

# Bylaws of the Rotary Club of Coronado

## Article I. Definitions

- (a) Board- The Board of Directors of this Club
- (b) District- Rotary District 5340
- (c) Club- Rotary Club of Coronado
- (d) Director- A member of this Club's Board of Directors
- (e) Member- A member, other than an honorary member, of this Club
- (f) RI- Rotary International
- (g) Year- The twelve-month period that begins on 1 July
- (h) Foundation- Rotary International Foundation
- (i) Club Foundation- Rotary Club of Coronado Foundation a 501 c3 organization EIN: 33-0383371

## Article II. Office

Section 2.01 Primary Offices- The offices of the Club are at 1000 Orange Ave., Coronado, CA 92118. The Board is authorized to change or move the principle offices of the Club at anytime. The principal offices of the Club will be located in the same place as the offices of the Rotary Club or Coronado.

Section 2.02 Other Offices- The Board may establish other offices at any time in or at any place or places.

## Article III. Board

Section 3.01 The governing body of this Club shall be the Board of directors consisting of the president, president-elect, secretary, treasurer, immediate past president and six directors all elected positions.

## **Article IV. Election of Directors and Officers**

Section 4.01 At the annual meeting there shall be elected the president, president-elect, secretary, treasurer and members of the Board of directors.

Section 4.02 Nominations- At a meeting of the Board of directors held at least two months prior to the annual meeting of the Club, the president, with the approval of the Board of directors, shall appoint five Club members who shall act as a nominating committee for the purpose of nominating a president (normally the serving president-elect), a president-elect, a secretary, a treasurer and three members to serve as directors for two-year terms. This committee shall be chaired by a past president and shall be comprised exclusively of past presidents.

Section 4.03 The nominating committee shall make its report to the president and Board at least thirty days prior to the annual meeting and the president shall read the report of the nominating committee to the membership at four meetings prior to the annual meeting.

Section 4.04 In addition to nominations made by the nominating committee any member of the Club in good standing may at any meeting, two weeks prior to the date of the annual meeting, nominate any member in good standing for any of the offices above named. Honorary members may not nominate or be nominated for any Board or officer position.

Section 4.05 The election of the officers and directors of this Club shall be by written ballot except in those cases where there is no contest by reason of only one nomination. Where there is only one nominee for an office after full opportunity to make nominations, as provided by these bylaws, then and in that event the nominee will have been elected to fill the subject office.

Section 4.06 All ballots shall provide for the election of a president, president-elect, secretary, treasurer and three directors for one two year term. The officer candidates for president, president-elect, secretary, and treasurer receiving the most votes shall be declared elected to their respective offices. The three candidates for director receiving the largest number of votes shall be elected as directors for two years.

- (a) The officers and directors, so elected, together with the immediate past president and the directors elected the preceding year for two-year terms, shall constitute the Board of directors. The newly elected president, with the approval of the new Board,

shall appoint some member to act as sergeant-at-arms prior to the beginning of the next Rotary year.

Section 4.07 A vacancy in the Board or any office shall be filled by action of the remaining members of the Board as soon as possible.

Section 4.08 A vacancy in the Board of directors-elect or any officer-elect shall be filled by action of the remaining members of the Board as soon as possible.

Section 4.09 All newly elected Board members should attend the annual District Assembly before taking office.

Section 4.10 In the event of the temporary absence or disability of the president, the president-elect shall act as president. In the event of the death, resignation or permanent disability of the president, the Board of directors shall elect a president to serve for the remainder of that Rotary year in accordance with the provisions of Article IV.

Section 4.11 In the event of a vacancy among the other officer or director positions, the Board shall take action to fill the position as soon as possible.

Section 4.12 The Board of directors may appoint an executive director who may be paid compensation fixed by the Board. The executive director shall serve at the pleasure of the Board and need not be a member of the Club.

Section 4.13 The Board of directors may also appoint an administrative associate to the executive director who may also be paid compensation fixed by the Board.

Section 4.14 The executive director and associate shall perform such duties as prescribed by the Board of directors.

## **Article V. Duties of Officers**

Section 5.01 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 pertaining to the office of president.

Section 5.02 President-elect- It shall be the duty of the president-elect to serve as a member of the Board. In the absence of the President of directors of preside over the meetings of the Club and Board.

Section 5.03 Secretary- It shall be the duty of the secretary to keep the records of membership, record the attendance at meetings, send out notices of meetings of the Club, Board and committees, record and preserve the minutes of such meetings and make the required reports to RI. These include semiannual reports of membership on 1 July and 1 January annually, and prorated reports on 1 October and 1 April of each active and past service member who has been elected to membership in the Club. Rotarian subscriptions are also required to be reported to RI to ensure all members receive subscription.

Section 5.04 Treasurer- It shall be the duty of the treasurer to have custody of all funds, accounting for same to the Club annually and to the Board monthly and at any other time upon demand by the Board and to perform such other duties as pertaining 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 5.05 Immediate Past President- It shall be the duty of the immediate past president to provide corporate memory and counsel to the other officers and directors; to assist the president and president-elect as required; to provide the Board guidance in regard to bylaws, constitution and articles of incorporation matters; to coordinate funding for and attend the Past Presidents' Dinner and other past presidents' council events; and organize and lead the final meeting of the Rotary year following his/her presidency

## **Article VI. Meetings**

Section 6.01 Annual Meeting- An annual meeting of this Club shall be held on the first Wednesday of December each year, at which time the election of officers and directors to serve for the ensuing year shall take place. The Board of directors may change the date of the annual meeting and the election of officers for good cause, but shall not set the date later than the thirty-first day of December of each year.

Section 6.02 The regular weekly meetings of this Club shall be held on Wednesday at 12:10 p.m. In an emergency or for good cause, the Board of directors may:

- (a) Change the regular meeting of any week to a different day of the same week, or to a different hour of the same day, or
- (b) Cancel the regular meeting of any week because it falls on a legal holiday, or because of the death of the Club president, or because of an epidemic or disaster affecting the entire community.
- (c) Due notice of any changes in or canceling of the regular meeting shall be given to all members of the Club.
- (d) All members must be counted as present or absent, and attendance must be evidenced by the member's being present for at least sixty (60) percent of the time devoted to the regular meeting, either at this Club or at any other Rotary Club.

Section 6.03 One-third of the membership shall constitute a quorum at the annual and regular meetings of this Club.

Section 6.04 Regular meetings of the Board shall be held each month on a day as determined by the Board of directors each year. Special meetings of the Board shall be called by the president, whenever deemed necessary, or upon the request of two (2) members of the Board, due notice having been given.

Section 6.05 A minimum of six (6) of the Board members shall constitute a quorum of the Board.

## **Article VII. Fees and Dues**

Section 7.01 The admission fee shall be paid before the proposed member can qualify as a member.

Section 7.02 The membership dues are payable annually on the first day of July. A portion of annual dues will be applied to the subscription to the ROTARIAN magazine.

Section 7.03 Members are considered delinquent if membership dues and admission fees have not been paid in full sixty (60) days after induction or sixty (60) days after July 1 whichever occurs first.

Section 7.04 Membership in the Club is forfeit after sixty (60) days and member name is removed from Club role.

Section 7.05 A ten (10) percent discount will be granted for annual payments received in full on or before the last day of July.

Section 7.06 From time to time the Board may be required to raise dues. Dues may only be raised by the membership voting at a regular meeting to increase dues. Notice of increase must be presented to the club at three consecutive meetings and emailed and or mailed to all members before a vote may take place.

## **Article VIII. Method of Voting**

Section 8.01 The business of this Club shall be transacted by word of mouth voting, except the election of officers and directors, which shall be by ballot or as prescribed in Article IV.

## **Article IX. Committees**

Section 9.01 The president shall, subject to the approval of the Board, appoint the following standing committees and a chair for each from the membership of the Board of directors:

- (a) Club Service Meetings Committee
- (b) Club Special Events Committee
- (c) Committees of the President-elect
- (d) Vocational Service Committee
- (e) Community Service Committee
- (f) International Service Committee
- (g) Rotary International Foundation Committee

Section 9.02 The president shall, subject to the approval of the Board, also appoint such committees on particular phases of Club service, committees of the president-elect, vocational service, community service, international service and foundation activities as deemed necessary.

Section 9.03 The Club service committees, committees of the president-elect, vocational service committee, community service committee, international service committee and the Rotary International foundation committee shall each consist of a chair and not less than two (2) other members.

Section 9.04 The president shall be ex officio member of all committees and, as such, shall have all of the privileges of membership thereon.

Section 9.05 Where feasible and practicable, in the appointment of committees, there should be provision for continuity of membership, either by appointing one or more members to a second term or by appointing one or more members to two-year terms.

Section 9.06 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.

Section 9.07 The president may appoint one or more committees dealing with various aspects of youth activities, which, depending on their respective responsibilities, may be under any, or all, of the vocational service, community service or international service committees

Section 9.08 Club Service Committees

(a) Club Service Meetings Committee

(b) The chair of the Club Service Meetings Committee shall be responsible for all Club meeting activities and shall supervise and coordinate the work of the committees appointed on particular phases of Club service meetings.

(c) The Club service meetings committee shall consist of the chair of the Club service meetings committee and the chair of all committees appointed on particular phases of Club service meetings.

(d) The president shall, subject to the approval of the Board, appoint the following committees on particular phases of Club service meetings:

1) Attendance Committee

2) Club Bulletin Committee

3) Program Committee

4) Sergeant-at-Arms Committee

(e) Committees on other phases of Club service meetings may also be established.

Examples may be clothing sales, invocations and flag salutes, greeters, lunch tickets, food service and raffle.

(f) Club Service Special Events Committee

(g) The chair of the Club service special events committee shall be responsible for all Club fellowship and special event activities and shall supervise and coordinate the work of the committees appointed on particular phases of Club service special events.

(h) The Club service special events committee shall consist of the chair of the Club service special events committee and the chair of all committees appointed on particular phases of Club service special events.

(i) The president shall, subject to the approval of the Board, appoint the following committees on particular phases of Club service special events:

(j) Fellowship Committees

(k) District Events Committee

(l) Christmas Committees

(m) Fund Raising Committees

Section 9.09 Committees of President-elect- These committees shall be the membership committee, the family of Rotary committee and the public relations committee, all of which shall perform their duties under the supervision of the president-elect, who shall report to the Board of directors on all of their activities.

Section 9.10 Vocational Service Committee

(a) chair of the vocational service committee shall be responsible for all vocational service activities and shall supervise and coordinate the work of the committees appointed on particular phases of vocational service.

(b) The vocational service committee shall consist of the chair of the vocational service committee and the chair of all committees appointed on particular phases of vocational service.

- (c) The president shall, subject to the approval of the Board, appoint such other committees as required to support particular phases of vocational service activities such as educational committees, Rotary Youth Leadership Awards (RYLA), Four-Way Test Speech Contest, Job Fair, Senior Fair and Career Day.
- (d) The vocational committee chair shall implement and oversee youth protection policies in accordance with the district policies.

#### Section 9.11      Community Service Committee

- (a) The chair of the community service committee shall be responsible for all community service activities and shall supervise and coordinate the work of all committees appointed on particular phases of community service.
- (b) The community service committee shall consist of the chair of the community service committee and the chair of all committees appointed on particular phases of community service.
- (c) The president shall, subject to the approval of the Board, appoint such other committees as required to support particular phases of community service.

#### Section 9.12      International Service Committee

- (a) The chair of the international service committee shall be responsible for all international service activities and shall supervise and coordinate the work of the committees appointed on particular phases of international service.
- (b) The international service committee shall consist of the chair of the international service committee and the chair of all committees appointed on particular phases of international service.
- (c) The president shall, subject to the approval of the Board, appoint such other committees as required to support particular phases of international service activities such as Youth Exchange, Ambassadorial Scholarships, World Community Service, Clean Water Initiatives, Polio Plus, etc.

#### Section 9.13      Rotary International Foundation Committee

- (a) The chair of the Rotary International foundation committee shall be responsible for coordinating the Club's support of Rotary International in the fulfillment of the Object of Rotary, Rotary's Mission, and the achievement of world understanding and peace through international humanitarian, educational and cultural programs.

## **Article X. Duties of Committees**

Section 10.01 Club Service Meetings Committee- This committee shall develop and execute plans which will guide and assist the members of this Club in discharging their responsibilities in matters relating to Club meetings. The chair of the Club service meetings committee shall be responsible for regular meetings of the committee and shall report to the Board on all Club service meetings activities.

Section 10.02 Attendance Committee- This committee shall develop means for encouraging attendance at all Rotary meetings, including attendance at district conferences, district councils, district assemblies and international conventions by all Club members. This committee shall especially encourage attendance at regular meetings of this Club and attendance at regular meetings of other Clubs when unable to attend meetings of this Club; keep all members informed on attendance requirements; promote better incentives for good attendance; and seek to ascertain and remove the conditions that contribute to unsatisfactory attendance.

Section 10.03 Club Bulletin Committee- This committee shall endeavor, through the publishing of a weekly Club bulletin, to stimulate interest and improve attendance, announce the program of forthcoming meetings, relate highlights of the previous meeting, promote fellowship, contribute to the Rotary education of all members, and report news of its members and of the worldwide Rotary program.

Section 10.04 Program Committee- This committee shall prepare and arrange the programs for the regular and special meetings of the Club.

Section 10.05 Sergeant-at-Arms Committee- This committee shall be responsible for set-up and secure, appropriate decorum and audio/visual operation at all Club events, including meetings. This committee shall also maintain up-to-date badge Boards, assist with the preparation and submission of attendance sheets, maintain the pin and trading banner box and funds, provide name tags and make-up slips at meetings, and assist the president in carrying out the weekly meeting or other Club event.

Section 10.06 Club Service Special Events Committee- This committee shall develop and implement plans which will guide and assist the members of this

Club in discharging their responsibilities in matters relating to fellowship activities and special events. The chair of the Club service special events committee shall be responsible for regular meetings of the committee and shall report to the Board on all Club service special events activities.

Section 10.07 Fellowship Committees- These committees shall promote acquaintance, fellowship, and friendship among the members, promote participation by members in organized Rotary recreational and social activities, and do such work in pursuance of the general object of the Club as may be assigned by the president or the Board.

Section 10.08 District Events Committee- This committee shall provide notice of and coordinate participation in district events for the benefit and fellowship of the general membership.

Section 10.09 Christmas Committees- These committees shall promote Club activities during the holiday season to promote goodwill among Club families, the elderly and children.

Section 10.10 Fund Raising Committees- These committees shall promote the planning and accomplishment of the Club's fund raising events encouraging maximum participation by Club members.

Section 10.11 Committees of the President-elect - The following committees shall operate under the supervision of the president-elect:

(a) Membership Committee.-This committee shall control the process of new member identification, administrative processing, investigation, induction and post-induction membership requirements. This committee may schedule additional checks, interviews, reviews or committee discussions to insure the accuracy of information and eligibility of any proposed member. This committee shall also monitor attrition to determine causes for member resignations and recommend and promulgate effective measures to prevent member loss. Members of the membership committee should not be expected to serve more than three consecutive one-year terms.

(b) Membership Development Subcommittee.-As part of the membership committee, the membership development subcommittee shall meet every quarter to identify eligible members of the community who are not already Club members and make arrangements for their invitation to become a member of the Rotary Club of Coronado.

- (c) Classification Subcommittee As part of the membership committee, the classification subcommittee shall, on or before September 30 of each Rotary year, conduct a classifications survey of the Club, and compile from the survey a roster of filled and unfilled classifications, using the Guide to Classifications as reference; shall review existing classifications within the Club and recommend to the Board corrections/updates as necessary; shall review the proposed classification of each new member candidate for appropriateness; and shall counsel the Board on all classification matters.
- (d) Background Subcommittee As part of the membership committee, the background subcommittee shall conduct a thorough background review of the prospective member to ensure that the prospective member complies with the requirements listed in Article 6 Section 3 of the Club Constitution. The background review shall consist of verification of the personal data submitted by the prospective member, telephone and corresponding contact with references, and a personal interview when there is any doubt about the prospective member's qualifications. The committee shall thoroughly investigate the character, business, social and community standing, and general eligibility of all persons proposed for membership and shall report its recommendations on all applications to the President-elect.
- (e) Red Badge Subcommittee As part of the membership committee, the red badge subcommittee shall maintain and publish regularly the red badge requirements status of each red-badge member, including informing the president-elect, the red badge member, the Club secretary and the Club executive secretary.
- (f) Rotary Information Subcommittee As part of the membership committee, the Rotary information subcommittee shall develop and execute plans that give prospective members information about the privileges and responsibilities of membership in a Rotary Club; give members, especially new members, adequate understanding of the privileges and responsibilities of membership; give members information about Rotary, its history, object, scope and activities; and give members information as to developments in the administrative operation of RI. The Rotary information subcommittee shall conduct a Rotary Information Part 1 session for each prospective Rotarian prior to each member's posting for membership comment or objection. The Rotary information subcommittee shall also conduct a Rotary Information Part 2 session for each new Rotarian. Each session will be conducted in a formal, dignified manner in accordance with the Rotary Information guide sheets.
- (g) Family of Rotary Committee This committee shall take appropriate acts of care and concern on behalf of Club membership in cases of member sickness, bereavement and death. This committee shall also coordinate the activities of the Family of Rotary

Assist Team that offers useful counsel and assistance to surviving spouses of Rotarians in the community.

(h) Public Relations Committee This committee shall maintain positive news media relations; seek publicity for successful service projects and activities; utilize Rotary periodicals and regional media to promote Rotary's aims and accomplishments in the community; encourage Rotarians to inform their families, friends and associates of Rotary's aims and accomplishments; cultivate understanding and support of community leaders, young people and other interest groups; take positive steps to prevent or correct any attitudes in the community that may harm Rotary's reputation and limit its effectiveness: obtain full representation of the news media in its membership.

Section 10.12 Vocational Service Committee- This committee shall develop and execute plans which will guide and assist the members of this Club in discharging their responsibilities in their respective vocations and vocational relationships and in improving the general standards of practice in their respective vocations. The chair of this committee shall be responsible for regular meetings of the committee and shall report to the Board on all vocational service activities.

Section 10.13 Community Service Committee- This committee shall develop and execute plans which will guide and assist the members of this Club in discharging their responsibilities in their community relationships. The chair of this committee shall be responsible for regular meetings of the committee and shall report to the Board on all community service activities

Section 10.14 International Service Committee- This committee shall develop and execute plans which will guide and assist the members of this Club in discharging their responsibilities in matters relating to international service. The chair of this committee shall be responsible for regular meetings of the committee and shall report to the Board on all international service activities

Section 10.15 Rotary International Foundation Committee

(a) This committee shall plan, promote, coordinate and monitor the Club's annual giving program, Every Rotarian Every Year, by encouraging each member to contribute a minimum of \$100 to the Annual Programs Fund of the Rotary Foundation annually. The Club's annual giving campaign shall be initiated during the month of November, The Rotary Foundation Month, and continue until the end of the Rotary year.

(b) This committee shall also monitor individual contributions in support of The Rotary Foundation in order to award appropriate recognition to member donors. Recognition shall be in a dignified manner before a regular meeting or Club assembly. Members may be recognized for being Rotary Foundation Sustaining Members, Paul Harris Fellows, Benefactors, Bequest Society Members and Major Donors.

## **Article XI. Leave of Absence**

Section 11.01 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 a specified length of time, normally not to exceed six months, except as provided in the Club ' s constitution. 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 the Club ' s constitution is not computed in the attendance record of the Club. Leave of Absence does not relieve a member of his/her financial obligations to the Club.

## **Article XII. Finances**

Section 12.01 The treasurer shall maintain a budget, for all revenue and expense pertaining to the Club's operations. The operating budget is promulgated and maintained for the purpose of financing Club operations and administration. The Club is classified as a non-profit organization exempt from federal income tax under section 501 c (4) of the Internal Revenue Code. The budget shall be approved by the Board of directors before July 1 each year.

Section 12.02 The treasurer shall be responsible for depositing all funds of the Club in one or more financial institutions named by the Board.

Section 12.03 All checks in excess of \$500 shall be signed by any two officers or designees of the Board.

Section 12.04 Those officers authorized to sign checks shall be the president, the secretary, the treasurer or designee of the board.

Section 12.05 The executive director may be authorized to sign checks at the discretion of the Board of directors.

Section 12.06 Financial Records

- (a) The Board of directors shall order an audit of the Club's finances when considered necessary by the Board of directors. Before the Board of directors orders an audit, the Club treasurer shall advise the Board of directors of the cost of such audit.
- (b) In lieu of an audit, any member of the Board of directors may request a financial review of Club finances by an ad hoc Financial Records Review Committee. The request for a financial review must then be voted on by the Board.
- (c) The Financial Records Review Committee shall consist of four Club members with the past president two years removed from Club presidency serving as chairperson. The other three members shall be appointed by the chairperson. It is recommended that the members of this committee have accounting, comptroller and/or corporate management backgrounds, if possible. If the past president two years removed is not available, the past president three years removed shall assume the responsibility, and so forth until a past president becomes available.
- (d) There need not be a financial review of the Club's finances on an annual basis.
- (e) If a financial review is deemed necessary the financial review will be conducted and concluded within 90 days of the financial review's approval by the Board of directors.
- (f) The chairperson of the Financial Records Review Committee shall present the results of the financial review at the next regular Board of directors meeting after completion of the financial review.
- (g) The written report of any audit or financial review shall be placed in the Club's historical record for the Rotary year during which the audit or financial review was conducted. The Board of directors shall also make the written report of any audit or financial review available to membership at two successive weekly meetings following the publication of the report.

Section 12.07 The fiscal year of this Club shall extend from July 1st to June 30th, and members' dues shall be collected one (1) time per year.

Section 12.08 A budget will be developed and proposed for approval by the Board on the first Board meeting of the year or before July 31<sup>st</sup>, whichever comes first. It is recommended that the budget be developed in the last quarter of the

preceding fiscal year to ensure accuracy. The budget will include projected revenue and expenses for the coming year, taking into consideration past performance. On completion the budget will be presented to the Club no later than 31 days after the beginning of the fiscal year.

### **Article XIII. Club Foundation**

Section 13.01 The Rotary Club of Coronado Foundation is a separate 501 c (3) organization that is the charitable arm of the Club. The Foundation is a sister organization and exists for the sole purpose of supporting the Rotary Club of Coronado avenues of serve.

Section 13.02 The Club Foundation will manage the majority of charitable giving and finances associated with charitable giving through the Club Foundation, including an endowment fund. All financial records, banking, governance, foundation business, and tax returns will be administered by the Club Foundation Board of Directors.

### **Article XIV. Members**

Section 14.01 This Club shall be composed of adult persons of good character and good business, professional and/or community reputation.

Section 14.02 This Club shall have two kinds of membership, namely active and honorary.

Section 14.03 Election of New Members The following steps shall constitute the procedure for electing new members to this Club. Specific responsibilities for the procedures shall be assigned by the president-elect who shall coordinate the process.

- (a) Identify the candidate. The name of a prospective member, having been proposed by the membership development subcommittee or by an active or past service member in good standing, shall be submitted first to the president-elect.
- (b) Bring candidate to at least two meetings.
- (c) Give the candidate a membership proposal packet.

- (d) Have the sponsor and candidate fill out the personal data sheets in the membership proposal packet.
- (e) Submit the personal data sheets to the president-elect for coordination.
- (f) The classification subcommittee shall consider the eligibility of the proposed member from the standpoint of classification and determine an appropriate classification.
- (g) The background subcommittee shall report the results of due investigation of character, business and social standing and general eligibility of the person proposed for membership.
- (h) The membership committee shall then proceed to vote and, if there is no more than one negative vote cast by the members of this committee, the proposed member shall be considered eligible for membership.
- (i) The Board shall then review the actions of the membership committee and sustain or reject its decisions. If the Board upholds improper findings by the committee, the sponsor shall be notified and the process terminated.
- (j) Schedule Rotary Information I Meeting, ensuring that data base information for the candidate is complete. At the meeting, the proposed member shall be fully informed of the privileges and responsibilities of membership in a Rotary Club and shall reconfirm written permission for the Club to publish his/her name to the membership of the Club.
- (k) The proposed member ' s name, sponsor and proposed classification shall then be published in The COROTATOR.
- (l) If no written objection to the proposal, stating reasons, is received by the Board from any active member of the Club within ten (10) days following publication of the information about the prospective member, that person, as prescribed in these bylaws, shall be considered to be elected to membership.
- (m) If an objection is received, the Board shall consider at a regular or special meeting the objection(s) and proceed to ballot. If there is no more than one negative vote cast by the members of the Board in attendance at the meeting, the proposed member shall be qualified for membership. If the Board finds against the candidate, the sponsor shall be so notified.
- (n) For successful candidates, an induction date shall be arranged with the new member, the sponsor and the president, whereupon the new member shall be formally inducted into the Club and billed for the admission fee and prorated dues.

#### Section 14.04 President-elect's Post Induction Procedures

- (a) Provides data base info and application to the Club secretary, who shall ensure the new member is placed on the COROTATOR mailing list, is entered in the Club directory, and is reported immediately to the district and Rotary International.
- (b) Provides temporary Red Badge to the new member
- (c) Provides information on the new member to the Red Badge Subcommittee
- (d) Schedules Rotary Information 2 meeting

### **Article XV. Resolutions**

Section 15.01 No resolution or motion to commit this Club on any matter shall be considered by the Club until it has been considered by the Club's Board of directors. Such resolutions or motions, if offered at a Club meeting, shall be referred to the Board of directors without discussion.

### **Article XVI. Order of Business**

Section 16.01 The normal order of business for the regular weekly meetings of the Club shall be as follows. However, the president and Board for good and sufficient reasons may alter the format to accommodate special programs and occasions.

- (a) Luncheon
- (b) Meeting called to order; invocation, pledge & singing
- (c) Introduction of visiting Rotarians and guests of Rotarians
- (d) Correspondence and announcements
- (e) Committee reports if any
- (f) Any unfinished business
- (g) Any new business
- (h) Recognition and other light raillery
- (i) Address or other program features.

(j) Adjournment

## **Article XVII. Amendments**

Section 17.01 These bylaws may be amended at any regular meeting, a quorum being present, by two-thirds vote of all members present, provided that notice of such proposed amendment shall have been mailed to each member at least ten days before such meeting and announced at two consecutive regular meetings. Prior to the meeting, the Bylaws Committee and the Board of directors shall review the proposed amendments and shall make a recommendation to the membership concerning approval of the proposal. No amendment or addition to these bylaws can be made which is not in harmony with the constitution and bylaws of RI.

(a) Adopted unanimously March 5, 1953

(b) Amended December 27, 1955

(c) Amended November 29, 1955

(d) Amended February 22, 1961

(e) Amended March 28, 1962

(f) Amended March 3, 1965

(g) Amended March 1, 1967

(h) Amended March 5, 1969

(i) Amended May 28, 1975

(j) Amended January 27, 1986

(k) Amended January 31, 1996

(l) Amended May 18, 2005

Section 17.02 Left Blank

Section 17.03 With the affirmative recommendation of the Bylaws Committee, the Board of Directors of the Rotary Club of Coronado, by the affirmative vote of all of its members present and voting, recommends approval by the members of

