

DISTRICT 7390 PASSPORT CLUB BYLAWS

Article 1 Definitions.

1. Board: The Board of Directors of the club.
2. Director: A member of this club's Board of Directors.
3. Member: A member, other than an honorary member, of this club.
4. Quorum: One-third of the club membership; a majority of directors for the Board.
5. RI: Rotary International.
6. Year: The 12-month period that begins on 1 July.

Article 2 Board.

The governing body of this club is the Board consisting at a minimum of the president, immediate past president, president-elect, treasurer, and secretary.

Article 3 Elections and Terms of Office.

Section 1 One month prior to elections, members may nominate candidates for president, president-elect, secretary, treasurer, and any open director positions. The nominations may be presented by the nominating committee, by members from the floor, or both. The nominating committee will be appointed by the Board.

Section 2 The candidate who receives a majority of the votes for each office is declared elected to that office.

Section 3 A vacancy on the Board or any office shall be filled by the remaining members of the Board.

Section 4 A vacancy of any officer-elect position or director-elect position shall be filled by the remaining members of the Board-elect.

Section 5 Terms of office for each role are for two years.

Section 6 Elections will be held in December for the following Rotary year.

Article 4 Duties of the Board.

Section 1 President. The president shall preside at club and Board meetings.

Section 2 Immediate Past President. The immediate past president shall serve as a director.

Section 3 President-elect. The president-elect shall prepare for their years in office and serve as a director.

Section 4 Director. A director shall attend club and Board meetings.

Section 5 Secretary. The secretary shall keep membership and attendance records and attend club and Board meetings.

Section 6 Treasurer. The treasurer shall oversee all funds and provide annual accounting of these funds and attend club and Board meetings.

Section 7 Board members may perform additional duties as assigned.

Rotary

District 7390 Passport



Article 5 Meetings.

Section 1 Board meetings are open to all members and held a minimum of twice per year before or after a monthly on-line meeting and/or at the discretion of the board.

Section 2 Club meetings are held during the first week of each month at the membership's selected day and time. An in-person social and/or service project may be held within the same month at the membership's selected day and time.

Article 6 Qualifications for Membership.

Any adult who brings expertise and a desire to serve and otherwise meets the requirements described in the RI Constitution Article 5 is eligible to be a member of the Rotary Club of District 7390 Passport.

Article 7 Method of Electing Members.

Section 1 Prospective members are submitted to the club, if no objection in 10 days, they are permitted to join. Rotarians who are relocating are automatically invited to join unless they were terminated from their previous clubs for a negative reason.

Section 2 The club may elect honorary members proposed by the Board.

Article 8 Attendance.

Members attend the meetings and events of the Rotary Club of District 7390 Passport as often as possible. Members are encouraged to attend meetings and events of other clubs. Members are expected to attend our own club meetings at least once per quarter.

Article 9 Termination of Membership.

Section 1 Membership of an active member in the Rotary Club of District 7390 Passport can be terminated for lack of dues payment or unethical behavior in the community, the members profession, or the members service to Rotary.

Section 2 If dues are not paid within 30 days of their due date, a phone call and email will be made to the member as a reminder.

Section 3 If dues are not paid within 45 days of their due date, a final email reminder will be sent to the member giving them an additional 15 days to make the dues payment.

Section 4 If the dues are not received by 60 days past due date, the member will be terminated.

Section 5 If the Club becomes aware of unethical behavior that could adversely affect the reputation of the Club or Rotary, the member will be invited to a Board meeting to discuss the situation. The Board will notify the member in writing within seven days of the meeting with their decision regarding membership status.

Article 10 Service.

Members of the Rotary Club of District 7390 Passport are encouraged to participate in Club service projects and participate in the service projects of other District Clubs.

Rotary

District 7390 Passport



Article 11 Finances.

Section 1 Prior to each fiscal year, the Board shall prepare an annual budget of estimated income and expenditures.

Section 2 The treasurer shall deposit club funds in a financial institution(s) designated by the board.

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

Section 4 A thorough annual review of all financial transactions shall be completed by a qualified person.

Section 5 An annual financial statement of the club shall be provided to club members.

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

Article 12 Dues.

Section 1 Official members of the Rotary Club of District 7390 Passport are required to pay club, district, and RI dues.

Section 2 Club dues (which includes District and RI dues) for members of the Rotary Club of District 7390 Passport are \$220 per fiscal year or as adjusted by the board. Voluntary contributions to the Rotary Foundation may be added to the dues payment.

Section 3 Members will be billed annually in March. Due's payments are due to the Rotary Club of District 7390 Passport by May 1st to allow time to adjust membership to avoid unnecessary RI billing.

Article 13 Committees.

Section 1 Club committees coordinate their efforts to achieve the club's annual and long term goals. The Club may have the following committees: Club Administration, Membership, Public Relations, The Rotary Foundation, Service Projects, and RYLA.

Section 2 The president is an ex officio member of all committees and, as such, has all the privileges of membership in each committee.

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.

Section 4 Additional committees may be appointed as needed.

Section 5 Except where special authority is given by the Board, committees shall not take action until a report has been made and approved by the Board. The president or the Board shall refer additional business to a specific committee as needed.

Article 14 Votes and Quorum.

The business of this club may be transacted by electronic vote. Members of the Rotary Club of District 7390 Passport are not eligible to vote on items proposed by other clubs they visit.

Rotary

District 7390 Passport

Article 15 Amendments.

These Bylaws may be amended at any regular club meeting. Changing the club bylaws requires that written notice be sent to each member 10 days before the meeting. A quorum shall include both attending and non-attending members who may vote via proxy and/or electronic means. 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.

UPDATED: December 3, 2025