

DISTRICT RESOLUTIONS

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 are passed by the Rotarians in the district at District Conferences. Each year, the District Governor appoints a Resolutions Committee to study and make recommendations for any changes or additions to the District Continuing Resolutions. Rotary Clubs may present changes for adoption at the Annual Business Meeting, held during the District Conference, pursuant 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BE IT RESOLVED that all past resolutions pertaining to the business of District 5870 be and the same are hereby rescinded and the following resolutions numbered 2 - 13 inclusive, are hereby adopted in lieu of said prior resolutions.

RESOLUTION #2 DISTRICT 5870, ROTARY INTERNATIONAL

SECTION 1: WHEREAS District 5870 is controlled by the Constitution and By-Laws of Rotary International,

NOW THEREFORE BE IT RESOLVED that any and all rules set forth in the Constitution and By-Laws of Rotary International that effect 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 By-Laws of Rotary International that are mandated upon and would effect 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 district conference. 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.

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

WHEREAS the Board of Directors of Rotary International believes that the selection of a District Governor-Nominee 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 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 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 fifteen (15) members, each of whom shall be an Active member of a Rotary club located in a different division of the district. An alternate from each division shall also be named.

SECTION 3: That District 5870 of Rotary International shall be divided into fifteen (15) divisions periodically reviewed to reflect the club and geographical distribution, for the purpose of this resolution, as follows:

1. Bosque County (Clifton), Hillsboro, Itasca, Corsicana, Navarro County/Corsicana, Fairfield
2. Mexia, Marlin, Northwest Waco, Waco-Lake Brazos, Waco Sunrise, McGregor
3. Waco
4. Temple, Temple-South, Belton, Salado
5. Killeen, Killeen Heights, Killeen Evening, Copperas Cove, Harker Heights
6. Burnet, Marble Falls, Marble Falls Daybreak, Georgetown (Sunrise)
7. Georgetown, Georgetown-Sun City
8. Cameron, Rockdale, Caldwell, Somerville, Giddings, Lexington, Taylor
9. La Grange, Flatonia, Shiner, Hallettsville, Yoakum
10. Bastrop County, Cedar Creek, Lakeway-Lake Travis, Austin-Oak Hill
11. Austin Westlake, Bee Cave-Spicewood, West Austin, Austin University Area, Austin Cosmopolitan, South Austin
12. Round Rock, Hutto, Round Rock Sunrise, Pflugerville, Austin Capitol
13. Austin
14. Northwest Austin, Austin-North by Northeast, East Austin, Austin Centennial, Cedar Park
15. All Rotary clubs in District 5870 chartered since the District Conference of 2015, until changed by later resolution.

SECTION 4: That any new club chartered by Rotary International within District 5870 shall be assigned to such division as the District Governor may determine and that suitable changes in such divisions may be made at any District Conference upon recommendation of the District Governor.

SECTION 5: That the District Governor shall, by January 31 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 (1) of the members as chairperson; shall publish the names of said committee in the governor's letter, and give the appointment such other publicity as is deemed necessary; and the procedure herein set forth shall be explained at the District Assembly each year.

SECTION 6: That 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 February 28 of each year. The official call shall contain the names of the members of the Nominating Committee, and name and 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: That to allow sufficient time to prepare for assuming the office of District Governor, the nominee 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: That 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: That the District Nominating Committee shall be clearly and explicitly charged with the duty to seek out the best available candidate for District Governor-Nominee, and shall not be limited in its selection to those whose names have been submitted in the district.

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

SECTION 12: That the Nominating Committee not later than March 31st each year, by a majority vote, shall determine its choice for the office of District Governor- Nominee, and the chairperson shall report this choice to the District Governor within ten (10) days. The District Governor shall publish the name and club of the selected candidate in the next Governor's monthly letter, or shall notify the clubs of the district by special letter, if desired.

SECTION 13: That, notwithstanding any nomination made by the District Nominating Committee, any club in the district which 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. Such resolution shall be in the hand of the District Governor within thirty (30) 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 thirty (30) day period abovementioned, 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 and within fifteen (15) days shall so notify all clubs in the district.

SECTION 14: That, if at the expiration of the thirty (30) day period 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 will be balloted upon at the next succeeding District Conference. 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 District Conference, then proposals for nominations for the office of District Governor-Nominee shall be made from the floor of the conference by electors from clubs in the district.

SECTION 16: Club voting, balloting, and counting of ballots shall be as set out in the By-Laws 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 five other clubs or 10 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: That 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 DISTRICT GOVERNOR-NOMINEE:

1. By January 31 - District Governor appoints Nominating Committee.
2. By February 28 - Call for nominations 30 day waiting period.
3. By March 31 - Nomination Committee makes selection and reports to District Governor.
4. By April 30 - Publish name of nominee in monthly letter, 30 day waiting period.
5. By May 31 - If no competing nominations, announce name of Governor-Nominee in 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 District fund shall be administered by the Finance Committee, which is composed of the current District Governor as advisor, and the three immediately preceding District Governors as members. The District Treasurer shall serve as an Ex-Officio member of the Finance Committee. The most immediate Past District Governor shall serve as the chairperson. The Committee is responsible for collecting and disbursing operating funds for the District in cooperation with the current District Governor. In the event 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 Chairman, 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 effected 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 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, in consultation with the District Governor-Elect and Finance Committee, shall select a replacement. The District Treasurer is subject to removal for cause by the District Governor.

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 annual per capita dues in the amount of \$34.50 to District 5870 for every active member in the club on July 1. This increase is effective on July 1, 2018 and will remain in effect for each following years unless amended.

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

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

SECTION 6: The budget proposal for a given year shall be developed by the District Finance Committee in consultation with the District Governor-Elect and then submitted by the District Governor Elect to the club President-elects at least 30 days prior to the District Assembly. The budget shall be submitted for approval to the President-elects at the annual District Assembly. In the event the budget is not approved at the Assembly for any reason, the budget shall be presented for approval by official delegates at the District Conference. Should the need arise after the budget is approved, the District Finance Committee in consultation with the District

Governor and District Treasurer shall have the authority to make necessary changes in the adopted budget line item categories.

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, \$4400 to the District Governor.
- b. On July 1 of each year, \$3300 to the District Governor-Elect.
- c. On July 1 of each year, \$2200 to the District Governor-Nominee.

SECTION 9: These funds shall supplement Rotary International funds to pay for expenses incurred for travel, meetings, and other on-going support for local Rotary Clubs while carrying out District 5870 business. It is understood that the District Governor, District Governor Elect, and District Governor Nominee shall be responsible for some of their expenses while serving in these roles. The respective Rotary Clubs of these officers also are encouraged to assist with payment of expenses, especially for meetings such as the District Conference, Bi-District Reunion, Foundation Banquet 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 Training (GETS) 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, the District Assembly 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- P.E.TS., the District Assembly 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 review shall be conducted by a certified public accountant with no direct involvement in the management of the District.

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 15 divisions established by Section 3 of District Resolution # 3: one from the first five divisions (1 – 5); one from the next five divisions (6 – 10), and one from the last 5 divisions (11 – 15). 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 Committee for the conduct and administration of the award presentation at each annual District Conference.

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 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:

1. A Rotary Club may nominate only one Rotarian from its club each Rotary year.
2. A Rotarian previously inducted into the D5870 Roll of Fame shall not be nominated again.
3. The nominee must have been a Rotarian in one (1) or more Rotary clubs for at least five (5) years, immediately preceding the year being nominated.
4. The nominee must have served as an officer or director of a Rotary club.

5. The nominee must be in good standing with their Rotary club, and meet all requirements of an active Rotarian as outlined in the RI Constitution, and further defined in the Standard Club Constitution.
6. The nominee should have attended one or more Rotary clubs other than the club of the nominee.
7. The nominee must have chaired or served on more than one committee or subcommittee in more than one (1) of the five avenues of service.
8. 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 Rotary 4-Way Test.
9. The nominee should appear in person at the District Conference 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 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 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 at which such nominations are to be considered.

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

SECTION 1: Revenues of District 5870 are derived primarily from 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 prior to 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, Leadership In Free 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 41.090 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 Program (DYP) Chairman shall be charged with the responsibilities, duties, and activities hereafter enumerated.

1. Coordinate the DYP activities within District 5870.
2. Establish procedures to conduct the required training and background checks, and maintain records required by Rotary International and this resolution.
3. Assist the Club presidents as necessary to maintain well established Youth Programs within the District.

SECTION 3: BE IT FURTHER RESOLVED, that the YE committee chairman shall be specifically charged with the responsibilities, duties, and activities hereafter enumerated.

1. 1. Prepare an annual written report for the District Governor, Governor Elect, Governor Nominee, and DYP chairman to be presented at the District Conference.
2. Prepare and maintain a standing operating procedure for YE activities that shall include, but not be limited to:
 - a. The conduct of interviews, home visits, and the biannual background checks for criminal, civil, and personal reference for host families and YE volunteers.
 - b. 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.
 - c. A budget request to the District Governor Elect and Nominee for perpetration of their respective governor years.
 - d. Requiring all persons involved in the YE to sign a Youth 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.

1. 1. Prepare an annual written report for the District Governor, Governor Elect Governor Nominee, and DYP Chairman to be presented at the District Conference.
2. Prepare and maintain a standing operating procedure for district sponsored and controlled program activities that shall include, but not be limited to:
 - a. 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.
 - b. A budget request to the District Governor Elect and Nominee for perpetration of their respective governor years.
 - c. 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 Youth Volunteer Affidavit and to maintain those records for five years.

SECTION 5: BE IT FURTHER RESOLVED, that the Rotary Clubs of District 5870 that participate in local youth activity programs including but not limited to Boy Scouts, Girl Scouts, Boys and Girls Clubs, Adopt a School, Little League Sports, Young Hero, Scholarship Selection, Junior Olympics, and Special Olympics shall be specifically charged with the responsibilities, duties, and activities hereafter enumerated.

1. The preparation of an annual written report for the Club President with a copy furnished to the District Governor, Governor Elect Governor Nominee, and DYP Chairman to be presented at the District Conference.
2. The preparation and maintenance of a standing operating procedure for program activities that shall include, but not be limited to annual training for all Rotarians in the standards of conduct for the protection of youth, to include training in child abuse and sexual harassment prevention topics.
3. A budget request to the District Governor Elect and Nominee for preparation of their respective governor years.

RESOLUTION # 11 DISTRICT 5870, ROTARY INTERNATIONAL ELECTRONIC COMMUNICATION

Be it resolved that for all district business, the following rules may apply to communications:

- a. Definition: 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.
- b. 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.
- c. 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 extraordinary 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 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: Effective July 1, 2014 the office of the District Secretary shall be structured as a three-year team. Not less than 120 days prior to the end of the District Secretary's term, the District Governor-Elect in consultation with the District Governor-Nominee and the District Governor-Designate shall select a District 5870 Rotarian as a replacement, with the understanding that the term is for a period of 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 deemed necessary. Duties of the District Secretary are assigned by the District Governor and may include any or all of the following:

1. Maintain all district administrative records with exception Rotary Foundation records that are maintained by the District Rotary Foundation Chair (DRFC)
2. 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 District Assembly.
3. Collect monthly attendance reports from each club in the district in accordance with Rotary International bylaws and forward compiled report to District Governor and District Newsletter editor by 20th of the month immediately following the month for which the data is collected.
4. Maintain Calendar to ensure all events, reports, and deadlines are tracked.
5. Monitor the submission of the Semi-Annual Report (SAR) and payment of Rotary International Dues from each club, and assist as necessary to ensure all SAR's and dues are submitted on time; Keep District Governor apprised of clubs failing to file their report or pay dues in accordance with established procedures and timeframe.
6. Record and maintain the minutes of the District's annual business meeting, and other official meetings as directed by the District Governor.
7. 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.

8. In accordance with Rotary International bylaws, prepare for the District Governor's transmission to all clubs, the call for amendments to District Resolutions to be taken before the annual business meeting.
9. Assist Governor with the preparation for the annual business meeting including agenda, proposed resolution amendments and notifications.
10. Assist District Governor with preparation of all administrative requirements of District Resolution #3 – Procedure for the Selection of District Governor-Nominee, keeping District Governor apprised of all deadlines and reporting requirement.
11. Encourage the use of ClubRunner or other district software to all clubs and assist with training and education as required.
12. Coordinate with webmaster to ensure applicable documents, forms, reports and other administrative tools are available on-line for use by the clubs.
13. Assist 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 does not 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 27 and 21b, and have attended at least one RI Convention, in the three years before serving on the committee (in 2016, 2017, or 2018). This resolution applies only to the Director Nominating Committee scheduled to be held in September 2018 and will sunset at midnight on September 30, 2018.

