

Bylaws of the Rotary Club of Fredericksburg – Nimitz
Updated April 2026

Article 1 Definitions

1. Official Club Name: Rotary Club of Fredericksburg-Nimitz
2. Board: The club’s board of directors
3. Director: A member of the club’s board of directors
4. Member: A member of the club, other than an honorary member
5. 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
6. RI: Rotary International
7. Year: The 12-month period that begins on 1 July

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, president nominee, secretary, treasurer, sergeant-at-arms, and the directors of each service area, as they are then defined in Article 8 of these bylaws.

Article 3 Elections and Terms of Office

Section 1 — At least one month before the club’s annual meeting, the two selection committees will select candidates for president, president-elect, secretary, treasurer, and any open director position.

Section 2 — If any officer or board member vacates his or her position, the remaining Board members will appoint a replacement.

Section 3 — If any officer-elect or director-elect vacates a position, the remaining Board members will appoint a replacement.

Section 4 — The terms of office for each role are:

President — one year

President-Elect — one year

President-Nominee – one year

Secretary -- one year

Treasurer — at the decision of the board.

Sergeant-at-arms — at the decision of the President

Director — at the decision of the board

Section 5 – The selection committee shall consist of the current president, the president-elect, president-nominee, secretary, previous past president and, solely at the president’s discretion, up to two members from the club. The president selection committee shall consist of the then current president and the then previous two past presidents. It shall make its report no later than the first meeting in April.

Article 4 Duties of the Officers

Section 1 — The president presides at club and board meetings.

Section 2 — The president-elect presides at club and board meetings when the president is absent s and prepares for his or her term as president and serves as a director.

Section 3 – The president-nominee shall chair the club administration committee and become familiar with all operations of the club. The president-nominee shall be in line to become president-elect the following year.

Section 4 – The secretary shall maintain the minutes of all board meetings and shall route board minutes within the week following to the board for review/comment, then make them available to all club members.

Section 5 — The treasurer shall maintain membership records and oversees all funds and provides an annual accounting of them. The president is authorized to make commitment up to \$500 without board approval.

Section 6 — The sergeant-at-arms ensures the meeting location is properly set up and maintains order in club meetings.

Section 7 — The immediate past president serves as a director on the club board.

Section 8 — A director attends club and board meetings and serves as the chair of an area of service.

Section 9 – Appropriate RI leadership manuals determine all other duties of the officers.

Article 5 Meetings

Section 1 — An annual meeting of this club is held no later than April 30th to present/review the officers and directors who will serve for the next Rotary year.

Section 2 — This club meets Tuesdays from 6 to 7 PM, At a location to be determined by the Board. Reasonable notice of any change or cancellation of the regular meeting will be given to all club members.

Section 3 — Board meetings are held at least each quarter. Special meetings of the board are called with reasonable notice by the president or upon the request of two directors.

Article 6 Dues

Annual club dues are established by board annually. They are to be billed and paid quarterly. Annual club dues include RI per capita dues, a subscription to The Rotarian or a Rotary regional magazine, district per capita dues, club dues and any other Rotary or district per capita assessment.

Article 7 Method of Voting

The business of this club is conducted by voice vote, email, or a show of hands except in the election of officers and directors. The board may also provide a ballot for a vote on some resolutions.

Article 8 Committees

Section 1 — Club committees coordinate their efforts to achieve the club's annual and long- term goals. The Club president can designate additional committee but at a minimum this Club will have the following committee:

- (a) Club Administration
- (b) Membership
- (c) Public Image
- (d) Rotary Foundation; and
- (e) Service Projects

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 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 designated by the board, divided into two accounts: one for club operations and one for Grants. The club shall also maintain an account at the Community Foundation of the Texas Hill Country for tax-free charitable contributions.

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.

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, or another club proposes one of its transferring or former members.

Section 2 - When the Membership Proposal is Received by the Secretary or President the Secretary or President will email the board for their approval as soon as possible.

Section 3-After the board's approval, the proposed member's name will be emailed to the club for objections.

Section 4-Membership will have 7 days to object. If there are no objections, the proposed member will be inducted at the next scheduled meeting.

Section 5-If there are objections, the President will let the person know.

Section 6-The President will send an email to the person formally inviting them to join with specific times and dates.

Section 7-Before induction, the President will complete the Certificate of Membership.

Section 8-The club will provide a welcome treat. An example is a cake or cookie with "Welcome New Member". It could also say "Welcome to the Fun Club" or it could be a welcome of choice from the person who is providing the meal or a club volunteer.

Article 11 Membership

The Rotary Club Fredericksburg – Nimitz offers the following membership types, without regard to their Classification:

Section 1 – Individual Members: These members enjoy all the benefits, opportunities, and responsibilities of Rotary. Requirements include employment in, or retirement from, a significant role in business or public service in Gillespie County. Residents of Gillespie County or surrounding counties who met these qualifications elsewhere are also eligible.

Section 2 – Spousal Members: Spouses who meet the criteria of Section 1. Members in this category shall be responsible for all RI and district dues but shall pay only 75% of the local dues assessment each Individual Member is required to pay.

Section 3 - Young Members: Individuals who meet the qualifications of Section 1 but are beginning their careers and have not attained the age of 33. An individual may maintain this membership level for no more than three (3) years. Members in this category shall be responsible for all RI and district dues but shall pay only 50% of the local dues assessment each Individual Member is required to pay.

Section 4 – Honorary: These individuals have made a significant contribution to the Rotary Club of Fredericksburg – Nimitz but are not included in any of the above categories.

They have the right to attend meetings and other club functions, but they may not vote and they pay no dues. Selection is made by the board for individuals who meet, at least, the following criteria: 1) a member in good standing (including financial) with the club, 2) a member who has been classified as an active member for at least 10 years collectively in the club or another Rotary Club. Certain exceptions may apply and be determined by the board of directors., 3) a member who has had an active leadership position in the club. Active is defined as club officer or board member/committee chair., and 4) a member who must have monetarily contributed to the Rotary Foundation to earn at least one Paul Harris Fellow. Any Honorary Members made prior to December 31, 2020, are grandfathered in.

Article 12 Attendance

Section 1 — Our club asks each member to maximize membership by attending meetings and events and getting involved in service and activities. We do not have a formal attendance policy.

Section 2 — Rather than sending an attendance report, our club secretary updates the district governor on the status of our club’s health, particularly noting evidence of member engagement, such as the number of members involved in a club role, social activities, or service projects. The governor has agreed to this approach for the reports.

Article 13 Amendments

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notices or emails 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.