

**Bylaws of Rotaract District 6710**  
**Ratified November 12, 2005**  
**Amended April 30, 2006**

**Article I. Name-** The name of this organization shall be The Rotaract District Committee, (hereinafter RDC).

**Article II. Rotaract District Committee Structure**

**Section 2.01 Structure-** The RDC shall consist of three members from each Rotaract Club in District.

- (a) The selection of representatives from each Rotaract Club shall be determined at the individual club level, but must be elected prior to the Spring District Conference.
- (b) The immediate past president of each Rotaract Club will be given the opportunity to serve as one of the representatives if possible, regardless of current affiliation.

**Section 2.02 Offices of the RDC-** The RDC shall include the positions of District Rotaract Representative, Vice Chair, Secretary, Treasurer, and Sergeant at Arms.

- (a) The District Rotaract Representative (hereinafter "DRR") shall serve as the Chair of the RDC. It is the responsibility of the DRR to foresee and delegate, as well as follow-up on the following tasks:
  - (i) Facilitation of communication between clubs, including but not limited to a district newsletter
  - (ii) Oversee the planning of an annual fall District Rotaract conference
  - (iii) Aid in the creation of new clubs and provide nurturance to existing clubs
  - (iv) Annually visit each Rotaract Club in the District
  - (v) Serve as the main liaison with District Rotaract Committee formed of Rotarians (hereinafter DRC) and Rotary District Governor
  - (vi) Monitor individual club plans
  - (vii) Plan and facilitate an officer training session at the District Rotary Conference
  - (viii) Submission of Treasurer's receipts to and obtaining refunds from Rotary
- (b) The Vice Chair shall assume the duties of the DRR in his or her absence and other duties as necessary.
- (c) The Secretary shall record and publish minutes and other duties as necessary.
- (d) The Treasurer shall coordinate the drafting of the budget and document finances and other duties as necessary.

**Section 2.03 Election and Terms of RDC Officers**

- (a) The members of the RDC shall internally elect the officer positions by secret ballot.
- (b) The committee members elect will convene at the Spring conference, to elect all officer positions for the upcoming year.
- (c) Eligible candidates for DRR will be those who have served no less than one year on RDC or a past Rotaract president.
  - (i) The DRR will be elected from by the incoming RDC.
  - (ii) The members on the incoming Rotaract Committee shall, by a majority vote, choose the new DRR. In the case of a tie, the outgoing DRR will break the tie.

- (iii) If the outgoing DRR is running for DRR for a second term, the Rotarians on the DRC Committee will vote to break the tie, if necessary.
- (d) If the newly elected DRR was a district committee member elect, his or her club of representation must elect a new committee member.
- (e) Terms will run July 1<sup>st</sup> – June 30<sup>th</sup> in consistence with the Rotary operating year.

Section 2.04 RDC Meeting Requirement

- (a) Meetings shall be managed in accordance to Robert's Rules of Order Newly Revised (hereinafter RONR).
- (b) Quorum is defined by 51% of committee members, not including the DRR.
- (c) The DRR may only vote on a vote which is not by ballot, if a majority vote is required and there is a tie, he or she may vote in the affirmative to cause the motion to prevail. If there is one more in the affirmative than in the negative, the president can create a tie by voting in the negative to cause the motion to fail. Similarly, if a two-thirds vote is required, he or she may vote either to cause, or to block, attainment of the necessary two thirds (RONR).
- (d) The RDC shall meet at least once per semester. At least one Rotaract Advisor shall be in attendance at RDC Meetings.
- (e) If any representative cannot attend a meeting of the RDC, his or her club may designate a proxy.

Section 2.05 Committees- The DRR will have the authority, in conjunction with the RDC, to establish sub-committees if deemed necessary.

Section 2.06 Removal from Office

- (a) A committee member cannot be removed by the committee, but recommendations can be made to the club they represent.
- (b) The Vice Chair, Secretary, Treasurer, or Sergeant at Arms, if found to not be fulfilling their requirements, can be removed of their office by an affirmative 2/3<sup>rds</sup> vote of the RDC.
- (c) The DRR cannot be removed by the committee, but a recommendation, issued by an affirmative 2/3<sup>rd</sup> vote of the RDC, can be submitted to the District Rotary Governor for removal.

Section 2.07 Vacancies

- (a) Each Rotaract Club in the district is responsible for maintaining three members on the RDC.
- (b) In the event of a vacancy in the Vice Chair, Treasurer, Secretary, or Sergeant at Arms position, the committee the DRR will appoint an interim officer until the committee can hold a special election.
- (c) In the event of a vacancy in the DRR, the Vice Chair will assume the DRR responsibilities, until the RDC can elect a new DRR.

**Article III. Finances**

Section 3.01 Signatures- The District Rotaract funds shall be housed in an account in a bank agreed upon by the RDC, by which checks may only be written with two signatures, including: DRR, RDC Treasurer, or Rotaract advisors.

Section 3.02 Budget

- (a) The committee expenses shall be funded, as laid out in the RDC-drafted budget.
- (b) District funds may be dispersed for expenses outlined in the committee-drafted budget without additional approval. Any expenditures beyond or not included in the approved budget must be approved the RDC.
- (c) The budget shall bi-annually be audited by the RDC.

**Article IV. Amendments-** Amendments must follow RONR.