



Amended and Restated Bylaws of the ROTARY CLUB OF INCLINE VILLAGE

(Updated to Reflect Current Rotary International Standards 2025 approved by the board in May 9, 2025 and presented to the Club in June of 2025)

ARTICLE 1: DEFINITIONS

- **Board:** The Board of Directors of this club.
- **Officers:** Standing roles President, President Elect, Secretary and Treasurer.
- **Director:** A member of this club's Board of Directors.
- **Member:** A member, other than an honorary member, of this club.
- **RI:** Rotary International.
- **Year:** The twelve-month period that begins on July 1.
- **Club:** The Rotary Club of Incline Village.

ARTICLE 2: BOARD

The Board of Directors shall consist of at least seven (7) members, including the President, President-Elect, Immediate Past President, Secretary, Treasurer, and

Directors overseeing key club functions. Any vacancies shall be appointed by the President and approved by Board.

ARTICLE 3: ELECTION OF DIRECTORS AND OFFICERS

Section 1: Election of Directors

The President-Elect, in consultation with the Board and Past Presidents, shall nominate candidates for Directors. Elections shall be conducted by ballot before June 30th. No nominations from the floor will be permitted.

Section 2: Election of Officers

- Officers shall include a President, President-Elect, Immediate Past President, Secretary, and Treasurer.
- For Service Committees and members of the Board, those nominated should plan to serve for more than one year to provide continuity of knowledge and service.
- Officers shall be nominated by the President-Elect and confirmed by the Board before June 1.
- The President-Elect shall assume the office of President on July 1.
- Any vacancies shall be filled by Board appointment.

ARTICLE 4: DUTIES OF OFFICERS

Section 1. 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 pertain to the office of president, oversees strategic direction, and ensures alignment with Rotary International guidelines.

A Co-President can be appointed to guide and assist the President with presiding over meetings and administrative tasks.

Section 2. President-Elect: It shall be the duty of the president-elect to preside at meetings of the club and the board in the absence of the president and to serve as a director and to perform such other duties as may be prescribed by the president or the board.

Section 3. President-Nominee: It shall be the duty of the President-Nominee to preside at meetings of the club and the board in the absence of the President and the President-Elect and serve as a director and to perform other duties as ordinarily pertain to the office of President-Nominee.

Section 4. Secretary: It shall be the duty of the secretary report as required to Rotary International and the District Governor as directed by current Rotary Learning Center requirements and training.

Section 5. Treasurer: It shall be the duty of the treasurer to have custody of all funds, accounting for the same to the club annually and at any other time upon demand by the Board, and to perform other duties as pertains to the office of treasurer and ensure compliance with financial policies. 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 in his or her possession.

Section 6. Sergeant-at-Arms: The Sergeant-at-arms is a subordinate officer and is not required to serve on the board. The President may appoint such officer who will serve at the direction and pleasure of the President under the Club Administration Committee.

ARTICLE 5: MEETINGS

- **Annual Meeting:** Held in the first quarter of the calendar year for elections and club business.
- **Regular Meetings:** Held weekly or as otherwise determined by the Board, except on National Holidays with due notice for changes. The sitting President may determine Dark Days.
- **Board Meetings:** Conducted monthly, with special meetings as needed. Meetings and votes may be in person or by electronic means..
- **Quorum:** One-third of the membership for regular meetings; a majority for Board meetings.

ARTICLE 6: FEES AND DUES

- Admission fees and dues shall be set by the Board. We have individual memberships and discounted family group membership. The club may adopt other appropriate membership types as defined by Rotary International.
- Dues paying members shall receive a subscription to the Rotarian magazine as part of membership and a member may elect to receive a digital copy.

ARTICLE 7: METHOD OF VOTING

Club business shall be conducted by voice vote or electronic vote except for officer elections, which shall be by written or electronic ballot.

ARTICLE 8: AVENUES OF SERVICE

The club shall be active in all *Five Avenues of Service*: Club Service, Vocational Service, Community Service, International Service, and Youth Service or as defined by Rotary International.

ARTICLE 9: COMMITTEES

Committees shall align with RI's focus areas, with leadership continuity encouraged. Standing committees include:

- Membership Committee
- Service Projects Committee
- Public Image Committee
- Rotary Foundation Committee
- Club Service Administration Committee: which will include Sergeant At Arms, Sunshine and subcommittees for Grants and Donations, and Fundraising.

ARTICLE 10: FINANCES

- **Budget:** The Board shall approve an annual budget.
- **Banking:** The Treasurer shall deposit club funds in an approved financial institution.
- **Payments:** Expenditures above a set threshold require Board approval. The threshold shall be reviewed and set annually at the first Board meeting.
- **Audits:** A financial review shall be conducted annually.

ARTICLE 11: MEMBERSHIP

- Membership shall align with RI policies, with classifications.

- Proposals for membership must be reviewed by the Membership Committee and approved by the Board.
- New members shall undergo an orientation and be encouraged to participate in club activities.
- Single memberships shall be offered. Family memberships shall be available with the first member paying full dues and the second family member with a 50% discount on dues.

ARTICLE 12: LEAVE OF ABSENCE

Leaves may be granted for valid reasons but do not exempt members from financial obligations.

ARTICLE 13: AMENDMENTS

Bylaws may be amended by a two-thirds vote of the Board, with notice given to members. Changes must align with RI policies.

IN WITNESS WHEREOF, these Amended Bylaws have been adopted by the Board of Directors on May 9, 2025, replacing all previous versions.