

Code of Bylaws of the Rotary Club of La Porte, Indiana

Article 1. Purpose.

These bylaws supplement the Standard Rotary Club Constitution and establish common club practices. The name of this organization shall be Rotary Club of La Porte. The club has been established to pursue the Object of Rotary, carry out successful service projects based on the Five Avenues of Service, contribute to the advancement of Rotary by strengthening membership, support The Rotary Foundation, and develop leaders beyond the club in the greater La Porte area.

Article 2. Mission of Rotary International.

The mission of Rotary International is to provide service to others, promote integrity, and advance world understanding, goodwill, and peace through its fellowship of business, professional, and community leaders

Article 3. Mission of the Rotary Club of La Porte.

The mission of the Rotary Club of La Porte is to bring community leaders together to improve the quality of life in the community and the world.

Article 4. Definitions

1. Board: The club's board of directors
2. Director: A member of the club's board of directors
3. Member: A member of the club, other than an honorary member
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. Rotary Year: The 12-month period that begins on 1 July

Article 5. Board of Directors

Section 1. Description

The governing body of this club is its board of directors, consisting of the president, immediate past president, president-elect, vice president, secretary, treasurer, the immediate past president and six at-large members.

Section 2 Nominating Process

The president, president-elect and the immediate past president shall serve as the Nominating Committee, preparing a slate of officers and directors by May 1 of each year for action by club membership.

Section 3. Terms of Office

The term of office for club officers is one year. Presidents, presidents-elect and vice presidents may be re-elected for one additional one-year term. There is no limitation on the number of terms the secretary and treasurer may serve.

Section 4. Attendance

Participation by each member of the board of directors is important if the board is to carry out its governance functions effectively. It is clear that there are times when members cannot attend meetings of the board due to illness or conflicting commitments. When such situations arise, it is important that those members communicate in advance of the meeting with the President or Secretary and explain the reason for non-attendance. In the event of the following situations where the member does not have a reason for absences that is acceptable to the board of directors, the board may consider the member to have resigned from the board and proceed with selecting his or her replacement without further action.

1. The member has three consecutive unexcused absences from regularly scheduled or properly called meetings of the board.
2. The member misses one-third of the total number of such board meetings in a twelve-month period.

--Amendment adopted by the Board of Directors on May 13, 2020

Article 6. Duties of the Officers

- a. President. The president presides at club and board meetings.
- b. Immediate Past President. The immediate past president serves as a director on the club board and an advisor to the president and president-elect.
- c. President-Elect. The president-elect prepares for his or her year in office and serves as a director.
- d. Vice President. The vice president presides at club and board meetings when the president is absent.
- e. Secretary. The secretary keeps membership and attendance records. He or she also bills members for payment of dues and fees and reports delinquencies of three months or more to the Board of Directors for action. All official records of the club are in the custody of the Secretary.
- f. Treasurer. The treasurer oversees all funds and provides an annual accounting of them.
- g. Directors. Directors attend club and board meetings.

Article 7 Meetings

Section 1 — An annual meeting of this club is held no later than 30 June to elect the officers and directors who will serve for the next Rotary year.

Section 2 — Club meetings are held at least semi-monthly 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.

Section 4 -- Unless otherwise restricted by Rotary International and subject to the provisions required or permitted by law or these bylaws for notice of meetings, members may participate in and/or hold a meeting of the Board of Directors or club membership utilizing conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting by such means shall constitute presence in person at the meeting.

--Amendment adopted by the Board of Directors on May 13, 2020

Article 8. Dues

Annual club dues are \$200. They are due and payable by June 30 of each year for the ensuing Rotary year. Annual club dues include RI per capita dues, a subscription to The Rotarian, district per capita dues, club fees, and any other Rotary or district per capita assessment.

Article 9 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. At its option, the board may also require a ballot for a vote on some resolutions.

Article 10 Committees

Section 1 — Club committees coordinate their efforts to achieve the club's annual and long-term goals

Section 2 — The president is an ex officio member of all committees and, as such, has all the privileges of membership.

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 11 Finances

Section 1 — Before each fiscal year starts, the board is to 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 fund-raising proceeds and 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 and report the results to the Board of Directors.

Section 5 — Club members will receive an annual financial statement of the club.

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

Section 7. Disbursements of \$500 or more for expenditures not specifically included in the board-approved budget will require the written approval of the Treasurer or President and at least one additional member of the board of directors.

--Amendment adopted by the Board of Directors on May 13, 2020

Article 12 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 application is referred to the Membership Committee for review and a recommendation for action by the Board of Directors.

Section 3 — The board approves or rejects the candidate's membership within 30 days and notifies the proposing member of its decision.

Section 4 — If the board approves the candidate's membership, the prospective member is invited to join the club a formal initiation ceremony is scheduled.

Article 13. Honorary Membership

Section 1--The club may elect honorary members based on the following criteria:

- a. Member must have been classified as an active member for 20 years in the Rotary Club of La Porte or another Rotary Club. Certain exceptions may apply and be determined by the Board of Directors.
- b. Member must be in good standing.
- c. Member must have had an active leadership position in the Club or Rotary Works Foundation. Active is defined as club officer or board member, committee chairperson.
- d. Member must have monetarily contributed to the Rotary International Foundation to earn at least one Paul Harris Fellow. Contributions to the Rotary Works Foundation will also be considered.
- e. There is no term limit and all past Honorary Members are grandfathered in.

Section 2—Honorary Members shall:

- a. be exempt from paying dues.
- b. not vote.
- c. not hold any club office.
- d. not hold classifications; and
- e. be entitled to attend all meetings and enjoy all other privileges in the club, but have no rights or privileges in any other club, except to visit without being a Rotarian's guest

--Amendment adopted by the Board of Directors on March 13, 2020

Article 14. Leaves of Absence

Section 1--Upon written application to the Board of Directors, setting forth good and sufficient cause, a leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time. While under the status of leave, the member's financial obligation to the club shall be limited to payment of RI quarterly dues. The preferred leave of absence for will be for a period of six months at which time the member is required to either apply for a six-month extension or notify the club of the member's decision to resign from the club due to unforeseen circumstances.

--Amendment adopted by the Board of Directors March 11, 2020 and further amended on May 13, 2020

Article 15 Amendments

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice to each member 10 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.

Section Renumbered by the Board of Directors on March 11, 2020

Approvals:

Board of Directors: June 19, 2019, March 13, 2020, May 13, 2020

Club Membership:

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