



**CREATE HOPE  
in the WORLD**

# Carolinas' PETS

President Elect Training Seminar  
March 17-18, 2023

**Renée Stubbs**  
**District Governor 2023-24**

**Rotary**



**District 7750**

## PETS District Session Agenda March 17-18, 2023

### *Welcome*

Welcome to District 7750 President-Elect Training Seminar.  
Through the presentations today, we hope to  
***inform, inspire, and empower***  
Rotary club presidents to lead successful and engaging Rotary Clubs for the year ahead.

Friday, March 17		
8:00-9:00	Registration	
8:30	Networking	Victoria A
9:00 am	Welcome - Introductions	DG Joyce Morin DGE Renee Stubbs
9:25-9:35	District Leadership Team Membership	PDG Carol Burdette
9:40- 9:50	District Leadership Team Foundation	PDG Beth Padgett
9:50-10:00	District Leadership Team District Administrator	Faith Line
10:00 -10:10	Break	
10:15-11:00	Club Expectations <ul style="list-style-type: none"> <li>- Governor's Award</li> <li>- Presidential Citation</li> <li>- Creating Engaging Clubs</li> </ul>	DGE Renee Stubbs
11:00-11:15	Area Meetings with AG	
11:15	Adjourn for Lunch	
1:30	Your Year of Leadership	Bill Shillito, PDG
2:30	Refer to PETS schedule for next session	
Saturday, March 18		
7:15	Breakfast – General Session	
8:45	Networking	
9:00	District Budget District Events District Governor Club Visits	DG Joyce Morin DGE Renee Stubbs
9:30	Area Meetings with AG	
9:45	Break	
10:00	Refer to PETS Schedule	

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## President of Rotary International 2023-2024

### R. Gordon R. McNally

President-elect 2022-23

Rotary Club of South Queensferry, West Lothian, Scotland

R. Gordon R. McNally is president-elect of Rotary International. He was educated at the Royal High School in Edinburgh and at the University of Dundee, where he earned his graduate degree in dental surgery. He operated his own dental practice in Edinburgh until 2016. Gordon was chair of the East of Scotland branch of the British Paedodontic Society and has held various academic positions. He has also served as a presbytery elder, chair of the Queensferry parish congregational board, and commissioner to the general assembly of the Church of Scotland.



Gordon joined Rotary in 1984 at age 26. A member of the Rotary Club of South Queensferry, he has served as president and vice president of Rotary International in Great Britain and Ireland (RIBI). He has also served RI as a director and on several committees, including as an adviser to the 2022 Houston Convention Committee and chair of the Operations Review Committee.

Gordon says he looks forward to working with members to build new Rotary clubs and groups. "My vision is that Rotary should exist everywhere in a style to suit everyone who has the desire to be part of us and to help us do good in the world," he says.

Gordon is a patron of the UK-based nonprofit Hope and Homes for Children and led a partnership between that organization and RIBI to support children in Rwanda who had been orphaned in the genocide there. He is a patron of Trade-Aid, an initiative of the Rotary Club of Grantham Kesteven, Lincolnshire, England, that provides sustainable humanitarian aid to individuals, families, and businesses in the developing world. He is also an ambassador for Bipolar UK, a national mental health organization. In his free time, Gordon enjoys rugby, good food and wine, and stick dressing, the traditional Scottish craft of making walking sticks.

Gordon describes The Rotary Foundation as "the fuel that provides the energy to do Rotary service." He and his spouse, Heather, also a Rotarian, are Paul Harris Fellows, Major Donors, and Benefactors of The Rotary Foundation. They are also members of the Bequest Society.

Gordon wishes to dedicate his presidency to making the world a better place for his granddaughters, Ivy and Florence, to live and thrive.





District 7750

## District Governor Biographies

### District Governor 2023-2024

#### Renée Cousins Stubbs

Renée joined the Rotary Club of Fountain Inn and later the Rotary Club of Newberry. She was president of the Newberry Rotary Club from 2015-16 and served on the board of directors from 2011-2017. As membership chair, she helped develop the Discover Rotary, Red Badge, and Orientation programs for new club members.

Renée was Assistant District Governor of Area 10 from 2016-2019 and served as the Rotary Leadership Institute district chair. She is an RLI graduate, and faculty member, and she helped write the Faculty Training Guide for RLI Faculty and assisted with the RLI online curriculum development. Renee is a member of the Paul Harris Society, a Major Donor, a Benefactor, and Polio Plus Society member.



Renée worked in the Greenville County School system for 28 years as a secondary mathematics teacher and Instructional Coach. During that time, she became an Intel Master Teacher and taught instructional technology courses as an adjunct instructor at Furman University. After retiring, she accepted a faculty position at Newberry College as the Teaching Fellows Director, an Associate Professor of Education, and later, an Associate Professor of Mathematics. She has been an invited speaker at local, national, and international conferences on best practices for instruction. While at Newberry College, she co-wrote and was the Co-Principal Investigator on \$2,000,000 in grants from the National Science Foundation to Recruit and Engage Secondary Science and Math Teachers.

Renée is a Newberry Opera House Guild member, served on the board of directors, and chaired several fundraising events. She serves on the Alumni Board of Managers at Newberry College and the Grace Lutheran Church Preschool school board. Renee is proud to be the daughter of Warren Cousins, who was a Rotarian for 60 years.

## **District Governor Elect 2023-2024**

### **Rysheeka Bush**



Rysheeka joined the Rotary Club of Aiken Sunrise in 2010 after returning from a Group Study Exchange to Australia. She served as Club President for two terms 2017-2018 and 2018-2019. She has served as one of the clubs Interact Liaison's for nearly a decade and currently serves as the chair for Service and RYLA. She is a glowing example of what an investment in a young professional can yield.

Rysheeka served as Assistant Governor for Area 8. She began the term in 2019. She supports the Rotary Foundation, is a Benefactor, and is a multiple Paul Harris Fellow. She also serves on the District's Innovative Club Advocate Committee.

She graduated from Aiken Technical College, earning Associate of Arts and Human Services Degrees. She moved on to earn additional dual degrees in Psychology and Sociology from the University of South Carolina- Aiken. She completed her term at U of SC Aiken with a Master of Science Degree in Clinical Psychology. She is a Licensed Professional Counselor in South Carolina.

She is employed by Helping Hands, Inc., a residential facility for children in foster care. She has enjoyed working for the agency for over 20 years, with a one-year sabbatical to work in case managing with juvenile offenders. Starting as an intern, she now serves as the Clinical Program Manager at Helping Hands, overseeing the clinical needs of youth in placement and the therapeutic training needs of staff.

Rysheeka serves on various boards in the Aiken area as a representative of Helping Hands. Community service and helping her fellow man is a driving force in her life. Her family taught her the value of hard work and dedication that she brings to every element of civic work.



## **District Governor Nominee**

### **David Brenner**



Dave joined the Rotary Club of Greenville Breakfast in 2013. He served as his club's president in 2015-16 and again in 2020-21. He currently serves as Assistant Governor and RYLA Chair for District 7750. He is a graduate of the Rotary Leadership Institute. Dave supports the Rotary Foundation as a Paul Harris Society member and is a Major Donor.

Dave graduated from Westminster College in Pennsylvania with a BS in Physics. He holds an MS degree in Aeronautical Systems from West Florida and an MSBA from Indiana University. He served 7 seven years in the US Navy as a Naval Aviator. After the Navy, he spent 34 years in the tire business retiring from Michelin in 2011. His career in the tire business included Tire Development, Quality, and Manufacturing. He was the Plant Manager at the Michelin plants in Ft Wayne, Indiana, Tuscaloosa, Alabama, and his final seven years before retirement as Plant Manager of the Ardmore, Oklahoma Plant.

During his career he was always active in the communities in which he worked, serving on numerous committees and boards. He was the Council President of the Arbuckle Area Council, BSA, for 3 years. He is an Eagle Scout and a recipient of the Silver Beaver Award. Dave served as Chairman of the Board of Mercy Hospital in Ardmore, Ok. He also served on the Executive Committee of the Oklahoma Business Roundtable (economic development). He currently serves on the Executive Board of the Blue Ridge Council, BSA.

Dave enjoys golf, fishing, hiking, and reading in his spare time. He and Peggy have been married for 48 years. They have three children and 4 grandchildren located in Columbia City, Indiana, and Tampa, Florida.





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**District 7750 Leadership 2023-2024**

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**District Governor  
Renée Stubbs**

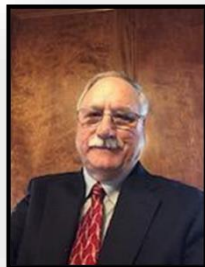
rcstubbs@att.net  
864-313-1193

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**District Governor Elect  
Rysheeka Bush**

Mobile: 803 522-2233  
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**District Governor Nominee  
Dave Brenner**

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**Immediate Past District Governor  
Joyce Morin**

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**Membership Chair  
Butch Hughes**

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**Foundation Chair  
PDG Beth Padgett**

Mobile: 864 982-0211  
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**District Treasurer  
Regina Maxfield**

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**District Secretary  
Dave Knapp**

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**Public Image/Public Relations  
Maggie McMahon**

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**District Administrator  
Faith Line**

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**District Trainer  
and  
Rotary Leadership Institute Chair**

**PDG Carol Burdette**

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Assistant District Governors

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Area 1  
Anderson, Clemson,  
Clemson Sunrise,  
Greater Anderson



Kylie Herbert  
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Area 2  
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Helen Westmoreland  
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Area 3  
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Area 11  
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The Foothills



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### 2023-24 D7750 Club Presidents

Abbeville	Austin Walker	awalker@abbevillecitysc.com
Aiken	Jamie Mothkovich	jmothko@gmail.com
Aiken Sunrise	Ryan Ashley	rashley@acpsd.net
Anderson	Liz Brock	Liz@uwandsc.org
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Fort Mill	Kristy Spears	kristy.spears1@gmail.com
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Lake Wylie	Greg Forrest	greg@gregforrestrealtor.com
Lancaster Breakfast	Ramey Feserman	ramey.feserman@foundersfcu.com

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Winnsboro	<b>Cynthia Prince</b>	cprince@midlandsstem.org
York	<b>Nick Setzer</b>	revsetz@gmail.com





**2023–2024**

## District 7750 Committees and Resource Chairs

<b>Rotary 7750 Positions</b>	
District Secretary – Dave Knapp, Simpsonville	secretary@rotary7750.org
District Treasurer – Regina Maxfield	treasurer@rotary7750.org
All Club Conference – Newberry Rotary Club	
Awards and Installation – Newberry/Lancaster Rotary Clubs	
Community Service – Pam Weaver, Greenville	pamweaver@tweaver.com
Finance & Budget – Joyce Morin iPDG	Dg2022@rotary7750.org
IT Team – David Sims, Lancaster, Steve Stubbs, Newberry	
Literacy – Karen Culley, Pickens	kculley@uwpickens.org
Newsletter – Sue Poss, e-Club of the Carolinas	editor@rotary7750.org
Nominating Committee –	
Public Image – Maggie McMahon, Spartan West	maggieamcmahon@gmail.com
Registrar – Rude Vetman	registrar@rotary7750.org
RI Convention –	
Leadership/Strategic Planning Resource –	
Trainer – Carol Burdett, PDG	Dg2018@rotary 7750.org
<b>Foundation</b>	
Foundation Chair – Beth Padgett, Greenville	dg2020@rotary7750.org
Alumni – Beth Padgett	dg2020@rotary7750.org
Annual Fund Share – Rysheeka Bush, Aiken Sunrise	dg2024@rotary7750.org
Endowment Fund/Bequest Society – Dave Brenner, Greenville Breakfast	dg2025@rotary7750.org
District Grants - Bill Harley, Clemson	william.harley@firstcitizenonline.com
Global Grants – Ben Ficklen, Fort Mill	benficklen@comporium.net
PolioPlus – Doug Kauffmann, Greenwood	dougandsally@embarqmail.com
International Projects Coordinator – Ben Ficklen, Fort Mill	benficklen@comporium.net
Paul Harris Society – Rita Yarbrough, Newberry	ritayarbrough@bellsouth.net
Rotary Peace Fellowships – Lorraine Angelino, Emerald City	dg2013@rotary7750.org
<b>District Membership</b>	
Membership Chair – Butch Hughes	Bhughes864@yahoo.com
Rotaract –	
RAGS and Rotary Fellowships – Barbara Shayeb-Helou, Foothills	bsh6890@aol.com
<b>District Programs/Projects</b>	
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Rotary Leadership Institute (RLI) – Carol Burdette	dg2018@rotary7750.org
Water Projects Coordinator – Al Steele, Fort Mill	fortmillrx@comporium.net
Youth Services Officer – Frank Cox, Clemson Sunrise	dg2021@rotary7750.org
Youth Protection Officer – Faynette Waldrop, Lancaster	faynetef@yahoo.com
Youth Exchange – Wade Cleveland, Pleasantburg	wadecleveland@bellsouth.net
RYLA – Dave Brenner, Greenville	david.brenner00@gmail.com
Interact	

## Rotary Theme for 2023-24



# CREATE HOPE in the WORLD

Create hope in the world. This is how Rotary brings lasting change to the world: one newly created hope at a time. And the theme also begins to explain how we help create a similar kind of change within ourselves. Because for many people on this planet, lost hope is not just a function of material poverty. All of us face challenges that threaten our well-being. Just as it takes tremendous courage to wage peace, so too it is brave to reach out and admit that you need help.

The goal is to create hope — to help the world heal from destructive conflicts, and, in turn, to help us achieve lasting change for ourselves. Rotary helps create the conditions for peace, opportunity, and a future worth living. By continuing what we do best, by remaining open and willing to change, and by keeping our focus on building peace in the world and within ourselves, Rotary helps create a more peaceful world, a more hopeful world. As Rotary's leaders from all the regions, I urge you to Create Hope in the World.

RI President Gordon McInally



## ROTARY'S VISION STATEMENT

**TOGETHER** WE SEE A WORLD  
**WHERE PEOPLE** UNITE AND TAKE ACTION  
**TO CREATE** LASTING  
**CHANGE** ACROSS THE GLOBE  
**IN OUR COMMUNITIES AND IN OURSELVES**

As we stand on the cusp of eliminating polio, we find ourselves poised for our next challenge. The time is right to move toward realizing a new vision that brings more people together, increases our impact, and creates lasting change around the world.

To achieve the vision of Rotary International and The Rotary Foundation, we have set four priorities that will direct our work over the next five years.

## ROTARY'S STRATEGIC PRIORITIES AND OBJECTIVES

### **INCREASE OUR IMPACT**

- Eradicate polio and leverage the legacy
- Focus our programs and offerings
- Improve our ability to achieve and measure impact

### **EXPAND OUR REACH**

- Grow and diversify our membership and participation
- Create new channels into Rotary
- Increase Rotary's openness and appeal
- Build awareness of our impact and brand

### **ENHANCE PARTICIPANT ENGAGEMENT**

- Support clubs to better engage their members
- Develop a participant-centered approach to deliver value
- Offer new opportunities for personal and professional connection
- Provide leadership development and skills training

### **INCREASE OUR ABILITY TO ADAPT**

- Build a culture of research, innovation, and willingness to take risks
- Streamline governance, structure, and processes
- Review governance to foster more diverse perspectives in decision-making

<https://my.rotary.org/en/learning-reference/about-rotary/action-plan>

## Rotary International Areas of Focus



### Basic Education & Literacy

More than 775 million people over the age of 15 are illiterate. Our goal is to strengthen the capacity of communities to support basic education and literacy, reduce gender disparity in education, and increase adult literacy.

### Maternal & Child Health

Nearly 6 million children under the age of five die each year because of malnutrition, poor health care, and inadequate sanitation. We expand access to quality care, so mothers and their children can live and grow stronger.

### Peace & Conflict Prevention/Resolution

Rotary encourages conversations to foster understanding within and across cultures. We train adults and young leaders to prevent and mediate conflict and help refugees who have fled dangerous areas.

### Disease Prevention & Treatment

We educate and equip communities to stop the spread of life-threatening diseases like polio, HIV/AIDS, and malaria. We improve and expand access to low-cost and free health care in developing areas.

### Water, Sanitation & Hygiene

We support local solutions to bring clean water, sanitation, and hygiene to more people every day. We don't just build wells and walk away. We share our expertise with community leaders and educators to make sure our projects succeed long-term.

### Community & Economic Development

We carry out service projects that enhance economic and community development and create opportunities for decent and productive work for young and old. We also strengthen local entrepreneurs and community leaders, particularly women, in impoverished communities.

### Support the Environment

Rotary's newest area of focus is the environment which will enable Rotarians and Rotary Clubs to bring about positive change in the world and increase our impact.

## Membership

Membership is our number one priority.  
It's not about the numbers, it's about the Impact!

**#1 – Create a vibrant, engaging club culture that retains your current members and attracts new members.**

#2 – Use the MAP application and run the survey with all club members to identify the strengths and concerns of members and take action.

#3 – Member experiences matter; make club meetings include opportunities for micro-projects, fun, and inspirational speakers. (See Ron Pearce's video and share it with your board)

#4 – Create service projects and social events to engage members outside of the meeting experience. Use these events to invite people from the community.

#5 – Share the PrePETS binder pages on Creating a Welcoming Club Culture.

#6 - Consider flexible membership options and new club types.

#7 – Participate in the Zone Webinars on membership to learn great ideas to maintain a strong membership.







1. Make an Annual Fund-SHARE Donation while President- Elect.
2. Turn in District Grant Application by April 30 if your club is eligible.
3. Develop a reason your members should support The Rotary Foundation.
4. Select a Rotary Foundation Chair who **supports** the Foundation.
5. Determine realistic goals for AF-SHARE and PolioPlus. Stretch a bit!
- 6. Enter Foundation goals in Rotary Club Central.**
7. Meet with your Foundation Chair and plan how you will achieve your goals and promote TRF next year.
8. Make your own Foundation AF-SHARE donation in mid-to late July.
9. Tell your club that **you** support the Rotary Foundation in your first meeting.
10. Plan something special for World Polio Day and Rotary Foundation Month in November.
11. Include Foundation Moments and Updates at least once a month at club meetings.
12. Attend or have your Foundation Chair attend any Foundation training throughout the Rotary year.
13. Plan to attend the Foundation Training and Celebration in November.
14. Get in touch with your District Rotary Foundation Chair (Beth Padgett) when you have questions, need ideas, or want to plan a Foundation program.
15. Have a blast during your year as Club President and let's all "Do Good in the World."



## Governor's Initiatives

Like Rotary International President 2023-24, Gordon, DG 23-24, Renee, is concerned about the environment and mental health. There is a strong connection between mental health and spending time outdoors as well as having clean water and safe food to consume.

When considering your district grants for 2023-24, I hope you will consider these Areas of Focus either through a new grant or incorporating them into a grant that you are continuing this year. For example, a literacy grant could include a collection of books on the environment. Creating walking trails improves our health and well-being. Beautifying a park or area for the community could help bring economic growth.



Several ideas for environmental impact were shared at PrePETS and can be found in the PrePETS binder. Rob and I will happily assist you with adapting any of those ideas into your grant. George Fletcher is an expert in working with schools and the Clemson University project which has been implemented at elementary schools in our district.

Many projects concerning the environment can be implemented for almost free. Simple things include recycling in your home, keeping a compost bin, combining errands when out in the car, and planting pollinator plants in your garden.



A generous Donor, Mark, Makulinski, has offered **another grant opportunity.**

This grant is administered through The Nature Conservancy. It requires a grant application and matching funds. He has offered our state \$100,000. I hope you will also take advantage of this environmental grant opportunity. It will be ongoing throughout the Rotary year. Please contact Rob Hanley our Environmental Committee Chair for more information.



## The Rotary Citation

The Rotary Citation award recognize the hard work clubs do throughout the year.

As club president you should complete the entries in Rotary Club Central for the benefit and recognition for your club.

Taking action toward achieving the citation goals helps clubs engage their members, stay relevant in their communities, and run more efficiently. A welcoming and engaging club also reflects the values of Rotary. When clubs achieve citation goals, they contribute to Rotary's overall health and culture for generations to come.

### Citation for Rotary Clubs

Citation goals can be found in Rotary Club Central.

To achieve the Rotary Citation, review all the available goals, **select at least half of them**, achieve those goals, then report your achievement in Rotary Club Central.

**All achievements need to be reported in Rotary Club Central by 30 June.**

**Make sure to share these goals with the club members so the club can work together to receive this recognition.**

[www.rotary.org](http://www.rotary.org) >> myrotary>>> Manage>>>Club and District Admin.>>> Rotary Club Central>>> Goal Center

**Change the year to 2023-24**

**Enter goals and follow the directions.** More details are in the Appendix of this document



**CREATE HOPE  
in the WORLD**

## Governor's Award – Club Action Items

The Governor's Award aims to recognize Rotary Clubs in District 7750 who exemplify the best practices for maintaining and creating a vibrant club culture.

- Planning,
- Service,
- Engaging members and,
- Supporting The Rotary Foundation,

are all components of a successful Rotary Club.

How to use the document.

**Download the Excel Document from the District Website. Leadership Library Club President.**

Save it on your computer, then complete the checklist. The spreadsheet will automatically calculate the total points.

There may be some exceptions to trying to use the Excel document on Apple computers.

- **Share** the whole document with the Club Board of Directors, Membership Chair, Foundation Chair and the membership.
- **Review** the document at least monthly and check off the items as they occur.

It is very challenging to wait until the week before the due date to try to complete the form.

**\*\*\*Remember** that this award represents the commitment of the whole club.

Please do not deny your club the opportunity to be recognized. If you do not wish to fill out the form yourself, maybe the club secretary or another member will assist.

**BELOW is a list of the items. The Excel Sheet found in DACdb has the columns for calculating points.**

<b>Governor's Award of Excellence Award Strategies</b>
<b>Planning</b> - Activities to Complete as President-Elect (2023-2024 president) Must be Completed by June 30, 2023
Submit a District Grant application not later than April 30, 2023
Complete all sections of Club Planning Guide. Submit a draft to Assistant Governor by May 9, 2023, and final copy to District Administrator by May 16, 2023
Enter 15 Goals into Rotary Club Central by May 16, 2023
2023-2024 Membership, Foundation, Service Projects & PI/PR chair names entered in DACdb. Advise District Administrator

Visit other Rotary Clubs (can be completed by Club President, President-Elect or President Nominee)
Allocate expenses for RLI, PrePETS, PETS, and Area Training for the 2023–2024-year Club Budget
Conduct a comprehensive member satisfaction survey and identify up to 3 priorities and actions aimed at retention of members
<b>20 Point Reduction if Club Planning guide is turned in later than July 1, 2023</b>

**Leadership/Sustainability** *(to be completed during 2023-2024 Rotary year)*

Conduct a full club assembly to present club goals and planned projects, programs, initiatives in July/August 2023
2023-2024 President Completes RLI Part I + 5-point bonus for completion before Sept. 1, 2023
2023-2024 President Completes RLI Part II + 5 point bonus for completion before April 1, 2024
2023-2024 President Completes RLI Part III + 5-point bonus for completion before July 1, 2024
2023-2024 President-Elect Completes RLI Part I
2023-2024 President-Elect Completes RLI Part II
2023-2024 President-Elect Completes RLI Part III
Club members complete any part of RLI during the 2023-24 Rotary year.
Club expands Board to include a Rotaract representative as an observer or include the Rotaract representative as a voting member, subject to club approval of updated bylaws
Have at least one Strategic Planning Meeting before October 1, 2023, and adopt at least two new strategies to Increase Impact, Expand Reach, Enhance Engagement, Increase Ability to Adapt
Update DACdb data to include Email, phone number <b>and</b> photo for at least 85% of members
Hold elections not later than 30 November 2023 and notify District Administrator of the President-Elect and President Nominee not later than 31 December 2023
2023-2024 President Nominee attends Pre-PETS and PETs (PE attendance is mandatory)
Club President attends 2024 All Club Conference (+5 for each additional member attending)
Club Constitution and Bylaws have been updated to the current Rotary International Constitution and Bylaws. Submit updated documents to the District Admin.
Club Secretary, Treasurer, PI/PR chair (or their representatives) attend their specific district training workshop. +5 for each member attending
Club officers and other members complete courses in the Rotary Learning Center. 5 points per course
Club nominates at least one person to serve on a district committee

**Membership**

Attract at least two new members of an under-represented demographic group in your club (consider race, gender, age, religion, disability, ethnicity) to increase the diversity of your Club's membership
Increase net Club membership by 5% not later than June 1, 2024 (20 Point Bonus for 20% increase)
Conduct up to four New Member Attraction Events with at least 4 prospective members per event (10 points per event). (10-point bonus per new member resulting from an event)

Conduct a Program on Diversity, Equity and Inclusion
Sponsor a Rotaract Club
Sponsor a new Rotary Club or Innovative Club
Execute one new documented and measured Intentional Strategy aimed at increasing membership to support the club's membership growth goals
Club President and Membership Chair (or their representative) attends District Membership Summits. 5 bonus points for each additional Club Member attending up to 4
Conduct a club assembly devoted to Membership within a month of attending a Membership Summit. Report club specific data, review club membership plan, encourage each member's participation and support
Submit updated club membership plan to District Membership Chair by Sept 1, 2023
Implement or continue entrance surveys to determine why new members joined the club, and their expectations
Implement or Continue an Exit Survey policy to understand why members leave the club
Members other than President and President Elect complete the Rotary Basics course in the Learning Center on MyRotary and provide copy of certificate to club membership chair = 5 points each. Members complete lessons in the Rotary Learning Center. 5 points for each course completion up to 50 points
Members with less than one year tenure participate in at least two club projects = 10 points per member
Members with less than one year tenure develop and lead a new club project

### The Rotary Foundation

Have a program on the Rotary Foundation (preferably in November)
Every member contributes at least \$25 to The Rotary Foundation Annual Programs Fund
Contribute an average of \$175 per member to The Rotary Foundation Annual Programs Fund, or if the 4-year average is less than \$175, close the gap by half
Contribute an average of \$50 per member to PolioPlus
Include a Rotary Foundation Sustaining Contribution (\$100 annual, \$25/quarter) on Club invoice
Conduct or Participate in a Rotary Foundation or PolioPlus Fundraising Event
Recruit and recognize members who become Paul Harris Fellows or members achieving a new PHF Level (+1, +2, etc.). 15 Points each up to 25 recognitions
Become or maintain status as a 100% Paul Harris Fellow Club
Recruit one or more new Paul Harris Society member(s) (\$1,000/year pledge). 25 points each up to 10 recognitions
Recruit one or more new Rotary Foundation Benefactors (\$1,000 or more estate pledge or cash contribution to the Rotary Foundation Endowment Fund). (10 points each up to 25 Benefactors, and 5-point bonus for every new Benefactor presented at a DG visit or the Foundation Event.)
Recruit at least one new Rotary Foundation Bequest Society member or Major Donor or have an existing Bequest Society member or Major Donor increase to a higher level. 25 points for first recruit, 10 for each additional new or increased level member

Remit contributions to The Rotary Foundation not later than 15 September, 15 December, 15 March and 15 June
Participate in a District Grant (5-point bonus for publicizing the project)
Participate in a Global Grant or International Service project
At least two club members attend Foundation Banquet = 10 points, bonus 5 points each additional member.

### Service

Participate in the Zone 10 million Meal Challenge and report activity to District Administrator (10 bonus points for <b>also</b> participating in a multi-partner hunger relief event; Publicize your activities)
Members participate in new or established literacy project involving school age children
Members participate in new or established adult education project
Conduct a Club Program Focused on CART
Hold special fundraiser for CART or Recognize Leadership Gift (\$500 minimum raised)
Establish or continue project to Protect Our Environment
Support Diversity, Equity, Inclusion by conducting a project aimed at helping an underserved demographic in your community. Examples, but not limited to age, race, gender, disability, culture
Lead or Participate in a Service Project that involves another Rotary Club, a Rotaract or Interact Club, or another Community Partner
60%+ club members actively participate in any club, district, or zone service project
Sponsor a New Interact Club, College-based or Community-based Rotaract Club
Maintain active sponsorship of an existing Rotaract or Interact Club (15 points for each club)
Sponsor one or more Rotary Youth Leadership Awards delegates (15 points for each delegate)
Conduct a program or activity related to Vocational Service
Write an Article for the Online District Newsletter
Report community service projects to district chair bi-monthly
Host a long-term inbound Youth Exchange Student = 25 points per student
Host a short-term inbound Youth Exchange Student = 20 points per student
Conduct a program or activity that promotes Rotary Youth Exchange or RYLA

### Discretionary Category

Describe below any activities, accomplishments, or projects for which your club might deserve discretionary points awarded by the Governor (up to 50 additional points):
--





District 7750

## Governor's Award of Excellence 2023-2024

# Let's Go for the Gold!

*The Governor's Award is like an Action Plan.*

*By completing activities that help increase our impact, expand our reach, enhance member engagement, and increase our ability to adapt the action items should assist in growing a strong vibrant club.*

### To earn Points Members Can:

- Participate in Service
- Contribute to The Rotary Foundation
- Help Grow Club Membership
- Write Newsletter Articles
- Attend and or Complete RLI
- Attend District training opportunities



### Rotarians



### To Earn Points Club Leaders Can:

- Submit Club Plan on time
- Submit Club Goals to RI on time
- Submit Foundation Collections on time
- Elect and submit Club Officers for 2024 before Dec. 2023
- Share a copy of the Governor's Award with club members

## **2023–2024 District Governor Official Visit Protocol**

### **Purpose of the governor's visit:**

- The District Governor is the representative of the Rotary International President.
- To allow the District Governor to communicate directly with all Rotarians in the district and answer questions about Rotary International and District 7750.
- To listen to club leadership and gain a better understanding of their club.
- Recognize the contributions of Rotarians in the club.
- To encourage Vibrant Rotary Clubs through membership growth and member engagement.

### **Preparation for the visit:**

- The Assistant Governor for the area will work with the club leadership to confirm the meeting and any special arrangements.
- The District Governor is the program for the Official Club Visit.  
Please do not schedule another program to take place for their visit.  
Allow 30 minutes for the Governor's Program.
- Communicate any special plans you have to the Governor and AG to make sure it fits in with his/her other plans.
- The District Governor will meet with the board of each club to discuss the club plan, membership, Foundation, what is going well, areas that need extra attention. For lunch clubs, this special Board meeting will take place 90 minutes before the start of the Club meeting unless special arrangements have been made. For breakfast clubs, the special board meeting can take place the night before or after the club meeting.

### **Introduction of the District Governor and the Meeting:**

- Biographical information will be provided to the Club President and Assistant Governor in advance of the meeting.
- The Assistant Governor will handle the introduction of the District Governor unless other arrangements have been made.
- It is customary that the Rotary Club members stand when the District Governor is introduced and when he has completed his presentation. This form of respect is shown because the District Governor is acting as the official representative of Rotary International President.
- Presentations of Paul Harris Fellowships, inductions of new members and other honors for Club members are especially appropriate during the District Governor's Visit.  
*Celebrate your Club's successes!*

### **Recognition of the District Governor:**

If a Club wants to make a gift, please consider a donation to The Rotary Foundation, PolioPlus, or CART.





**District Governor Official Club Visit Calendar**  
**As of March 18, 2023**  
**Check the District Calendar in DACdb for changes/updates.**

<b>Club</b>	<b>Scheduled</b>
Anderson	Tuesday, August 1, 2023
Laurens	Thursday, August 3, 2023
Newberry	Friday, August 4, 2023
Clemson	Monday, August 7, 2023
Clinton	Tuesday, August 8, 2023
Greenville Breakfast	Thursday, August 10, 2023
Greater Anderson	Thursday, August 10, 2023
Clemson Sunrise	Friday, August 11, 2023
North Spartanburg	Monday, August 14, 2023
Inman Carolina Foothills	Tuesday, August 15, 2023
Pickens	Wednesday, August 16, 2023
Spartan West	Thursday, August 17, 2023
Greenville	Tuesday, August 22, 2023
Pleasantburg Satellite	Tuesday, August 22, 2023
Simpsonville	Wednesday, August 23, 2023
Golden Strip Sunrise	Thursday, August 24, 2023
Pleasantburg	Thursday, August 24, 2023
Greenville City Center	Friday, August 25, 2023
Union	Tuesday, August 29, 2023
Gaffney	Tuesday, September 5, 2023
Blacksburg	Thursday, September 7, 2023
York	Thursday, September 7, 2023
Westminster	Tuesday, September 12, 2023
Seneca Golden Corner	Wednesday, September 13, 2023
Walhalla	Thursday, September 14, 2023
Greenwood	Tuesday, September 19, 2023
McCormick Satellite	Tuesday, September 19, 2023
Emerald City (Greenwood)	Wednesday, September 20, 2023
Abbeville	Thursday, September 21, 2023
Winnsboro	Tuesday, September 26, 2023
Indian Land Lunch	Tuesday, October 3, 2023
Fort Mill	Wednesday, October 4, 2023
Rock Hill	Thursday, October 5, 2023
Lake Wylie	Tuesday, October 10, 2023
Clover	Wednesday, October 11, 2023

Aiken	Monday, October 16, 2023
Batesburg-Leesville	Tuesday, October 17, 2023
Zone meeting Bahamas	Thursday, October 19, 2023
Fountain Inn	Monday, November 6, 2023
Greer	Tuesday, November 7, 2023
Mauldin	Tuesday, November 7, 2023
Spartanburg	Tuesday, November 14, 2023
The Reedy River Greenville	Tuesday, November 14, 2023
North Augusta	Thursday, November 16, 2023
Chester	Tuesday, November 28, 2023
Lancaster Breakfast	Wednesday, November 29, 2023
Lancaster	Thursday, November 30, 2023
Easley	Tuesday, December 5, 2023
Aiken Sunrise	Thursday, December 7, 2023
The Foothills, Travelers Rest	Tuesday, December 12, 2023
Seneca	Thursday, January 11, 2024
E-Club of the Carolinas	TBD
Anderson Satellite	TBD
Lander University Rotaract	

## **District 7750 Budget**

### **District Finance Committee 2022-23**

2022-23 Chair, Frank Cox, iPDG

2023-24 Chair, Joyce Morin, PDG

Members:

Renee Stubbs, DGE

Rysheeka Bush, DGN

Beth Padgett, PDG

Rob Hanley, PDG

Carol Burdette, PDG

Franklin Sparkman

Regina Maxfield, District Treasurer (non-voting)

Dave Brenner, DGND (non-voting till 1 July 2023)

Faith Line, District Administrator (non-voting)

Each year the incoming district governor (DGE) prepares a budget and shares it with the District Finance Committee for comments, suggestions, and approval.

The budget document is then shared with the incoming club presidents (PE) to be voted on and accepted for the upcoming Rotary Year.

President-Elect was sent a copy of the district 7750 budget 30 days before PETS and will vote on the budget at PETS on Saturday morning.



## District Calendar Items as of Spring 2023

*Please stay informed of District and Club events through our District Calendar in DACdb and emails about the events*

Feb. 4	Assistant Governor Training	Newberry
Feb. 25	PrePETS	Newberry
March 17-18	PETS	Greensboro
April 28-29	All Clubs Conference – Experience Rotary	Columbia
May or June	District Training Assembly	TBA
June 23	District Awards and Officer Installation – <b><i>Celebrate!</i></b>	Greenville
August 5	District Membership Summit	Newberry
August TBA	In Person RLI	TBA
Dec 1	District Foundation Celebration	Greenville
April 19-21, 2024	All Clubs Conference	Greenville





### ***Find Your Passion in Rotary!***

The purpose of the Rotary Leadership Institute (RLI) is to strengthen your club and strengthen your life. Rotary provides an opportunity for all of us to provide service to our community and throughout the world (Service Above Self). With that service comes a learning experience in the areas of leadership, team building, planning, marketing, communication, and organization. RLI provides an opportunity to enrich that learning through sharing experiences and ideas with other Rotarians throughout the region.

#### **The RLI Program**

The Zone 33 Rotary Leadership Institute conducts over 25 events each year in the states of Delaware, Maryland, North Carolina, South Carolina, Tennessee, Virginia, West Virginia, and The District of Columbia. The program consists of the separate sessions, Part I, Part II, and Part III. Attendees progress through the three parts on separate days and complete the program at their own pace.

The workshop topics can be found in detail on the RLI website: [www.rli33.org](http://www.rli33.org)

Each session is highly interactive and provides many opportunities for participants to share their experience and ideas. The sessions are led by Rotary leaders who have been trained in the facilitation techniques that maximize the learning experience.

#### **District RLI Chair – Carol Burdette**

Want your Rotary Club to learn more about the value of RLI?

District RLI Chair Carol Burdette is eager to speak to your Rotary Club. Contact her at [dg2018@rotary7750.org](mailto:dg2018@rotary7750.org). We plan to have three RLI events in 2022-23 in District 7750. If an area wants to host an RLI, all they need to do is secure a location and plan food, and we will organize the rest! They will have to guarantee at least 20 participants. RLI reimburses for the location cost and food.

#### **RLI offers both Face to Face and Virtual events**

After several months spent transforming the RLI program for online delivery, we are off and running.

The platform has been chosen; the faculty has been trained. The online delivery is

Each event is open to participants regardless of their home district.


If you have previously completed RLI, please encourage your fellow Rotarians to participate in this opportunity to learn about Rotary and share and network with fellow Rotarians across the Mid-Atlantic region.

\$35 for Virtual events and \$95 for in person. If 3 members from your club attend the 4th attends for FREE!

## Register on the District Calendar on DACDB



Currently, the dates for the 2023-24 Rotary Year are under preparation. Please check the district calendar for the most current events. Both virtual events and out of district events are open to everyone, not just the sponsoring district. In fact, we encourage participants to attend out of district events to expand their knowledge of Rotary and make new friendships.

Look for future RLI dates in DACdb and encourage your emerging leaders to sign-up and grow as Rotarians.






# Find Your Passion in Rotary

[www.rli33.org](http://www.rli33.org)



**Informed Rotarians are Involved Rotarians**

Knowledge of the History of Rotary, our Foundation, and Vision will help to enable Rotarians to have a deeper impact on our community and the world.



**CONTACT:**  
District RLI chair - Carol Burdette, [dg2018@rotary7750.org](mailto:dg2018@rotary7750.org)

## Useful Websites EVERY Club Leader Should Visit

- District 7750 website [www.rotary7750.org](http://www.rotary7750.org)
- District and Club Database DACdb [www.dacdb.com](http://www.dacdb.com)
- Rotary Leadership Institute [www.rli33.org](http://www.rli33.org)
- Zone33 Website <https://www.rizones33-34.org/>
- My Rotary – A member’s log in to the private sections of the Rotary International Website. You may check your personal Foundation donations, Review Club Goals, and more.  
<https://my.rotary.org>
- Rotary International Brand Center – Resources to help tell the Rotary Story  
<https://brandcenter.rotary.org/en-GB>  
*Make sure that your club is using the correct Rotary symbols and branding for your club projects, apparel, banners, etc.*
- Rotary Club Central - Set and Track your club’s goals  
<https://rcc.rotary.org/#/dashboard>
- Rotary International Citation (Citation Brochure)  
<https://my.rotary.org/en/news-media/office-president/rotary-citation>
- Rotary International Learning Center – online courses  
<https://learn.rotary.org/members/learn/catalog>
- Rotary International Membership Resources <https://my.rotary.org/en/learning-reference/learn-topic/membership>
- Rotary International Showcase – Location to add your great projects!  
[https://map.rotary.org/en/project/pages/project\\_showcase.aspx](https://map.rotary.org/en/project/pages/project_showcase.aspx)
- Rotary Governance Documents – Manual of Procedure, RI Constitution, and RI Bylaws.  
<https://my.rotary.org/en/learning-reference/about-rotary/governance- documents>
- Youth Protection Resources – Resources for clubs that participate in youth programs  
<https://my.rotary.org/en/learning-reference/learn-topic/youth-protection>
- End Polio Now  
<https://www.endpolio.org/resource-center>



## Standard Rotary Club Constitution

**ALL clubs are asked to provide an updated constitution and bylaws that align to the RI guidelines to the district Administrator Before December 2023.**

A Word Document version can be found at

<https://my.rotary.org/en/learning-reference/about-rotary/governance-documents>

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# Constitution of the Rotary Club of \_\_\_\_\_

*Note: Form the Rotary International Bylaws: 2.030. The Standard Rotary Club Constitution. All clubs shall adopt the standard club constitution, including any future amendments to it.*

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## 1 Definitions

- |   |  |
|---|--|
| 1. Board:                               | The Board of Directors of this club.   |
| 2. Bylaws:                              | The bylaws of this club.   |
| 3. Director:                            | A director on this club's Board.   |
| 4. Member:                              | A member, other than an honorary member, of this club.                                 |
| 5. RI:                                  | Rotary International.  |
| 6. Satellite club<br>(when applicable): | A potential club whose members shall also be members<br>of a club.                     |
| 7. In Writing:                          | A communication capable of documentation, regardless of the method of<br>transmission. |
| 8. Year:                                | The twelve-month period beginning 1 July.  |

## Article 2 Name

This organization shall be the Rotary Club of \_\_\_\_\_

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\_\_\_\_\_  
(Member of Rotary International).

The name of any satellite of this club shall be Rotary Satellite Club of \_\_\_\_\_

---

(A satellite of Rotary Club of \_\_\_\_\_).

## Article 3 Purposes

The purposes of this club are to:

- (a) pursue the Object of Rotary;
- (b) carry out successful service projects based on the five Avenues of Service;
- (c) contribute to the advancement of Rotary by strengthening membership;
- (d) support The Rotary Foundation; and
- (e) develop leaders beyond the club level.

## Article 4 Locality of the Club

The locality of this club is: \_\_\_\_\_

---

Any satellite club of this club shall be located in this locality or the surrounding area.

## Article 5 Object

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

*First.* The development of acquaintance as an opportunity for service;

- Second.* High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- Third.* The application of the ideal of service in each Rotarian's personal, business, and community life;
- Fourth.* The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

## **Article 6 Five Avenues of Service**

Rotary's five Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

1. Club Service, the first Avenue of Service, involves action a member should take within this club to help it function successfully.
2. Vocational Service, the second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles and lending their vocational skills to club-developed projects in order to address the issues and needs of society.
3. Community Service, the third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality by striving for positive peace in the community.
4. International Service, the fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and positive peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.
5. Youth Service, the fifth Avenue of Service, recognizes the positive change implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster positive world peace and cultural understanding.

## **Article 7 Meetings**

### **Section 1 — Regular Meetings.**

- (a) *Day and Time.* This club shall hold a regular weekly meeting on the day and time set in the bylaws.
- (b) *Method of Meeting.* Attendance may be in person, by telephone, online, or through an online interactive activity. An interactive meeting shall be considered to be held on the day that the interactive activity is posted.
- (c) *Change of Meeting.* For good cause, the board may change a regular meeting to any day between the preceding and following regular meetings, to a different time of the regular day, or to a different place.
- (d) *Cancellation.* The board may cancel a regular meeting for these reasons:
  - (1) a holiday, or during a week that includes a holiday;
  - (2) in observance of the death of a member;
  - (3) an epidemic or a disaster that affects the whole community; or
  - (4) an armed conflict in the community.

The board may cancel up to four regular meetings a year for causes not listed here, but may not cancel more than three consecutive meetings.

- (e) *Satellite Club Meeting (When Applicable)*. If provided in the bylaws, a satellite club shall hold regular weekly meetings at a day, time, and place decided by its members. The day, time, and place of the meeting may be changed in a way similar to that provided for the club's regular meetings in section 1(c) of this article. A satellite club meeting may be cancelled for the reasons in section 1(d) of this article. Voting procedures shall be as provided in the bylaws.
- (f) *Exceptions*. The bylaws may include provisions that are not in accordance with this section. A club, however, must meet at least twice per month.

**Section 2 — Annual Meeting.**

- (a) An annual meeting to elect officers and present a mid-year report, including current year income and expenses, together with a financial report on the previous year, shall be held before 31 December, as provided in the bylaws.
- (b) A satellite club shall hold an annual meeting of its members before 31 December to elect officers for the satellite club.

**Section 3 — Board Meetings.** Within 30 days after all board meetings, written minutes should be available to all members.

**Article 8 Membership**

**Section 1 — General Qualifications.** This club shall be composed of adult persons who demonstrate good character, integrity, and leadership; possess good reputation within their business, profession, and/or community; and are willing to serve in their community and/or around the world.

**Section 2 — Types.** This club shall have two types of membership, active and honorary. Clubs may create other types in accordance with section 7 of this article. These members are reported to RI as either active or honorary.

**Section 3 — Active Members.** A person who possesses the qualifications in article 4, section 2(a) of the RI constitution may be elected as an active club member.

**Section 4 — Satellite Club Members.** Members of a satellite club of this club shall also be members of a club until the satellite club is admitted to RI membership as a Rotary club.

**Section 5 — Prohibited Dual Memberships.** No member shall simultaneously

- (a) belong to this and another club other than a satellite of a club, or
- (b) be an honorary member in this club.

**Section 6 — Honorary Membership.** This club may elect honorary members for terms set by the board, who shall:

- (a) be exempt from paying dues;
- (b) not vote;
- (c) not hold any club office;
- (d) not hold classifications; and
- (e) be entitled to attend all meetings and enjoy all other privileges in the club, but have no rights or privileges in any other club, except to visit without being a Rotarian's guest.

**Section 7 — Exceptions.** The bylaws may include provisions that are not in accordance with article 8, sections 2 and 4 - 6.

**Article 9 Club Membership Composition**

**Section 1 — General Provisions.** Each member shall be classified in accordance with the member's business, profession, occupation, or community service. The classification shall describe the principal and recognized activity of the member's firm, company, or institution, the member's principal and recognized business or professional activity, or the nature of the member's community service activity. The board may adjust a member's classification if the member changes positions, professions, or occupations.

**Section 2 — *Diverse Club Membership.*** This club's membership should represent a cross section of the businesses, professions, occupations, and civic organizations in its community, including age, gender, and ethnic diversity.

**Article 10 Attendance**

**Section 1 — *General Provisions.*** Each member should attend this club's regular meetings, or its satellite club's regular meetings, and engage in this club's service projects, events, and other activities. A member shall be counted as attending a regular meeting if the member:

- (a) is present in person, by telephone, or online for at least 60 percent of the meeting;
- (b) is present but called away unexpectedly and later presents to the board satisfactory evidence that leaving was reasonable;
- (c) participates in the regular online meeting or interactive activity posted on the club's website within one week after its posting; or
- (d) makes up the absence in any of the following ways within the same year:
  - (1) attends at least 60 percent of the regular meeting of another club, a provisional club, or a satellite of another club;
  - (2) is present at the time and place of a regular meeting or satellite club meeting of another club for the purpose of attending, but that club is not meeting at that time or place;
  - (3) attends and participates in a club service project or a club-sponsored community event or meeting authorized by the board;
  - (4) attends a board meeting or, if authorized by the board, a meeting of a service committee to which the member is assigned;
  - (5) participates through a club website in an online meeting or interactive activity;
  - (6) attends a regular meeting of a Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship or of a provisional Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship; or
  - (7) attends an RI convention, a council on legislation, an international assembly, a Rotary institute, any meeting convened with the approval of the RI board of directors or the RI president, a multizone conference, a meeting of an RI committee, a district conference, a district training assembly, any district meeting held at the direction of the RI board, any district committee meeting held by direction of the governor, or a regularly announced intercity meeting of clubs.

**Section 2 — *Extended Absence While Working at a Distance.*** If a member works on a distant assignment for an extended period of time, attendance at the meetings of a designated club at the site of the assignment replaces attendance at the regular meetings of the member's club, if the two clubs agree.

**Section 3 — *Absence Because of Other Rotary Activities.*** An absence does not require a make-up if, at the time of the meeting, the member is:

- (a) traveling with reasonable directness to or from one of the meetings specified in sub-subsection (1)(d)(7);
- (b) serving as an officer or member of an RI committee or as a TRF trustee;
- (c) serving as the special representative of the governor in forming a new club;
- (d) on Rotary business in the employ of RI;
- (e) directly and actively engaged in a district-sponsored, RI-sponsored, or TRF-sponsored service project in a remote area, where making up attendance is impossible; or
- (f) engaged in Rotary business duly authorized by the board, which precludes attendance at the meeting.

**Section 4 — *RI Officers' Absences.*** An absence shall be excused if the member is a current RI officer or a Rotarian partner of a current RI officer.

**Section 5 — *Excused Absences.*** A member's absence shall be excused if:

- (a) The board approves it for reasons, conditions, and circumstances it considers good and sufficient. Such excused absences shall not last longer than 12 months. However, if a leave is taken for medical reasons, follows the birth or adoption of a child, or takes place during foster care of a child, the board may extend it beyond the original 12 months.
- (b) The sum of the member's age and years of membership in one or more clubs is 85 years or more, the member has been a Rotarian for at least 20 years, the member has notified the club secretary in writing of a desire to be excused from attendance, and only these requirements are taken into consideration.

**Section 6 — Attendance Records.** When a member whose absences are excused under subsection 5(a) of this article does not attend a club meeting, the member and the absence shall not be included in the attendance records. If a member whose absences are excused under section 4 or subsection 5(b) of this article attends a club meeting, the member and the attendance shall be included in this club's membership and attendance figures.

**Section 7 — Exceptions.** The bylaws may include provisions not in accordance with article 10.

## **Article 11 Directors and Officers and Committees**

**Section 1 — Governing Body.** The governing body of this club is the board, as provided in the bylaws.

**Section 2 — Authority.** The board has general control over all officers and committees and, for good cause, may declare any office vacant.

**Section 3 — Board Action Final.** In all club matters, the decision of the board is final, subject only to an appeal to the club. However, when the board decides to terminate membership, the member, according to article 13, section 6, may appeal to the club, request mediation, or request arbitration. An appeal to reverse a board decision requires a two-thirds vote of the members present at a regular meeting specified by the board, provided that a quorum is present and the secretary has given notice of the appeal to each member at least five days before the meeting. The club's action on an appeal is final.

**Section 4 — Officers.** The club officers shall be a president, the immediate past president, a president-elect, a secretary, and a treasurer and may also include one or more vice-presidents, all of whom shall be members of the board. The club officers may also include a sergeant-at-arms, who may be a member of the board, if the bylaws provide. Each officer and director shall be a member in good standing of this club. Club officers shall regularly attend satellite club meetings.

**Section 5 — Election of Officers.**

- (a) *Terms of Officers other than President.* Each officer shall be elected as provided in the bylaws. Except for the president, each officer takes office on 1 July immediately following election and serves for the term of office or until a successor is elected and qualified.
- (b) *Term of President.* A president-nominee shall be elected as provided in the bylaws, at least 18 months but not more than two years before the day of taking office as president. The nominee becomes president-elect on 1 July in the year before taking office as president. The president takes office on 1 July and serves a period of one year. When a successor is not elected, the current president's term is extended for up to one year.
- (c) *Qualifications of President.* A candidate for president must be a member of this club for at least one year before being nominated, unless the governor determines that less than a full year satisfies this requirement. The president-elect shall attend the presidents-elect training seminar and the training assembly unless excused by the governor-elect. If excused, the president-elect shall send a club representative. If the president-elect does not attend the presidents-elect training seminar and the training assembly and has not been excused by the governor-elect or, if excused, does not send a club representative to these meetings, the president-elect shall not serve as club president. The current president then shall continue to serve until the election of a successor who has attended a presidents-elect training seminar and training assembly or training deemed sufficient by the governor-elect.

**Section 6 — Governance of a Satellite Club of This Club.**

- (a) *Satellite Club Oversight.* This club shall provide general oversight and support of a satellite club as deemed appropriate by the board.
- (b) *Satellite Club Board.* For day-to-day governance, a satellite club shall have an annually elected board, drawn from its members and comprising the officers of the satellite club and four to six other members as the bylaws shall provide. The highest officer of the satellite club shall be the chair, and other officers shall be the immediate past chair, the chair-elect, the secretary, and the treasurer. The satellite board shall be responsible for the day-to-day organization and management of the satellite club and its activities, in accordance with Rotary rules, requirements, policies, aims, and objectives, under the guidance of this club. It shall have no authority within, or over, this club.
- (c) *Satellite Club Reporting Procedure.* A satellite club shall annually submit to the president and board of this club a report on its membership, activities, and programs, accompanied by a financial statement and audited or reviewed accounts, for inclusion in this club's reports for its annual general meeting and any other reports that may, from time to time, be required by this club.

**Section 7 — Committees.** This club should have the following committees:

- (a) Club Administration;
- (b) Membership;
- (c) Public Image;
- (d) Rotary Foundation; and
- (e) Service Projects.

The board or president may appoint additional committees as needed.

**Article 12 Dues**

Every member shall pay annual dues as prescribed in the bylaws.

**Article 13 Duration of Membership**

**Section 1 — Period.** Membership shall continue during the existence of this club unless terminated as provided below.

**Section 2 — Automatic Termination.** Membership shall automatically terminate when a member no longer meets the membership qualifications.

- (a) *Rejoining.* When a member in good standing has their membership terminated, that person may apply for membership again, under the same or another business, profession, occupation, community service, or other classification.
- (b) *Termination of Honorary Membership.* Honorary membership shall automatically terminate at the end of the term of membership set by the board, unless extended. The board may revoke an honorary membership at any time.

**Section 3 — Termination Non-payment of Dues.**

- (a) *Process.* Any member who fails to pay dues within 30 days after they are due shall be notified in writing by the secretary. If the dues are not paid within 10 days after the notification, the board may terminate membership, at its discretion.
- (b) *Reinstatement.* The board may reinstate the former member to membership if the former member requests and pays all debts to this club.

**Section 4 — Termination Non-attendance.**

- (a) *Attendance Percentages.* A member must:
  - (1) attend or make up at least 50 percent of regular club meetings or satellite club meetings; engage in club projects, events, and other activities for at least 12 hours in each half of the year; or achieve a proportionate combination of both; and



- (2) attend at least 30 percent of this club's regular meetings or satellite club meetings or engage in club projects, events, and other activities in each half of the year (assistant governors, as defined by the RI board of directors, shall be excused from this requirement).

A member who fails to attend as required may be terminated unless the board consents to the non-attendance for good cause.

- (b) *Consecutive Absences.* Non-attendance may be considered a request to terminate membership in this club, if a member fails to attend or make up four consecutive regular meetings, unless otherwise excused by the board for good and sufficient reason or pursuant to article 10, sections 4 or 5. After the board notifies the member, the board, by a majority vote, may terminate the member's membership.
- (c) *Exceptions.* The bylaws may include provisions not in accordance with article 13, section 4.

**Section 5 — Termination — Other Causes.**

- (a) *Good Cause.* The board may terminate the membership of any member who ceases to have the qualifications for club membership or for any good cause by a vote of at least two-thirds of the board members present and voting, at a meeting called for that purpose. The guiding principles for this meeting shall be article 8, section 1; The Four-Way Test; and the high ethical standards of a Rotarian.
- (b) *Notice.* Before the board acts under subsection (a) of this section, the member shall be given at least 10 days' written notice and an opportunity to respond in writing to the board. Notice shall be delivered in person or by registered letter to the member's last known address. The member has the right to appear before the board to state his or her case.

**Section 6 — Right to Appeal, Mediate, or Arbitrate Termination.**

- (a) *Notice.* Within seven days after the board's decision to terminate or suspend membership, the secretary shall notify the member in writing. Within 14 days after the notice, the member may give written notice to the secretary of an appeal to the club or a request for mediation or arbitration. The procedure for mediation or arbitration is provided in article 17.
- (b) *Appeal.* In the event of an appeal, the board shall set a date for the hearing at a regular club meeting held within 21 days after receipt of the notice of appeal. At least five days' written notice of the meeting and its special business shall be given to every member. Only members shall be present when the appeal is heard. The action of the club is final and binding on all parties and shall not be subject to arbitration.

**Section 7 — Board Action Final.** Board action shall be final if no appeal to this club is taken and no arbitration is requested.

**Section 8 — Resignation.** A member's resignation from this club shall be in writing, addressed to the president or secretary. The board shall accept the resignation unless the member owes debt to this club.

**Section 9 — Forfeiture of Property Interest.** Any person whose club membership is terminated in any manner shall forfeit all interest in any funds or other property of this club if, under local laws, the member acquired any right to them upon joining the club.

**Section 10 — Temporary Suspension.** Notwithstanding any provision of this constitution, if in the opinion of the board

- (a) credible accusations are made that a member has refused or neglected to comply with this constitution, or is guilty of conduct unbecoming a member or harmful to the club; and

- (b) those accusations, if proved, constitute good cause for terminating the membership of the member; and
- (c) no action should be taken on the membership of the member, pending the outcome of a matter or an event that the board believes should properly occur first; and
- (d) it is in the best interests of the club to temporarily suspend the member without a vote on the member's membership and to exclude the member from attendance at meetings and other club activities and from any club office or position;

the board may, by at least a two-thirds vote, temporarily suspend the member for a reasonable period up to 90 days and with any other conditions the board sets. A suspended member may appeal the suspension or may request mediation or arbitration as provided in section 6 of this article. During the suspension, the member shall be excused from attendance requirements. Before the suspension ends, the board must either move to terminate the suspended Rotarian or reinstate the Rotarian to full regular status.

#### **Article 14 Community, National, and International Affairs**

**Section 1 — *Proper Subjects.*** Any public question involving the welfare of the community, the nation, and the world is a proper subject of fair and informed discussion at a club meeting. However, this club shall not express an opinion on any pending controversial public measure.

**Section 2 — *No Endorsements.*** This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

**Section 3 — *Non-Political.***

- (a) *Resolutions and Opinions.* This club shall neither adopt nor circulate resolutions or opinions and shall not take action dealing with world affairs or international policies of a political nature.
- (b) *Appeals.* This club shall not direct appeals to clubs, peoples, or governments, or circulate letters, speeches, or proposed plans for the solution of specific international problems of a political nature.

**Section 4 — *Recognizing Rotary's Beginning.*** The week of the anniversary of Rotary's founding, 23 February, is World Understanding and Peace Week. During this week, this club will celebrate Rotary service, reflect upon past achievements, and focus on programs of peace, understanding, and goodwill in the community and throughout the world.

#### **Article 15 Rotary Magazines**

**Section 1 — *Mandatory Subscription.*** Unless this club is excused by the RI board of directors, each member shall subscribe to an official magazine. Two Rotarians who reside at the same address may subscribe jointly to an official magazine. The subscription fee shall be paid on the dates set by the board for the payment of per capita dues for the duration of membership in this club.

**Section 2 — *Subscription Collection.*** The subscription fee shall be collected by this club from each member in advance and remitted to RI or to the office of a regional publication as determined by the RI board of directors.

#### **Article 16 Acceptance of Object and Compliance with Constitution and Bylaws**

By paying dues, a member accepts the principles of Rotary expressed in its object and agrees to comply with and be bound by the club constitution and bylaws. On these conditions alone is a member entitled to the privileges of this club. Each member shall be subject to the terms of the club constitution and bylaws whether or not the member has received copies of them.

#### **Article 17 Arbitration and Mediation**

**Section 1 — Disputes.** Any dispute between any current or former member(s) and this club, any club officer, or the board, except a decision of the board, shall, upon a request to the secretary by any disputant, be resolved by either mediation or arbitration.

**Section 2 — Date for Mediation or Arbitration.** Within 21 days after receipt of the request, the board shall, in consultation with the disputants, set a date for the mediation or arbitration.

**Section 3 — Mediation.** The procedure for mediation shall be

- (a) recognized by an appropriate authority with national or state jurisdiction; or
- (b) recommended by a competent professional body whose recognized expertise covers alternative dispute resolution; or
- (c) recommended in documented guidelines determined by the RI board or TRF Trustees.

Only Rotarians may be mediators. The club may ask the governor or the governor's representative to appoint a mediator with appropriate mediation skills and experience.

- (a) *Mediation Outcomes.* The outcomes or decisions agreed to by the disputants after mediation shall be recorded and copies given to each party, the mediator or mediators, and the board. A summary statement acceptable to the parties shall be prepared for the information of the club. Any disputant, through the president or secretary, may call for further mediation if a party has retracted significantly from the mediated position.

- (b) *Unsuccessful Mediation.* If mediation is requested but is unsuccessful, any disputant may request arbitration, as provided in section 1 of this article.
- Section 4 — Arbitration.** In the event of a request for arbitration, each disputant shall appoint a Rotarian as an arbitrator and the arbitrators shall appoint a Rotarian as an umpire.

**Section 5 — Decision of Arbitrators or Umpire.** The decision reached by the arbitrators or, if they disagree, by the umpire shall be final and binding on all parties and not be subject to appeal.

## **Article 18 Bylaws**

This club shall adopt bylaws that are consistent with the RI constitution and bylaws, with the rules of procedure for an administrative territorial unit, where established by RI, and with this constitution, to give additional provisions for the government of this club. The bylaws may be amended as they provide.

## **Article 19 Amendments**

**Section 1 — Manner of Amending.** Except as provided in section 2 of this article, this constitution may be amended only by a majority vote of those voting at the council on legislation.

**Section 2 — Amending Article 2 and Article 4.** Article 2, Name, and article 4, Locality of the Club, may be amended at any regular club meeting, if a quorum is present, by at least a two-thirds vote of all voting members. Notice of the proposed amendment shall be given to each member and the governor at least 21 days before the meeting. The amendment shall be submitted to the RI board of directors and becomes effective only when approved. The governor may offer an opinion to the RI board of directors about the proposed amendment.

## Recommended Rotary Club Bylaws

Article	Subject	Page
1	Definitions .....	1
2	Board .....	1
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4	Duties of the Officers .....	2
5	Meetings.....	3
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7	Method of Voting .....	3
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## Recommended Rotary Club Bylaws

### Bylaws of the Rotary Club of \_\_\_\_\_

*Club bylaws supplement the Standard Rotary Club Constitution with common club practices. The bylaws in this document are recommendations, but once adopted are binding for the members of the club. Customize them to reflect your club's practices, and confirm that they are not in conflict with the RI Constitution and Bylaws, the Standard Rotary Club Constitution (except where permitted), and the Rotary Code of Policies. Articles that your club is required to include are noted below.*

#### Article 1 Definitions

1. Board: The board of directors of this club.
2. Director: A director on this club's board.
3. Member: A member, other than an honorary member, of this club.
4. Quorum: The minimum number of participants who must be present when a vote is taken: one-third of the club's members for club decisions and a majority of the directors for club board decisions.
5. RI: Rotary International.
6. Year: The 12-month period beginning 1 July.

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*Your club may choose how it defines a quorum for voting purposes.*

#### Article 2 Board

The governing body of this club is its board of directors, consisting of, at a minimum, the president, immediate past president, president-elect, secretary, and treasurer.

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*The Standard Rotary Club Constitution requires a club's bylaws to include article 2. The officers listed above are required to be members of the club board. Your club's board may have additional members, such as the vice president, the president-nominee, sergeant-at-arms, or other directors. If your club has satellite clubs, list their club board members in this article, also.*

#### Article 3 Elections and Terms of Office

Section 1 — One month before elections, members nominate candidates for president, vice president, secretary, treasurer, and any open director positions. The nominations may be presented by a nominating committee, by members from the floor, or both.

Section 2 — The candidate who receives a majority of the votes for each office is declared elected to that office.

Section 3 — **If any officer or board member vacates their position, the remaining members of the board will appoint a replacement.**

Section 4 — **If any officer-elect or director-elect vacates a position, the remaining members of the board-elect will appoint a replacement.**

Section 5 — The terms of office for each role are:

President —	one year
Vice President —	_____
Treasurer —	_____
Secretary —	_____
Sergeant-at-arms —	_____

Director —

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*The Standard Rotary Club Constitution requires that your club's bylaws specify an election process. If a nominating committee is used, include details of how it is appointed. The term of office for a club president is specified as one year in the Standard Rotary Club Constitution. When a successor is not elected, the current president's term can be extended for up to one year.*

#### **Article 4 Duties of the Officers**

Section 1 — The president presides at club and board meetings.

Section 2 — The immediate past president serves as a director on the club board.

Section 3 — The president-elect prepares for his or her year in office and serves as a director.

Section 4 — The vice president presides at club and board meetings when the president is absent.

Section 5 — A director attends club and board meetings.

Section 6 — The secretary keeps membership and attendance records.

Section 7 — The treasurer oversees all funds and provides an accounting of them.

Section 8 — The sergeant-at-arms maintains order in club meetings.

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*See Rotary club leader manuals for details on the roles and responsibilities of club officers.*

#### **Article 5 Meetings**

Section 1 — An annual meeting of this club is held no later than 31 December to elect the officers and directors who will serve for the next Rotary year.

Section 2 — This club meets as follows: \_\_\_\_\_. Reasonable notice of any change or cancellation of the regular meeting will be given to all club members.

Section 3 — Board meetings are held each month. Special meetings of the board are called with reasonable notice by the president or upon the request of two directors.

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*The Standard Rotary Club Constitution requires club bylaws to include article 5, section 2.*

#### **Article 6 Dues**

**Annual club dues are \_\_\_\_\_. They are paid as follows: \_\_\_\_\_. Annual club dues include RI per capita dues, subscriptions to an official magazine, district per capita dues, club fees, and any other Rotary or district per capita assessment.**

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*The Standard Rotary Club Constitution requires club bylaws to include article 6.*

#### **Article 7 Method of Voting**

The business of this club is conducted by voice vote or a show of hands except in the election of officers and directors, which is conducted by ballot. The board may also provide a ballot for a vote on some resolutions.

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*Include satellite club voting procedures here.*

#### **Article 8 Committees**

Section 1 — This club's committees comprise those listed in article 11, section 7, of the Standard Rotary Club Constitution, as well as the following: \_\_\_\_\_.

Section 2 — The president is an ex officio member of all committees.

Section 3 — 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.

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*Club committees coordinate their efforts to achieve the club's annual and long-term goals.*

#### **Article 9 Finances**

Section 1 — Before each fiscal year starts, the board prepares an annual budget of estimated income and expenditures.

Section 2 — The treasurer deposits club funds in a financial institution or institutions designated by the board, divided into two accounts: one for club operations and one for service projects.

Section 3 — Bills are paid by the treasurer or another authorized officer and approved by two other officers or directors.

Section 4 — A qualified person conducts a thorough annual review of all financial transactions.

Section 5 — Club members will receive an annual financial statement of the club. A mid-year financial report, with current and previous year income and expenses, is presented at the annual meeting.

Section 6 — The fiscal year is from 1 July to 30 June.

#### **Article 10 Method of Electing Members**

Section 1 — A member of this club or another club proposes a candidate for membership to the board and/or the membership committee.

Section 2 — The board approves or rejects the candidate's membership within 30 days and notifies the proposing member of its decision.

Section 3 — If the board approves the candidate's membership, the prospective member is invited to join the club.

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*A process to address objections raised by current members may also be included here.*

#### **Article 11 Amendments**

These bylaws may be amended at any regular club meeting. Changing the club bylaws requires sending written notice to each member 21 days before the meeting, having a quorum present for the vote, and having two-thirds of the votes support the change. Changes to these bylaws must be consistent with the Standard Rotary Club Constitution, the RI Constitution and Bylaws, and the Rotary Code of Policies.



## The Rotary Citation

The Rotary Citation is an award that recognizes the hard work clubs do throughout the year. Taking action toward achieving the citation goals helps clubs engage their members, stay relevant in their communities, and run more efficiently. A welcoming and engaging club also reflects the values of Rotary. When clubs work to achieve these goals, they also contribute to the overall health and culture of Rotary for generations to come.

To be eligible for the Rotary Citation, clubs need to begin the year as active clubs in good standing – or having paid each invoice balance in full upon receipt. To verify that your club is in good standing, check your daily club balance report under Club Administration > Club Finances. You should have an outstanding balance of \$0.00. Invoices are due when they are posted, in mid-January and mid-July.

Rotary club leaders can go into Rotary Club Central and **select at least half of the goals** they wish to apply toward citation achievement. This flexibility allows clubs to choose the goals that are most relevant and achievable. In addition, many goals will be self-reported by marking “achieved” in Rotary Club Central.

To achieve the citation:

- Go to Rotary Club Central
- Review the available goals
- Set at least half of the available goals
- Achieve those goals
- Report achievement in Rotary Club Central by 30 June.

Once you are in Rotary Club Central, navigate to the **Goal Center**, select the **year**, and click on the **All tab** to see the goals.

Goal	Goal Detail
Club membership	How many total members does your club want by the end of the Rotary year?
Members and Engagement	Do your club bylaws reflect your members and other participants needs? <sup>1</sup>
Service participation	How many members will participate in club service activities during the Rotary year?
New member sponsorship	How many members will sponsor a new club member during the Rotary year?
Rotary Action Group participation	How many club members will be members of at least one Rotarian Action Group (RAG) during the Rotary year?
Leadership development participation	How many members will participate in leadership development programs or activities during the Rotary year?
District conference attendance	How many members will attend your district conference?
Rotary Fellowship participation	How many club members will be members of a Rotary Fellowship during the Rotary year?

District training participation	How many of your club's committee chairs will attend the district training assembly?
Annual Fund contributions	How much money will be contributed to The Rotary Foundation Annual Fund by your club and its members during the Rotary year?
PolioPlus Fund contributions	How much money will be contributed to The Rotary Foundation PolioPlus Fund by your club and its members during the Rotary year?
Major gifts	How many single outright donations of US\$10,000 or more will be made by individuals associated with your club during the Rotary year?
Bequest Society members	How many individuals or couples will inform The Rotary Foundation of their plans to leave US\$10,000 or more to The Rotary Foundation through their estate?
Benefactors	How many individuals or couples will inform The Rotary Foundation of their estate plans to include the Endowment Fund as a beneficiary or will make an outright gift of US\$1,000 or more to the Endowment Fund?
Service projects	How many service projects will your club complete during the Rotary year?
Rotaract clubs	How many new and existing Rotaract clubs will your club sponsor during the Rotary year?
Interact clubs	How many new and existing Interact clubs will your club sponsor during the Rotary year?
Inbound Youth Exchange students	How many Rotary Youth Exchange students will your club host virtually or in person during the Rotary year?
Outbound Youth Exchange students	How many Rotary Youth Exchange students will your club sponsor virtually or in person during the Rotary year?
RYLA participation	How many individuals will your club sponsor to participate in Rotary Youth Leadership Awards (RYLA) events during the Rotary year either in person or virtual?
Strategic plan	Does your club have an up-to-date strategic plan?
Online presence	Does your club's online presence accurately reflect its current activities?
Social activities	How many social activities will your club hold outside of regular meetings during the Rotary year?
Update website and social media	During the Rotary year, how many times per month will your club's website or social media accounts be updated?
Media stories about club projects	How many media stories will cover your club's projects during the Rotary year?
Use of official Rotary promotional materials	Did your club use Rotary International's advertising and public service materials, such as broadcast videos, print ads, and other official materials available in the Brand Center, to promote Rotary in your community during the Rotary year?