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District 7010

Fellowship Sample Bylaws

**ARTICLE I - NAME**

*Section 1.1.* The name of this Rotary Fellowship shall be       (Rotary Fellowship).

**ARTICLE II - PURPOSE**

*Section 2.1.* The purpose of this Rotary Fellowshipshall be...

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*This Rotary Fellowship shall operate in compliance with Rotary District 7010 policy for Rotary Fellowships, but it shall not be an agency of, or controlled by, Rotary District 7010 or Rotary International.*

**ARTICLE III - MEMBERSHIP**

*Section 3.1.* Membership in the Rotary Fellowship shall be open to all Rotarians, family members of Rotarians, Rotaractors and alumni.

*Section 3.2.* Membership shall be offered on an annual basis. Lifetime memberships may be offered at the discretion of the Rotary Fellowship’s Board of Directors.

**ARTICLE IV - BOARD OF DIRECTORS**

*Section 4.1.* The Rotary Fellowship shall be governed by a Board of Directors with no fewer than five members. The number of directors shall be self-determined by the Rotary Fellowship’s Board. All directors shall be active Rotarians or Rotaractors.

*Section 4.2.* Terms for directors may last from one to two years. Directors’ terms are renewable for up to four years. After four consecutive years of service, directors are ineligible to serve until one year has passed. Terms shall commence on 1 July of the calendar year elected and end on 30 June of the terminal year.

**ARTICLE V - OFFICERS**

*Section 5.1.* The Rotary Fellowship shall be administered by at least three executive officers, one of whom shall be the Chair (administrative head). All officers shall be active Rotarians or Rotaractor. The terms of officers shall be one year and shall coincide with the Rotary year, i.e. 1 July through 30 June.

*Section 5*.2. The officers shall perform the duties and functions usually attached to the title of their respective offices, together with such other duties as may be prescribed by the Rotary Fellowship’s Board of Directors.

**ARTICLE VI - MEETINGS**

*Section 6.1.* An annual meeting of the members shall take place at the District 7010 Conference each year, or elsewhere as determined by the Rotary Fellowship’s Board of Directors. At this meeting the installation of incoming directors and officers and other business shall take place. The exact date, time, and location of the annual meeting of the members shall be set by the Rotary Fellowship’s Board of Directors and announced to the members at least 60 days prior to the meeting.

*Section 6.2.* An annual meeting of the incoming Rotary Fellowship’s Board of Directors shall take place immediately subsequent to the annual meeting of the members.

**ARTICLE VII - ELECTION OF DIRECTORS AND OFFICERS**

*Preface: The goal of this process is to develop new leadership, create unity and promote inclusivity, therefore engaging new members is encouraged.*

*Section 7.1.* A Committee responsible for conducting the annual election shall be appointed by the Rotary Fellowship’s Board of Directors and notice shall be provided to the members. Notice sent by mail or transmitted via email to the last known address of the members shall be considered good and sufficient notice. The Committee shall receive applications for expiring Director positions until a specified deadline, whereupon the process shall be closed. The Committee may also put names forward for election. All names put forward must indicate their willingness to serve by a specified deadline to be considered.

*Section 7.2.* The names of the Applicants for Director positions shall be distributed to the members, along with a voting ballot, at least 30 days prior to the annual meeting of the members. Ballots may be sent by mail or transmitted via email to the last known address of all members in good standing. Ballots shall indicate that they must be returned to the Committee at least seven days prior to the annual meeting.

*Section 7.3.* The Committee shall tally the votes cast and announce the newly elected incoming directors prior to the annual meeting of the members.

*Section 7.4.* At its annual meeting the incoming members of the Rotary Fellowship’s Board of Directors shall meet and elect from its members the incoming officers of the Rotary Fellowship, who shall become officers-elect on the first day of July following their election and shall take office on the next 1 July.

*Section 7.5.* A vacancy in the Rotary Fellowship’s Board of Directors, or any office, shall be filled by action of the Rotary Fellowship’s Board of Directors.

*Section 7.6.* A director or officer may be removed from office by a two-thirds vote of the Rotary Fellowship’s Board of Directors, or, by a two-thirds vote of the membership.

**ARTICLE VIII - FISCAL MATTERS**

*Section 8.1.* The fiscal year of the Rotary Fellowship shall be the same as the Rotary year, i.e.1 July through 30 June.

*Section 8.2.* The Rotary Fellowship’s dues shall be set by the Board of Directors and shall be due on 1 July of each year. The Rotary Fellowship’s dues shall be of a reasonable amount.

*Section 8.3.* Funds shall be deposited in a financial institution approved by the Board of Directors.

**ARTICLE IX - COMPLIANCE WITH RI POLICIES**

*Section 9.1.* The Rotary Fellowship shall comply with Rotary District 7010 Fellowship policy. The Rotary Fellowship’s Board of Directors and executive officers shall familiarize themselves with these policies and any amendments to these policies as adopted by the District 7010 Executive Committee from time to time.