BYLAWS OF ROTARY CLUB OF KU-RING-GAI INCORPORATED

ARTICLE 1 DEFINITIONS APPLICABLE TO THESE BYLAWS

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	A potential club whose members shall also be members of the Club (when applicable)
7. In Writing	A communication capable of documentation, regardless of the method of transmission.
8. Year	The twelve-month period beginning 1 July.

ARTICLE 2 BOARD

(a) The Board shall consist of up to 9 members of this club, namely the

(i) President,

(ii) President-Elect/Club Service Committee Chairperson,

(iii) Immediate Past President,

(iv) Secretary,

(v) Treasurer, and

(vi) Four (4) other members, who are called Directors.

(b) There is no maximum number of consecutive terms for which a Board member may hold office; however, it is the preference of the Club that office holders have no more than 3 consecutive years in any one position.

(c) Regular meetings of the Board shall be held at least each month or at such other times as the Board determines.

(d) Special meetings of the Board shall be called by the President, whenever deemed necessary, or upon the request of two (2) directors, due notice having been given.

(e) All matters for determination by the Board shall be determined by a majority of votes and, if there is an equality of votes, the presiding officer has a casting vote.

(f) A majority of the Board Members shall constitute a quorum of the Board.

ARTICLE 3 ELECTION OF DIRECTORS AND OFFICERS

Section 1 – Election procedure

(a) At a regular meeting one month prior to the annual general meeting, the presiding officer shall ask for nominations of members of the club for the positions of President-Elect/Club Service Committee Chairperson, Secretary, Treasurer and Directors to hold office in the following year.

(b) The Immediate Past President may nominate to also be a Director or Officer.

(c) The nominations shall be presented by members to the Secretary in writing at least 7 days before the time for election at the annual general meeting.

(d) The nominations duly made shall be placed on a ballot in alphabetical order under the positions of President-Elect/Club Service Committee Chairperson, Secretary, Treasurer, and Directors and shall be voted for at the annual general meeting.

(e) The candidate for President-Elect/Club Service Committee Chairperson receiving a majority of the votes shall be declared elected to that office and shall serve as Club Service Committee Chairperson for the year commencing on the first day of July next following the election and shall assume office as President on 1 July immediately following that year.

(f) The candidates for Secretary and Treasurer receiving a majority of the votes shall be declared elected to those positions.

(g) The candidates for Director receiving a majority of the votes shall be declared elected as Directors.

Section 2 – Appointments by incoming President-Elect

Within one month after the Annual General Meeting, the incoming President-Elect for the following year shall appoint:

(a) Members to chair specific committees (except for the new President-Elect/Club Service Committee Chairperson who will chair the Club Service Committee),

(b) a Youth Protection Officer

Section 3 – Vacancies

(a) A vacancy in the Board or any office shall be filled by action of the remaining board members.

(b) A vacancy in the position of any officer-elect or director-elect shall be filled by action of the remaining members of the board-elect.

Section 4 – Holding more than one role or office

There is no restriction on any member holding more than one role or office.

ARTICLE 4 DUTIES OF PARTICULAR OFFICERS

Section 1 – President.

It shall be the duty of the President to preside at meetings of the Club and the Board

and to perform other duties as ordinarily pertain to the office of president.

Section 2 – Secretary.

It shall be the duty of the secretary to

(a) keep membership records;

(b) send out notices of club and board meetings;

(c) record and preserve the minutes of such meetings:

  (i) minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting;

  (ii) the signature of the chairperson may be transmitted by electronic means for the purposes of sub-clause (c)(i);

(d) report as required to RI, including the semiannual reports of membership on 1 January and 1 July of each year, which shall include per capita dues for all members and prorated dues for active members who have been elected to membership in the club since the start of the July or January semiannual reporting period;

(e) report changes in membership;

(f) collect and remit RI official magazine subscriptions;

(g) establish and maintain a register of persons who are members of the Board (in written or electronic form) specifying the name, date of birth and residential address of person; the position to which the person was elected; the date on which the person was elected to that position; the date on which the person is to vacate office.

  (i) Any changes in the particulars of persons recorded in the register must be recorded within one month after the change occurs.

  (ii) The register must be kept at the main address of the club or, if there is no such address, at the official address of the club.

  (iii) The register must, at all reasonable hours, be kept available for inspection, free of charge, by any person,

(h) Complete and return the Club Insurance and Compliance Declaration to the Zone Insurance and Protection Committee when requested (usually in April each year), and

(i) perform other duties as usually pertain to the office of secretary.

Section 3 – Public Officer and Inspection of records, books and other documents

(a) For the purpose of the Associations Incorporation Act 2009, the Secretary of the club shall also be the Public Officer unless the Board by resolution appoints some other Member to that position.

(b) Except as otherwise provided by these bylaws, the Public Officer shall keep custody or control all records, books and other documents relating to the club.

(c) The records, books and other documents of the club shall be open to inspection, free of charge, by a Member of the club at any reasonable hour in hard copy or electronic form.

(d) A member may obtain a hard copy of a document referred to in subclause (c) on payment of a fee of $1 for each page copied.

(e) The Board may refuse to allow a member to inspect or obtain a copy of a document under this clause:

(i) that relates to confidential, personal, commercial, employment or legal matters; or

(ii) if the Board considers it would be prejudicial to the interests of the club for the member to do so.

(f) If a member requests that any information contained on the register about the member (other than the member's name) not be available for inspection, that information must not be made available for inspection.

(g) A member must not use information about a person obtained from the register to contact or send material to the person, other than for:

(i) the purposes of sending the person a newsletter, a notice in respect of a meeting or other event relating to the club or other material relating to the club; or

(ii) any other purpose necessary to comply with a requirement of the Act or Regulation.

(h) For the purposes of Associations Incorporation Act 2009, the Public Officer shall:

(i) keep a register in written or electronic form of the members of the Board including the particulars prescribed by section 29,

(ii) establish and maintain a register of members of the Club (whether in written or electronic form) specifying the name and postal, residential or email address together with the date on which they became a member;

(iii) keep the registers at his or her residential address in the State of New South Wales,

(iv) if the Club has ceased to exist, keep the registers for a period of 5 years after the Club has ceased to exist,

(v) make available a current hard copy of the registers to be inspected by any person without payment of any fee, at all reasonable hours,

(vi) lodge documents with the Commissioner for Fair Trading as required by section 45 in consultation with the Board and Treasurer.

Section 4 – Treasurer.

It shall be the duty of the Treasurer to:

(a) have custody of all funds,

(b) report to the Board at each Board meeting and at any other time upon demand by the Board regarding income and expenses since the previous Board meeting,

(c) perform other duties as pertains to the office of treasurer,

(d) upon retirement from office, hand over to the incoming treasurer or to the president all funds, books of accounts, or any other club property, and

(e) as soon as practicable after the end of each financial year, cause financial statements and an audit report thereof to be prepared and presented to the Board, the Annual General Meeting, and the Commissioner for Fair Trading as required by sections 47, 48 and 49 of the Associations Incorporation Act 2009 and sections 22 and 24 of the Charitable Fundraising Act 1991.

Section 5 – Youth Protection Officer

It shall be the duty of the Youth Protection Officer to:

(a) Support the Board to maintain compliance with youth protection procedures ensuring the completion of all required protection documentation as required by Commonwealth, State or Territory legislation or guidelines;

(b) Advise organisers and volunteers for Rotary Youth Programs arranged by, or participated in by the club, regarding the correct procedure for screening and pre-approving volunteers;

(c) Attend annual training on youth protection policies and procedures including reporting requirements;

(d) Ensure that club programs and activities involving youth have sufficient procedures in place to manage youth protection risks, including a risk assessment;

(e) Verify Working with Children Checks through the Office of the Children's Guardian;

(f) Receive Rotary Youth Program Volunteer Information and Declaration Forms and carry out referee checks of Youth Program Volunteers;

(g) Maintain records of completed Rotary Youth Program Volunteer Information and Declaration Forms and verified Working with Children Checks in perpetuity, in a form that is accessible to the District Youth Protection Officer, and as may be inspected on request by the Office of the Children's Guardian and other government officials as required.

ARTICLE 5 CLUB MEETINGS

Section 1 – General Meetings

(a) The general meetings of this Club shall be held twice monthly on Mondays at 6.30 pm or as otherwise determined by the Board.

(b) The usual order of business at general meetings is:

1. Meeting called to order.
2. Welcome and introduction of visitors.
3. Correspondence, announcements and Rotary information.
4. Committee reports, if any.
5. Address or other program features.
6. Closure and advice of next meeting.

The President or presiding officer may alter this usual order.

(c) The Club shall not consider any resolution or motion to commit the Club on any

matter until the Board has considered it. Such resolutions or motions, if offered at a Club meeting, shall be referred to the Board without discussion and the Board will report to the Club at the next meeting and the Club may then consider the resolution or motion.

(d) Upon any question arising at a general meeting of the club, a Member has one vote only and all votes shall be given personally and may not be given by proxy.

(e) A Member is not entitled to vote at any general meeting of the Club unless all money due and payable by the member to the club has been paid.

(f) In the case of an equality of votes on a question at a general meeting, the chairman of the meeting is entitled to exercise a second or casting vote.

(g) As allowed by Article 7, Section 1(f) of the Constitution, Article 7, Section 1 (d) thereof is **amended** to read as follows:

> **Cancellation**. The Board may cancel a regular meeting for any reason. However, the Board must ensure that this Club meets at least twice per month.

(h) Due notice of any changes in or cancelling of the regular meeting shall be given to all members of the Club.

(i) Regarding Attendance at general meetings, as allowed by Article 10, Section 7 of the Constitution, Article 10 of the Constitution is deleted for this Club's Constitution, and the following Article is substituted:

> **Article 10 –**
>
> (a) It is expectation of this Club that Members will try to participate in one half of all Club general meetings, Committee Meetings, Social and Project events.
>
> (b) It is the wish of this Club that Members take the opportunities to attend and participate in meetings and events of RI, Rotary Districts, other Rotary, Rotaract and Interact Clubs, the Rotary Leadership Institute and involve themselves in online and other research and activities regarding Rotary.
>
> (c) Members up to the age of 26 years are expected to try and participate in Club Meetings Committee meetings, Social and Project events once each calendar month.

(j) Regarding Termination of Membership for Non-Attendance, as allowed by Article 13, Section 5(c) of the Constitution, Article 13, Section 5 of the Constitution is deleted from the Constitution of this Club.

Section 2 – Special General Meetings

(a) Notice of a special general meeting of the club shall be given by the secretary in writing at least 21 days before the meeting.

(b) The notice shall specify the place and time at which the meeting will be held, nature of the business to be transacted at the meeting, and the terms of any special resolution being proposed.

(c) A resolution of the Club is a special resolution if it is passed by a majority which comprises not less than three-quarters of such Members of the Club as, being entitled under these bylaws so to do, vote in person at a general meeting of

which not less than 21 days' notice specifying the intention to propose the resolution as a special resolution was given in accordance with these bylaws, or

(d) where it is made to appear to the Commissioner for Fair Trading that it is not possible or practicable for the resolution to be passed in that manner and the resolution is passed in a manner specified by the Commissioner.

Section 3 – Annual General Meeting.

(a) An annual general meeting of this club shall be held before 31 December each year.

(b) The annual general meeting is a Special General Meeting and the provisions of Article 5, Section 2 apply.

(c) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be:

(i) to confirm the minutes of the last preceding annual general meeting and any special general meeting held since that meeting;

(ii) to elect the President- Elect, Secretary, Treasurer and Directors of the Club in accordance with Article 3 of these bylaws;

(iii) to receive and consider the financial statements and audit report as required by Article 8, Section 5 below.

Section 4 – Quorum

(a) One-third of the membership shall constitute a quorum at the annual, special and regular meetings of this club.

(b) If within half an hour of the appointed time for the commencement of a meeting a quorum is not present, the meeting shall stand adjourned to the same day in the following week at the same time and at the same place.

(c) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting the Members present (being not less than 3) shall constitute a quorum.

Section 5 – Method of Voting

(a) The business of this Club shall be transacted by a vote on the voices except the election of President-Elect, Officers and Directors, which shall be by ballot.

(b) The Board may determine that a specific resolution be considered by ballot rather than by a vote on the voices.

Section 6 – Presiding Officer

(a) The President or, in the president's absence the President-Elect, shall preside as chair at each general meeting of the Club.

(b) If the President and President-Elect are absent from a general meeting or are unwilling to act, the Members present shall elect one of their number to preside as chair of the meeting.

ARTICLE 6 FEES AND DUES

(a) The annual membership fees shall be as prescribed by the Board from time to

time, payable either annually or semi-annually on the first day of July and of January, with the understanding that a portion of each semi-annual payment shall be applied to district per capita dues and each Member's subscription to the RI official regional magazine Rotary Down Under or The Rotarian if requested.

(b) The annual membership fees for members up to and including the age of 25 years (that is, until their 26th birthday) will be one half of that prescribed by the Board for all other members.

(c) An Entrance fee shall be prescribed by the Board from time to time.

(d) The annual membership fee each Member, other than the first, who resides in the same household will be three quarters of that prescribed by the Board for all other members.

(e) The annual membership fee for Associate Members will be one half of that prescribed by the Board for all other members.

(f) The annual membership fee for Corporate Members from the same business or organization will be:

(i) For each of the first and the second Corporate Member, the fee prescribed by the Board for all other members; and

(ii) For each additional Corporate Member, one half of the fee prescribed by the Board for all other members.

ARTICLE 7 COMMITTEES

Section 1 – General

(a) Club committees are charged with carrying out the annual and long-range goals of the club based on the five Avenues of Service as set out in Article 6 of the Constitution.

(b) The President-Elect, President, and immediate Past President should work together to ensure continuity of leadership and succession planning.

(c) When feasible, committee members should be appointed to the same committee for up to three years to ensure consistency and continuity.

(d) The President-Elect is responsible for appointing committee members, to fill vacancies, and conducting planning meetings with the incoming board prior to the start of their year in office.

(e) The duties of all committees shall be established and reviewed by the President for his or her year. In declaring the duties of each, the President shall reference to appropriate RI materials.

(f) Each committee shall have a specific mandate, clearly defined goals and action plans established by the beginning of each year for implementation during the course of the year.

(g) It shall be the primary responsibility of the President-Elect to provide the necessary leadership to prepare a recommendation for club committees, mandates, goals and plans for presentation to the Board in advance of the commencement of the year as noted above.

(h) The President shall be ex officio a member of all committees and, as such, shall have all the privileges of membership thereon.

(i) Each committee shall transact its business as is delegated to it in these bylaws and such additional business as may be referred to it by the President or the Board. Except where special authority is given by the Board, such committees shall not take action until a report has been made and approved by the Board.

(j) Each Committee Chairperson shall be responsible for regular meetings and activities of their designated committee, shall supervise and coordinate the work of the committee, and shall report to the board on all committee activities.

Section 2 – Standing Committees

Standing committees shall be appointed as follows:

(a) **Membership**

This committee should develop and implement a comprehensive plan for the recruitment and retention of members.

(b) **Club Public Image**

This committee should develop and implement plans to provide the public with information about Rotary and to promote the Club's service projects and activities.

(c) **Club Service**

(i) This committee should conduct activities associated with the effective operation of the club.

(ii) the Chairperson of the Club Service Committee shall be responsible for all Club Service activities and shall supervise and coordinate the work of all committees appointed on particular phases of Club Service.

(iii) the Club Service Committee shall consist of the Chairperson of the Club Service Committee and the officers appointed on particular phases of Club Service

(iv) the President shall, subject to the approval of the Board, appoint the following Officers on particular phases of Club Service as are considered necessary:

- Attendance
- Club Bulletin
- Fellowship activities
- Magazine
- Program
- Classifications
- Insurance
- Rotary Information.

(v) where feasible and practicable in the appointment of Club Officers, there should be provision for continuity of office.

(d) **The Rotary Foundation**

This committee should develop and implement plans to support The Rotary Foundation through both financial contributions and program participation.

Section 3 – Service Committees

(a) The President shall, subject to the approval of the Board, appoint the following Operational committees:

- Vocational Service
- Community Service
- International Service
- Youth Service

(b) The President shall, subject to the approval of the Board also appoint such committees on particular phases of Club Service, Vocational Service, Community Service, International Service and Youth Service as are considered necessary.

(c) The Vocational Service, Community Service, International Service and Youth Service Committees shall each consist of a Member as Chair and not less than two (2) other members.

(d) Additional ad hoc committees may be appointed by the President, subject to approval by the Board, as needed.

ARTICLE 8 FINANCES

Section 1 – Financial Year

The financial year of the club is each period of 12 months commencing on 1 July and ending on the following 30 June.

Section 2 – Budget

Prior to the beginning of each financial year, the Board shall prepare a budget of estimated income and expenditures for the year, which shall stand as the limit of expenditures for these purposes, unless otherwise ordered by action of the Board. The budget shall be broken into two separate parts: one in respect of club operations and one in respect of charitable/service operations.

Section 3 – Funds Management

(a) The Treasurer shall deposit all Club funds into a bank named by the Board. The Club funds shall be divided into two separate accounts: club operations and charitable/service projects.

(b) Club operation funds shall be derived from sources such as entrance fees and annual membership dues.

(c) Funds for Service Projects will be derived from sources such as fund raising, raffles, events, and donations. Funds for Service Projects will only be used for such projects or donations.

(d) The Club shall as soon as practicable after receiving money issue a receipt appropriate to the circumstances of the transaction.

(e) Subject to any resolution passed by the Club in general meeting, the funds of the Club shall be used in pursuance of the objects of the Club in such manner as the Board determines.

Section 4 – Payment of Expenses

(a) All bills shall be paid by the Treasurer or other authorised officer, and such payments must be approved by the Board.

(b) Such approval can occur after the payments have been made.

(c) Any payment made by the club by cheque, negotiable instrument or electronic funds transfer must be signed, or authorised, by;

(i) two persons who have been appointed as authorised signatories in accordance with section 36 of the Act; or

(ii) the public officer and one such person.

Section 5 – Financial Statements

As soon as practicable after the end of each financial year, the Board:

(a) must cause financial statements for that year to be prepared in relation to the club's financial affairs (including its affairs as trustee of any trust), and

(b) must cause the financial statements to be audited/reviewed in time for them to be submitted to the club's next annual general meeting, such audit/review to be in compliance with requirements of the Associations Incorporation Act 2009.

Section 6 – No profit to Members

The income and property of the Club however derived shall be applied solely toward the promotion of the objectives of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever by way of profit to the Members of the club, provided that nothing herein shall prevent the payment in good faith of reasonable and proper rent for premises let by any Member of the club or reimbursement of expenses paid for by Club members.

Section 7 - Non-profit status

(a) This club shall be a non-profit association.

(b) The purposes of the Club shall be charitable and benevolent and to encourage, promote and extend the object of Rotary, and to maintain the relations of a member club within RI.

(c) No member shall obtain a benefit as a result of being a Club member.

Section 8 - **Distribution of Property on Winding Up of this Club**

(a) Subject to the Associations Incorporation Act and Regulations, in a winding up of the club, any surplus property of the club is to be transferred to another club registered with RI, specifying the extent of charitable/project funds and club operation funds.

(b) The Club Board will ensure (as far as possible) that the other Rotary Club shall also prohibit the distribution of its property among its members and that charitable/project funds are only used for charitable/project purposes.

(c) The recipient club is to be determined at a general meeting of this club or, if it is not possible to attain a quorum at such general meeting, by a resolution of

the Board.

Section 9 – **Members' Liability**

The liability of a member of the club to contribute towards the payment of the debts and liabilities of the club or the costs, charges and expenses of the winding up of the club is limited to the amount, if any, unpaid by the member in respect of membership of the club as required by Article 12 of the Constitution, Article 15 Section 2 of the Constitution, and Article 6(c) of these Bylaws.

ARTICLE 9 CHARITABLE FUNDRAISING ACT 1991

(a) This Article applies whilst the Club holds a fundraising authority under the Charitable Fundraising Act 1991.

(b) The Club shall comply with such of the provisions of the Charitable Fundraising Act 1991 and the regulations thereunder as are applicable to it.

(c) A member of the Board shall not be appointed to any salaried office of the Club or any office of the Club paid by fees, and no remuneration or other benefit in money or money's worth shall be given by the Club to any member of the Board except:

(i) repayment of out-of-pocket expenses; and

(ii) interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the Club's bankers for money lent to the Club; or

(iii) payment pursuant to a contract authorised by the Board in the absence of the Board member.

(d) In the event of the Club having a membership of less than five persons then the Club shall be dissolved in accordance with Article 14 hereunder. Upon any winding up or dissolution under Article 14 any Rotary Club to which any property is given or transferred shall be the holder of a fundraising authority under the Charitable Fundraising Act 1991.

ARTICLE 10 CHILD PROTECTION (WORKING WITH CHILDREN ACT) 2012

Section 1 – Compliance with Legislation

(a) The Club shall comply with such of the provisions of the Child Protection (Working with Children) Act 2012 and the regulations thereunder as are applicable to it.

(b) The Club adopts the intent of section 43 of the Child Protection (Working with Children) Act 2012 which provides that anything done by any person in good faith and with reasonable care for the purpose of Youth Protection does not subject the person to any action, liability, claim, demand or sanction.

Section 2 – Child Safe Standards

This Club adopts the Child Safe Standards under the NSW Child Safe Scheme of:

1. Child safety is embedded in the Club's leadership, governance and culture
2. Children participate in decisions affecting them and are taken seriously

3. Families and communities are informed and involved
4. Equity is upheld and diversity is taken into account
5. People working with children are suitable and supported
6. Processes to respond to complaints of child abuse are child focused
7. Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training
8. Physical and online environments minimise the opportunity for abuse to occur
9. Implementation of the Child Safe Standards is continuously reviewed and improved
10. Policies and procedures document how the organisation is child safe

Section 3 – Youth Protection Policy

Rotary District 9685 has established and maintains a Youth Protection Policy and this Club will abide by it and the Club will adopt its own Youth Protection Policy and Procedure consistent with the District Policy.

Section 4 – Working With Children Check Clearance

Every Member must obtain a "Working with Children Check Clearance" in accordance with the Child Protection (Working with Children) Act 2012. If a Member does not obtain such a Clearance, they must not have any contact with children in the course of their membership activities of the Club.

Section 5 – Volunteer Declaration

The Club's Youth Protection Officer and the Chairperson of the Club's Youth Services Committee, promptly after their appointment, and every person involved with Rotary youth program activities who has direct interaction (whether supervised or unsupervised) with youths/students, before the first such interaction, shall complete and deliver to the Youth Protection Officer a Volunteer Declaration providing (at a minimum) their full name, any previous name, residential address, Working with Children Clearance number, expiry date for each clearance, agreement to abide by the terms of the Child Safe Code of Conduct, and the names of three referees who can vouch for their appropriateness to work with children.

Section 6 – Document Register

The Club's Youth Protection Officer is authorised by the Club to require provision of the Volunteer Declaration for the persons specified in Section 5 and to verify and record those relevant details in a register kept in accordance with section 9A of the Child Protection (Working with Children) Act 2012.

ARTICLE 11 INSURANCE

(a) The Club shall effect and maintain insurance in accordance with the Australian Rotary National Insurance Program implemented by the Zone Insurance and Protection Committee.

(b) In addition to the insurance required under Section 1 of this Rule, the Club may effect and maintain other insurance.

ARTICLE 12 METHOD OF ELECTING MEMBERS

(a) The name of a prospective member, proposed by an active member of the club, shall be submitted to the Board in writing, through the Secretary. A transferring or former member of another club may be proposed to active membership by the former club. The proposal shall be kept confidential except as otherwise provided in this procedure.

(b) The Board shall ensure that the proposal meets all the classification and membership requirements of the standard Rotary club constitution

(c) The Board shall approve or deny the proposal within 30 days of its submission. If approved, the Board shall notify the Club Members on a confidential basis through the Secretary of its decision.

(d) If no written objection to the proposal, stating reasons, is received by the Board from any Member (other than honorary) of the Club within seven (7) days following publication of information about the prospective member, that person shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership, following which the prospective member shall be requested to sign the membership proposal form, complete a Volunteer Declaration Form as required by Article 10, Section 5 above, and shall be considered to be elected to membership.

(e) If any such objection has been filed with the board within seven (7) days, the Board shall vote on this matter at its next meeting. If the nomination is approved despite the objection, the procedure set out in (d) above will be followed.

(f) Following the election of a new Member, the President shall arrange for the new Member's induction (including compliance with Child Safety Policies as set out in Article 10 above), membership card, and new member Rotary literature. In addition, the President or Secretary will report the new member information to RI, and the President will assign another Member to assist with the new Member's assimilation to the club and assign the new Member to a Club committee.

(g) Every new Member will be encouraged to attend the Rotary Leadership Institute. The Board may make provision for the Club to meet the fees of such attendance.

(h) The Club may elect, in accordance with the standard Rotary club constitution, honorary members proposed by the Board. Without limiting the categories of persons who may be elected honorary members, persons, businesses or organisations that, in any year, donate a sum of not less than five times the annual membership fee prescribed pursuant to Article 6(a), by way of sponsorship of a service project organised by the club (whether or not in conjunction with another Rotary club), may be elected an honorary member of the club for the following year.

(i) This Club will consider offering associate, corporate, family or other membership types, but such will have to be approved by the Club by way of amendment to these Bylaws.

(j) There is no prohibition on a Rotaractor being a member of this Club at the same time as they are a member of a Rotaract Club.

ARTICLE 13 NON-VOTING MEMBERS

A prospective member may be elected as a non-voting Member in one of the following categories, subject to the conditions stated in relation to that category:

(a) Associate Member, being a person who agrees to attend a minimum of three meetings of the club each year and to participate in a minimum of three activities of the club other than its meetings each year. The term of such membership shall not exceed two years in total. Despite any other provision in these bylaws, an Associate Member shall have no vote and shall not be eligible for election to any office in the club.

(b) Corporate Member, being one of no more than four owners or employees from the same business or organization. Despite any other provision in these bylaws, a Corporate Member shall have no vote and shall not be eligible for election to any office in the club.

ARTICLE 14 AMENDMENTS

(a) These bylaws may be amended at a special general meeting, a quorum being present, by a special resolution.

(b) No amendment or addition to these bylaws can be made which is not in harmony with the standard Rotary club constitution and with the constitution and bylaws of RI.

(c) Any amendments to these bylaws must, in addition to the requirements of Article 18 of the Constitution, not be inconsistent with the law of New South Wales.

(d) Notwithstanding Article 19, Section 2, of the RI Standard Club Constitution, any amendment of the constitution must be approved by a special resolution of the club.

(e) Any amendment to these bylaws or the Standard Rotary Constitution will be advised by the Secretary to the Commissioner for Fair Trading within 28 days pursuant to section 10 of the Associations Incorporation Act 2009.

(f) Notwithstanding Article 19, Section 1, of the RI Standard Club Constitution, any amendment of the constitution shall only take effect on registration under the Associations Incorporation Act 2009.

ARTICLE 15 DISSOLUTION

The club shall not be dissolved except at a Special General Meeting of the Club specially convened for the purpose and by a Special Resolution.