**By-Laws of THE INTERACT CLUB OF SAN BERNARDINO ROTARY LIFE**

The INTERACT CLUB OF SAN BERNARDINO ROTARY LIFE is comprised of four classes referred to hereinafter as the “Freshman Class”, the “Sophomore Class”, the “Junior Class”, and the “Senior Class”. Each calendar year, the members of the Senior Class graduates at the end of the school term and are no longer club members; the members of the other classes advance to the next higher class level; and a new Freshman Class is formed at the beginning of the next school term. Class advisors selected by the Rotary Club of San Bernardino guide and advise each class throughout their four-year journey.

Members are chosen in accordance with the procedures adopted and carried out by the Rotary Club of San Bernardino for its SAN BERNARDINO ROTARY LIFE SCHOLARSHIP program. The operation of the program is governed by a syllabus for each class.

ARTICLE I — Elections

1. Each class shall elect class officers in accordance with the protocol specified in its program syllabus. Those elected shall take office upon election.

2. The board of directors of the Interact Club of SAN BERNARDINO ROTARY LIFE shall consist of the president, vice-president, secretary, and treasurer of the Senior Class plus the class representative elected by each class for a total of eight club directors.

ARTICLE II — Duties of Officers

1. Class Officers:
	1. The duties of class officers shall be as set out in the syllabus for each class. Each officer shall perform his or her duties as outlined in the class syllabus.
	2. *Class Treasurer:* each class treasurer, in addition to the duties assigned in his or her class syllabus, shall provide regular reports to the club treasurer regarding that class’ financial status. All funds are to be handled and accounted for in accordance with the class syllabus.
2. Club Officers:
	1. *Club President.* The club president shall preside at all regular and special meetings of the club and the board of directors. He or she shall, with the approval of the board, appoint members to special committees and, in the event of a vacancy in the board of directors, may, with the approval of the board, fill such vacancy by appointment until a replacement has been elected by the affected class. He or she shall be an ex officio member of all committees.
	2. *Club Vice-President.* The club vice-president shall succeed to the office of president in the event of the removal of the latter for whatever cause, and, in the absence of the president, shall preside at all meetings of the club and of the board.
	3. *Club Secretary.* The club secretary shall maintain all club records. He or she shall keep minutes of all meetings of the club and board of directors.
	4. *Club Treasurer.* The club treasurer shall report the club’s financial status at each meeting of the club, and shall hold all records available for inspection by any club member.
	5. *Club Board of Directors.* The board of directors of the club shall be the governing body of the club, as provided in the constitution. It shall hold regularly scheduled meetings, not less than twice per calendar year, which shall be open to the attendance of any club member in good standing. Members attending such meetings, however, shall not address the meeting except with the permission of the board.

ARTICLE III — Meetings

1. There shall be five class meetings each month: two freshman, one sophomore, one junior, and one senior class meeting (at times and places as determined by each class) except that such class meetings may be cancelled during holiday and vacation periods as established by the board and approved by the Rotary Club of San Bernardino. Club meetings may be held upon two weeks’ notice given by the board or by any two class advisors and delivered to the president of each class. Meetings of the board shall be held not less than twice each year, at a time and place suited to the convenience of the members of the board.

2. A majority of the members in good standing shall constitute a quorum at any regular or special meeting of a class or of the club. Any four members of the board, one of whom must be the president or vice president, shall constitute a quorum at any meeting of the board. No meeting of a class, of the club or of the board shall be deemed official unless a member of the Interact committee of the Rotary Club of San Bernardino is in attendance.

ARTICLE IV — Fees and Dues

1. The admission fee for new members shall be $50. Annual dues shall be $50 per member.

2. All fees and dues must be paid before a member will be considered in good standing.

ARTICLE V — Committees

1. The club has four standing committees as follows:

a. *International Understanding.* The international understanding committee is composed of the members of the Junior Class. This committee shall be charged with primary responsibility for devising ways and means of engendering international understanding among the members, in the community, and in all other areas. It shall have the duty of initiating and planning one major activity in its field each year which shall involve all or most of the club membership.

b. *Community Service.* The community service committee is composed of the members of the Sophomore Class. This committee shall have responsibility for devising at least one major service project annually, other than international, which shall involve all or most of the membership.

c. *Finance.* The finance committee shall be a committee composed of the whole of the board of directors. This committee shall devise ways and means of financing any and all club activities requiring funds, in cooperation with the appropriate committee.

d. *Club.* The club committee shall be a committee composed of the whole of the board of directors. This committee shall be responsible for attendance, membership, programs, fellowship, public relations and such other matters as may be deemed appropriate.

ARTICLE VI — Amendments

1. These by-laws may be amended by majority vote of the members in good standing at any regular or special meeting of the club at which a quorum is present, provided notice of intention to call such a vote is given at least fourteen days earlier at a meeting of the club at which a quorum is present, and provided such amendment is approved by the sponsoring Rotary club. Said meeting may be meetings “in seriatim” held by each of the four classes individually who then report the totals for their class to the board. The club secretary, together with two other directors, will tally the total club vote and report the results to all club members.

2. Nothing in these by-laws shall contravene any provision of this club’s constitution.