

**BYLAWS OF THE ROTARY CLUB
OF
SALISBURY, CONNECTICUT**
(Adopted May 29, 2018)

Article 1 Board

The governing board of this club is its board of directors, consisting of, at a minimum, the president, immediate past president, president-elect (first vice president), secretary, and treasurer. Other officers and directors may be elected as desired and deemed appropriate, as, for example, a president-nominee (second vice president), sergeant-at-arms, or additional directors.

Article 2 Elections and Terms of Office

Section 1: One month prior to an election for officer and director positions nominations shall be made by either a nominating committee appointed by the club president or from the floor, and immediately disseminated to all club members by either electronic means or mail.

Section 2: Elections for club officers and directors shall occur at the club's annual meeting, which, unless changed, shall be the last meeting of June of each year, with the newly elected Rotarians to take the positions to which they were elected the first meeting of July.

Section 3: Unless there is an unexpected impediment, rendering impossible the accession of the present president-elect (first vice president) to the presidency, that person shall become president.

Section 4: Likewise, without an impediment, the present president-nominee (second vice president), if there is one, shall become the president-elect (first vice president).

Section 5: The term of office for president and vice-president(s) shall be one year, as shall the term of the immediate past president.

Section 6: All other officers and directors of the club shall have terms of two years.

Section 7: If any officer or director shall vacate his or her position prior to the expiration of that person's term, the remaining members of the board shall appoint a replacement.

Article 3 Duties of the Officers

Section 1: The president presides at meetings of the club and board and is the public spokesperson for the club.

Section 2: The immediate past president serves as a director on the club board.

Section 3: The president-elect (first vice president) serves as a director while preparing for a term as club president and presides at club and board meetings when the president is unable.

Section 4: The president-nominee (second vice president) serves as a director.

Section 5: The secretary keeps membership and attendance records, serves as liaison between the club and Rotary International on administrative matters, and serves as a director on the club board.

Section 6: The treasurer collects club dues, has custody of club funds, and remits necessary payments to Rotary International and any others to whom the club owes money—for example, for meals. The treasurer shall make regular reports to the club of the status of the funds held. The treasurer also serves as a director on the club board.

Section 7: Directors attend club and board meetings and makes decisions as a member of the club’s governing board.

Article 4 Meetings

Section 1: The annual meeting of this club shall be held the last meeting of June of each year, except for unforeseen circumstances, to elect new officers and directors.

Section 2: The regular meetings of this club shall be at noon on Tuesdays unless changed by club vote. Changes to that schedule may be made by the club board from time to time so long as club members are given adequate notice of both time and place by electronic means or through the U.S. postal service—that notice being at least ten (10) days. Cancellation of meetings shall also occur on days when Connecticut School District Region 1 cancels school because of inclement weather.

Section 3: A quorum of the club at its meetings shall consist of one third of its current membership.

Section 4: Board meetings are to be held each month at a time and place to be determined.

Section 5: A quorum of the board shall be a majority of its members.

Article 5 Dues

Annual club dues shall be determined by a vote of the board of directors, but shall always consist of, at least, the assessments by Rotary International, District, if any, and the cost per member of the *Rotarian* magazine.

Article 6 Method of Voting

Section 1: The business of this club is conducted by voice vote or show of hands unless a member calls for a vote by written ballot. Although discussion of issues to be voted on may occur through the means of email, votes must take place during a regular meeting of the club.

Article 7 Committees

Section 1: The club shall have at least the following committees:

Administration (Consisting of its board of directors)

Membership

Community Involvement/Fund Development

Charitable Gifts

Program

Rotary Foundation

The president, with the concurrence of the board of directors, may establish other committees as deemed appropriate and is an *ex officio* member of all committees and subcommittees, with all privileges of that membership.

Article 8 Responsibilities of the Committees

Section 1: Each committee chair is responsible for the regular meetings and activities of the committee in question, supervises and coordinates its work, and reports to the board on all committee activities.

Section 2: The *administration committee* shall advise and support the club president in the administration of his or her duties.

Section 3: The *membership committee* shall seek new members, consider membership applications, assemble information about an applicant, and recommend to the club whether an application should be approved. It shall further encourage attendance at club meetings and determine whether a club member needs physical assistance by others in the club because of a temporary disability.

Section 4: The *community involvement/fund development committee* shall serve as an umbrella for all subcommittees dealing with the club's interaction with the communities served in service projects and fund-raising activities.

Section 5: The *charitable gifts committee* shall be responsible for making decisions regarding the disbursement of grants, scholarships, and gifts of a charitable nature, so long as they are also approved by the club's foundation, whose responsibility is only to determine whether the amount to be expended meets the criteria it has established for the club to maintain financial stability.

Section 6: The *program committee* shall be responsible for obtaining and scheduling speakers for club programs.

Section 7: The *Rotary Foundation committee* shall encourage club members to give generously to the Rotary International Foundation, to support district grants, and to originate such grants at our own club.

Article 9 Finances

Section 1: The treasurer deposits all funds received into one of two accounts: one for club operations and the other to be administered by the club foundation for use for charitable purposes.

Section 2: Bills shall be paid by the treasurer with the approval of the board, and the foundation if for a charitable purpose; by the board if over an amount to be determined by the board if the expenditure is not for a charitable purpose; or by the club president if the amount is below that set as a limit by the board.

Section 3: A qualified person shall conduct a thorough financial review of all of the club's financial transactions.

Section 4: The fiscal year is from July 1 to June 30 of each year.

Article 10 Method of electing members

Section 1: The membership committee proposes a candidate for election to membership of a new or former member, or transfer from another club, to the club's board of directors.

Section 2: The board shall consider the application for membership, seeking further information if necessary, and notify the membership committee of its decision within 30 days.

Section 3: If the board approves the candidate's membership, the application shall be conveyed to the club's membership as a whole. If there is no objection within 10 days, the prospective member is invited to join the club. If there is an objection, the board shall invite the objecting member(s) to convey them at a meeting of the board, and then the board shall make a final decision on the application, and notify the membership committee of that decision within 10 days.

Article 11 Honorary Membership

Section 1: The club's board may, in its discretion, establish a category of honorary membership from among its senior members, their attendance being entirely optional and their dues being paid by the club.

Article 12 Amendments

Section 1: These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice by either electronic means or mail to each member at least 10 days before the meeting, a quorum being present, and having two-thirds of the votes of those present support the amendment. Changes to these bylaws must be consistent with the Standard Rotary Club Constitution, the Rotary International Constitution and Bylaws, and the Rotary Code of Policies.