

Bylaws of the Rotary Club of Chico Sunrise

Article I Definitions

1. Board: The Board of Directors of this club.
2. Director: A member of this club's Board of Directors
3. Member: A member, other than an honorary member, of this club.
4. RI: Rotary International
5. Year: The twelve-month period that begins on 1st July.

Article 2 Board

The governing body of this club shall be the board consisting of the President, and six (6) members of this club, elected in accordance with Article 3, Section 1 of these bylaws.

Article 3 Election of Directors and Officers

Section 1 – The members of the Board of Directors of this club, other than the President, shall each serve for a two (2) year term with three (3) new directors being elected each year (plus any vacancies that occur).

Section 2 – To be eligible for membership on the Board of Directors, other than as an officer, a member must fulfill the following qualifications:

- (a) Have been in the Rotary Club of Chico Sunrise for one (1) or more years at the time of the election,
- (b) Outgoing President is not eligible, as he or she participates as a Board Advisor.
- (c) Incoming officers for the new term will not be eligible to serve on the board during their term in office,
- (d) Have not been a board member within the last one (1) year,
- (e) Not be classified as Senior Active Excused, and
- (f) Not be classified as Honorary Member.

Section 3 – Ballots listing the names of eligible members shall be prepared annually by the Secretary using the criteria of Article I, Section 2.

Section 4 – A list of the names of the eligible board members shall be e-mailed to all members. Any eligible member not wishing to serve will be asked to contact the Secretary immediately to have their name removed.

Section 5 – Balloting for the members of the Board of Directors, other than the President, shall be done in January of each year. At the next meeting after the names have been distributed, six (6) nominees shall be selected by the club membership by secret ballot on the ballot as prepared under Article I, Section 3 & 4. At the following regular meeting, three (3) directors, as determined under Article I, Section 1, shall be elected by the club membership by secret ballot from the six (6) nominees selected at the previous regular meeting.

Section 6 – The nominating committee will present a candidate to the Board each year by March 15th, for President Nominee.

(b) Special criteria for selection of the President shall be that the member has served on a past or present Board of Directors or is a past or is the present Secretary, or Treasurer.

(c) President-elect will be encouraged, but not required, to attend the international conference.

Section 7 – No election is required for the Secretary or the Treasurer, as the selection and appointment of the Secretary and Treasurer shall be made by the President-Elect. No one person may serve as Secretary or Treasurer for more than two (2) consecutive years, without at least a two (2) year break. If the Board of Directors determines that sufficient extenuating circumstances exist, by a majority vote, they may make an exception, but for no more than three consecutive years.

Section 8 – A vacancy in the Board of Directors or any office shall be filled by action of the remaining members of the Board of Directors.

Section 9 – A vacancy in the position of any officer-elect or director-elect shall be filled by action of the remaining members of the Board of Directors.

Article 4 Duties of Officers

Section 1 --- *General*. The officers of this club shall be the president, president-elect, the secretary and the treasurer.

Section 2---*President*. It shall be the duty of the president to preside at meetings of the club and board and to perform such other duties as ordinarily pertains to the office of president.

Section 3 --- At the discretion of the president, other members of the club may be appointed to preside at the regular meetings of the club in the absence of the president.

Section 4 --- *President Elect*. It shall be the duty of the president-elect to attend President-Elect Training Seminar (PETS). He or she will also be responsible for appointing such committees and committee chairperson(s) required to accomplish the goals and objectives of the club and president-elect for his or her year.

Section 5 — *Secretary*. It shall be the duty of the secretary to keep the records of membership, , send out notices of meetings of the club, board and committees, record and preserve the minutes of such meetings, make the required reports to RI, including the semiannual reports of membership, which shall be made to the general secretary of RI on January 1st and July 1st of each year, and including prorated reports to the general secretary on 1 October and 1 April of each active member who has been elected to membership in the club since the start of the July or January semiannual reporting period, the report of changes in membership, which shall be made to the general secretary of RI, collect and remit to RI subscriptions to *THE ROTARIAN*, and perform such other duties as usually pertain to the office of secretary.

Section 6 — *Treasurer*. It shall be the duty of the treasurer to have custody of all funds, accounting for it to the club annually and at any other time upon demand by the board and to perform such other duties as pertain to the office of treasurer. Upon retirement from 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 7 – *Board*. Only the board members will vote on motions put before the Board. In the case of a tie, the President will cast the tie-breaking vote.

Article 5 Meetings

Section 1 — *Annual Meeting.* An annual meeting of this club shall be held in April of each year, at which time the names of the newly elected president and the newly appointed secretary shall be announced.

Section 2 — The regular weekly meetings of this club shall be held on Thursdays at 6:45 a.m. Due notice of any changes in or canceling of the regular meeting shall be given to all members of the club. All members excepting an honorary member (or member excused by the board of directors of this club, pursuant to article VIII, section 2 (b) of the constitution of this club) in good standing in this club, on the day of the regular meeting, must be counted as present or absent. A member may not miss more than five (5) meetings without a makeup during each six-month period of July 1st-December 31st and January 1st-June 30th.

Section 3 – One-third of the membership shall constitute a quorum at the annual and regular meetings of this club.

Section 4 – Regular meetings of the board shall be held each month on a day and time as established by the Board of Directors at the beginning of each year. Special meetings of the board shall be called by the president, whenever deemed necessary, or upon the request of two (2) directors, due notice having been given.

Section 5 – A majority of the directors shall constitute a quorum of the board.

Article 6 Fees and Dues

Section 1 — The admission fee shall be payable in an amount as determined by the board each year and shall be payable quarterly with meal payments..

Section 2 — The annual membership dues shall be an amount as determined by the board each year and shall be payable as determined by the board with the understanding that the subscription cost to The Rotarian magazine shall be applied to each member's annual dues.

Section 3 – All Members will be Paul Harris Sustaining Members on an annual basis.

Article 7 Method of Voting

The business of this club shall be transacted by voice vote except the election of directors, which shall be by ballot. The board may determine that a specific resolution be considered by ballot rather than by voice vote.

Article 8 Four Avenues of Service

The four Avenues of Service are the philosophical and practical framework for the work of this Rotary club. They are Club Service, Vocational Service, Community Service, and International Service. This club will be active in each of the four 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 four Avenues of Service. The president-elect, president, 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 two 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 the year in office. It is recommended that the chair have previous experience as a member of the committee.

Section 2—Nominating Committee. The president shall appoint each year a nominating committee, to be chaired by a board member of the club, for the purpose of presenting a candidate or candidates to the Board of Directors for election to the Office of President, as set forth in Article 1, Section 6, of these bylaws. The Chair will then select up to four fellow Members to form the nominating committee. One carryover member from the prior year will be included on the nominating committee.

Section 3 – Avenues of Service – Each avenue of service – Club Service, Vocational Service, Youth Service, Community Service and International Service – shall have committees representing particular phases within each respective avenue with committee chairs reporting to the board. Committees and their chairs shall be appointed by the president with said appointments being subject to the approval by the board.

(e) The president shall be an *ex officio* a member of all committees and, as such, shall have all the privileges of membership thereon.

(f) Each committee shall transact such business as is delegated to it in the bylaws and such additional business as may be referred to it by the president or the board.

Except where special authority is given by the board, such committees shall not take action until a report has been made to the board and approved by the board.

Article 10 Leave of Absence

Upon written application to the board, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the club for up to two months. The member can reapply for one extension of up to another two months. Member must keep up with monetary requirements for the club during this time. (Note: Such leave of absence does operate to prevent a forfeiture of membership; it does not operate to give the club credit for the member's attendance. Unless the member attends a regular meeting of some other club, the excused member must be recorded as absent except that absence authorized under the provisions of article VIII, section 2(a) of the constitution of this club is not computed in the attendance record of the club.)

Article 11 Finances

Section 1 — Prior to the beginning of each fiscal year, the board shall prepare 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. The budget shall be broken into two separate parts: one in respect of club operations and one in respect of charitable/service operations.

Section 2 — The treasurer shall deposit all funds of the club in such bank(s) to be named by the board.

Section 3 — All bills shall be paid only by checks signed by the board authorized check signers upon vouchers signed by the president. A thorough review by a certified public accountant or other qualified person shall be made once each year of all the club's financial transactions.

Section 4 — Officers having charge or control of funds shall give bond as may be required by the board for the safe custody of the funds of the club, cost of bond to be borne by the club.

Section 5 — The fiscal year of this club shall extend from July 1st to June 30th.

Article 12 Method of Electing Members

Section 1 — The name of a prospective member, proposed by an active member of the club, shall be submitted to the Membership Chair in writing. A transferring or former member of another club may be proposed to active membership by the former club. The proposal for the time being shall be kept confidential except as otherwise provided in this procedure.

Section 2 — Upon receipt of the application, the committee reviews the application to ensure that the proposed member meets the qualifications to be a member. Those qualifications are that the proposed member must be a business owner or partner, or be a professional (doctor, lawyer, etc.) with his/her own practice or partnership, or be a manager in an organization with broad authority, exercising significant management discretion, or retired from such a position. Once the application has been reviewed for these qualifications, the committee shall e-mail all members the name of the proposed member for voting.

Section 3 — If a current member knows the proposed member they may vote either "yes" or "no". Proposed member must receive three "yes" votes.

Section 4 — The Committee will count the votes. Any proposed name receiving three yes votes without a no vote will be accepted as passed.

Section 5 — If the decision of the vote is favorable, the prospective member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership, following which the prospective member shall be requested to sign the membership proposal form. The Membership Chair will pass the decision of the proposed back to the President who will then notify all concerned.

Section 6 — That person, upon payment of the admission fee (if not honorary membership), as prescribed in these bylaws, shall be considered to be elected to membership. If any such objection has been filed with the board, it shall vote on this matter at its next meeting. If approved despite the objection, the proposed member, upon payment of the admission fee (if not honorary membership), shall be considered to be elected to membership.

Section 7 — Following the election, the president shall arrange for the induction of the new member; the club secretary shall issue a membership card and shall report the new

member to RI; and the Rotary information committee shall provide appropriate literature for presentation at the induction and assign a member to assist in the assimilation of the new member.

Section 8 – A new member will first wear a temporary red badge in addition to their Blue Name Badge. Upon completion of eight items out of ten items on the Red Badge Program list, the President will remove the red badge in a ceremony. If the new member has ever been a member of another Rotary club, the requirement will be to complete six out of the ten items.

Section 9 – If there is a No vote during the vote, the Committee will contact the proposing member of the rejection, and he or she can petition the Board for a review of the reasons for the rejection.

Section 10 – The Board will offer to hear the reason for the rejection from the objecting member(s). After hearing the reasons for a rejection, the Board will then ask the proposing member to address them with a response to the rejection. The Board will then vote to reject or accept the applicant, or request additional information be obtained to further review the applicant.

Article 13 Membership Classification

Section 1 – Classifications are determined at the time of entry into the club.

Section 2 – Once retired, classification will be the same as the last classification held before retirement.

Section 3 – If owner/manager status changes after becoming a member, the member will be entitled to stay in the club.

Section 4 – If classification changes while a member, a reclassification is allowed, regardless of the 10% rule.

Section 5 – Senior Active Excused Classification is available only to existing club members after five (5) years of service with our club and meeting the Rule of 85, whereby the Rotary years of Service and the age total at least 85.

Section 6 – Members who are employees of non-profit organizations or a public sector employee are limited to a maximum of five (5) memberships in each classification.

Article 14 Resolutions

No resolution or motion to commit this club on any matter shall be considered by the club until it has been considered by the board. Such resolutions or motions, if offered at a club meeting, shall be referred to the board without discussion.

Article 15 Order of Business

Meeting called to order.

Introduction of visiting Rotarians and guests.

Announcements.

Club Business.

Program.

Adjournment.

Article 16 Amendments

These bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been provided to each member at least ten (10) days before such meeting. No amendment or addition to these bylaws shall be made which is not in harmony with the club constitution and with the constitution and bylaws of RI.

Revised: August 31, 2017

