixty (60%) percent of the meeting, or is present and is called away unexpectedly and subsequently produces evidence to the satisfaction of the board that such action was reasonable, or makes up for an absence as prescribed in section 8(B) of this article.

B. Make Up Provisions.

1. Fourteen (14) Days Before or After the Meeting. If within fourteen (14) days before or after the regular time for that meeting, the member:
 - a. Attends at least sixty (60%) of the regular meeting of another club or of a provisional club; or
 - b. Attends a regular meeting of a Rotaract or Ineract club, Rotary Community Corps, or Rotary Fellowship or of a provisional Rotaract or Interact club, Rotary Community Corps, or rotary Fellowship; or
 - c. Attends a convention of RI, a council on legislation, an international assembly, a Rotary Institute for past and present officers of RI, a Rotary Institute for past, present, and incoming officers of RI, or any other meeting convened with the approval of the board of directors of RI or the president of RI acting on behalf of the board of directors of RI, a Rotary multi-zone conference, a Rotary district assembly, any district meeting held by direction of the board of directors of RI, any district committee meeting held by direction of the district governor, or a regularly announced intercity meeting of Rotary clubs; or
 - d. Is present at the usual time and place of a regular meeting of another club for the purpose of attending such meeting, but that club is not meeting at that time or place; or
 - e. Attends and participates in a club service project or a club-sponsored community event or meeting authorized by the board; or
 - f. Attends a board meeting or, if authorized by the board, a meeting of a service committee to which the member is assigned; or
 - g. Participates through a club web site in an interactive activity requiring an average of thirty (30) minutes of participation.
2. Traveling Abroad. When a member is outside the member's country of residence for more than fourteen (14) days, the time restriction shall not be imposed so that the member may attend meetings in another country at any time during the travel period, and each such attendance shall count as a valid make-up for any regular meeting missed during the member's time abroad.
3. At the Time of the Meeting. If at the time of the meeting, the member is:
 - a. Traveling with reasonable directness to or from one of the meetings specified in section 8(A)(1)(c) of this article; or
 - b. Serving as an officer or member of a committee of RI, or a trustee of The Rotary Foundation; or
 - c. Serving as the special representative of the district governor in the formation of a new club; or
 - d. On Rotary business in the employ of RI; or
 - e. Directly and actively engaged in a district-sponsored or RI-sponsored or Rotary Foundation-sponsored service project in a remote area where making up attendance is impossible; or
 - f. Engaged in Rotary business duly authorized by the board which precludes attendance at the meeting.

C. Extended Absence on Outposted Assignment. If a member will be working on an outposted assignment for an extended period of time, attendance at the meetings of a designated club at the site of the assignment will replace attendance at the regular meetings of the member's club, provided there is a mutual agreement between the two clubs.

D. Excused Absences. A member's absence shall be excused if:

1. The absence complies with the conditions and under circumstances approved by the board. The board may excuse a member's absence for reasons which it considers to be good and sufficient.
2. The aggregate of the member's years of age and years of membership in one or more clubs is seventy-five (75) or more and the member has notified the club secretary in writing of the member's desire to be excused from attendance and the board has approved.

E. Officers' Absences. A member's absence shall be excused if the member is a current officer of RI, a district governor, or assistant district governor.

F. Attendance Records. Any member whose absences are excused under the provisions of section 8(C)(2) or 8(D) of this article shall not be included in the membership figure used to compute this club's attendance.

Section 9 – Term of Membership. Membership shall continue during the existence of this club unless terminated as provided in section 9 of this article.

Section 10 – Termination of Active Membership.

A. Membership Qualifications Not Met. Membership shall be subject to termination by a majority vote of the board when a member no longer meets the membership qualifications as specified in this article; except that:

1. The board may grant a member moving from the locality of this club or the surrounding area a special leave of absence not to exceed one (1) year to enable the member to visit and become known to a Rotary Club in the new community if the member continues to meet all conditions of club membership.
2. The board may allow a member moving from the locality of this club or the surrounding area to retain membership if the member continues to meet all conditions of club membership.

B. Non-payment of Dues. Any member failing to pay dues within thirty (30) days after the prescribed time shall be notified in writing by the secretary at the member's last known address. If the dues are not paid on or before ten (10) days of the date of notification, membership may terminate, subject to a majority vote of the board.

C. Consecutive Unexcused Absences. Unless otherwise excused by the board for good and sufficient reason or pursuant to section 8(C) and (D) of this article, each member who fails to attend or make up four consecutive regular meetings shall be informed by the board that the member's non-attendance may be considered a request to terminate membership in this club and, thereafter, the board, by a majority vote, may terminate the member's membership.

D. Good Cause. The board may terminate the membership of any member who ceases to have the qualifications for membership in this club or for any good cause by a vote of not less than two-thirds of the board members at a meeting called for that purpose. The guiding principles for termination for good cause shall be section 1 of this article and The Four-Way Test.

E. Notice of Termination. Prior to taking any action under this section 10(A)(B)(C)(D) of this article, the member shall be given ten (10) days written notice of such pending action and an opportunity to submit a written answer to the board. The member shall have the right to appear before the board to state the member's case. Notice shall be by personal delivery or by registered letter to the member's last known address.

F. Filling Classification of Terminated Member. When the board has terminated the membership of a member as provided for in this section, this club shall not elect a new member under the former member's classification until the time for hearing any appeal has expired and the decision of this club or of the arbitrators has been announced. However, this provision shall not apply if, by election of a new member, the number of members under the said classification would remain within provided limitations even if the board's decision regarding termination is reversed.

G. Right to Appeal, Mediate, or Arbitrate Termination.

1. Notices. Within seven (7) days after the date of the board's decision to terminate membership, the secretary shall give written notice of the decision to the member. Within fourteen (14) days after the date of the notice, the member may give written notice to the secretary of the intention to appeal to the club, request mediation, or to arbitrate as provided in article XII.
2. Date for Hearing or Appeal. In the event of an appeal, the board shall set a date for the hearing of the appeal at a regular club meeting to be held within twenty-one (21) days after receipt of the notice of

appeal. At least five (5) days written notice of the meeting and its special business shall be provided to all members. The meeting in which appeal is heard shall be closed to non-members.

3. Mediation or Arbitration. The procedure utilized for mediation or arbitration shall be as provided in article XII.
4. Appeal. If an appeal is taken, the action of the club shall be final and binding on all parties and shall not be subject to arbitration.
5. Decision of Arbitrators or Umpire. If arbitrations are requested, the decision reached by the arbitrators or, if they disagree, by the umpire, shall be final and binding on all parties and shall not be subject to appeal.
6. Unsuccessful Mediation. If mediation is requested but is unsuccessful, the member may appeal to the club or arbitrate as provided in section 10(G)(1) of this article.

H. Board Action Final. Board action shall be final if no appeal to this club is taken and no arbitration is requested.

I. Resignation. The resignation of any member from this club shall be in writing, addressed to the president or secretary. The resignation shall be accepted by the board if the member has no indebtedness to this club.

J. Forfeiture of Property Interest. Any person whose club membership has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the club.

K. Temporary Suspension. Notwithstanding any provision of these bylaws, if in the opinion of the board:

1. credible accusations have been made that a member has refused or neglected to comply with these bylaws, or has been guilty of conduct unbecoming a member or prejudicial to the interest of the club; and
2. those accusations, if proved, constitute good cause for terminating the membership of the member; and
3. it is desirable that no action should be taken in respect of the membership of the member pending the outcome of a matter or an event that the board considers should properly occur before such action is taken by the board, and
4. that in the best interest of the club and without any vote being taken as to his or her membership, the member's membership should be temporarily suspended and the member should be excluded from attendance at meetings and other activities of this club and from any office or position the member holds within the club. For the purposes of this clause, the member shall be excused from fulfilling attendance responsibilities;

the board may, by a vote of two-thirds of the board, temporarily suspend the member as aforesaid for such period and on such further conditions as the board determines, albeit for a period no longer than is reasonably necessary in all the circumstances.

L. Reinstatement. The board may reinstate the former member to membership upon the former member's petition and payment of all indebtedness to this club; however, no former member may be reinstated to active membership if the former member's classification is in conflict with section 7 of this article. A second admission fee shall not be required.

Section 11 – Termination of Honorary Membership. Honorary membership shall automatically terminate at the end of the term for such membership as determined by the board; however, the board may extend and honorary membership for an additional period. The board may revoke an honorary membership at any time.

Article VII – Officers and Directors

Section 1 – Officers and Duties. The officers of this club shall be a President, a President-Elect, a Vice-President, a Secretary, a Treasurer, a Sergeant-at-Arms, and five (5) directors.

A. *President.* It shall be the duty of the president to preside at meetings of the club and the board and to perform other duties as ordinarily pertains to the office of president.

B. *President-elect.* It shall be the duty of the president-elect to serve as a director and to perform such other duties as may be prescribed by the president or the board.

C. *Vice-President*. It shall be the duty of the vice-president to preside at meetings of the club and the board in the absence of the president and to perform other duties as ordinarily pertains to the office of vice-president.

D. *Secretary*. It shall be the duty of the secretary to keep membership records; record attendance at meetings; send out notices of club, board, and committee meetings; record and preserve the minutes of such meetings; report as required to RI, including the semiannual reports of membership on 1 January and 1 July of each year, which shall include per capita dues for all members and prorated dues for active members who have been elected to membership in the club since the start of the July or January semiannual reporting period; report changes in membership; provide the monthly attendance report, which shall be made to the district governor within 15 days of the last meeting of the month; collect and remit RI official magazine subscriptions; and perform other duties as usually pertain to the office of secretary.

E. *Treasurer*. It shall be the duty of the treasurer to have custody of all funds, accounting for it to the club annually and at any other time upon demand by the board, and to perform other duties as pertain to the office of treasurer. Upon retirement from office, the treasurer shall turn over to the incoming treasurer or to the president all funds, books of accounts, or any other club property.

F. *Sergeant-at-Arms*. The duties of the sergeant-at-arms shall be such as are usually prescribed for such office and other duties as may be prescribed by the president or the board.

Section 2 - Nomination and Election of Officers and Directors.

A. At a regular meeting one month prior to the meeting for election of officers, the presiding officer shall ask for nominations by members of the club for president, president-elect, vice-president, secretary, treasurer, sergeant-at-arms, and five (5) directors. The nominations may be presented by a nominating committee and/or by members from the floor, by either or by both as a club may determine. If it is determined to use a nominating committee. The nominations duly made shall be placed on a ballot in alphabetical order under each office and shall be voted for at the annual meeting. The candidates for president, vice-president, secretary, treasurer, and sergeant-at-arms receiving a majority of the votes shall be declared elected to their respective offices. The five (5) candidates for director receiving a majority of the votes shall be declared elected as directors. The candidate for president-elect elected in such balloting shall be the president-nominee and serve as a director for the year commencing on the first day of July next following the election, and shall assume office as president on 1 July immediately following that year. The president-nominee shall take the title of president-elect on 1 July in the year prior to taking office as president.

B. The officers and directors, so elected, together with the immediate past president shall constitute the board.

C. A vacancy in the board or any office shall be filled by the board.

D. A vacancy in the position of any officer-elect or director-elect shall be filled by the board.

Section 3 – Officer Terms and Qualifications.

A. *Term of President*. The president shall be elected as provided in the section 2(A) of this article, not more than two (2) years but not less than eighteen (18) months prior to the day of taking office and shall serve as president-nominee upon election. The nominee shall take the title of president-elect on 1 July in the year prior to taking office as president. The president shall take office on 1 July and shall serve a period of one (1) year or until a successor has been duly elected and qualified.

B. *Term of Officers other than President*. Each officer shall be elected as provided in section 2(A) of this article and, except for the president, shall take office on 1 July immediately following election and shall serve for the term of office or until a successor has been duly elected and qualified.

C. *Qualifications*. Each officer and director shall be a member in good standing of this club. The president-elect shall attend the district presidents-elect training seminar and the district assembly unless excused by the governor-elect. If so excused, the president-elect shall send a designated club representative who shall report back to the president-elect. If the president-elect does not attend the presidents -elect training seminar and the district assembly and has not been excused by the governor-elect or, if so excused, does not send a designated club representative to such meetings, the president-elect shall not be able to serve as club president. In such event, the current president shall continue to serve until a successor who has attended a presidents-elect training seminar and district assembly or training deemed sufficient by the governor-elect has been duly elected.

Article VIII - Meetings

Section 1 – Annual Meeting. An annual meeting of this club shall be held not later than 31 December in each year, during which the club shall hold the election of officers and directors to serve for the ensuing year.

Section 2 – Regular Meetings.

A. Day and Time. The regular meetings of this club shall be held on each Wednesday at 12:00 Noon, except that no meetings shall be held on legal holidays, including a commonly recognized holiday.

B. Cancellation. The board may cancel a regular meeting in the case of the death of a club member, or of an epidemic or of a disaster affecting the whole community, or of an armed conflict in the community which endangers the lives of the club members. The board may cancel not more than four regular meetings in a year for causes not otherwise specified herein provided that this club does not fail to meet for more than three consecutive meetings.

C. A notice of seven (7) days of any changes in or canceling of the regular meeting shall be given to all members of the club, except the case of an emergency in which case notice will be given as practical as possible in the most expedient manner possible.

D. All members excepting an honorary member (or member excused pursuant to the standard Rotary club constitution) in good standing in this club, on the day of the regular meeting, must be counted as present or absent, and attendance must be evidenced by the member's being present for at least sixty (60) percent of the time devoted to the regular meeting, either at this club or at any other Rotary club, or as otherwise provided in the article VI, section 8(A) of these bylaws.

Section 3 – Special Meetings. Special meetings may be called by the President or by the Board and shall be called upon the written request of ten members of the club. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three day's notice shall be given.

Section 4 – Quorum. One-third of the membership shall constitute a quorum at the annual and regular meetings of this club.

Article IX - Board

Section 1 – Composition of the Board. The officers of this club, including Directors, and the immediate Past President shall constitute the board.

Section 2 – Board's Duties and Powers. The board shall have general supervision of the affairs of the club between its business meetings, make recommendations to the club, and perform such other duties as are specified in these bylaws. The board shall be subject to the orders of the club, and none of its acts shall conflict with action taken by the club or Rotary International. The board, for good cause, may declare any office vacant.

Section 3 – Board Meetings.

A. Regular meetings of the board shall be held on the second Wednesday of each month.

B. Special meetings of the board shall be called by the president, whenever deemed necessary without notice, or upon the request of two (2) board members, two (2) days notice having been given.

Section 4 – Quorum of the Board. A majority of the board members present shall constitute a quorum of the board.

Section 5 – Board Action. The decision of the board in all club matters is final, subject only to an appeal to the club. However, as to a decision to terminate membership, a member, pursuant to article VI, Section 10(G), may appeal to the club, request mediation, or request arbitration. If appealed, a decision of the board shall be reversed only by a two-thirds vote of the members present, at a regular meeting specified by the board, provided a quorum is present and notice of the appeal has been given by the secretary to each member at least five (5) days prior to the meeting. If an appeal is taken, the action taken by the club shall be final.

Article X - Committees

Section 1 – Committee Appointment and Composition. Club committees are charged with carrying out the annual and long-range goals of the club based on the four Avenues of Service. The president, president-elect, and immediate past president should work together to ensure continuity of leadership and succession planning. When feasible, committee members should be appointed to the same committee for three years to ensure consistency. The

president-elect is responsible for appointing committee members to fill vacancies, appointing committee chairs, and conducting planning meetings prior to the start of the year in office. It is recommended that the chair have previous experience as a member of the committee.

Section 2 – Standing Committees. Standing committees should be appointed as follows:

- A. **Membership.** This committee should develop and implement a comprehensive plan for the recruitment and retention of members.
- B. **Club Public Relations.** This committee should develop and implement plans to provide the public with information about Rotary and to promote the club's service projects and activities.
- C. **Club Administration.** This committee should conduct activities associated with the effective operation of the club.
- D. **Service Projects.** This committee should develop and implement educational, humanitarian, and vocational projects that address the needs of its community and communities in other countries.
- E. **The Rotary Foundation.** This committee should develop and implement plans to support The Rotary Foundation through both financial contributions and program participation.

Section 3 – Special (ad hoc) Committees. Additional ad hoc committees may be appointed as needed.

Section 4 – Ex Officio Member. The president shall be ex officio a member of all committees and, as such, shall have all the privileges of membership thereon.

Section 5 – Duties of Committees. The duties of all committees shall be established and reviewed by the president for his or her year. In declaring the duties of each, the president shall reference to appropriate RI materials. The service projects committee will consider the Avenues of Vocational Service, Community Service, and International Service when developing plans for the year.

Each committee shall have a specific mandate, clearly defined goals, and action plans established by the beginning of each year for implementation during the course of the year. It shall be the primary responsibility of the president-elect to provide the necessary leadership to prepare a recommendation for club committees, mandates, goals, and plans for presentation to the board in advance of the commencement of the year as noted above.

Section 5 – Committee Powers. Each committee shall transact its business as is delegated to it in these bylaws and such additional business as may be referred to it by the president or the board. Except where special authority is given by the board, such committees shall not take action until a report has been made and approved by the board.

Section 6 – Committee Meetings. Each chair shall be responsible for regular meetings and activities of the committee, shall supervise and coordinate the work of the committee, and shall report to the board on all committee activities.

Article XI - Finances

Section 1 – Budget. Prior to the beginning of each fiscal year, the board shall prepare a budget of estimated income and expenditures for the year, which shall stand as the limit of expenditures for these purposes, unless otherwise ordered by action of the board. The budget shall be comprised of two separate parts: (1) club operations and (2) charitable/service operations.

Section 2 – Accounts. The treasurer shall deposit all club funds in a bank, named by the board. The club funds shall be divided into two separate parts: club operations and service projects.

Section 3 – Expenditure Authorization. All bills shall be paid by the treasurer or other authorized officer only when approved by two other officers or directors.

Section 4 – Financial Review. A thorough review of all financial transactions by a qualified person shall be made once each year.

Section 5 – Bonds. Officers having charge or control of club funds shall give bond as required by the board for the safe custody of the funds of the club, cost of bond to be borne by the club.

Section 6 – Fiscal Year. The fiscal year of this club shall extend from 1 July to 30 June, and for the collection of members' dues shall be divided into two (2) semiannual periods extending from 1 July to 31 December, and from 1 January to 30 June. The payment of per capita dues and RI official magazine subscriptions shall be made on 1 July

and 1 January of each year on the basis of the membership of the club on those dates.

Article XII – Arbitration and Mediation

Section 1 – Disputes. Should any dispute, other than as to a decision of the board, arise between any current or former member(s) and this club, and club officer or the board, on any account whatsoever which cannot be settled under the procedure already provided for such purpose, the dispute shall, upon a request to the secretary by any of the disputants, either be resolved by mediation or settled by arbitration.

Section 2 – Date for Mediation or Arbitration. In the event of mediation or arbitration, the board shall set a date for the mediation or arbitration, in consultation with disputants, to be held within twenty-one (21) days after receipt of the request for mediation or arbitration.

Section 3 – Mediation. The procedure for such mediation shall be that recognized by an appropriate authority with national or state jurisdiction or be that recommended by a competent professional body whose recognized expertise covers alternative dispute resolution or be that recommended by way of documented guidelines determined by the board of RI or the trustees of The Rotary Foundation. Only a member of a Rotary club may be appointed as mediator(s). The club may request the district governor or the governor’s representative to appoint a mediation skills and experience.

A. **Mediation Outcomes.** The outcomes or decisions agreed between the parties as a result of mediation shall be recorded and copies held by each party, the mediator(s) and one copy given to the board and to be held by the secretary. A summary statement of outcomes acceptable to the parties involved shall be prepared for the information of the club. Either party through the president or secretary may call for further mediation if either party has retracted significantly from the mediated position.

B. **Unsuccessful Mediation.** If mediation is requested but is unsuccessful, any disputant may request arbitration as provided in section 1 of this article.

Section 4 – Arbitration. In the event of a request for arbitration, each party shall appoint an arbitrator and the arbitrators shall appoint an umpire. Only a member of a Rotary club may be appointed as umpire or as arbitrator.

Section 5 – Decision of Arbitrators or Umpire. If arbitration is requested, the decision reached by the arbitrators or, if they disagree, by the umpire shall be final and binding on all parties and shall not be subject to appeal.

Article XIII – Parliamentary Authority

The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the club may adopt.

Article XIV - Resolutions

The club shall not consider any resolution or motion to commit the club on any matter until the board has considered it. Such resolutions or motions, if offered at a club meeting, shall be referred to the board without discussion.

Article XV – Community, National, and International Affairs

Section 1 – Proper Subjects. The merits of any public question involving the general welfare of the community, the nation, and the world are of concern to the members of this club and shall be proper subjects of fair and informed study and discussion at a club meeting for the enlightenment of its members in forming their individual opinions; however, this club shall not express an opinion on any pending controversial public measure.

Section 2 – No Endorsements. This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

Section 3 – Non-Political.

A. **Resolutions and Opinions.** This club shall neither adopt nor circulate resolutions or opinions, and shall not take action dealing with world affairs or international policies of a political nature.

B. **Appeals.** This club shall not direct appeals to clubs, peoples, or governments, or circulate letters, speeches, or proposed plans for the solution of specific international problems of a political nature.

Section 4 – Recognizing Rotary’s Beginning. The week of the anniversary of Rotary’s founding (23 February)

shall be known as World Understanding and Peace Week. During this week, this club will celebrate Rotary service, reflect upon past achievements, and focus on programs of peace, understanding, and goodwill in the community and throughout the world.

Article XVI – Rotary Magazines

Section 1 – Mandatory Subscription. Unless, in accordance with the bylaws of RI, this club is excused by the board of directors of RI from complying with the provisions of this article, each member shall, for the duration of membership, subscribe to the official magazine or to the magazine approved and prescribed for this club by the board of directors of RI. This subscription shall be paid in six (6) month periods for the duration of membership in this club and to the end of any six (6) month period during which membership may terminate.

Section 2 – Subscription Collection. The subscription shall be collected by this club from each member semiannually in advance and remitted to the Secretariat of RI or to the office of such regional publications as may be determined by the board of directors of RI.

Article XVII – Bylaws

These bylaws shall not be inconsistent with the constitution and bylaws of RI or with the rules of procedure for an administrative territorial unit where established by RI.

Article XVIII – Interpretation

Throughout these bylaws, the terminology “mail,” “mailing,” and “ballot-by-mail” will include utilization of electronic mail (e-mail) and Internet technology to reduce costs and increase responsiveness.

Article XIX – Acceptance of Object and Compliance with Bylaws

By payment of an admission fee and dues, a member accepts the principles of Rotary as expressed in its object and submits to and agrees to comply with and be bound by the constitution and bylaws of this club, and on these conditions alone is entitled to the privileges of this club. Each member shall be subject to the terms of the bylaws regardless of whether such member has received a copy.

Article XX - Amendments

These bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been mailed to each member at least ten (10) days before such meeting. No amendment or addition to these bylaws can be made which is not in harmony with the standard Rotary club constitution and with the constitution and bylaws of RI.

SPECIAL RULES OF ORDER

WHARTON ROTARY CLUB

(Adopted February 17, 2010)

1. Order of Business

Meeting called to order.
Introduction of visitors.
Correspondence, announcements, and Rotary information.
Committee reports if any.
Any unfinished business.
Any new business.
Address or other program features.
Adjournment.

2. Method of Voting

The business of this club shall be transacted by *viva voce* vote except the election of officers and directors, which shall be by ballot. The board may determine that a specific resolution be considered by ballot rather than by *viva voce* vote.