



ROTARY DISTRICT 5010 COUNCIL ON RESOLUTIONS & LEGISLATION INFORMATION

PROPOSE LEGISLATION FOR ROTARY INTERNATIONAL BY MARCH 10, 2017

The Councils give Rotarians a voice in how Rotary is governed.

COUNCIL ON LEGISLATION

The Council on Legislation (COL) is Rotary's legislature. Meeting in person in the spring every three years, it considers changes to the policies that govern Rotary International and its member clubs, and holds the authority to amend Rotary's constitutional documents. The next Council will be held in April 2019. **In the Rotary year two years before each Council, proposed enactments may be submitted and districts select a Rotarian to represent them.**

COUNCIL ON RESOLUTIONS

The Council on Resolutions meets online every year to vote on proposed resolutions which express opinions and make recommendations to the Board. The next Council on Resolutions will be held in late 2017 (date TBA). **In the Rotary year prior to each Council, proposed resolutions may be submitted.**

COUNCIL MEMBERS

The Councils are made up of one representative selected by every Rotary district. These representatives are the voting members of the Council.

The district representative will serve at the Councils on Resolutions and the Council on Legislation that take place during their Council term from 1 July 2017 through 30 June 2020. The Council representatives selected now will represent their district at the:

- 2017, 2018, and 2019 Councils on Resolutions
- 2019 Council on Legislation

All three actions (proposing enactments, resolutions and selecting its representative) will occur in this 2016-17 Rotary year. **The final date for your club to take action if it wishes to submit legislation or nominate a representative is March 10, 2017.** Details are on the following pages.

We ask that you discuss the COL process at an upcoming meeting or club assembly, and consider submitting a proposal for legislation and/or nominating a qualified Rotarian to serve as the Council representative for District 5010.

HOW DO THE COUNCILS WORK?

The Councils consider proposals by Rotary clubs, districts, RI officers and the RI Board for changes in the way Rotary operates at every level of the organization. At the district level, legislation may be proposed by a club or via the district conference. A club proposal must be endorsed by the district before it can be forwarded to the Council. Proposed legislation is submitted in the form of enactments or resolutions, as described on the attachment. A club or district may also submit "petitions" or "memorials" for consideration by the Board at any time if these suggestions do not change constitutional documents.

If your club would like to submit legislation to be considered by the Councils, the information on the following pages will help your club create a proposed enactment or resolution. In thinking about the types of issues for legislation, determine whether the issue to be addressed has a universal impact, affecting Rotarians around the world, or whether it is limited, impacting only a small number of Rotarians. If the impact would be limited or if your club would like a quicker response, consider submitting a petition to the RI Board (as described on p 6). If the issue is broad and applies to Rotarians in all parts of world, a proposal of legislation may be appropriate.

As District 5010's Council Representative and Alternate in 2016, we are ready to assist your club with your submission: the type of legislation that should be proposed, development of the appropriate format and to answer questions your club may have.

For your reference, reports on action from the 2016 Council on Legislation can be found at www.rotary5010.org under Documents (COL Official Report 2016 RI) or at <https://my.rotary.org/en/document/report-action-2016-council-legislation>.

For more information on the Councils, legislation and representatives, see <https://my.rotary.org/en/learning-reference/policies-procedures/councils>

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I. COL ACTIONS FOR CLUBS

Discuss COL with Your Members & Consider a Proposal for the Councils

Please review the Council on Resolutions and Legislation process with your members at an upcoming meeting, hold a discussion about their interests and concerns about Rotary, and what changes your club feels would make Rotary better and more effective worldwide. If you would like ideas about how to do this, or if your club is considering submission of an enactment or resolution for the Councils, contact Gayle Knepper or Jane Little to answer questions or to assist.

Deadline to Submit Proposals or Nominations is March 10, 2017

Details, guidelines, FAQs and templates for the legislation are on the following pages and at www.Rotary5010.org, Download link. Proposed legislation from clubs or nominations of a 2017 to 2020 Council Representative will be due no later than March 10, 2017. It will be presented for certification at the District 5010 Conference in April 2017 so it can be submitted to RI.

Submit proposed legislation or representative nominations to Ann Metcalfe, District 5010 Administrative Chair, by email at annngmet@gmail.com, and to Governor Michelle O'Brien at mobrien@kpunet.net.

II. PROPOSING RESOLUTIONS, ENACTMENTS OR MAKING A REQUEST OF THE BOARD

At the district level, legislation may be proposed by a club or a district conference. It is submitted in the form of enactments or resolutions. Some requests can also be submitted directly to the RI Board in the form of a petition ("memorial").

A. Enactments

Proposals to amend the constitutional documents of RI (the RI Constitution, the RI Bylaws, or the Standard Rotary Club Constitution). Proposed enactments clearly indicate which existing material in the constitutional document is to be deleted and which new material is to be added.

B. Resolutions

Proposals in form of a resolution do not seek to change the RI constitutional documents; rather, they express an opinion or make a recommendation to the RI Board. In other words, they ask the RI Board to take action on something.

C. Petitions ("Memorials")

A club may also submit a petition directly to the Board of Directors to request an administrative act that is within the discretion of the RI Board or the general secretary. In many cases where amending the constitutional documents is not necessary, the proposer's purpose can be more efficiently and more quickly accomplished by a memorial. The RI Board hears memorials at every meeting.

Development of Enactments & Resolutions: Examples & Details

When a Rotary club proposes an enactment or resolution, the matter must have been:

- 1) Submitted by the club's board of directors to the membership for adoption
- 2) Forwarded to the district with a letter signed by the club's president and secretary certifying that it has been adopted (including the date of the meeting at which it was adopted). *Please submit a MS Word copy of documents in addition to copies that are in a PDF or scanned format.*
- 3) Subsequently endorsed by the clubs of the district at a district conference (there are other methods for endorsement; however, District 5010 uses the conference process).

Purpose and Effect Statement

When submitting enactments, the proposer must provide a purpose and effect statement of 300 words or less. This statement should identify the issue or problem that the proposed legislation seeks to address and explain how the proposal addresses or resolves the problem or issue. A purpose and effect statement is optional for resolutions, although it is highly recommended.

A. Enactments

An enactment amends the constitutional documents. To submit a proposed enactment, **please use the enactment template** (see Addendum A). Please submit a MS Word copy of documents in addition to the signed copy.

Examples of adopted enactment topics for the 2016 Council:

ADOPTED ENACTMENT 16-47 To amend the provisions for honorary membership

ADOPTED ENACTMENT 16-48 To amend the provisions for suspension of membership

(full text of adopted enactments and resolutions can be accessed at

<https://my.rotary.org/en/document/proposed-legislation-2016-council-legislation>)

The enactment must be certified by the club prior to submission to the district, and contain the following information:

- Name of club making the proposal
- A purpose and effect statement not exceeding 300 words (why it is being proposed for a change and the effect of the change)
- The relevant constitutional document (in MS Word) showing the amendment with the proposed changes highlighted by underlining new text and striking through text to be deleted.
Reminder: Be sure to find all the sections of the constitutional documents that should be amended to bring about this change.
 - Determine which sections of the RI Constitution, the RI Bylaws, and the Standard Rotary Club Constitution your club wishes to amend
 - Search for keywords relating to the proposed change
 - Search for other references to the section of the constitutional document being amended

For more information, see 2019 COUNCIL ON LEGISLATION: HOW TO PROPOSE ENACTMENTS at www.Rotary5010.org.

Example

Document Change Format to be Used

PROPOSED ENACTMENT

To revise attendance provisions to allow for both in-person and online meeting participation

Proposed by _____

IT IS ENACTED by Rotary International that the BYLAWS OF ROTARY INTERNATIONAL be and hereby are amended as follows (page _____ RI MOP 2016)

To revise attendance provisions to allow for both in-person and online meeting participation

To amend the STANDARD ROTARY CLUB CONSTITUTION as follows in article ____ (page ____ MOP) as follows:

(Select one Article 6)

Article ____ Meetings Section 1 - Regular Meetings.

(a) Day and Time. This club shall hold a regular in-person meeting once each week on the day and at the time provided in the bylaws. It may also arrange an online meeting or provide for an online connection for members whose attendance otherwise would be precluded.

or

Article ____ Meetings (for e-Clubs) Section 1 - Regular Meetings.

(a) Day. This club shall hold a regular meeting once each week by posting an interactive activity on the club's website or by holding an in-person meeting on the day provided in the bylaws. ~~The~~A meeting shall be considered as held on the day that the interactive activity is ~~to be~~ posted on the website.

and in article 9 (page ____ MOP)

...

(End of Text)

NOTE to Clubs: Material to be deleted is lined through and will not appear in the final revised text. New material is underlined. For this purpose, download and use the editable Word versions of the documents (see links below). Please submit a MS Word copy of documents in addition to scanned or PDF copies.

Example
Purpose & Effect Statement

PURPOSE AND EFFECT

In traditional Rotary clubs, members are often prevented from participating in meetings because of business, traveling or health reasons. Partner clubs, other Rotarians and other people interested can only participate if they are present in person. On the other hand, social communication is digitized more and more, a tendency which Rotary clubs cannot leave unconsidered. Allowing for this development in club communication is considered strategic for winning younger members, as their communication behavior has changed essentially compared to former generations. Online contacts therefore become the basis of e-clubs. If, therefore, traditional clubs install the necessary technical infrastructure necessary for online participation, this should be counted as regular attendance. Certain groups of members with attendance problems will then be better able to follow club life and its main issues, be better visible for other members and be lost less easily for their clubs. This would foster cohesion, readiness to serve and satisfaction of members. In e-clubs, online meetings and communication form an effective network. It turns out, however, that meetings in person from time to time are extremely valuable to consolidate indispensable personal relations. In Germany, e-clubs therefore arrange physical meetings on a regular basis. These should be accepted as regular meetings and counted as attendance also in e-clubs. Altogether, it makes sense to allow clubs to decide themselves what proportion of their meetings will take place in person or online.

Editable Word versions of Constitutional documents

STANDARD ROTARY CLUB CONSTITUTION (.DOC)

<https://my.rotary.org/en/document/standard-rotary-club-constitution-doc>

CONSTITUTION OF ROTARY INTERNATIONAL (.DOC)

<https://my.rotary.org/en/document/standard-rotary-club-constitution-doc>

BYLAWS OF ROTARY INTERNATIONAL (.DOC)

<https://my.rotary.org/en/document/bylaws-rotary-international-doc>

B. Resolutions

A resolution does not amend the constitutional documents. To submit a proposed resolution, ***please use the resolution template*** (see Addendum B). Please submit a MS Word copy of documents in addition to the signed copy. For more information, see 2017 COUNCIL ON RESOLUTIONS: HOW TO PROPOSE RESOLUTIONS at www.Rotary5010.org.

Examples
Adopted resolution topics from the 2016 Council

ADOPTED RESOLUTION 16-132

To request the RI Board to consider revising the membership age limits for Interact

ADOPTED RESOLUTION 16-138

To request the RI Board to consider adding the keyword “family” to the statements on opportunities for service

(full text of adopted resolutions can be accessed at

A resolution must be certified by the club and by the district, and contain the following information:

- Name of club making the proposal
- Text of the proposed resolution
- A purpose and effect statement not exceeding 300 words (why it is being proposed for a change and the effect of the change); this is optional for resolutions; however, it is highly recommended.
- Any background or supporting information (using pre-ambulatory or “WHEREAS” clauses). Most importantly, it must contain an “IT IS RESOLVED” statement that specifies the action the proposer wishes the Board to take.

An example of appropriate proposed resolution statements:

IT IS RESOLVED by Rotary International that the Board of Directors of Rotary International consider (insert words of the resolution here).

OR

IT IS RESOLVED that the 2017 Council on Resolutions adopt (insert words of the resolution)

Forward the resolution to the district with a letter signed by the club’s president and secretary certifying that it has been adopted (including the date of the meeting at which it was adopted). *Please submit a MS Word copy of documents in addition to copies which may be in a PDF or scanned format.*

Example of a Resolution

PROPOSED RESOLUTION

To request the RI Board to consider amending the Standard Interact Club Constitution to promote gender equality

Proposed by the Rotary Club of _____

WHEREAS, Rotary International is fundamentally and essentially a dual-gender organization, promoting equality throughout the world, and

WHEREAS, Article IV, Section 2, of the Standard Interact Club Constitution allows individual club discretion to create single-gender Interact clubs: “The membership of this club may be all male, all female, or both male and female in any ratio, at the discretion of the sponsoring club”

IT IS RESOLVED by Rotary International that the Board of Directors of Rotary International consider taking steps to actively promote gender equality and diversity within the Rotary family and delete the clause above from Article IV, section 2, of the Standard Interact Club Constitution (page 21 of the Interact Handbook). As section 41.010. of the Rotary Code of Policies allows for schools to reflect any cultural norms in gender separation, this resolution seeks to shift responsibility for such determination onto communities, thus preserving the thrust of fundamental equality within Rotary International.

(End of Text)

Petitions (“Memorials”) to the RI Board (non-constitutional documents)

Instead of proposing a resolution to the Council, a club may wish to consider submitting a petition directly to the RI Board with a request for action on a specific matter. Petitions to the Board may be submitted by clubs or may result from a district conference. The intent of the petition should be clearly explained in a letter to the RI president, Board of Directors or the general secretary. A petition submitted by a club should be written on the club’s or club president’s official letterhead and can be formatted as a proposed resolution or simply as a letter. It must be signed by the club president.

In many cases, the proposer's purpose can be more efficiently and quickly accomplished by a petition. However, if an amendment of a constitutional document would be necessary to achieve the intent, clubs should initiate the appropriate type of legislation.

III. NOMINATING A REPRESENTATIVE FOR THE COUNCILS

In the Rotary year two years before each Council on Legislation, the clubs in each district select a Rotarian to represent them at the Councils on Resolutions and Legislation. (For the Councils from 2017 to 2020, the representatives will be selected in Rotary year 2016-17.) These representatives are the voting members of the Councils. A district alternate is also chosen in the event the representative cannot participate.

Eligibility

To serve as representative, a candidate must:

- Be a member of a club in the district;
- Have served a full term as district governor at the time of election;
- Confirm that he or she understands the qualifications and is able to perform the duties and responsibilities of a representative through the online certification form;
- Be able to attend the Council on Legislation in person for its entire duration;
- Be comfortable accessing legislation and voting electronically;
- Agree in writing that he/she will fulfill the responsibilities.

The Council representative is selected by a vote of the electors at the District Conference business meeting. Each district should choose the best-qualified eligible and available Rotarian who understands current Rotary policies, procedures and programs. The Board emphasizes that representatives are selected for their ability to carry out their duties and not their recognition within the district. The role of representative should be viewed as a serious and important one and not simply a perquisite of having served as governor.

Responsibilities

Duties of a Council representative are as follows:

- Assist clubs in preparing proposed resolutions and enactments;
- Discuss proposed resolutions and enactments at district meetings;
- Be knowledgeable of the attitudes of Rotarians within the district;
- Give critical consideration to all proposed resolutions and enactments and effectively communicate his or her views on such proposals to the Councils;
- Act as an objective legislator;
- Actively participate in the Councils on Resolutions;
- Attend the Council on Legislation for its full duration; and
- Report on the deliberations of the Councils to his or her clubs following the meetings of the Councils.

Representatives are also required to complete an online representative course and Council training at their 2018 Rotary Institutes in preparation for the 2019 Council on Legislation. Their participation at the Institute is not funded by Rotary International.

Term

The term of each representative shall begin on 1 July in the year following the year in which they are selected (in this case, 1 July 2017). Each representative shall serve for three years or until a successor has been selected and certified.

Club Nomination of a Rotarian as a Council Representative

Any club in the district may nominate a candidate for representative, whether or not the candidate is from that particular club. The nomination must be sent to the district governor and include the signatures of the club secretary and president. If a club nominates a Rotarian who is a member of a different club, the Rotarian's club must agree in writing for the nomination to be accepted. A sample resolution for this purpose is shown in Addendum C.

IV. QUESTIONS? NEED MORE INFORMATION ON THE COL PROCESS?

Please contact Gayle Knepper or Jane Little for more information, with questions or to assist your club with its meeting to discuss the Council on Resolutions and Legislation process or to discuss the possibility of submitting a proposal or nominating a representative for 2017 to 2020.

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**Addendum A
Enactment Template**

PROPOSED ENACTMENT

To *(insert concise statement of the proposal's purpose)*

Proposed by the Rotary Club of _____

WHEREAS, *(insert words of the resolution)*, and

WHEREAS,

IT IS RESOLVED by Rotary International that the Board of Directors of Rotary International consider *(insert words of the resolution)*.

(End of Text)

PROPOSER'S STATEMENT OF PURPOSE AND EFFECT

*Insert a statement of purpose and effect not to exceed 300 words in order for the proposal to be considered duly proposed. If a statement is not provided, it will not be considered duly proposed and will **not** be transmitted to the Council for consideration. This statement should identify the issue or problem that the proposed legislation seeks to address and explain how the proposal addresses or resolves the problem or issue.*

Specify which constitutional documents will be amended, along with the affected articles and sections. Word versions of the documents can be found by clicking the links below. Please include the modified Word document(s).

STANDARD ROTARY CLUB CONSTITUTION (.DOC)

<https://my.rotary.org/en/document/standard-rotary-club-constitution-doc>

Article(s), Section(s):

CONSTITUTION OF ROTARY INTERNATIONAL (.DOC)

<https://my.rotary.org/en/document/standard-rotary-club-constitution-doc>

Article(s), Section(s):

BYLAWS OF ROTARY INTERNATIONAL (.DOC)

<https://my.rotary.org/en/document/bylaws-rotary-international-doc>

Article(s), Section(s):

Endorsed at the regular meeting by the Rotary Club of _____ on _____, 2017.

Printed name

President

Secretary

Signature

President

Secretary

Date

Date

Endorsed by the Conference of District 5010
Sitka, Alaska
April 29, 2017

District 5010 Conference Secretary

Signature

Date

Printed Name

**ADDENDUM B
Resolution Template**

PROPOSED RESOLUTION

To *(insert concise statement of the proposal's purpose)*

Proposed by the Rotary Club of _____

WHEREAS, *(insert words of the resolution)*, and

WHEREAS,

IT IS RESOLVED by Rotary International that the Board of Directors of Rotary International consider *(insert words of the resolution)*.

(End of Text)

PROPOSER'S STATEMENT OF PURPOSE AND EFFECT (optional for resolutions; however, it is highly recommended)

Insert a statement of purpose and effect not to exceed 300 words. This statement should identify the issue or problem that the proposed legislation seeks to address and explain how the proposal addresses or resolves the problem or issue.

Endorsed at the regular meeting by the Rotary Club of _____ on _____, 2017.

Printed name

President

Secretary

Signature

President

Secretary

Date

Date

Endorsed by the Conference of District 5010
Sitka, Alaska
April 29, 2017

District 5010 Conference Secretary

Signature

Date

Printed Name

Addendum C
SAMPLE CLUB RESOLUTION
Nomination of a Council Representative

RESOLUTION

THE ROTARY CLUB of _____

WHEREAS _____ is a member in good standing of the Rotary Club of _____; and

WHEREAS _____ has served District 5010 as its governor in _____ (year) and meets all other qualifications as specified in the 2016 Rotary International Manual of Procedure (9.020.3. Qualifications, page 35);

WHEREAS _____ agrees to serve District 5010 from 2017-18 to 2019-20 as its Council Representative and fulfill responsibilities as designated;

NOW THEREFORE BE IT RESOLVED that the Rotary Club of _____, at its regular meeting on _____, 2017, suggests the nomination of Rotarian _____ as the District 5010 Representative to the 2017, 2018 and 2019 Councils on Resolutions and the 2019 Council on Legislation.

(if the Rotarian nominated is a member of a club other than as listed above, attach agreement of the nominating in writing from the Rotarian's home club.)

Printed name

President

Secretary

Signature

President

Secretary

Date

Date