

# **Bylaws of the Rotary Club of South Hall County**

## **Article 1 Definitions**

1. Board: The board of directors of this club.
  2. Director: A director on this club's board.
  3. Member: A member, other than an honorary member, of this club.
  4. Quorum: The minimum number of participants who must be present when a vote is taken: one-third of the club's members for club decisions and a majority of the directors for club board decisions.
  5. RI: Rotary International.
  6. Year: The 12-month period beginning 1 July.
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## **Article 2 Board**

The governing body of this club is its board of directors, consisting of, the president, immediate past president, president-elect, secretary, treasurer, Sergeant of Arms and the committee chairpersons.

## **Article 3 Elections and Terms of Office**

Section 1 — One month before elections, members nominate candidates for president, president elect, secretary, treasurer, and any open director positions. The nominations may be presented by members from the floor.

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

Section 3 — If any officer or board member vacates their position, the remaining members of the board will appoint a replacement.

Section 4 — If any officer-elect or director-elect vacates a position, the remaining members of the board-elect will appoint a replacement.

Section 5 — The terms of office for each role are:

President – one year (maximum of two years if a successor is not nominated)

## **Article 4 Duties of the Officers**

Section 1 — The president presides at club and board meetings, and performs other duties as ordinarily pertains to the office of president.

Section 2 — The immediate past president serves as a director on the club board and to perform such other duties as may be prescribed by the president or the board.

Section 3 — The president-elect prepares for his or her year in office and serves as a director. It shall also be the duty of president-elect to preside at meeting if the club and board in the absence of the president.

Section 4 — The president elect presides at club and board meetings when the president is absent.

Section 5 — A director attends club and board meetings.

Section 6 — The secretary keeps membership and attendance records.

Section 7 — The treasurer oversees all funds and provides an accounting of them.

Section 8 — The sergeant-at-arms maintains order in club meetings.

## **Article 5 Meetings**

Section 1 — An annual meeting of this club is held no later than 31 December to elect the officers and directors who will serve for the next Rotary year.

Section 2 — This club meets on Wednesdays at 12:00 p.m. concluding at 1:00 p.m. Reasonable notice of any change or cancellation of the regular meeting will be given to all club members.

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

## **Article 6 Dues**

Annual club dues are \$1,134. They are paid quarterly. Annual club dues include RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.

## **Article 7 Method of Voting**

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

## **Article 8 Committees**

Section 1 — This club's committees comprise those listed in article 11, section 7, of the Standard Rotary Club Constitution, as well as Family of Rotary and Youth Services.

Section 2 — The president is an ex officio member of all committees.

Section 3 — Each committee's chair is responsible for the regular meetings and activities of the committee, supervises and coordinates its work, and reports to the board on all committee activities.

Section 4 — Club committees coordinate their efforts to achieve the club’s annual and long-term goals towards the Five Avenues of Service.

### **Article 9 Finances**

Section 1 — Before each fiscal year starts, the board prepares an annual budget of estimated income and expenditures.

Section 2 — The treasurer deposits club funds in a financial institution or institutions designated by the board, divided into two accounts: one for club operations and one for service projects.

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

Section 4 — A qualified person conducts a thorough annual review of all financial transactions.

Section 5 — Club members will receive an annual financial statement of the club. A mid-year financial report, with current and previous year income and expenses, is presented at the annual meeting.

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

### **Article 10 Method of Electing Members**

Section 1 — A member proposes a candidate for membership to the board or another club proposes one of its transferring or former members.

Section 2 — The board approves or rejects the candidate’s membership within 30 days and notifies the proposing member of its decision.

Section 3 — If the board approves the candidate’s membership, the prospective member is invited to join the club.

Section 4 — The membership committee or President will present the proposed member’s name and proposed classification to the club for two consecutive weeks via electronic mail. If no written objection to the proposal stating reasons is received by the Board from any member of the club within 10- days following publication of the name of the prospective member, the prospective member, upon payment of an admission fee, shall be considered to be elected to membership.

### **Article 11 Amendments**

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice to each member 21 days before the meeting, having a quorum present for the vote, and having two-thirds of the votes support the change. Changes to these bylaws must be consistent with the Standard Rotary Club Constitution, the RI Constitution and Bylaws, and the Rotary Code of Policies.

## **Article 12 Corporate/Family Membership**

Section 1— Corporate Memberships become eligible by going through the Corporate member approval process that's similar to the same processes and procedures as for a regular individual Membership. The corporate membership is limited to four participants. One as a Primary Member and the second, third and fourth Associate Members.

Existing Club Members, in good standing, may change to Corporate Membership by submitting the Corporate Membership application. Article 10, Members and Method of Electing Members applies to Corporate Membership applicants. The Primary Club Member will receive the Rotarian (Rotary Magazine) directly from RI.

Section 2 — The approved Corporate member may request a change of its Designee from time to time, subject to such restrictions, requirements and approvals as the Club may impose.

Section 3 — Inductions Requirements. The Primary Member of the Club will be the official member of RI. However, both the Primary and Associate Members will be required to attend new member orientation prior to the Primary member being inducted.

Section 4 — Attendance. The Club goal is to have at least one Corporate Member attend each club meeting.

Section 5 — Votes and Quorum. Only the Primary Member is eligible to serve as Club officer. The associate member is encouraged to pursue a personal (Active) membership if they desire to serve as a club officer. Unless otherwise indicated by the Primary Member, the Associate Member shall vote on behalf of the Corporate Member.

Section 6 — Financial Obligations. The financial obligations of a Corporate member will be as follows: The Corporate member shall be responsible to pay the following:

a. Initiation Fee: A one-time \$150.00 Initiation fee will be billed to the Primary Member.

b. Fund Raising Events:

The Primary Member will be required to contribute \$100.00 annually to The Rotary Foundation and to the Georgia Rotary Student Program.

The Associate Members will also be encouraged to contribute to the Rotary Foundation, Georgia Rotary Student Program

Either the Primary or Associate Member will be required to participate in fundraising and other activities as may be requested of individual Club members from time to time.

c. Annual Club/District/RI Dues:

The annual dues which are required to be paid by individual Club members will also be required to be paid by the Primary Member.

d. Meal/beverage Costs:

If multiple corporate members attend same meeting the Associate Members pay an additional meal fee based on the guest charge.

Section 7 — An Associate Member may convert to an individual membership of the Club by requesting such transfer in writing.

Section 8 — Financial Obligations. The financial obligations of a Corporate member will be the as any other member.

Section 9 — Termination. The process for terminating the membership of a Corporate membership will be the same as for individual members.

Adopted: \_\_\_\_\_

Secretary: \_\_\_\_\_