

**Rotary District 5870**  
**DISTRICT RESOLUTIONS**  
**Approved 3 May 2025**

Each Rotary district may form its own organization. District 5870 is governed by the Constitution and Bylaws of Rotary International and District Continuing Resolutions, which the Rotarians pass in the district at the Conference of Clubs. Each year, the District Governor appoints a Resolutions Committee to study and make recommendations for any changes or additions to the District's Continuing Resolutions. Rotary Clubs may present changes for adoption at the Annual Business Meeting, held during the District Conference of Clubs, according to Resolution # 2.

**RESOLUTION #1 DISTRICT 5870, ROTARY INTERNATIONAL**

WHEREAS it is deemed to be of great advantage to this Rotary district for all presently existing resolutions pertaining to the business of the district to be restated so that same shall hereafter be located in one place;

NOW THEREFORE, BE IT RESOLVED that all past resolutions pertaining to the business of District 5870 be and the same are hereby rescinded, and the following resolutions, numbered 2 - 16 inclusive, are hereby adopted in lieu of said prior resolutions.

**RESOLUTION #2 DISTRICT 5870, ROTARY INTERNATIONAL  
AMENDMENTS**

**SECTION 1:** WHEREAS the Constitution and Bylaws of Rotary International control District 5870,

NOW THEREFORE BE IT RESOLVED that any and all rules set forth in the Constitution and Bylaws of Rotary International that affect any of the matters addressed in these District Resolutions be incorporated by this reference and implemented forthwith and

BE IT FURTHER RESOLVED that all changes to the Constitution and Bylaws of Rotary International that are mandated upon and would affect changes in these District Resolutions shall automatically be adopted and implemented without further discussion and/or vote.

**SECTION 2:** Clubs shall have the right to submit a new District 5870 resolution, or a change or changes to an existing resolution, to the District Governor, in writing, not later than sixty (60) days before the annual Conference of Clubs. The District Governor shall submit, in writing, all such proposed new resolutions and changes to existing resolutions,

together with the District Governor's own proposals and any received from a district committee, to the Rotary clubs in District 5870 not later than forty-five (45) days prior to the annual district Conference of Clubs.

**RESOLUTION #3 DISTRICT 5870, ROTARY INTERNATIONAL  
PROCEDURE FOR THE SELECTION OF THE DISTRICT GOVERNOR NOMINEE-  
DESIGNATE**

WHEREAS the Board of Directors of Rotary International believes that the selection of a District Governor-Nominee Designate by a Nominating Committee procedure should be made mandatory in each district, and

WHEREAS THE BY-LAWS OF ROTARY INTERNATIONAL STATE THAT the district shall select a nominee designate for governor not more than 30 months, and not less than 24 months prior to the day of taking office and that the nominee will be elected at the RI convention held immediately preceding the year in which such nominee is to be trained at the international assembly and furthermore that nominees so elected shall serve a one year term as governor-elect and assume office on 1 July in the calendar year following election and

WHEREAS it is important to secure the best leadership available for the position of District Governor, which it is believed will be promoted by a Nominating Committee which will search for outstanding leadership without impairing the right of any club to present candidates other than those presented by the Nominating Committee;

NOW, THEREFORE, BE IT RESOLVED;

**SECTION 1:** That nominations for District Governor-Nominee Designate for the District 5870 of Rotary International shall be made either by a Nominating Committee or by any Rotary club of District 5870 or by both, in the manner herein prescribed.

**SECTION 2:** That the District Nominating Committee shall consist of one representative per division as designated in Section 3 below, and one Past District Governor appointed by the District Governor to serve as Committee Chair, each of whom shall be an active member of a District 5870 Rotary Club. An alternate from each division shall also be named. The Committee Chair will only have a vote in the event attending division representatives reach a tie. In that situation, the Chair will be authorized to vote.

**SECTION 3:** District 5870 of Rotary International shall be divided into twelve (12) divisions periodically reviewed to reflect the club and geographical distribution for the purpose of this resolution, as follows:

1. Bosque County (Clifton), Corsicana, Fairfield, Hillsboro, Itasca, Marlin, McGregor,

Mexia, Navarro County/Corsicana, Texas Hill Country Passport

2. Waco, Copperas Cove, Austin Southwest
3. Belton, Temple, Temple-South, Waco-Lake Brazos, Elgin
4. Harker Heights, Killeen, Killeen Heights, Lexington, Somerville
5. Burnet, Cedar Park-Leander, Marble Falls
6. Georgetown, Georgetown (Sunrise), Georgetown-Sun City
7. Bastrop County, Caldwell, Cameron, Giddings, Rockdale, Taylor
8. Flatonia, Hallettsville, La Grange, Lakeway/Lake Travis, Yoakum
9. Austin Cosmopolitan, Austin University Area, Austin Westlake, Northwest Austin, South Austin, West Austin, Shiner
10. E-Club of 5870, Hutto, Pflugerville, Round Rock, Round Rock Sunrise, Marble Falls Daybreak
11. Austin, Austin-North by Northeast, Waco Sunrise
12. All Rotary clubs in District 5870 chartered after July 1, 2025 until changed by later resolution.

**SECTION 4:** Any new club chartered by Rotary International within District 5870 shall be temporarily assigned to Division 12 until suitable changes in the divisions may be made at any Conference of Clubs upon the recommendation of the District Governor.

**SECTION 5** That the District Governor shall, by September 8 of each Rotary year, appoint the members and alternate members of the District Nominating Committee to serve during the current Rotary year; shall designate one Past District Governor as chairperson; and shall publish and forward the names of the committee members to all clubs in the District.

**SECTION 6:** A nominating committee member shall not be from the same club as a District Governor candidate. In such a case, the designated alternate member from that division will automatically take their place. Additionally, if a member or alternate member of the nominating committee is nominated for consideration as a candidate for the office of District Governor-Nominee, such member must immediately submit such member's resignation to the District Governor. To fill this vacancy or any other vacancy, the current District Governor must appoint a member from the same district division.

**SECTION 7:** That the official call for nominations for the office of District Governor Nominee

shall be made by the District Governor by September 15 of each year. The official call shall contain the names of the members of the Nominating Committee, and name, telephone number, and email address of the chairperson, and shall designate a period of not less than thirty (30) days during which clubs may submit their nominations to the chairperson. At the same time the official call is made, the District Governor shall furnish the clubs with a statement outlining the status, qualifications and duties of a District Governor, so that everyone concerned will be informed as to the obligations of the office.

**SECTION 8:** To allow sufficient time to prepare for assuming the office of District Governor, the District Governor-Nominee Designate shall be selected at least twenty-four (24) months in advance of the date on which the terms of office is to begin.

**SECTION 9:** The District Nominating Committee shall receive nominations from the clubs of the district. The nomination from a club shall be by written communication signed by the club president and secretary, certifying that the submission of the candidacy has been approved by a majority vote of the members of said club. When such communication has been received by the chairperson, the chairperson will forward to that club, appropriate forms which are to be filled in with the personal history and Rotary qualifications of the candidate, including a recent photograph. The forms are to be signed by the candidate.

**SECTION 10:** The District Nominating Committee shall be clearly and explicitly charged with the duty to seek out the best available candidate for District Governor Nominee Designate and shall not be limited in its selection to those whose names have been submitted in the district. The Nominating Committee will also confirm the appointment of the Vice Governor as outlined in District Resolution 15.

**SECTION 11:** A quorum shall consist of seven (7) members and/or alternate members.

**SECTION 12** That the Nominating Committee not later than December 15th each year, by a majority vote, shall determine its choice for the office of District Governor- Nominee Designate, and the chairperson shall report this choice to the District Governor within twenty-four hours (24 hours) of the adjournment of the nominating committee. The District Governor shall notify clubs in writing of the name and club of the selectee within three (3) days of receipt of the notice.

**SECTION 13:** That, notwithstanding any nomination made by the District Nominating Committee, any club in the district that had previously made a proposal as set forth in Section 9 and whose candidate was not selected by the Nominating Committee may resubmit, by club resolution at a regular meeting, this name as a candidate for the office of District Governor-Nominee Designate. Such resolution shall be in the hand of the District Governor within fourteen (14) days after notice of the selection of the Committee has been mailed to the clubs. The District Governor shall publish such additional nominations, if any,

in the next governor's monthly letter, or shall notify the clubs of the district by special letter, if desired. If, at the end of the fourteen (14) day period mentioned above, no such nomination has been received by the District Governor or continues effective at that time, the District Governor shall declare the candidate of the Nominating Committee to be the District Governor-Nominee Designate and within three (3) days shall so notify all clubs in the district.

**SECTION 14:** That, if at the expiration of the fourteen (14) day period the above-mentioned nominations have been received from clubs in the district and still continue effective, then the District Governor shall notify all clubs in the district of the name and qualifications of each such candidate, and that all candidates for District Governor- Nominee Designate will be balloted upon at the next succeeding Conference of Clubs. This would not be applicable when circumstances require the ballot by mail method of voting, as provided in the bylaws of Rotary International.

**SECTION 15:** That, if for any cause whatsoever, no nomination continues effective at the time of the Conference of Clubs, then proposals for nominations for the office of District Governor-Nominee Designate shall be made from the floor of the Conference of Clubs by electors from clubs in the district.

**SECTION 16:** Club voting, balloting, and counting of ballots shall be as set out in the Bylaws of Rotary International.

**SECTION 17: CHALLENGES:** The governor shall inform all clubs through a form prescribed by RI of the name of any challenging candidate who has been proposed as specified above. The governor shall also inquire whether any club wishes to concur with the challenge. A club must file a resolution of the club adopted at a regular meeting to concur with any challenge. Such resolutions must be filed with the governor by the date determined by the governor. Only challenges that have been concurred to by at least ten (10) other clubs or twenty (20) percent of the total number of clubs as at the beginning of the year in the district, whichever is higher, shall be considered valid.

**SECTION 18:** The District Governor shall certify the name of the District Governor Nominee to the General Secretary of Rotary International within ten (10) days after he/she has been declared the District Governor-Nominee.

#### SUMMARY FOR THE TIMETABLE FOR SELECTING THE DISTRICT GOVERNOR NOMINEE DESIGNATE:

- |                    |   |
|--------------------|---|
| 1. By September 8  | District Governor appoints Nominating Committee.  |
| 2. By September 15 | Call for nominations 30 day waiting period.       |
| 3. By October 15   | Nominations due to the Nominating Committee Chair |

4. By December 15                      Nomination Committee makes selection and reports to District Governor.
5. By December 18                      Publish name of nominee in email to District Membership.
6. By January 2                          If no competing nominations, announce the name of Governor Nominee Designate in the next monthly letter. Notify Rotary International Secretariat.

**RESOLUTION #4 DISTRICT 5870, ROTARY INTERNATIONAL  
COLLEGE OF GOVERNORS**

WHEREAS, the Governor of District 5870 of Rotary International is the only official representative and officer of Rotary International within said district, and,

WHEREAS, under the general supervision of the Board of Directors of Rotary International, the Governor has direct supervision of the clubs in this district, and has the duty to further the Object of Rotary, supervise the organization of clubs within the district and promote cordial relations between the clubs in this district and between these clubs and Rotary International, and,

WHEREAS, there are many Past District Governors of Rotary International in District 5870 who remain active and dedicated Rotarians and represent a reservoir of experience and knowledge which can be used in strengthening Rotary in this district and be of inestimable value the incumbent District Governor as he/she supervises the clubs in the district, plans his/her own program and prepares to implement the program of Rotary within the district;

NOW, THEREFORE, BE IT RESOLVED, that with a desire to utilize the services of these Past District Governors through a specific coordinated and directed program which will provide a basis upon which they may function effectively to advise and assist the Governor in his/her program within the district, and with the aim of utilizing their specialized training, experience and knowledge of Rotary, here is hereby created a district organization to be known as "The College of Governors" and,

BE IT FURTHER RESOLVED, which the College of Governors shall be specifically charged with the responsibilities, activities, and duties hereinafter enumerated:

1. The members of the College of Governors shall be constantly aware that the current District Governor is the sole representative and officer of Rotary International within the District, and that the Governor alone is responsible to Rotary International for the conduct of Rotary business within the district.
2. No program shall be planned or instituted by the College of Governors that is contrary to the best interest of Rotary or incompatible with the Governor's plans

for the year.

3. The role of the College of Governors is to assist the Governor, both in formulating plans and in implementing them.
4. There shall be at least two (2) meetings of the College of Governors during each Rotary year. The current Governor shall select the time and place for these two (2) meetings as well as any additional meetings the Governor may deem necessary or advisable. Additional meetings may also be called by consent of a majority of the members.
5. It shall be the duty of the current District Governor in the capacity as chairperson to invite the District Governor-Elect to all meetings as observers.
6. At any meeting called by the chairperson a quorum shall consist of those present and voting. At any meeting other than one called by the chairperson, a quorum shall consist of a majority of the members.

#### **RESOLUTION #5 DISTRICT 5870, ROTARY INTERNATIONAL DISTRICT FUND**

**SECTION 1:** A District Fund is hereby created to handle the necessary finances of District 5870. The Finance Committee shall administer the District fund. The District Finance Committee shall consist of the current District Governor as an advisor, the two immediately preceding Past District Governors and one appointed member. The chairperson shall be the Immediate Past District Governor. Preference for the appointed member shall be given to an individual with experience as a club or District treasurer or with accounting/finance backgrounds. The appointed member shall serve a maximum of three consecutive one-year terms. The District Treasurer shall serve as an Ex-Officio member of the Finance Committee. The Committee is responsible for collecting and disbursing operating funds for the District in cooperation with the current District Governor. If one or more of the committee members is unavailable, or unwilling, to serve, the vacancy will be filled by the most recent past District Governor(s) not already serving on the committee. The District Governor, Finance Committee Chairperson, and District Treasurer each shall be authorized to draft on the District Fund accounts. The District Governor shall approve all expenditures prior to disbursement of funds by the District Treasurer.

Should the District Governor deny a claim properly presented to him or her, or not act on a request for payment within 30 days of presentment, the Finance Committee may take up an appeal by the affected committee, subcommittee, or individual, and upon approval by a majority vote of the committee, excluding ex-officio members, direct the Treasurer to pay such claims.

**SECTION 2:** The office of the District Treasurer shall be structured as a three-year term. At least 90 days prior to the end of a District Treasurer's term, the District Governor-Elect (District governor-elect) shall select a replacement in consultation with the Finance Committee. Should a vacancy occur before the end of the three-year term, the District Governor shall select a replacement in consultation with the District Governor-Elect and Finance Committee. The District Treasurer is subject to removal for cause by the District Governor. The District Treasurer shall monitor payment of Rotary International Dues from each club and keep the District Governor apprised of clubs failing to pay dues in accordance with established procedures and timeframe. The District Treasurer is responsible for training and assisting Club Treasurers with their duties as described in the Rotary Club Treasurer's Manual and developing and providing Club Treasurer training at the Club Leader Learning Seminar.

**SECTION 3:** When possible, in order to assure continuity in this role, the Governor-Elect shall select the District Treasurer Designee to serve in a deputy role for one year prior to becoming the Treasurer.

**SECTION 4:** Upon the request of the District Governor-Elect, the District Treasurer may continue service for one additional year for a total of four years maximum consecutive service.

**SECTION 5:** Each club shall pay the following annual per capita dues to District 5870 for each active member in the club on July 1:

- a. **\$37.50** per year in 2021-22
- b. **\$38.50** per year in 2022-23
- c. **\$39.50** per year in 2023-24
- d. **\$40.50** per year in 2024-25
- e. **\$41.50** per year in 2025-26
- f. **\$42.50** per year in 2026-27 and
- g. **\$42.50** for each following year unless amended

Dues are payable as of July 1 and are considered in arrears if not received by the District Treasurer by the close of business on October 31. Remittances shall be made payable to "Rotary District 5870" and sent to the District Treasurer.

Starting on November 1, a late fee of \$1 per active member per month will be assessed on the first day of each month a club's dues are in arrears.

**SECTION 6:** The District Governor-Elect shall develop the budget proposal for a given year in consultation with the District Finance Committee. The District Governor-Elect and Finance Committee shall review the proposed budget not later than January 31<sup>st</sup> annually.



The District Governor-Elect shall present the proposed budget to the club President-elects no later than 30 days before the Club Leader Learning Seminar. The budget shall be submitted for approval to the Presidents-elect no later than the annual Club Leader Learning Seminar. A quorum of clubs (defined as 50 percent +1) must be represented, in-person or virtually, to vote on the proposed budget. If the budget is not approved at the Club Leader Learning Seminar for any reason, the budget shall be presented for approval by official delegates at the District Conference of Clubs. Should the need arise after the budget is approved, the District Governor may reallocate funds not to exceed a total of \$3,000 across adopted budget line-item categories. The District Governor must inform the District Finance Committee of the intended reallocation. The reallocation of funds over \$3,000 must be proposed to and approved by the District Finance Committee.

**SECTION 7:** The District Finance Committee shall annually conduct a budget planning orientation session with the District Governor-Nominee.

**SECTION 8:** Funds shall be allocated from the District Fund to supplement the budget now provided by Rotary International to the District Governor and to provide the next incoming District Governors with expense allotments as follows:

- a. On July 1 of each year, \$4,400 to the District Governor.
- b. On July 1 of each year, \$3,300 to the District Governor-Elect.
- c. On July 1 of each year, \$2,200 to the District Governor-Nominee.
- d. On January 1 of each year, \$500 to the District Governor Nominee-Designee

**SECTION 9:** These funds shall supplement Rotary International funds to pay for expenses incurred for travel, meetings, and other ongoing support for local Rotary Clubs while carrying out District 5870 business. It is understood that the District Governor, District Governor Elect, District Governor Nominee, and District Governor Nominee-Designee shall be responsible for some of their expenses while serving in these roles. The respective Rotary Clubs of these officers are also encouraged to assist with the payment of expenses, especially for meetings such as the District Conference of Clubs, Bi-District Reunion, Foundation Gala, and other such District-wide meetings.

**SECTION 10:** Since each District Governor, District Governor Elect, and District Governor Nominee and their spouses are expected to attend the Governor Elect Learning Seminar/Governor Nominee Learning Seminar (GELS/GNLS) and the annual Zone Meeting as a part of their training and are expected to participate in the Club President-Elect training at PETS, reasonable expenses above and beyond RI reimbursement for registration, travel, lodging and meals at these events shall be budgeted in the District Funds to pay such costs.

**SECTION 11:** In order to encourage the District Governor, District Governor Elect, and District Governor Nominee and their spouses to attend the annual International Convention,

the District shall budget for registration related costs for this event. The respective clubs of these officers are also encouraged to support such convention attendance. However, these officers shall be responsible for expenses not covered by other sources.

**SECTION 12:** Funds shall be allocated from the District Fund to provide Assistant Governors with mileage expenses for one visit per quarter to each of their assigned Rotary Clubs, and mileage expenses to attend Pre-P.E.TS., Assistant Governor Training, Club Leader Learning Seminar and other training events as required by the District Governor. Funds shall be additionally allocated from the District Fund to provide District Committee members, as individually designated by the District Governor to receive them, with mileage expenses to carry out the work of their committee, and to attend Pre- PETS, the Club Leader Learning Seminar and other training events as required by the District Governor. These allocations notwithstanding, it is understood that the Assistant Governors and Committee members shall be responsible for some of their expenses while serving in these roles.

**SECTION 13:** District 5870 funds shall be managed under a set of Standard Operating Procedures (SOP) developed by the Finance Committee in consultation with the current District Governor and District Governor-Elect. Any changes in the procedures shall be determined in a timely manner, but not later than at least 120 days prior to July 1, the beginning of each new Rotary year budget.

**SECTION 14:** The District Governor must supply an annual statement and report of the District finances that have had an official finance review. This review shall be presented along with a report from the District Finance Committee. This statement and report must be supplied to each club in the District within three months of completion of the Governor's year of service (as described in the RI Manual of Procedures "Operation of a District Fund"). The official finance review shall be conducted by a District Financial Review Committee appointed by the sitting District Governor. The committee must include at least three active members. The committee chairperson must be a Past District Governor, and at least one of the members must be a "financially literate person." Preference shall be given to individuals with accounting/finance backgrounds. The Committee cannot include any current governor, treasurer, signatory of district bank accounts, or member of the finance committee.

**SECTION 15:** The District Treasurer shall reimburse the District Governor-Elect for merchandise purchases (banners, pins, etc.) to support the upcoming year immediately rather than waiting until the new Rotary Year. The funds shall be drawn from the District's retained earnings to ensure timely reimbursement. After the new Rotary Year starts, the Treasurer will draw funds from the District Governor's Rotary International allowance to replace the funds drawn from the District's retained earnings.

## **RESOLUTION #6 DISTRICT 5870, ROTARY INTERNATIONAL ROLL OF FAME**

WHEREAS, WE BELIEVE THAT ROTARIANS SHOULD BE HONORED for outstanding Rotary Service and that the Roll of Fame established in 1957-58 by District 5870 of Rotary International has served well as a suitable device by which to recognize and record such outstanding service;

NOW, THEREFORE BE IT RESOLVED THAT the Roll of Fame continue as an annual event, and that:

**SECTION 1:** The District Governor shall appoint a Roll of Fame committee each year, consisting of a chairperson and three other voting members. The chairperson must be a member of a club within the district and must have had previous service on the committee. Each of the three other voting members of the committee shall come from a club within one of the 12 divisions established by Section 3 of District Resolution #3: one from the first four divisions (1 – 4); one from the next four divisions (5 – 8), and one from the last four divisions (9 – 12). The chairperson shall have the authority to appoint one or more additional non-voting members to the committee as necessary. The committee shall be responsible for all aspects of the application process, and will coordinate with the District Conference of Clubs Committee for the conduct and administration of the award presentation at each annual District Conference of Clubs.

**SECTION 2:** A permanent roster of honorees, including those previously honored, shall be prepared and maintained, and shall be displayed at all District 5870 Conferences of Clubs and on the district's website.

**SECTION 3:** The District Governor shall, during the month of November, invite each Rotary club within the district to submit to the committee chairperson prior to the deadline established by the chairperson the name of one (1) of its members as a nominee to the District 5870 Roll of Fame. The Governor shall advise the clubs of the criteria required to be named to the District 5870 Roll of Fame.

These criteria are:

- a. A Rotary club may nominate only one member of its club each Rotary year.
- b. A Rotary club may not nominate anyone who is not a member of their club.
- c. A member previously inducted into the District 5870 Roll of Fame may not be nominated again.

- d. The nominee must have been a member of one or more District 5870 Rotary clubs for at least five consecutive years immediately preceding the year being nominated.
- e. The nominee must have attended the meeting one or more District 5870 Rotary clubs other than the club of which he or she is a member.
- f. The nominee must have served as an officer or director of a District 5870 Rotary club.
- g. The nominee must have chaired or served on more than one club-level committee or subcommittee in more than one of the five avenues of service.
- h. The nominee should have:
  - 1. Chaired or served on one or more district-level committees, and/or
  - 2. Served as a district officer such as Governor, Lieutenant Governor, Assistant Governor, Secretary or Treasurer, and/or
  - 3. Attended a District event such as the District Conference of Clubs, Club Leader Learning Seminar, or a District training event such as the Foundation Seminar, Membership Seminar, or Public Image Seminar.
- i. The nominee must be in good standing with their Rotary club, and meet all requirements of an active member as outlined in the RI Constitution, and further defined in the Standard Club Constitution.
- j. The primary consideration for selection to the District 5870 Roll of Fame is the nominee's dedication to the Object of Rotary, and his/her commitment to the ideal of Service Above Self, and the 4-Way Test.
- k. The nominee should appear in person at the District Conference of Clubs to receive and accept the honor.

**SECTION 4:** If no member of a club meets the criteria for any given year, such club shall not submit a nominee for such year.

**SECTION 5:** The president of a Rotary club within the district who wishes to nominate one (1) of its members as a nominee shall complete the District 5870 Roll of Fame Nomination Form, ensuring required signatures are affixed, and forward to the committee chairperson

before the established deadline.

**RESOLUTION #7 DISTRICT 5870 ROTARY INTERNATIONAL  
DISTRICT HISTORIAN**

WHEREAS, the files pertaining to the history and records of District 5870, Rotary International, should be maintained in the most useful form and in a permanent location, and should be kept in a current condition for use by the District Governor and any other interested and authorized persons:

NOW THEREFORE BE IT RESOLVED:

**SECTION 1:** That the office of District Historian is hereby created. The District Governor shall appoint the Historian annually.

**SECTION 2:** That it shall be the duty of the District Historian to provide a permanent depository for all files and records of District 5870, Rotary International, with the exception of records pertaining to the two (2) immediately preceding Rotary years, which shall be kept in the possession of the current District Governor.

**RESOLUTION #8 DISTRICT 5870, ROTARY INTERNATIONAL  
NOMINATIONS FOR REPRESENTATIVE TO THE COUNCIL ON LEGISLATION**

WHEREAS, the process for selecting the representative and alternate from each Rotary district to the Council on Legislation is prescribed by the Bylaws of Rotary International, and

WHEREAS, in order to timely comply with the selection procedure established by the Bylaws of Rotary International,

NOW, THEREFORE, BE IT RESOLVED that the nomination for representative to the Council on Legislation by a Rotary club must be in writing, certified by the signatures of the club president and secretary, and must be received by the District Governor not less than forty-five (45) days preceding the opening day of the annual District Conference of Clubs in the year immediately preceding that in which the Council on Legislation is to meet, and

BE IT FURTHER RESOLVED that the District Governor shall reject any nomination not received within the time limit specified in these resolutions and any nomination not meeting the requirements set forth in the Bylaws of Rotary International, and

BE IT FURTHER RESOLVED that the District Governor shall make known in writing to the presidents of all clubs in the district the names of all duly qualified nominees not less than

fifteen (15) days preceding the opening day of the District Conference of Clubs at which such nominations are to be considered.

**RESOLUTION #9 DISTRICT 5870, ROTARY INTERNATIONAL  
ACCOUNTABILITY BY COMMITTEES FOR THE USE OF FUNDS**

**SECTION 1:** Revenues of District 5870 are derived primarily from the annual per capita assessment of the member clubs of the District. Unless directed by RI or approved by the District Governor, no special assessment may be requested of the clubs or members.

**SECTION 2:** Not less than 120 days before the end of a current Rotary year, any District committee or subcommittee requiring funds for its operations shall submit an estimate of such funds for inclusion in the next year's District budget.

**SECTION 3:** Any District committee, subcommittee or individual requesting funds from the District Governor must submit with such requests invoices and receipts for the expenditures.

**SECTION 4:** Any District committee, subcommittee or individual needing funds from the District treasury during the latter months of a given Rotary year shall request such funds by June 30 when possible and no later than July 15 under exceptional circumstances.

**SECTION 5:** A set of District Finance standard operating procedures will be made available to each club, committee and subcommittee at the beginning of each Rotary year.

**RESOLUTION #10 DISTRICT 5870, ROTARY INTERNATIONAL  
POLICIES FOR THE PROTECTION OF YOUTH**

WHEREAS the Board of Directors of Rotary International believes that Youth Programs are an important part of Rotary Service and revised the Rotary Youth Exchange (YE) guidelines in November 2004, and

WHEREAS it is important to educate, train and protect our youth program participants and Rotary volunteers for Youth Exchange, Rotary Camp Enterprise, Rotary Youth Leadership Awards, Interact, and all other youth program activities.

**SECTION 1:** NOW, THEREFORE, BE IT RESOLVED that the Rotary Code of Policies 41.010 is hereby incorporated in its entirety as a standard of practice for all youth programs within District 5870.

**SECTION 2:** BE IT FURTHER RESOLVED, that the District Youth Services (DYS)

Chairperson shall be charged with the responsibilities, duties, and activities hereafter enumerated.

- a. Coordinate the DYS activities within District 5870.
- b. Establish procedures for conducting the required training and background checks and maintaining records required by Rotary International and this resolution.
- c. Assist the Club presidents as necessary to maintain well-established Youth Programs within the District.

**SECTION 3:** BE IT FURTHER RESOLVED, that the Youth Exchange Officer (YEO) shall be specifically charged with the responsibilities, duties, and activities hereafter enumerated.

- a. Prepare an annual written report for the District Governor, Governor-Elect, Governor Nominee, and-DYS Chairperson to be presented prior to the Conference of Clubs.
- b. Prepare and maintain a standing operating procedure for YE activities that shall include, but not be limited to:
  1. The conduct of interviews, home visits, and biannual background checks for criminal, civil, and personal reference for host families and YE volunteers.
  2. Preparation and maintenance of standards of conduct for the protection of youth to include training in child abuse and sexual harassment prevention topics for all YE participants.
  3. A budget request to the District Governor Elect and Nominee for the perpetration of their respective governor years.
  4. Requiring all persons involved with YE to sign a Volunteer Affidavit and maintain those records for five years.

**SECTION 4:** BE IT FURTHER RESOLVED that District-sponsored and controlled youth activities, including but not limited to Rotary Youth Leadership Awards, shall be specifically charged with the responsibilities, duties, and activities hereafter enumerated.

- a. Prepare an annual written report for the District Governor, Governor-Elect,

Governor Nominee, and DYS Chairperson to be presented prior to the Conference of Clubs.

- b. Prepare and maintain a standing operating procedure for District-sponsored and controlled program activities that shall include, but not be limited to :
1. The conduct, for all persons who materially and not incidentally participate in these program activities, of annual training on the standards of conduct for the protection of youth, to include training in child abuse and sexual harassment prevention topics as well as the conduct of biannual background checks for criminal, civil, and personal references.
  2. A budget request to the District Governor Elect and Nominee for perpetration of their respective governor years.
  3. Requiring all persons materially and not incidentally involved in district sponsored and controlled youth activities, including but not limited to Rotary Youth Leadership Awards and Interact programs, to sign a Volunteer Affidavit and to maintain those records for five years.

### **RESOLUTION #11 DISTRICT 5870, ROTARY INTERNATIONAL ELECTRONIC COMMUNICATION**

BE IT RESOLVED that for all district business, the following rules may apply to communications:

**SECTION 1:** In accordance with the Constitution of Rotary International and with the standard club constitution, the terminology "mail," "mailing," and "ballot-by-mail" will include utilization of electronic mail (e-mail) and internet technology to reduce costs and increase responsiveness. This can include new forms of instant messaging.

**SECTION 2:** District Action Without Meeting – in any action required or permitted to be taken by District 5870, its leadership, and its committees, e-mail and other forms of digital communication shall be considered written communications.

**SECTION 3:** Telephone and Similar Meetings—The District Governor and committee members may participate in and hold a meeting by means of conference telephone or similar audio and visual communication equipment by means of which all persons participating in the meeting can hear each other. Participation in such a meeting shall constitute presence in person at the meeting, except when a person participates in the



meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

**RESOLUTION #12 DISTRICT 5870, ROTARY INTERNATIONAL  
DEALINGS WITH THE MEDIA**

WHEREAS events may arise that involve the media and other forms of public inquiry, and whereas, there is a need for every Rotarian in District 5870 to recognize the importance of having a primary point of contact with the media at times of tragic or otherwise extraordinary events, now therefore be it resolved that every Rotarian in District 5870 shall, in times of tragedy or other unusual events in which there is media inquiry, direct such inquiries to the district governor or the district governor's designee for such inquiries, and that every effort should be made by the District Secretary each July 1 to inform all Rotarians in this district of such policy.

**RESOLUTION #13 DISTRICT 5870, ROTARY INTERNATIONAL  
DISTRICT SECRETARY APPOINTMENT AND DUTIES**

WHEREAS it is important that the District maintain administrative records and files, and maintains continuity of administrative functions to allow the District to better serve the Rotary Clubs and their members;

NOW, THEREFORE, BE IT RESOLVED:

**SECTION 1:** The office of the District Secretary shall be structured as a three-year team. Not less than 120 days before the end of the District Secretary's term, the District Governor-Elect, in consultation with the District Governor-Nominee and the District Governor Nominee-Designate shall select a District 5870 Rotarian as a replacement, with the understanding that the term is for three years. Upon selection, the District Secretary-Designate shall work with the incumbent District Secretary until the end of the incumbent's term to ensure a smooth and orderly transition. The District Secretary is subject to removal for cause at the discretion of the District Governor.

**SECTION 2:** Upon request of the District Governor-Elect(s), the District Secretary may continue to serve for one additional year for a maximum of four years consecutive service.

**SECTION 3:** The District Secretary shall report directly to the District Governor and will serve as the District Governor's chief administrative officer. The District Governor may assign additional staff to assist the District Secretary as necessary. The District Governor assigns duties of the District Secretary and may include any or all of the following:

- a. Maintain all district administrative records except Rotary Foundation records that are maintained by the District Rotary Foundation Chair (DRFC).
- b. Responsible for training and assisting Rotary Club secretaries with their duties as described in the Rotary Club Secretary's Manual. Develop and provide club secretary training at the Club Leader Learning Seminar.
- c. In coordination with the District Webmaster, maintain calendar to ensure all events, reports, and deadlines are tracked.
- d. Record and maintain the minutes of the District's annual business meeting, and other official meetings as directed by the District Governor.
- e. Prepare, distribute, and collect the official Elector Certification Forms to/from each club in the district in accordance with Rotary International bylaws. Serve as the official monitor at the annual business meeting to ensure all electors are properly identified, and votes are cast in accordance with established procedures.
- f. In accordance with Rotary International bylaws, prepare for the District Governor's transmission to all clubs and the call for amendments to District Resolutions to be taken before the annual business meeting.
- g. Assist the District Governor with the preparation for the annual business meeting, which includes the agenda, proposed resolution amendments, and notifications.
- h. Assist the District Governor with preparing all administrative requirements of District Resolution #3 – Procedure for the Selection of District Governor Nominee-Designee, keeping the District Governor apprised of all deadlines and reporting requirements.
- i. Encourage the use of ClubRunner or other district software to all clubs and assist with training and education as required.
- j. Assist clubs with training and education on the use of MyRotary as required.
- k. Coordinate with the webmaster to ensure applicable documents, forms, reports, and other administrative tools are available online for use by the clubs.
- l. Assist the District Governor in developing and maintaining Standard Operating Procedures for the District Secretary.

**RESOLUTION #14 DISTRICT 5870, ROTARY INTERNATIONAL  
SELECTION OF A MEMBER AND AN ALTERNATE MEMBER OF THE ZONE 25B  
DIRECTOR NOMINATING COMMITTEE**

WHEREAS it is deemed to be of great importance to this Rotary district that we have a representative serve on the committee that will nominate the next Director from Zone 25b; and

WHEREAS this district may not always have two Past District Governors who are fully qualified to be nominated.

NOW THEREFORE, BE IT RESOLVED that the district will dispense with the requirement that the member of the committee and the alternate member of the committee have attended at least two Rotary Institutes in Zones 25b and 29, and have attended at least one RI Convention, in the three years before serving on the committee.

**RESOLUTION #15 DISTRICT 5870, ROTARY INTERNATIONAL  
DISTRICT VICE GOVERNOR**

WHEREAS the District must maintain continuity of operations in the event of the District Governor's temporary or permanent inability to continue in the performance of their duties;

WHEREAS the Bylaws of Rotary International provide for the position of Vice Governor to fulfill the District Governor's role due to temporary or permanent inability to fulfill their duties;

NOW, THEREFORE, BE IT RESOLVED:

**SECTION 1:** The District Vice Governor position shall be filled by the Past District Governor twice removed. That is, the Past District Governor two years out of office as the sitting Governor.

**SECTION 2:** If the Past District Governor twice removed is unwilling or unable to serve as the Vice Governor, the Nominating Committee for the Governor may select another available Past District Governor, proposed by the Governor-Elect, to be named Vice-Governor who shall serve during the year following selection. If the Nominating Committee makes no selection, the Governor-Elect shall select a Past District Governor as Vice Governor.

**SECTION 3:** The role of the Vice Governor will be to replace the Governor in case of temporary or permanent inability to continue performing their duties.

**SECTION 4:** The sitting governor shall determine the Vice Governor's attendance at Rotary functions. The District may provide funds for the Vice Governor to attend any functions that require it, in accordance with the approved budget. The Vice Governor shall be an ex-officio member of all committees.

## **RESOLUTION #16 DISTRICT 5870, ROTARY INTERNATIONAL HARASSMENT POLICY**

WHEREAS District 5870 is committed to maintaining an environment that is free of any form of harassment.

FURTHERMORE, District 5870, like Rotary International, maintains a zero-tolerance policy on harassment. Harassment is broadly defined as any conduct, verbal or physical, that denigrates, insults, or offends a person or group based on any characteristic.

NOW THEREFORE BE IT RESOLVED that District 5870 aims to create an environment where all members can be a part of Rotary free from any unwelcome attention that is offensive, humiliating, or intimidating. Harassment may involve adults and children. Anyone can be harassed.

BE IT FURTHER RESOLVED that Rotary's Code of Policies specifically spells out:

### **26.120.**

**Harassment-free Environment at Meetings, Events, or Activities:** Rotary is committed to maintaining an environment that is free of harassment. Harassment is broadly defined as any conduct, verbal or physical, that denigrates, insults or offends a person or group based on any characteristic. All members and individuals attending or participating in Rotary meetings, events or activities should expect an environment free of harassment and shall help maintain an environment that promotes safety, courtesy, dignity, and respect to all.

Adults who work with youth are subject to policies outlined in Rotary Code of Policies section 2.120. All allegations of criminal activity should be referred to appropriate local law enforcement authorities. The club board, district, or zone leadership should promptly address allegations of harassment and should not retaliate against those making the allegation.

At the club level, allegations of harassment at Rotary events or activities should be reviewed by the club board and responded to within a reasonable timeframe, typically one month. If the alleged offender is a member of the club board, he or she is expected to recuse himself or herself from the discussion. The review and/or investigation should be dependent on the circumstances including the severity and pervasiveness of the behavior. Concerns that allegations of harassment were not adequately addressed by the club, may be referred with appropriate documentation to the district governor.

At the district level, allegations of harassment at Rotary events or activities shall be reviewed by the governor, or a committee appointed by the governor for this purpose, and responded to within a reasonable time-frame, typically one month. If the district governor is the alleged offender, the immediate past district governor (or most recent past governor), directly or by appointment of a committee for this purpose, shall review and respond to the

allegation. The general secretary shall be informed within two weeks of any allegations of harassment by district governors, governors-elect, and governors-nominee. The review and/or investigation shall be dependent on the circumstances including the severity and pervasiveness of the behavior.

Concerns that allegations (Rotary Code of Policies 5 August 2021 Revisions from May, June, July 2021 Board Meetings) of harassment were not adequately addressed by the district, may be referred with appropriate documentation to the RI director. (this should be moved to the resolution that deals with youth) A Rotary or Rotaract club must terminate the membership of any individual who admits to, is convicted of, or is otherwise known or found to have engaged in sexual abuse or sexual harassment or severe and/or pervasive harassment. A Rotary or Rotaract club may not grant membership to a person who admits to, is convicted of, or is otherwise known or found to have engaged in sexual abuse or sexual harassment, or severe and/or pervasive harassment.

Upon obtaining information that a club has knowingly failed to terminate the membership of such an individual, the RI Board may terminate the club for failure to function. Rotary and Rotaract club, district, and zone leaders must promptly report sexual abuse, sexual harassment, and severe and/or pervasive harassment and any resulting membership terminations to the general secretary. Failure to adequately address findings of harassment will be reported to the RI Board for appropriate action, which may include club termination or other sanctions.