

Bylaws of the Rotary Satellite Club of Stone Mountain Passport

Ratified on November 18, 2022

1. **The Board.** The governing body of this club is its board of directors, consisting of, at a minimum, the chair, immediate past chair, chair-elect, secretary, treasurer, and the chairs of any standing committees.
2. **Qualifications.** Any adult who brings expertise and a desire to serve and otherwise meets the requirements described in the RI Constitution Article 5 is eligible to be a member of the Rotary Satellite Club of Stone Mountain Passport.
3. **Method of electing members.** Prospective members are first approved by the board, and then their names are emailed by the Chair to all members. If no member objects within 7 days, the prospective member is invited to join. Rotarians who are relocating are automatically invited to join unless they were terminated from their previous clubs for a negative reason.
4. **Meetings.** Online board meetings are open to all members and held as needed. Online meetings of the general membership are held monthly. In-person meetings are held as determined by membership.
5. **Attendance.** Members attend the meetings and events of the Rotary Club of Stone Mountain when able. They can also attend meetings and events of other clubs, it is recommended that they contact club leaders in advance to arrange their visit. Members are encouraged to attend our online club meetings at least once per quarter with a minimum requirement of four times per Rotary year, unless excused. To be excused, the member must notify a Board member prior to the missed meeting.
6. **Service.** Members of the Rotary Satellite Club of Stone Mountain Passport are expected to perform a minimum of 8 hours of service per month. Extra hours do not roll forward.
 - a. Section 1 – at each regularly scheduled meeting, each member shall report service hours since the previous meeting in a method established by the club's Chair. If the member will be absent, an electronic record of service

hours shall be emailed to the club Chair or Secretary within one week of the meeting.

- b. Section 2 – Failure to meet the minimum number of hours for three months in the calendar year will result in the member being asked to move to the parent club.

7. **RI registration.** Official members of the Rotary Satellite Club of Stone Mountain Passport pay club, district, and RI dues, and they are listed as active members in RI's records.

8. **Dues.** Club dues for members of the Rotary Satellite Club of Stone Mountain Passport are: \$200 per year, paid bi-annually in June and December
Section 1 - The Membership Dues amount shall be reviewed annually and may be changed by Board vote. Review and changes must occur no later than the May Board meeting. Dues are billed semi-annually, and payable on the first day of the month on a calendar basis.

Section 2 – The Event Fees amount for quarterly mixers and other Club events shall be paid either at the event or in advance, as specified by the event coordinator.

Section 3 - Annual club dues include RI per capita dues, a subscription to Rotary magazine or a Rotary regional magazine, district per capita dues, any other Rotary or district per capita assessment, such as insurance and club fees.

Section 4 – New members shall pay a \$25 fee to cover their new member packet and will be paying club dues at the next billing cycle (January 1 or July 1)

9. **Elections and Terms of Office**

Section 1 – In November, the Club Chair shall ask for nominations by Club members for the positions of Club Chair and Chair-Elect through an electronic method. The Chair may also create a Nominating Committee, consisting of Club members, to assist in obtaining candidates who are eligible, desire such leadership positions, and agree to be a candidate. The Chair will specify a date to close nominations, after which the Chair shall officially present the nominees for the offices of Chair and Chair-Elect.

Section 2 – Before December 31, the nominees for Chair and Chair-Elect shall be presented to the general membership for a vote via electronic method. The

nominee for each office with the majority of the votes shall be declared elected to ~~his/her/their~~ respective office.

Section 3 - At a meeting of the Board in April or May, the member elected as Chair for the next year shall present a proposed slate of Directors to the Board, the Immediate Past Chair, Secretary, Treasurer, and incoming Directors for a vote. Upon approval by a majority action of the Board, the incoming Board of Directors will be declared elected to serve in the next Rotary year.

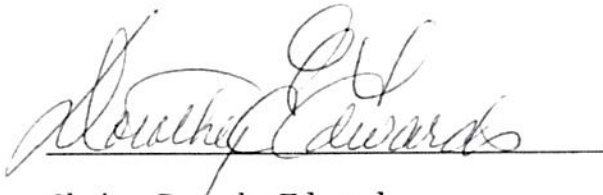
Section 4 – If any officer or Board member vacates his/her/their position, the remaining members of the Board will appoint a replacement.

Section 5 – If any officer-elect or director-elect vacates a position, the remaining members of the Board-elect will appoint a replacement.

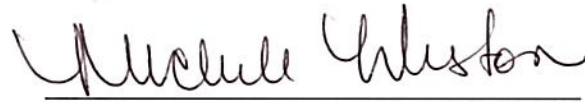
Section 6 – The term of office for all Officers and Directors is one year, however, any Officer or Director may be re-elected and serve as many terms as re-elected.

10. **Committees.** Club committees coordinate their efforts to achieve the club's annual and long-term goals. The Chair is an ex officio member of all committees and, as such, has all the privileges of membership. 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.
 - a. Nominating Committee – appointed annually consistent with the precepts in their bylaws.
 - b. Caring Hands Committee – Tasked with keeping up with members who have special concerns or needs. May also be involved in recruiting members for joint projects. Routine activity will include contacting members who miss two or more meetings and fail to submit volunteer activities and hours during the same period.
 - c. Ad Hoc Committees – may be appointed at the discretion of the Chair. Any such committee whose required activity extends past one calendar year should be considered for permanent status.
11. **Votes and quorum.** The business of this club shall be transacted by electronic vote. A quorum will consist of 51% of club members in good standing.

12. **Amendments.** These bylaws may be amended occasionally by an electronic vote of the club's members. Members must be notified of a proposed amendment at least 7 days before the vote. More than half of the club's members need to vote on the amendment, and two-thirds of those who vote need to approve it in order for the amendment to become part of the bylaws. No amendment or addition to these bylaws that is not in harmony with the constitution and bylaws of RI can be made.

A handwritten signature in cursive script, appearing to read "Dorothy Edwards", written over a horizontal line.

Chair – Dorothy Edwards

A handwritten signature in cursive script, appearing to read "Michele Weston", written over a horizontal line.

Secretary – Michele Weston