

CHAPTER II

THE CLUBS

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2.010. Membership of Clubs in RI

RI is an association of member Rotary clubs and Rotaract clubs, each of which has a direct relationship and common responsibility to the association with no national or other grouping of clubs intervening in the administration and functioning of the clubs as members of RI. Every member club of RI is expected to comply with the provisions of the constitutional documents which provide for the organizational structure and functioning of the club.

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Article 12. Rotaract Clubs

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12.010. Membership in a Rotaract club

A Rotaract club is an organization of young adults who take action through community and international service, learn leadership skills, and participate in professional development.

12.020. Sponsorship

1. A Rotaract club is established following the endorsement of the governor and upon certification and recognition by Rotary International. Its existence depends upon continued recognition by Rotary International.
2. A Rotaract club may be organized, sponsored, and counseled by Rotary club(s) or Rotaract club(s) provided that:
 - a) Rotaract clubs shall be sponsored only by Rotary or Rotaract clubs within the boundaries of the district in which they are located.
 - b) A Rotaract club may be organized and sponsored jointly by up to three Rotary clubs or Rotaract clubs and may be sponsored jointly by more than three Rotary clubs or Rotaract clubs with the governor's approval if, in the governor's considered judgment, the best interests of the district, the sponsor clubs, and the Rotaract club concerned would be effectively served. A joint Rotaract committee should be created with representation from each of the sponsor clubs.
 - c) All sponsor clubs must pay a certification fee of US\$50 for new Rotaract clubs.

12.030. Rotaract Club Base

12.030.1 Rotaract club base

A Rotaract club may be community or university-based.

12.030.2 University-based clubs

Where the Rotaract club is university-based, control and counsel by the sponsor Rotary club(s) shall be exercised in full cooperation with the university authorities, with the understanding that such clubs are subject to the same regulations and policies established by the university authorities for all student organizations and extracurricular activities of the university (or other institution of higher education.)

12.040. Standard Rotaract Club Constitution and Recommended Rotaract Club Bylaws

12.040.1 Standard Rotaract Club Constitution

There shall be a "Standard Rotaract Club Constitution" prescribed by Rotary International and subject to amendment only by the Board of Directors of Rotary International. As a prerequisite of its organization and certification, each Rotaract club shall adopt the "Standard Rotaract Club Constitution" and shall automatically adopt all amendments thereto subsequently made.

12.040.2 Recommended Rotaract Club Bylaws

Each Rotaract club shall adopt bylaws not inconsistent with the "Standard Rotaract Club Constitution" and with policy established by Rotary International.

12.050. Rotaract Club Suspension and Termination

12.050.1 Suspension of Rotaract clubs

1. The general secretary may suspend any club that fails to report club and membership information to RI annually, no later than 30 June.

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2. The general secretary may reinstate any suspended club if such annual reporting is completed by such time as deemed necessary by the general secretary.

12.050.2 Status of Suspended Rotaract Clubs

The suspension of a club will result in the imposition of the following measures until such time that the club has been reinstated:

- a) Club is not authorized to participate in RI events and activities;
- b) Club is not authorized to receive awards or recognition from RI or TRF;
- c) Club will not receive communications from RI.

12.050.3 Termination of Rotaract Clubs

A Rotaract club may be terminated:

1. by Rotary International, with or without the consent, approval or concurrence of the sponsor club(s), for:
 - a) failure to function in accordance with its constitution
 - b) initiating, or maintaining, or retaining in its membership an individual who initiates or maintains litigation against a Rotary district, Rotary International, or The Rotary Foundation, including their directors, trustees, officers, and employee; or
 - c) for other cause
2. by its sponsor club(s); or
3. by the Rotaract club itself upon its own determination.

12.060. Rotaract Marks

Rotaract club members shall be entitled to use and display the Rotaract name and logo in an appropriate and dignified manner during their period of membership in a Rotaract club and shall relinquish such entitlement upon termination of membership in a Rotaract club or upon the termination of the Rotaract club in conformity with the *Rotary Code of Policies* Article 34.060.4.

12.070. Rotaract Club Finances

1. Individual Rotaractors shall pay annual membership fees to their Rotaract club to cover the cost of club administration.
2. Any fees, dues or assessments on the membership of any Rotaract club shall be nominal and shall be only for the purpose of covering the cost of administering the club.
3. Funds for activities and projects undertaken by Rotaract clubs shall be raised by such clubs apart from membership fees, dues or assessments and shall be placed into a separate account.
4. A thorough audit by a qualified person shall be made once each year of all the club's financial transactions.
5. It is the responsibility of the Rotaract club to raise the funds necessary to carry out the program of the club.

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6. Rotaract clubs should not make general solicitations for financial assistance from Rotary clubs or from other Rotaract clubs. Sponsor clubs may provide financial support when mutually agreed upon.
7. No part of the expenses of meetings of Rotaract clubs shall be paid by Rotary International.
8. Rotaract clubs should establish financial guidelines to ensure that all funds are managed in a responsible and transparent manner, including all monies collected to support service projects, consistent with laws and banking regulations in the country, including plans for disbursement of funds should the Rotaract club disband or be terminated.

12.080. Rotaract District Meetings and Activities

12.080.1 District Rotaract Committee

District Governors are encouraged to appoint a district Rotaract committee as noted in the *Rotary Code of Policies* Article 17 section District Committees.

12.080.2 District Rotaract Representative

1. A district with two or more Rotaract clubs must elect a district Rotaract representative from among their membership. The method of election shall be determined by the Rotaract membership, reviewed by the district Rotaract committee, and approved by the district governor in advance of elections. The district Rotaract representative must have served as a Rotaract club president or as a member of the district Rotaract committee for one full term before taking office.
2. In a district with one Rotaract club, the district Rotaract representative shall be the most recent, available past Rotaract club president.
3. The district Rotaract representative will be guided and counseled by the Rotary governor and should work with the district Rotaract committee and other appropriate Rotary district committees.
4. The district Rotaract representative in conjunction with other district leaders, should:
 - a) Develop and distribute a district Rotaract newsletter
 - b) Support and implement leadership training
 - c) Conduct Rotaract promotion and extension activities throughout the district
 - d) Plan and implement service activities (if approved by three-fourths of the Rotaract clubs in the district)
 - e) Provide advice and support to Rotaract clubs in implementing their projects
 - f) Help coordinate joint Rotary-Rotaract activities in the district
 - g) Coordinate public relations activities for Rotaract at the district level
 - h) Plan and implement a training session for Rotaract club officers in the district
5. All election disputes shall be resolved locally by the district governor based on district policy in consultation with the district Rotaract chair. RI will not intervene.

12.080.3 District Rotaract Meetings and Activities

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1. Rotaract clubs may organize district conferences or other meetings beyond the club level, with the approval of the district governor, to bring together all Rotaractors and Rotarians in the district to inspire greater collaboration, discuss important topics, or provide leadership training.
2. No meeting of members of Rotaract clubs beyond the club level shall have any legislative authority nor shall be so organized as to give the appearance of having such authority.
3. At a district Rotaract meeting, a three-fourths majority of the Rotaract clubs in a district may vote to undertake a district service project.
4. Such a project must be approved by the governor, and specific plans and instructions for the administration of the district project must also have the approval of the governor and three-fourths of the Rotaract clubs in the district.

12.080.4 District Rotaract Finances

1. The district should make provisions to fund the administrative activities of the district Rotaract committee.
2. All district Rotaract activities shall be financed by the Rotaract clubs in the district.
3. The cost of district Rotaract meetings shall be minimal and within the financial means of those participating. No expenses of district Rotaract meetings shall be paid by Rotary International.
4. A district Rotaract service fund may be established to raise funds for a district service project. Contributions to such a fund must be voluntary and cannot be made enforceable upon the individual.
5. A service fund must be approved by the governor, and specific plans and instructions for use of the fund must also have the approval of the governor and three-fourths of the Rotaract clubs in the district.
6. The governor must appoint a district fund committee to be responsible for collecting and administering the district fund, such committee to be composed of at least one Rotaractor and one Rotarian from the district Rotaract committee.
7. The district service fund must be kept in a bank account which clearly indicates that the fund is the property of the district Rotaract organization and not the personal property of any individual Rotaractor or Rotaract club.

12.090. Rotaract Multidistrict Information Organizations

Districts may develop a multidistrict organization for the purpose of disseminating information and facilitating communication between Rotaract clubs in the districts concerned, provided that:

- a) there is no objection by the governors of each of the districts concerned; authorization is secured from the general secretary, acting on behalf of the RI Board of Directors,

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- b) to develop and maintain such an organization;
- c) the organization complies with RI policy or is subject to termination of its status by the general secretary on behalf of the RI Board of Directors;
- d) each member district is represented by its district Rotaract representative. Each district Rotaract representative may appoint a proxy, as needed, to carry out the activities of the multidistrict organization;
- e) funds needed to implement the organization's activities (i.e. production and distribution of regional club directories and newsletters, dissemination of Rotaract program information, general correspondence) cannot be made enforceable;
- f) the organization has no decision making or legislative powers, except for decisions concerning the activities of the organization
- g) the organization shall establish a voting mechanism to be reviewed by the district governors.

12.100. Rotaract Multidistrict Meetings and Activities

12.100.1 Multidistrict Rotaract Meetings

1. Meetings of Rotaract club members from more than one district, particularly from districts in more than one country, are to be held under the guidance of the host governor and the district Rotaract committee, and in conjunction with the host district Rotaract representative. Such meetings are subject to the advance approval of the governors of the districts involved. Invitations to governors to hold multidistrict Rotaract meetings must be accompanied by:

- a) information including the date, location, purpose, facilities, program and participants of the proposed meeting;
- b) a copy of the anticipated meeting budget with assurance that the sponsors are in a position to and will assume complete responsibility for contractual and financial obligations inherent in the meeting;
- c) assurance that the planning and implementation of the proposed meeting will be carried out under the direct supervision of Rotaractors and Rotarians;

2. The host club or district must maintain liability insurance for multidistrict Rotaract meetings with coverage and limits appropriate for the geographic location. Evidence of such coverage must be provided to RI or the governor of any participating district upon request.

3. The district Rotaract representative shall inform the RI director(s) for the zone(s).

12.100.2 Multidistrict Rotaract Service Projects

Rotaract service projects involving clubs in two or more districts may be implemented provided that such projects:

- a) are, in nature and scope, within the capability of the clubs and Rotaractors in the districts to undertake successfully without interfering with or detracting from the scope and effectiveness of club activities;
- b) shall not be undertaken initially unless each district Rotaract representative concerned has agreed to such a joint project and then, only after approval of two-thirds of the clubs in each district;
- c) shall be undertaken with the approval of the governors concerned;

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- d) shall be under the direct supervision of the district Rotaract representative concerned; the custody of all funds contributed or collected for such projects shall be the responsibility of the district representatives concerned, through a committee of Rotaractors from within the districts involved, who may be appointed to assist in administering any such project and related funds;
- e) shall involve the participation by Rotaract clubs and/or individual Rotaractors on a voluntary basis, clearly presented as such; the cost of participation by a club or individual Rotaractor, if any, should be kept to a minimum, and not be implicitly or directly made an obligation in the form of a per capita tax, or assessment or otherwise.

12.100.3 INTEROTA

1. INTEROTA is not an official meeting of Rotary International, but RI provides support to INTEROTA through approval of its program content and by supplying representation of RI leadership at this event.

2. Rotaractors, prior to making a bid to host an INTEROTA meeting, shall obtain approval from the host district governor(s), district governor(s)-elect, and district governor(s)- nominee. The winning INTEROTA bid shall be submitted by the host district Rotaract representative to the general secretary for approval on behalf of the Board no later than one year prior to the event. Complete proposals shall include:

- a) written approval of the host governor(s) and the RI director for the region
- b) information including the date, location, facilities, program, bidding process, and participants
- c) a copy of the anticipated meeting budget with assurance that the sponsors are in a position to and will assume complete responsibility for contractual and financial obligations inherent in the meeting
- d) assurance that the planning and implementation of the proposed meeting will be carried out under the direct supervision of Rotaractors or Rotarians

3. The host district(s) must maintain liability insurance for INTEROTA with coverage and limits appropriate for the geographic location. Evidence of such coverage must be provided to RI or the governor of any participating district upon request.

12.110. Rotaract Leadership Training

12.110.1 Training and support by the sponsor Rotary club

1. An effective Rotaract club depends on the guidance, support, and active participation of the sponsor Rotary club(s). Rotarians should be involved in the training of Rotaractors, Rotaract club officers, directors, and committee chairs. Sponsor Rotary clubs should:

- a) appoint Rotarian mentors to Rotaractors in their sponsored Rotaract clubs;
- b) promote district, multidistrict, and international training opportunities for Rotaractors, including the Rotaract Preconvention.

12.110.2 Training and support by the Rotary district

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1. An effective Rotaract club also depends on the support of the Rotary district. The district Rotaract representative, in conjunction with the district Rotaract committee chair, the district trainer, the district governor-elect, and the district governor, shall promote Rotaract training needs during planning for Rotaract training seminars, and other district events.
2. The district Rotaract representative should organize a Rotaract district conference to promote service, increase international understanding, enhance professional development, and build friendship and connection. Where possible, the Rotaract district conference should occur in conjunction with the Rotary district conference and include at least one joint session.
3. The chair of the district Rotaract committee and the district Rotaract representative shall facilitate a one to two-day leadership training seminar for all incoming Rotaract club officers, directors, and committee chairs.

12.110.3 Rotaract Preconvention

1. The Rotaract Preconvention brings Rotaractors together to inspire and inform them to develop strong clubs and districts, build international friendships, and enhance the connections between Rotaract and Rotary at an international level. Through a variety of sessions, the preconvention:
 - a) provides training, encouragement, and motivation to Rotaract leaders to advance Rotaract in their districts and to strengthen their connection to Rotary;
 - b) Facilitates sharing between Rotarians and Rotaractors, including past club presidents, district Rotaract representatives, and multidistrict leaders as well as those new to Rotaract
2. Rotary districts shall pay for the attendance of district Rotaract representative at district, multidistrict, or international leadership training meetings. District governors are encouraged to defray all or part of the costs associated with the attendance of district Rotaract representatives-elect at the Rotaract Preconvention Meeting.

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17.030.2. District Committees

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Committee Qualifications

The minimum recommended qualification for appointment to a district committee is membership, other than honorary, in good standing in a Rotary or Rotaract club in the district. **District governors are strongly encouraged to appoint Rotaractors to every district committee.**

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17.030.3. Additional Committees

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C. District Rotaract Committee

Governors should appoint one joint district Rotaract committee composed of equal numbers of Rotarians and Rotaractors. The district Rotaract committee chair (a Rotarian) and the district Rotaract representative (a Rotaractor) should serve as co-chairs of this committee. Where feasible and practicable in the appointment of district Rotaract committees, there should be provision for continuity of membership by appointing one or more members for a second term. The district Rotaract committee should assist the governor in publicizing the Rotaract, promoting the organization of new Rotaract clubs, and administering Rotaract within the district.

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