

RESIGNATION POLICY AND LEAVES OF ABSENCE

1. A club member seeking to transfer membership to another Rotary club must first submit a request for resignation from the Marion Club.
2. Any request for resignation from the club (including resignations for the purpose of transferring membership to another Rotary club) must be submitted in writing and delivered to a club officer.
3. The officer receiving the resignation will note the date of receipt of the written request and forward that date and the written request to the club's Secretary as soon as possible.
4. Club Secretary will notify the club President of the request for resignation. The President will place the request on the agenda of the next regularly scheduled meeting of the board of directors or on the agenda of a special meeting of the board of directors that may be called for the purpose of acting on the request for resignation. The board should attempt to act on the request for resignation as soon as possible, so a special meeting of the board should be held for this purpose at the next regular club meeting.
5. Resignations are considered complete and effective as of the date the board of directors approves the request for resignation; however, the resigning member will only be charged for meals and dues that are due and owing as of the date the request for resignation was originally delivered to, and received by, a club officer.
6. Resigning members must pay his or her final bill for meals and dues within 30 days of billing.
7. If a bill becomes delinquent for more than 30 days, the Club Treasurer will attempt to contact the resigned member for payment of the delinquent charges. After that time, the account is considered "past due". The Club Treasurer will continue to attempt to collect past due amounts, but past due amounts will be eliminated after 180 days.
8. Members requesting a Leave of Absence must adhere to Article VI of the Club's By-Laws, as restated and amended from time to time, which current version of Article VI is restated as follows:

ARTICLE VI

Leave of Absence

SECTION 1 – Written Application. Upon written application to the Board, a member who is current on all dues and meal payments may be excused from weekly attendance for temporary periods caused by out-of-town job assignments, travel, hospitalization, family obligation or other circumstances. During this leave of absence, the member shall be responsible for all dues payments but shall not be charged for the meals.

SECTION 2 – Starting Date. The application for a leave of absence must be submitted prior to the starting date of the requested leave.

SECTION 3 – Duration. The initial period of a leave of absence shall be not less than three months or more than six months. After the initial period(s), additional periods may be granted upon receipt of a written request to the Board of Directors.

The above policy on Resignations and Leaves of Absence was approved by the Board of Directors of the Marion Rotary Club on December 18, 2018.

Patti Garner, Secretary