

## Rotary Club of DEVON Bylaws 2024

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### Definitions

1. Board: The board of directors of this club.
2. Director: A director on this club's board.
3. Member: A member, other than an honorary member, of this club.
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. Year: The 12-month period beginning 1 July.

# **Bylaws of the Rotary Club of Devon 2024**

## **Article I: Mission/Purpose of the Club**

The purposes of this club are to pursue the Object of Rotary, carry out successful service projects and fundraising, contribute to the advancement of Rotary by strengthening membership, support The Rotary Foundation, and develop leaders beyond the club level.

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## **Article 2 Board**

The governing body of this club is its board of directors, consisting of, at a minimum, the president, immediate past president, president-elect, vice president, secretary, assistant secretary, treasurer, sergeant-at-arms, assistant sergeant-at-arms and any active member that serves as club support chair, special project chair or fundraising chair shall be a director as approved by executive board directors.

## **Article 3 Elections and Terms of Office**

Section 1 — One month before elections, members nominate candidates for president, vice president, secretary, treasurer, and any open director positions. The nominations may be presented by a nominating committee, by members from the floor, or both.

Section 2 — The Nominating Committee will consist of seven members, designated as follows:

Current President

Incoming President

Vice President

Secretary & Treasurer

Any active member of importance to nomination agreed by above

Section 3 — The candidate who receives a majority of the votes for each office is declared elected to that office.

Section 4 — If any officer or board member vacates his or her position, the remaining members of the board will appoint a replacement.

Section 5 — If any officer-elect or director-elect vacates a position, the remaining members

of the board-elect will appoint a replacement.

Section 6 — The terms of office for each officer are:

President - one year

President Elect - one year

Vice President - one year

Treasurer - one year

Secretary - one year

Assistant secretary - one year

Assistant secretary - one year

Assistant Sergeant-at-arms - one year

Sergeant-at-arms - one year

Directors- one year

Immediate Past President - one year

Section 7 — The Assistant Secretary and assistant Sergeant-at-arms shall only be entitled to vote in the absence of the Secretary and Sergeant-at-arms, respectively. All other officers

#### **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 on the club board.

Section 3 — The president-elect prepares for his or her year in office and serves as a director.

Section 4 — The vice president presides at club and board meetings when the president is absent.

Section 5 — A director attends club and board meetings.

Section 6 — The secretary keeps membership, board meeting minutes and attendance records.

Section 7 — The treasurer oversees all funds and provides an accounting of them.

Section 8 — The sergeant-at-arms maintains order in club meetings.

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#### **Article 5 Meetings**

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

Section 2 — This club meets as follows: Wednesday, 7:45AM. 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.

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## **Article 6 Membership**

This club shall be composed of adult persons who demonstrate good character, integrity, and leadership; possess good reputation within their business, profession, and/or community; and are willing to serve in their community and/or around the world.

### **Section 1. Dues**

The membership dues shall be established by the Board, with the understanding that a portion shall be applied to annual club dues include RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

### **Section 2. Types of Members**

**Active Members.** Full member with ability to hold office and vote. Pay annual dues.

**Active Member Spouse.** Spouse of active member may also be an active at a discount counted rate that only includes RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

**Honorary Member.** Exempt from paying dues, voting, holding office but may attend and be involved club meetings.

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**Non-Profit Membership.** Membership would include up to two members of the nonprofit to be an Active Member at the discount rate that only includes RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

**Corporate membership.** Includes one Active membership at the Active membership rate with Honorary memberships available to Corporate employees. Membership to include yearly sponsorship of club activities. Board of directors to set fee schedule.

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## **Article 7 Method of Electing Members**

Section 1 — A member of this club or another club proposes a candidate for membership to the board and/or the membership committee.

Section 2 — The board approves or rejects the candidate's membership within 30 days and notifies the proposing member of its decision.

Section 3 — If the board approves the candidate's membership, the prospective member is invited to join the club.

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## **Article 8 Method of Voting**

The business of this club is conducted by voice vote or a show of hands or by e-vote. The board may also provide a ballot for a vote on some resolutions, at the discretion of the board.

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## **Article 9 Committees**

Section 1 — Club committees coordinate their efforts to achieve the club's annual and long-term goals. Each club should have the committees listed in article 13, section 6, of the Standard Rotary Club Constitution.

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 regular meetings and activities of the committee, supervises and coordinates its work, and reports to the board on all

committee activities.

## **Article 10 Finances**

Section 1 — Before each fiscal year starts, the board prepares an annual budget of estimated income and expenditures.

Section 2 — The treasurer deposits club funds in a financial institution or institutions designated by the board, divided into two accounts: one for club operations and one for service projects.

Section 3 — Bills are paid by the treasurer or another authorized officer and approved by two other officers or directors.

Section 4 — A qualified person conducts a thorough annual review of all financial transactions.

Section 5 — Club members will receive an annual financial statement of the club. A mid-year financial report, with current and previous year income and expenses, is presented at the annual meeting.

Section 6 — The fiscal year is from 1 July to 30 June.

## **Article 11 Amendments**

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending 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.

## **CERTIFICATION**

The By-Laws were passed by a voted of the club's board of directors on

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The By-Laws were passed by vote of the membership of Devon Rotary Club during the period of \_\_\_\_\_.

The actual vote tallies are set forth in the Minutes of \_\_\_\_\_.

\_\_\_\_\_

President

\_\_\_\_\_

Recording Secretary