



# Board of Directors Meeting Agenda

March 8, 2024, 10:30 A.M., Plymouth Cultural Center

I. Call to Order

II. Roll Call	<u>Present</u>	<u>Absent</u>
Chris Porman, President;	_____	_____
James Gietzen, President-Elect;	_____	_____
Candice Towers, President Nominee;	_____	_____
James Van Horn, Treasurer;	_____	_____
Diane Harrison, Director	_____	_____
Penny Joy, Director & Past-President	_____	_____
June Kirchgatter Director;	_____	_____
Paul Opdyke, Director;	_____	_____
Don Soenen, Director;	_____	_____
Carol Souchock, Director;	_____	_____
 a. Marie Morrow, Executive Secretary;	 _____	 _____

III. ADDITIONS TO AND APPROVAL OF AGENDA

IV. INTRODUCTION OF GUESTS

V. SECRETARY’S REPORT

a. APPROVAL OF MINUTES

i. February Board Meeting Minutes

VI. TREASURER’S REPORT

VII. EXECUTIVE SECRETARY REPORT

VIII. PRESIDENT'S REPORT

a. District 6400 2024 Rotary Foundation Grant Management Seminar

IX. OLD BUSINESS

X. NEW BUSINESS

a. New Member Proposal – Alexandra Kamer

b. New Member Proposal – Kirk Sivic

c. Club Board Nomination Committee

d. Chamber – Volunteer of the Year

e. Bylaw Adoption

f. Centennial Committee – Rotary Park Improvements

XI. ANNOUNCEMENTS/COMMUNICATIONS

XII. ADJOURNMENT

V.a.i

MINUTES



Rotary  
Club of Plymouth



# Board of Directors Meeting Agenda

February 9, 2024, 10:30 A.M., Plymouth Cultural Center

- I. Call to Order
- II. Roll Call
 

	<u>Present</u>	<u>Absent</u>
Chris Porman, President;	__x__	_____
James Gietzen, President-Elect;	__x__	_____
Candice Towers, President Nominee;	__x__	_____
James Van Horn, Treasurer;	__x__	_____
Diane Harrison, Director	__x__	_____
Penny Joy, Director & Past-President	__x__	_____
June Kirchgatter Director;	__x__	_____
Paul Opdyke, Director;	_____	__x__
Don Soenen, Director;	__x__	_____
Carol Souchock, Director;	_____	__x__
a. Marie Morrow, Executive Secretary;	__x__	_____
- III. ADDITIONS TO AND APPROVAL OF AGENDA : **Motion Candice 2<sup>nd</sup> Penny**
- IV. INTRODUCTION OF GUESTS: **Denise King**
- V. SECRETARY'S REPORT
  - a. APPROVAL OF MINUTES
    - i. January Board Meeting Minutes – Online Vote

**Motion Candice 2<sup>nd</sup> James V**

- VI. TREASURER'S REPORT Looks good
- VII. EXECUTIVE SECRETARY REPORT: Tax return is filed, we have a few missing dues from members but other wise we look good
- VIII. PRESIDENT'S REPORT
  - a. District 6400 2024 Rotary Foundation Grant Management Seminar: Penny volunteered to attend
- IX. OLD BUSINESS: None
- X. NEW BUSINESS
  - a. District 6400 Youth Exchange Program Commitment Form Agree to inbound and out bound Student Motion Candice 2<sup>nd</sup> Penny  
  
Diane King is willing to stay on for one more year to help with this program but would like the club to start looking for her replacement. We discussed how we could bring more attention to the program so members are aware of how they can help and what is needed from transportation to including the student in activities, and placement in homes during the year.
  - b. New Member Proposal – James Hockenberry: Motion June 2<sup>nd</sup> James  
  
Volunteered to help with the Parade
  - c. New Member Proposal – Matthew Wilson Motion James V 2<sup>nd</sup> Don (Don sponsor and Mentor)
  - d. New Member Proposal – Vikki Plagens Motion Don 2<sup>nd</sup> James (Don Sponsor Gail Mentor)

- e. District Conference Sponsorship- Gold \$5000 Motion June 2<sup>nd</sup> Penny with additional \$2500 ( \$250 for 10 members) set aside to members that go to the event . They have to pay for the conference 1<sup>st</sup> provide a paid receipt prior to getting reimbursed.
  - f. 2024 Business Awards Dinner- We have a member that volunteered to sponsor a table and will send out a sign up genius to attend the event. Will ask membership If there is any other interest in sponsoring an additional table if the interest to attend is there.
- XI. ANNOUNCEMENTS/COMMUNICATIONS June stated inductions for new members will be March 8<sup>th</sup> and we will ask Doug Willet to help with video for 100<sup>th</sup> year event
- XII. ADJOURNMENT: Motion James 2<sup>nd</sup> Don

VIII. a

**Porman, Chris**

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**From:** mailservice@dacdb.net on behalf of Goldsen Susan E. <mailservice@DACdb.net>  
**Sent:** Thursday, March 7, 2024 9:05 AM  
**To:** Porman, Chris  
**Subject:** ROTARY - Grant Management seminars announce for March 20th and March 25th, 2024

Dear Chris,

Greetings!

Grant Management seminars are coming soon!

If you are planning to apply for any grants during the upcoming Rotary year Grant cycle, you must have at least one person attend one of these Grant Management Seminars

Please sign up today!



2024 Rotary Foundation  
Grant Management Seminar

**March 20, 2024**  
**March 25, 2024**  
**7:00 PM**  
**Online via Zoom**

At least one club member must attend a seminar to be eligible to apply for grants.  
Click [HERE](#) for registration links.

March 20th Registration link <https://us02web.zoom.us/meeting/register/tZUkdOmprigoGNw7EsngHSSanbiFVnya748g>

March 25th Registration link

<https://us02web.zoom.us/meeting/register/tZYpfumtrDIqGNbsWpk4dO2oVboQIMqCdwsH>

We look forward to having a informative session and having clubs participating in Grants for the coming Rotary year. Remember at least one club member from each club must attend this seminar.

Best regards,

PDG Sue Goldsen  
DRFC Chair.

# Rotary

Club of Plymouth



X, a

## Membership Proposal Form Part 1 (To Be Completed by Applicant)

Thank you for your interest in the Rotary Club of Plymouth, we are delighted to meet you! Please complete the following form to help us get to know you, and help us learn how you can work to continue our 100-year legacy of service to our community.

First Name: Alexandra

Last Name: Kamer

Mailing Address: 11139 Gold Arbor Rd.

Primary Telephone Number : 317-610-6723

Preferred Email Address: [alexandramiller317@gmail.com](mailto:alexandramiller317@gmail.com)

Proposed Membership Classification:  
Individual

Do you know any current or previous members of the Rotary Club of Plymouth? If so, please list their name(s): N/A

### **Affiliations (fill out all that apply)**

Nonprofit

Nonprofit Name: Roots Montessori School

Role: Director of Development

Location: 14492 Sheldon Rd. Plymouth, MI 48170

Rotarians contribute to their communities by putting Service Above Self. Please share any other examples of your service to the local, national or international community.

Service and philanthropy have been essential parts of my life for as long as I can remember. As a child growing up in Indianapolis, I raised funds for the American Heart Association's annual Heart Walk each year, and served as an advocate for congenital heart disease. I was also introduced at a young age to service and missions through church, and have dedicated a great deal of time to these efforts over the years - locally, nationally, and internationally.

As an adult, I moved to Michigan and have been involved as a volunteer leader with the SE MI Congenital Heart Walk, a volunteer leader with Michigan Fertility Alliance, and a volunteer with Michigan Support Circle. I completed a masters degree in philanthropic

studies from the IUPUI Lilly Family School of Philanthropy. I recently began a new job as the Director of Development at Roots Montessori in Plymouth, but prior to that I spent 10 years fundraising at University of Michigan. The majority of that time was spent raising money and awareness for children's and women's health.

Please briefly share your motivation to become a member of the Rotary Club of Plymouth. What do you bring to Rotary?

I live with my family in Plymouth and am excited to get more involved locally, especially now that I get to work where I live. We love it here! We spend most of our free time as a family in downtown Plymouth, and we're members of First Presbyterian Church of Plymouth. I am eager to network and get to know community leaders, and to make the community more aware of Roots Montessori. My background in fundraising and nonprofits will make me an asset to the Rotary Club of Plymouth. I was raised in a family where contributing to the good of the community was expected, and I'm hoping to be able to do just that here. My dad has been an actively involved Rotarian in Greenwood, IN for many years and I look forward to following his example.

What are some of your hobbies and interests?

I have two small children, so my time is more limited than ever! We love to travel as a family and do outdoor activities - walking, biking, hiking. We're constantly exploring Michigan and enjoy trying new restaurants, parks, etc. I love to cook and bake, and I love to read - mostly audiobooks these days! I also like crafting and any opportunity to be creative.

If rejoining or a former Rotarian, list previous club information:

Club Name:

Dates:

Previous Rotary Membership ID:

Recent Transfer (One Year or Less): Yes No

I hereby certify that I am qualified for active membership by my current or former status as a business, professional, or community leader, or as a Rotary Foundation alumnus /a, and by having a place of business or residence within the club's locality or surrounding area.

I understand that, if accepted for membership, it will be my duty to exemplify the Object of Rotary in all my daily contacts and activities and to abide by the constitutional documents of Rotary International and the club. I agree to pay annual dues of \$330.00 for an individual, \$450.00 for a corporation, in accordance with the club bylaws. I hereby give permission to the club to publish my name and proposed classification, if applicable, to its membership.

Applicant's E-Signature: Alexandra M. Kamer

Preferred method for follow up to this application:

Email



Once you have completed the application, save this document and email it to our Club

President at **info@plymouthrotary.org**. If you have a Rotary Club member nominating you for membership, send your completed form to them for submission. You will be contacted by someone on the membership committee.



### Part 2 (To be Completed by Club Administration)

#### A. Membership Committee Person assigned to shepherd this applicant through the process:

Name: Date Assigned:

Name of Sponsored Club Member (If Applicable):

#### B. To Be Completed by Club Secretary (MM/DD/YY)

Classification: Individual Business

Received by Secretary:

Contacted former Rotary club (if former Rotarian):

In Good Standing Not in Good Standing

Submitted to Board: Board decision received:

Approved Disapproved

Proposed to Club:

(If any objection is filed, the Board should address the issue at its next meeting)

Final Approval by Board:

#### C. To be Completed by Membership Committee

Date applicant contacted regarding club decision:

Orientation Meeting Scheduled for:

Signed form and annual dues received (forward to Club Secretary):

Mentor Assigned to new Member:

Overall Committee Area Assigned to New Member:

Club Administration Membership Public Image Service Projects Rotary Foundation Date Introduced to

Club:

D. To be Completed by Club Secretary

Admitted to Membership: Entered into Member Access:

Rotary Magazine subscription: The Rotarian Rotary Regional magazine

# Rotary

Club of Plymouth



X.B

## Membership Proposal Form

Part 1 (To Be Completed by Applicant)

Thank you for your interest in the Rotary Club of Plymouth, we are delighted to meet you! Please complete the following form to help us get to know you, and help us learn how you can work to continue our 100-year legacy of service to our community.

First Name: Kirk

Last Name: SIVIC

Mailing Address: 7850 Charrington Dr, Canton, Mi 48187

Primary Telephone Number: (734) 363 2792

Secondary Telephone Number: (734) 363-2302

Preferred Email Address: ksivic@aol.com

Residence  Business

Proposed Membership Classification:  Individual  Business\* \*Fill Out Corporate Membership Application

Do you know any current or previous members of the Rotary Club of Plymouth? If so, please list their name(s): N/A

### Affiliations (fill out all that apply)

Business

Business Name: Steri-Clean Detroit

Title: CEO

Address: 41210 Joy Rd, Plymouth, Mi 48170

Nonprofit

Nonprofit Name:

Role:

Location:

Community Organization

Organization Name:

Role:

Location:

Rotarians contribute to their communities by putting Service Above Self. Please share any other examples of your service to the local, national or international community.

Volunteered for United Way - Day of Caring.  
Volunteered for local HOA

# Rotary

Club of Plymouth



Please briefly share your motivation to become a member of the Rotary Club of Plymouth.  
What do you bring to Rotary?

Looking to help improve the Plymouth/Canton community for the betterment of All.

What are some of your hobbies and interests?

~~Reading~~ Playing with my dogs.

If rejoining or a former Rotarian, list previous club information: N/A

Club Name:

Dates:

Previous Rotary Membership ID:

Recent Transfer (One Year or Less):  Yes  No

I hereby certify that I am qualified for active membership by my current or former status as a business, professional, or community leader, or as a Rotary Foundation alumnus /a, and by having a place of business or residence within the club's locality or surrounding area.

I understand that, if accepted for membership, it will be my duty to exemplify the Object of Rotary in all my daily contacts and activities and to abide by the constitutional documents of Rotary International and the club. I agree to pay annual dues of \$330.00 for an individual, \$450.00 for a corporation, in accordance with the club bylaws. I hereby give permission to the club to publish my name and proposed classification, if applicable, to its membership.

Applicant's E-Signature:

*[Handwritten Signature]*

Preferred method for follow-up to this application:

Phone  Email  Text

Once you have completed the application, save this document and email it to our Club President at [info@plymouthrotary.org](mailto:info@plymouthrotary.org). If you have a Rotary Club member nominating you for membership, send your completed form to them for submission. You will be contacted by someone on the membership committee.

X.c

## Club Board

2023-2024

		Elected	Re-Elect	End
Pres	Chris Porman	2019	2022	2025
Pres-Elec	James Geitzen	2020	2023	2026
Secy				
Treas	James Van Horn	2018	2021	2024
	Penny Joy	2018	2021	2024
	Carol Souchock	2018	2021	2024
	Candice Towers	2022	2025	2028
	Paul Opdyle	2018	2021	2024
	Jane Kirchgatter	2022	2025	2028
	Diane Harrison	2023	2026	2029
	Don Saenen	2023	2026	2029

2 Candidates needed for each Director Seat  
Incumbent can be counted as 1 candidate.

Uy want to rerun for Board after  
term expires.

X.O

**Porman, Chris**

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**From:** Plymouth Rotary <info@plymouthrotary.org>  
**Sent:** Monday, February 26, 2024 10:55 PM  
**To:** Porman, Chris  
**Subject:** Chamber - Volunteer of the Year nominations - Need by April 15  
**Attachments:** 2024 VOLUNTEER OF THE YEAR NOMINATION FORM.docx

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**From:** Sheri Frader <sheri@plymouthmich.org>  
**Sent:** Monday, February 26, 2024 10:34 AM  
**To:** Sheri Frader <sheri@plymouthmich.org>  
**Subject:** Volunteer of the Year nominations - Need by April 15

The Plymouth Community Chamber of Commerce will recognize Volunteers of the Year from our local nonprofit organizations and service clubs at the **Showcase and Taste of Plymouth on Monday, May 6, 2024**. We hope your organization will provide us with at least one volunteer that we can honor on stage at the end of the evening.

The 33<sup>rd</sup> Showcase and Taste of Plymouth is a celebration of Plymouth with food vendors providing samples and business vendors offering raffle prizes. The event is from **5-7:30 at St. John's Resort** and attracts about 700 people.

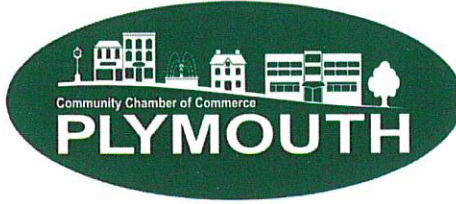
Honorees will receive certificates on stage, recognizing them as your volunteer of the year. **We ask that you complete the attached form to provide us with the name of your volunteer of the year by April 15** to receive a certificate signed by our US Congresswoman. Those who reply after April 15 will receive a certificate from the Chamber. All Volunteers of the Year will receive two complimentary tickets to attend the event. Two weeks before the event, we will contact the Volunteers of Year to provide them information about attending to receive their honor.

If you are not the person who should receive this email, please let us know who else we need to contact and an email address or contact information, if available.

Thank you for considering submitting an honoree(s) for Volunteer of the Year from your organization.

--

Sheri Frader  
Plymouth Community Chamber of Commerce  
850 W. Ann Arbor Trail, Plymouth, MI 48170  
734-453-1540



**SHOWCASE PLYMOUTH  
2024 VOLUNTEER OF THE YEAR**  
(PLEASE PRINT CLEARLY)

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Name of award winner (As it will appear on certificate)

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Telephone #

email

---

Address

---

City

State

Zip

**Organization Information**

---

Organization Name

Contact Person

---

Telephone #

email

**PLEASE MAIL, EMAIL or FAX BY April 15, 2024**  
**Plymouth Community Chamber of Commerce**  
**850 W. Ann Arbor Trail**  
**Plymouth, MI 48170**  
**sheri@plymouthmich.org**  
**Fax: (734) 404-6026**

X.e

**BYLAWS**  
**FOR THE**  
**"ROTARY CLUB OF PLYMOUTH, MICHIGAN (U.S.A.) INCORPORATED"**  
**A MICHIGAN NON-PROFIT CORPORATION**  
**OPERATING UNDER THE ASSUMED NAMES OF**  
**"PLYMOUTH ROTARY CLUB" AND "ROTARY CLUB OF PLYMOUTH"**  
**ADOPTED FEBRUARY 14, 2023**





**Bylaws  
of the  
Rotary Club of Plymouth, Michigan (U.S.A.), Incorporated  
Operating Under the Assumed Name(s)  
of  
"Plymouth Rotary Club" and "Rotary Club of Plymouth"**

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**Article 1 Definitions:**

- |                          |   |
|--------------------------|---|
| 1. Club:                 | Rotary Club of Plymouth, Michigan (U.S.A.), Incorporated, operating under the assumed name(s) of "Plymouth Rotary Club" and "Rotary Club of Plymouth" |
| 2. Board:                | The Board of Directors of the Club  |
| 3. Director:             | A member elected or appointed to the Club's Board   |
| 4. Voting-Director(s):   | A Director or Directors who has/have the power to vote.   |
| 5. Member(s):            | Any/all Club member in good standing, other than an honorary member.  |
| 6. RI:                   | Rotary International  |
| 7. Year                  | The twelve-month period ending June 30 <sup>th</sup> .  |
| 8. President:            | The person elected by the Board as president.   |
| 9. President-Elect:      | The person elected by the Board as president-elect.   |
| 10. Treasurer            | The person elected by the Board as treasurer.   |
| 11. Secretary:           | The person elected by the Board as secretary.   |
| 12. Quorum;              | The minimum number of eligible voters required to be present when a vote is taken.  |
| 13. Plurality:           | Approval by the greatest number of votes, even if not a majority  |
| 14. Majority:            | Approval by at least 51% of eligible voters   |
| 15. Super Majority:      | Approval by two-thirds (2/3rds) of eligible voters  |
| 16. Executive Secretary: | The person appointed by the Board as the Executive Secretary  |
| 17. General Election:    | An election by Club Members   |
| 18. Special Election:    | An election by Voting Director(s)   |
| 19. Club Constitution:   | The constitution, as adopted by the Club.   |
| 20. Rules of Order:      | The "Robert's Rules of Order," currently in effect or as may be amended.  |

## Article 2 Board:

The governing body of the Club shall be the Board. The Board shall consist of *not less than nine (9) Directors*, each of whom shall *be* entitled to one (1) vote a/k/a "Voting-Director(s), and a **President**, who shall *not* be considered as a Voting-Director(s), unless there is a tie vote on any proposal [e.g., where there is a tie vote by the Voting Director(s)]. In addition, one of the Directors shall be elected by members of the board to serve as President-Elect. Also, in addition, one of the Directors shall be elected by members of the board to serve as President-Nominee; who will also serve as the Secretary of the board. Further, the Board may appoint the Club's immediate past-president and the **Executive Secretary** to act as *advisors* to the Board, but *neither* of said persons shall be considered as a **Director**, nor have the *power to vote*. Directors shall be elected or appointed in accordance with Article 3 of these Bylaws.

## Article 3 Elections and Terms of Office

**Section 1** — One month before elections, members nominate candidates for any open director position. The nominations may be presented by a nominating committee, by members from the floor, or both.

**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 5** – The terms of office for each role are:

**President** – one year

**President Elect** – one year

**Treasurer** – three years, with option to be elected for second three-year term.

**President-Nominee/Secretary** – one year

**Director** – three years, with option to be elected for second three-year term.

The term of office following successful election is three years. A director may run for a second, consecutive, three-year term. Following the second, consecutive, three-year term, a Director, shall not seek re-election for a period of three years so as to encourage other club members to seek election.

The Board of Directors shall elect its own officers from its current membership by the end of January for the following fiscal year. A nominating committee, consisting of current Board Members may be appointed by the sitting President. The nominating committee will assemble a slate of proposed Officers for the next fiscal year. Proposed Officer positions will be Secretary, Treasure, President Nominee, and President Elect. The slate of officers will be presented and voted on at any regular or special meetings of the Board of Directors. The President Elect is expected to serve as the Club President for the next fiscal year.

**Section 2** – *Election Procedures* In any General Election, *at least two (2) candidates must be included on the election ballot for each Director position to be filled*, and any *incumbent Director who is eligible to run again may be included as one of said two candidates*. Ballots shall be distributed in a manner and time deemed appropriate by the Board. So long as ballots have been distributed to *at least two-thirds (2/3rds)* of Members, the election shall be considered valid, and those persons receiving the greatest number of votes, by a *plurality vote*, shall be seated as the Director(s) for the upcoming year.

## Article 4 Duties of Officers:

**Section 1** — *President*. It shall be the duty of the President to preside at meetings of the Club and the Board and to perform other duties as determined by the Board or as otherwise set forth in these Bylaws. Additionally, the President shall be required to cast a tie-breaker vote.

**Section 2** — *President-Elect*. It shall be the duty of the President-Elect to serve as a Director and to perform such other duties as determined by the Board. It shall also be the duty of the President-Elect to serve as President in the President's absence. Further, it shall also be the duty of the President-Elect to perform a review and present considerations to the board on any change of the bylaws on an annual basis.

**Section 3** — *Treasurer*. It shall be the duty of the Treasurer to serve as a Director and serves as Chief Financial Officer of the Club, accounting for it to the Club annually and at any other time upon demand by the Board, and to perform other duties as pertains to the office of Treasurer (e.g., signing of bank or credit union check and other documents,

signing tax returns). Upon vacating from the office, the Treasurer shall turn over to the incoming Treasurer or to the President all funds, books of accounts, or any other Club property.

**Section 4 – Secretary.** *It shall be the duty of the President-Nominee to serve as Secretary of the board, as well as serving as Director to the club. It shall also be the duty of the Secretary to record and preserve the minutes of such meetings.*

Section 5 – Past President. It shall be the duty of the Past President to serve as an advisor to the Board should the Board request but is not a voting member of the Board.

Section 6 – Executive Secretary. It shall be the duty of the Executive Secretary to serve as the business manager for the Club and support the President and others in their Club duties. This position is appointed by the Board and is not a voting member of the Board.

#### **Article 5 Club and Board Meetings:**

**Section 1 – Annual Meeting.** An annual meeting of this Club shall be held at a time decided by the Board, at which time the election of Director(s) to serve for the upcoming Year shall occur.

**Section 2 – Meeting Date(s).** The regular weekly meetings of the Club shall be held on the day set by the Board, due notice of any changes in or canceling of the regular meeting shall be given to all Members.

**Section 3 – Quorum at Club Meetings.** **The physical or online presence of One-third (1/3<sup>rd</sup>)** of the Club membership shall constitute a *Quorum* at the annual and regular meetings, and no meeting shall be considered an official meeting unless a Quorum is present. No official votes may be taken and recorded unless 1/3 of the club membership is present.

Section 4 – Board meetings are held each month on a day and time set by the board. A *special meeting* of the Board may be called by the President *or* two any (2) Voting-Director(s) on an "*as needed*" basis.

Section 5 – *Quorum at Board Meetings.* The presence of *two-thirds (2/3's)* of all Voting Director(s) shall constitute a Quorum at regular and special meetings of the Board, and no decision by the Board shall be effective unless *a Quorum is present*. A Director may be considered as "*present*" if he or she *physically present at the meeting or otherwise is in direct communication with the Board either by telephone, facsimile, video, e-mail, or other electronic means.*

Section 6 – Each board member is required to inform the President of the Club in anticipation of an absence, including the reason of the absence. If a board member is absent four (4) times within a 12-month period or absent two (2) times in a row without contacting the President, the President will notify the board. The board may take formal action to accept the resignation and declare the seat vacant. In the event that there is a vacancy, the board will follow the election process in Article 3 for vacated positions.

#### **Article 6 Fees and Dues:**

Section 1 – *Admission Fee* The membership admission fee, if any, shall be set by the Board and shall be paid by the new member upon acceptance into membership.

Section 2 – *Membership Dues.* The membership dues shall be set by the Board and shall be payable semiannually on the first day of July and of January, with the understanding that a portion of each semiannual payment shall be applied to each Member's' subscription to the RI official magazine.

#### **Article 7 Method of Voting:**

Section 1 – *Board Voting.* Unless otherwise stated in these Bylaws, no proposal before the Board shall be considered as "*approved*" unless there is a *Quorum* of Voting Director(s), and the proposal is approved by a *plurality* of the Voting Director(s) present. For purposes of *voting*, a Director shall be considered present and have the right to cast his/her vote if he/she is either physically present or in communication with the Board at the time of the meeting *by telephone, proxy, facsimile, video, email, or other electronic means.*

Section 2 — *Member Voting.* Unless otherwise stated in these Bylaws, no proposal before the Club shall be considered *as "approved"* by the Members unless *at least one-third (1/3rd)* of the Members *are present*, and the proposal is approved by *a plurality* vote of those Members. For purposes of voting, *"present"* shall mean that the Member is physically present or in direct contact with the Executive Secretary or any Director by *telephone, proxy, facsimile, video, email, and other electronic means, such as by voting through the Club's website, if available.* Any vote cast *after* the time designated for the vote *will not be counted.*

#### Article 8 Five Avenues of Service:

The five (5) Avenues of Service are the philosophical and practical framework for the work of Rotary. They are Club Service, Vocational Service, Community Service, International Service, and New Generations. The Club will be active in each of the five Avenues of Service.

#### Article 9 Committees:

Section 1 - Club committees are charged with carrying out the annual and long-range goals of the Club based on the five (5) Avenues of Service. The President, President-Elect, and immediate Past President should work together to ensure continuity of leadership and succession planning. When feasible, committee members should be appointed to the same committee for an appropriate number of years to ensure consistency. The President-Elect is responsible for appointing committee members to fill vacancies, appointing committee chairs, and conducting planning meetings prior to the start of his/her Year in office.

It is recommended that the chair have previous experience as a member of the committee. Standing committees should be appointed as follows:

- Membership  
This committee should develop and implement a comprehensive plan for the recruitment and retention of members.
- Club Public Relations  
This committee should develop and implement plans to provide the public with information about Rotary and to promote the Club's service projects and activities.
- Club Administration  
This committee should conduct activities associated with the effective operation of the Club.
- Service Projects  
This committee should develop and implement educational, humanitarian, and vocational projects that address the needs of its community and communities in other countries.

Additional ad hoc or standing committees may be established by the Board ***as needed.*** *Such committees would be organized under one of the four committees listed above (Membership, Club Public Relations, Club Administration, Service Projects).*

***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.***

#### Article 10 Finances:

**Section 1 – Budget** Prior to the beginning of each Year or as soon as possible thereafter, the President shall prepare, and the Board shall consider a budget of estimated income and expenditures for the Year, which shall stand as the limit of expenditures for these purposes, unless otherwise ordered by action of the Board.

Section 2 — ***Deposit of Funds.*** The Treasurer or Executive Secretary shall deposit all Club funds in a bank, credit union, or other financial institution or brokerage firm named by the Board. The Club funds shall be accounted for as the Board determines reasonable.

**Section 3—Payment of Bills.** All bills shall be paid by Executive Secretary only when approved by the Board. All bills paid are reported to the Treasurer and the Club Board. Disbursement of funds (*e.g.*, checks) shall require the signatures of two person(s) appointed by the Board (i.e. – President, Executive Secretary, Treasurer, etc.).

**Section 4 — Board Approval of Financial Statements.** A review and approval of all financial transactions shall be made by the Board at its regular monthly meeting.

Section 5 — *Collection of Member Dues.* The fiscal Year of this Club shall extend from 1 July to 30 June, and for the collection of Members' dues shall be divided into two (2) semiannual periods, extending from 1 July to 31 December, and from 1 January to 30 June. The payment of per capita dues and RI official magazine subscriptions shall be made on 1 July and 1 January of each Year based on the membership of the Club on those dates.

**Article 13 Method of Electing a New Member to the Club:**

**Section 1 — Name Submitted to Board.** The name of a prospective member, proposed by a Member in good standing of the Club, shall be submitted to the President, who will forward the information to the Executive Secretary. A transferring or former member of another club may be proposed to active membership by the former club. The proposal shall be kept confidential except as otherwise provided in this procedure.

Section 2 — *Review of Membership Requirements*-The Board shall ensure that the proposal meets all the membership requirements of the Club Constitution.

Section 3 — *Approval/Disapproval.* The Board, by **Majority vote**, shall approve or disapprove the proposal **within 60 days** of its submission and shall notify the **proposer** of its decision through the Membership Chair or Club Secretary. If the decision is **unfavorable**, the proposer may request to appear before the Board at its next monthly meeting to **appeal** the Board's disapproval. After the appeal, the Board shall vote **without** non-Board Members being present, on whether to approve or disapprove the proposal.

Section 4 — *Notice of Expectations Upon Approval.* If the decision of the Board is **favorable**, either initially or after an appeal by the proposer, the prospective member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership. Following such procedure, the prospective member shall be requested to sign the membership proposal form and to permit his/her name and proposed classification to be published to Members.

Section 5 — *Admission After Publication.* If no written objection to the proposal, stating reasons, is received by the Board from any Member of the Club within seven (7) days following publication of information about the proposed member, the proposed member shall be considered to have been admitted to the Club's membership, contingent upon said person paying his/her **new member induction fee and Club dues**.

If **any** objection to membership has been filed with the Board, the **objector** may appear before the Board at its next monthly meeting to explain his/her objection and to answer any questions of the Board. **Then**, the Voting Director(s), by its **Super Majority** vote and without any non-Board member being present, shall approve or disapprove the proposed member for membership. If approved, then upon payment of the new member admission fee and Club dues, the proposed member shall be considered to have been admitted to the Club's membership. If the membership proposal is disapproved, the proposal shall be considered as final, and the person **may not be proposed again for membership for at least two (2) years**.

For purposes of this Article 13, the voting procedure set forth in Article 7, Section 1, shall be followed, **except to the extent modified in this Article 13.**

Section 6 — *New Member Induction.* Following the election, the President shall arrange for the new member induction, **at which time the new member shall be presented with his/her membership card, new member Rotary literature, and invoice for the new member admission fee and Club dues.** In addition, the President or Executive Secretary shall report the new member information to RI and the President or representative of the Membership Committee shall assign a Member to assist with the new member assimilation into the Club, as well as to assign the new member to a Club project or function, as needed.

Section 7 — *Honorary Member.* The Club may elect, in accordance with the Club Constitution, honorary members proposed by the Board.

Section 8 - *Revocation of Membership* - Upon the Super Majority vote of the Voting Director(s), a Member's membership may be revoked, so long as such action is not inconsistent with the Club Constitution. If membership is revoked, there shall no refund of dues or other monies paid by the Member.

Article 14 Resolutions:

The Club shall not consider any resolution or motion to commit the Club on any matter until the Board has considered and approved it.

Article 15 Format of Board Meetings:

- Meeting called to order
- Roll Call
- Correspondence
- Secretary's Report
- Treasurer's Report
- Executive Secretary's Report
- President's Report
- Old Business
- New Business
- Adjourn

The President, with Board approval, shall have the right to modify the format of Board meetings. Further, unless a particular procedure is prescribed in these Bylaws, the Rules of Order shall be followed for conducting fair and orderly Board meetings.

Article 16 Amendments:

These Bylaws *may be amended* by the **Super Majority** vote of the **Board**, following a period of no less than seven (7) days once the proposed changes to the bylaws were provided to all voting members of the club.

No amendment or addition to these Bylaws may be made which is not in harmony with the Club Constitution, vis-a-vie amendments to RI's standard club constitution, or RI's Constitution, RI's Bylaws, RI's Code of Policies, or other governing instruments (collectively, "*RI's governing instruments*"). Moreover, any amendment to RI's governing documents which mandate a change to these Club Bylaws shall be deemed an amendment hereto, without the need for any action by the Club or its Board of Directors. Further, any amendment to RI's governing documents which recommend (but not mandate) a change to these Club Bylaws also shall be deemed an amendment hereto, without the need for any action by the Club or its Board of Directors, to the extent that such recommended change does not directly conflict with any existing provision in these Bylaws.

These Bylaws *supersede any prior Club Bylaws*.

Adopted: March 8, 2024

President: \_\_\_\_\_

X.F

# Rotary Club Park Improvements

City of Plymouth Department of Municipal Services

2024 Modernization Project

## Repairs + Updates

### Existing Drinking Fountain Replacement

Elkay ADA Compliant EZH20 Outdoor Drinking Fountain w/Bottle Fill + Pet Bowl

2024 Price from web \$ 6,180.60

Misc Plumbing Pipe & Connectors

\$ 300.00

\*City DMS Labor to install as match\*

**Estimated Cost for Drinking Fountain Replacement \$ 6,480.60**

### Existing Park Sign Replacement

Upper Level Graphics Wood and Vinyl Ground Mounted Two Sided Sign

2024 Price Quote \$ 5,000.00

\*City DMS Labor to install as match\*

**Estimated Cost for Park Sign Replacement \$ 5,000.00**

## Replacement

### Existing 2-12 Age Group Playground Structure

Option 1: Replace existing equipment with two new structures, a 5-12 age group composite structure & a dedicated 2-5 age group structure

Miracle Recreation/We Build Fun "Mega Tower w/ climbing wall" & "Tot's Choice"

2023 Price Quote from Lions club project \$ 124,885.13

Miracle Recreation Supervised Community Build

2023 Price Quote from Lions club project \$ 11,000.00

Misc rental equipment, materials, etc

\$ 2,500.00

\*City DMS Labor to install as match\*

Option 1: Safety Surfacing, Engineered Wood Fiber

135 CY Superior Groundcover Inc Certified Playground Safety Surface Material

2023 Price Quote \$ 4,455.00

**Option 1: Estimated Cost \$ 142,840.13**

Option 2: Replace existing equipment with one new 2-12 age group structure

Miracle Recreation/We Build Fun "Kids Choice/Center Stage"

2023 Price from catalog \$ 62,500.00

Miracle Recreation Supervised Community Build

2023 Price Quote from Lions club project \$ 6,000.00

Misc rental equipment, materials, etc

\$ 2,500.00

\*City DMS Labor to install as match\*

Option 2: Safety Surfacing, Engineered Wood Fiber

50 CY Superior Groundcover Inc Certified Playground Safety Surface Material

2023 Price Quote \$ 1,650.00

**Option 2: Estimated Cost \$ 72,650.00**



Existing Brick/Concrete Pathways

4" Thick Concrete Sidewalk

1750 SF of ADA Compliant 5 Ft wide walkways connecting public sidewalk, play structures, swingset, and pavilion

2023 City Sidewalk Bid \$ 26,250.00

\*City DMS Labor to prep for install by contractor as match\*

**Estimated Cost for Sidewalk Replacement \$ 26,250.00**

Enhancement

Add Pergola/Shade Structure to Drinking Fountain area

Country Lane 10'x10' Traditional Wood Gazebo

2024 Price from web quote \$ 6,005.00

Misc Fasteners, Rental equipment, etc

\$ 500.00

\*City DMS Labor to install as match\*

**Estimated Cost for New Gazebo \$ 6,505.00**

Add Flag Pole

Rocket Enterprises 30' Aluminum Pole w/5'x8' Flag inc. Installation

2023 Price Quote \$ 2,700.00

Misc Materials

\$ 100.00

**Estimated Cost for New Flag Pole \$ 2,800.00**

Add Electrical System + Security Lighting at Pavilion & pathways

DTE Energy Underground Electric Service

2024 Price Quote from OV project \$ 200.00

Green Electrical Contractors Furnish and Install Electrical Panel w/Enclosure, Meter, Cutoff, Outlets+Lights at Pavilion, Light poles & fixtures at pathways

2024 Price Quote from Kiwanis project \$ 17,000.00

Misc Materials

\$ 500.00

\*City DMS Labor to install/assist electrician as match\*

**Estimated Cost for New Electrical System + Lights \$ 17,700.00**

Add Safety Fence at Perimeter of Play area

Upright Fence Furnish and Install 200 Ft of 48" Aluminum Picket Fence

2023 Price Quote from Penniman Fence Repair \$ 12,000.00

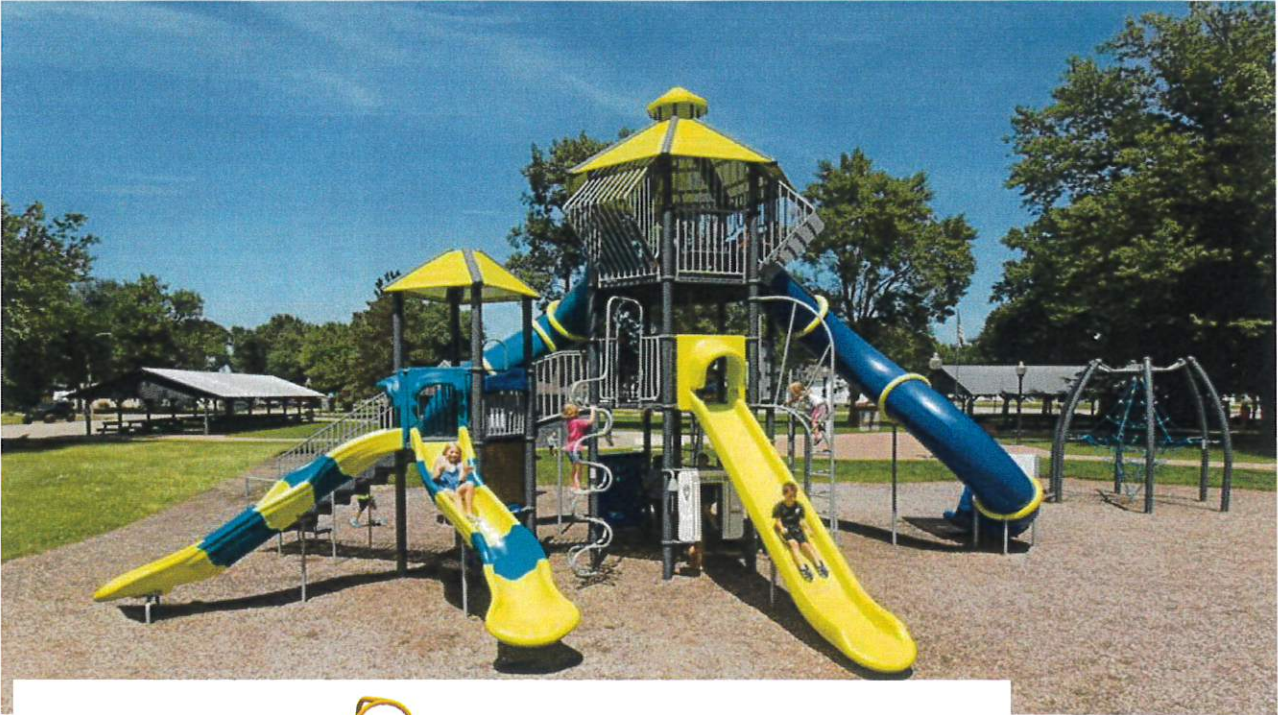
\*City DMS Labor to prep and assist fence contractor as match\*

**Estimated Cost for New Safety Fence \$ 12,000.00**

**Total Cost w/ Option 1: \$ 219,575.73**

**Total Cost w/ Option 2: \$ 149,385.60**

Option 1: Example Photos (Source: www.miracle-recreation.com)



Option 2: Example Photo (Source: www.miracle-recreation.com)

