

By-Laws of the Rotary Club of La Mesa

Adopted February 9, 2022

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Club bylaws supplement the Standard Rotary Club Constitution with common club practices. The bylaws in this document are recommendations, but as adopted are binding for the members of the club. They are customized to reflect the practices of La Mesa Rotary Club and confirmed that they are not in conflict with the RI Constitution and Bylaws, the Standard Rotary Club Constitution (except where permitted), and the Rotary Code of Policies.

Article 1 - 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.

Article 2 -Board

The governing body of this club shall be its Board of Directors consisting of at a minimum, the president, immediate past president, president-elect, secretary, and treasurer, six members-at large, elected to two year staggered terms.

Article 3 - Elections and Terms of Office

Section 1: One month before elections, members nominate candidates to serve as the Club's governing body for the next Rotary year for president, president-elect, 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 candidate who receives a majority of the votes for each office is declared elected to that office.

Section 3: If any officer or board member vacates their position, the remaining members of the board will appoint a replacement.

Section 4: If any officer-elect or director-elect vacates a position, the remaining members of the board-elect will appoint a replacement.

Section 5: Nominating Committee shall consist of the four most recent past presidents, the immediate past president shall be the chair.

Section 6: The terms of office for each role are:

President	<u>One year</u>
Treasurer	<u>One year</u>
Secretary	<u>One year</u>
President Elect	<u>One year</u>
Directors (Six)	<u>Two years, 3 staggered terms</u>

Article 4 - Duties of the Officers

Section 1: The president presides at all 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 president-elect 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 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.

Article 5 - Meetings

Section 1: An annual meeting of this club shall be held no later than 31

December to elect officers and directors who will serve for the next Rotary year.

Section 2: This club meets as follows: Wednesdays at 12:00 PM. 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.

Article 6 - Dues

Section 1: Annual club dues are paid quarterly. 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. Club fees will be established annually as part of the annual budget. An admission fee of \$100.00 shall be paid before the applicant can be inducted as a member.

Section 2: Credit for making up at another club's meeting, in which a meal is paid by the member, will be given towards the cost of a La Mesa Rotary Club meal, provided a make-up slip is presented to the Treasurer and the meeting was visited two weeks before or two weeks after a missed meeting.

Article 7- Method of Voting

The business of this club shall be transacted by voice vote except the election of officers and directors, which is conducted by ballot. The board may also provide a ballot for a vote on some resolutions

Article 8 - Committees

Section 1: This club's committees comprise those listed in article 11, section 7, of the Standard Rotary Club Constitution, as well as ad hoc Committees formed as needed.

Section 2: The president is an ex officio member of all committees.

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 9 - 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 10 - Method of Electing Members

Section 1: A member proposes a candidate for membership to the board and/or the membership committee, or another club proposes one of its transferring or former members.

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.

Article 11 - Amendments

These bylaws may be amended at any regular meeting. Changing the club bylaws requires sending written notice to each member 21 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.