

STANDING RESOLUTIONS DISTRICT 9700 INCORPORATED

As at 2nd April 2011

1. GENERALLY 87-1 09-1

Nothing in the resolutions of District 9700 Incorporated shall be deemed to overrule any procedures, resolutions or announced policies of Rotary International or the Rules and Statement of Purposes of RI District 9700 Incorporated nor to restrict the District Governor in the performance of Rotary duties required by Rotary International.

In the “Rules and Statement of Purposes of Rotary International District 9700 Incorporated”, the members of the incorporated body are Rotary Clubs and are designated “ordinary members”. In these Standing Resolutions, wherever the term “Rotary Club” is used, it is taken to mean “ordinary member of the Incorporated body. Individual Rotarians are designated “associate members” and wherever the term “member of a Rotary club” is used, it is taken to mean an “associate member”.

2. GROUPS 87-2, 96-1, 09-2, 10-5

For the management and operation of the District the following seven groups have been constituted. The incoming District Governor will appoint one Rotarian from each group as his Group Representative.

- Group 1** Condobolin, Forbes, Forbes Ipomoea, Lake Cargelligo, Parkes, West Wyalong
- Group 2** Canowindra, Molong, Orange, Orange Calare, Orange Daybreak, Orange North
- Group 3** Griffith, Griffith Avanti, Griffith East, Hay, Leeton, Leeton Central, Narrandera, Yenda
- Group 4** Boorowa, Cootamundra, Cowra, Grenfell, Murrumburrah-Harden, Temora, Young
- Group 5** Coolamon, Henty, Junee, Lockhart, South Wagga Wagga, Wagga Wagga, Wagga Wagga-Kooringal, Wagga Wagga-Murrumbidgee, Wagga Wagga-Sunrise, Wollundry-Wagga Wagga
- Group 6** Bathurst, Bathurst Daybreak, Bathurst East, Blayney, Oberon

3. ROTARY DISTRICT 9700 INCORPORATED ADMINISTRATION FUND 87-4

That there be established for the object of the necessary and adequate administration and development of Rotary in District 9700 Incorporated a Fund subject to the following conditions:

- a) The fund shall be known as The Rotary District 9700 Incorporated Administration Fund.
- b) The Fund shall comprise:
 - Contributions made to it by Rotary Clubs of District 9700 Incorporated from time to time.
 - Surplus funds from District 9700 Incorporated activities such as Conferences, Assemblies and the like, and Donations by other persons.

4. ROTARY DISTRICT 9700 INCORPORATED DISASTER FUND 87-5

- a) Transfer from 1987 over a period of five years of \$5,000 from the District 9700 Incorporated Administration Fund to establish the Disaster Fund.
- b) Payments of up to \$2,000 to be paid from the Disaster Fund on the approval of the District Governor and two members of the Board of Directors.
- c) Payments in excess of \$2,000 to be made after approval by a majority of members.
- d) Donations from Clubs to a particular disaster to be used firstly to reimburse the Fund to the extent of payments made under (b) or (c) above. Should there still exist a depletion of the original amount in this Fund, it should be reimbursed from the Administration Fund no later than the next Rotary year.

5. BOARD OF DIRECTORS 87-6, 98-2, 03-1, 08-1, 09-3

- 5.1 The Board of Directors shall be constituted in conformity with the Rules.
- 5.2 The duties and powers of the Board of Directors shall be as constituted in the rules but will include:
 - a) To report to the District Governor on such matters as are referred to it for consideration by the District Governor.
 - b) To review and study the necessary expenses of the District Administration and report thereon to the District Governor
 - c) To prepare a draft Budget of District income and expenditure and to submit this to a meeting of incoming Club Presidents, or their

representatives, at a special general meeting (e.g. the District Assembly). If and when adopted (with or without amendment) by at least 75% of the incoming Club Presidents or their representatives, it shall be known as the District Budget. A copy of the Draft Budget shall be forwarded to each Club at least fourteen days prior to the date of the special general meeting (e.g. the District Assembly).

- d) To receive from Clubs such amounts as they have agreed to pay in terms of the District Budget including annual per capita dues for each and every associate member, payable half yearly on 1st July and 1st January based on the number of such associate members on those dates. In the case of new Clubs chartered after those dates, the per capita dues are to be based on the number of completed calendar months to the 30th June following the date of charter.
- e) To ensure all financial transactions are undertaken in conformity to the Rules.
- f) To ensure all financial auditing and reporting is completed in conformity to the Rules.
- g) To forward to each member in the District, not later than 30th September, a copy of the audited statement of income and expenditure of the Fund for the year ended 30th June immediately preceding.
- h) To ensure that District Committees operate within the delegated authority authorized by the Board.
- i) Reserved
- j) To receive any other contributions to the District Administration Fund.
- k) To ensure all payments from the District Administration Fund shall be made in conformity to the Rules.
- l) To make payments from the District Administration fund for:
 - i. Amounts necessary to implement expenditure provided for in the District Budget,
 - ii. Amounts for items not covered in the District Budget
 - a) If not exceeding \$100 for any one item then as approved by the District Governor.
 - b) If not exceeding \$500 for any one item then as approved by the District Governor and two other members of the Board.
 - iii. Amounts approved by a majority vote of:

- a) Incoming Club Presidents or their representatives at a special general meeting (e.g. District Assembly), or
- b) Clubs in the District by means of a postal ballot.

6. DISTRICT BUDGET 87-7, 98-3

6.1 The following items must be included in the District Budget:

- a) Routine District administration costs
- b) Allowance for District Conference
- c) Contribution to expenses of District Governor and District Governor Elect and District Governor Nominee in attending the Australian Regional Rotary Institute.
- d) Allowance made towards general expenses of the District Governor and the District Governor Elect.
- e) Allowance made towards cost of the District Governor Nominee to attend a conference in another District.
- f) Allowance made to District Committees.
- g) Cost of District Assembly, Presidents Elect Training Seminar, Rotaract Training Seminar and District Directory.
- h) Allowance for the District Representative at the Council On Legislation where applicable.
- i) Allowance for the wider distribution of the District Governor's monthly Newsletter.
- j) Cost of PDG's pin and jewel.
- k) Other approved items.
- l) Income anticipated to be derived from assessed per capita levy.

6.2 DISTRICT CONFERENCE EXPENSES 87-8, 03-2

That the Board of Directors shall incorporate in the District Budget for submission to the Club Presidents at the District Assembly each year, provision in the per capita levy to cover associated expenses of staging the District Conference each year, to the intent that payment of a Conference registration fee be eliminated.

6.3 DISTRICT GOVERNOR'S AND DISTRICT GOVERNOR ELECT'S EXPENSE ALLOWANCE 87-14, 98-4

That the District Governor's and the District Governor Elect's expense allowance be included as items in the Annual Budget prepared by the Board of Directors in consultation with the immediate Past District Governor, the District Governor and the District Governor Elect.

6.4 GOVERNOR'S JEWEL 87-22

That the District shall authorise the purchase from District Funds of a past Governors lapel badge and jewel for the retiring District Governor in each year.

6.5 DISTRICT GOVERNOR'S EXPENSES ATTENDING ROTARY CLUB FUNCTIONS 04-1

That in the case of a District Governor's Official Visit to a Rotary Club, the host Club will meet the cost of the meal for the District Governor and the District Governor's partner. That when the District Governor is invited to and attends a function conducted by a Rotary Club, other than the District Governor's Official visit, the District Governor's meal expenses will be met by the host Rotary Club. The Rotary Club at its discretion may meet the cost of the District Governor's partner's meal.

6.6 DISTRICT REPRESENTATIVE TO THE COUNCIL ON LEGISLATION 08-2

The District Budget shall set aside an amount in the year of the Council on Legislation to assist in defraying the expenses of the representative of the District.

6.7 DISTRICT GOVERNOR'S NEWSLETTER 87-16, 02-2, 03-1

The cost of production and distribution is to be met from the Governor's allowance allocated by the District.

7.1 DISTRICT CONFERENCE RESOLUTIONS 87-9a, 05-2

That resolutions (other than those of loyalty and appreciation), proposed to amend these Standing Resolutions, which are to be considered at a Special General Meeting, be managed in conformity with the Rules. The proposed resolutions are to be in the hands of the Resolutions Chairman not less than 42 days prior to the opening date of the Special General Meeting. The District Resolutions Committee is to provide its recommendation to the District Governor not later than 28 days prior to the meeting. Members should endeavour to ensure that such proposals are

discussed by associate members before the Special General Meeting.

Electors (voting delegates) should not be limited in their action by instructions to vote for or against any resolution but should be permitted to vote according to their best judgment.

7.2 STANDING ORDERS FOR DISTRICT CONFERENCE 87-10, 02-1

District 9700 Incorporated adopts the following as the form of Standing Orders for the District Conference:

- a. A timekeeper shall be appointed,
- b. No speaker to speak for longer than two (2) minutes, except the mover of the motion, who may speak for three (3) minutes and have two (2) minutes for the right of reply, provided that there is a majority vote, the Chairman may accept the speaker be further heard,
- c. In all questions of meeting procedure the ruling of the Chairman will be absolute.
- d. Voting will be conducted in conformity with the RI. Bylaws

7.3 STANDING ORDERS FOR GENERAL MEETINGS 09-4

District 9700 Incorporated adopts the following as the form of Standing Orders for General Meetings:

- a. A timekeeper shall be appointed,
- b. No speaker to speak for longer than two (2) minutes, except the mover of the motion, who may speak for three (3) minutes and have two (2) minutes for the right of reply, provided that if there is a majority vote, the Chairman may accept the speaker be further heard,
- c. In all questions of meeting procedure the ruling of the Chairman will be absolute.
- d. Voting will be conducted in conformity with the Rules of District 9700 Incorporated

7.4 DISTRICT RESOLUTIONS COMMITTEE 87-11, 09-5

It is recommended that the District Governor each year appoint a District Resolutions Committee whose responsibility shall be:

- a. To examine all resolutions proposed to be submitted to a Special General Meeting and ensure that they are correctly worded and in conformity with District Rules and the Constitution and

Bylaws of Rotary International. It is recommended that a copy of the District Rules and Standing Resolutions be included in the District Directory and on the District Web Site.

- b. To provide the District Secretary with accurate records of resolutions affecting District affairs,

7.5 RESOLUTIONS IDENTIFICATION 87-12

The District resolutions adopted by resolution at the 1987 District Conference shall be numbered to facilitate identification in the order in which they appear in the District Directory and that all future District resolutions of District 9700 Incorporated be identified by year and number.

8.1 THE ELECTION OF D9700 REPRESENTATIVE TO THE COUNCIL ON LEGISLATION 08-2.

District 9700 Incorporated will elect the Council on Legislation Representative and Alternate by vote of the voting electors at the District Conference being held two (2) years prior to the next Council on Legislation. All qualified and eligible candidates shall make a written application to the District Governor in order to be considered, no less than four (4) weeks prior to the District Conference.

8.2 NOMINATING COMMITTEE FOR DISTRICT GOVERNOR 87-15, 05-3

The selection of a District Governor Nominee (Designate) of this District shall be by a nominating committee procedure that is consistent with Article 13.020 of the by-laws of Rotary International. The Nominating Committee for District Governor shall consist of the District Governor, District Governor Elect, District Governor Nominee, immediate Past District Governor, one member appointed by the District Governor and one group representative each, from a minimum of two groups within the District, excluding the group(s) from which the District Governor Nominee(s) Designate come(s).

9. DISTRICT GOVERNOR'S MONTHLY NEWSLETTER 87-16, 02-2, 03-1

The District requests the District Governor to distribute the monthly Governor's Newsletter in line with the Rotary International guidelines by supplying two copies per club, plus one to each Past District Governor residing in the District in an agreed format. One copy is also to be made available in the appropriate format to each Assistant District Governor, and each District Committee Chairman.

10. AUSTRALIAN REGIONAL ROTARY INSTITUTE 87-16

The District Governor and the District Governor Elect and the District Governor Nominee shall attend the Australian Regional Rotary Institute. The District shall contribute to the equalization fund of this Institute and also provide an allowance towards accommodation expenses.

11. GROUP STUDY EXCHANGE AWARDS 87-18

It is recommended to the District Governor that application for a Group Study Exchange for the next Rotary year be made when invited to do so by the Rotary Foundation.

12. RYLA 87-19

It is recommended to the District Governor each year that:

- a. A Rotary Youth Leadership Award (RYLA) seminar be conducted by a District Committee appointed for that purpose.
- b. Clubs be encouraged to sponsor a seminar in appropriate venues and also to support it by nominating a minimum of two (2) participants.

13. INTERNATIONAL YOUTH EXCHANGE AND MATCHED EXCHANGE 87-20

- a. It is recommended to the District Governor each year that District Committees be appointed whose purpose it is to promote the international exchange of youth as recommended in the latest edition in the manual of procedure. The District Committee should promote, inform, advise and assist recommended standards and procedures, arrange exchange and transport, conduct interviews, selections and briefings and generally act for Clubs and co-ordinate their participation and program.
- b. The policy of selecting candidates should be on merit and standard, so as to ensure the best possible ambassadors for Australia and Rotary. A condition of being selected is the candidate being prepared to attend briefing sessions and meetings as determined by the respective committee.
- c. The selected candidates shall hold Australian citizenship.
- d. The Rotary Clubs which sponsor an outbound student in the International Youth Exchange Program shall in return accept an inbound student to arrive in the same year.

14. NATIONAL YOUTH SCIENCE FORUM 87-21

That the project known as the National Youth Science Forum be endorsed and supported by the Clubs of this District, that this support be voluntary and further that this endorsement is in no way a commitment by Clubs and their members.

15. ROTARY PARTNERS 87-23

That the Clubs of District 9700 Incorporated be encouraged to extend a welcome to the partners of any visiting Rotarians attending a normal Club meeting.

16. TRANSPORTATION OF DISTRICT EQUIPMENT 87-24

The cost of packing and all transportation of District flags and other District equipment when made available for use by a Rotary Club of the District shall be met by that Club and the Board of Directors be requested to make provision for the cost of packing and all transportation to be charged to District funds when such equipment is made available for the use at the chartering of a Rotary Club or a Rotaract Club or Interact Club, or being transported to a District Assembly and Conference.

17. INTERPLAST 04-2

District 9700 Incorporated recognises the value of the project known as Interplast and commends it to all Clubs in the District for their support.

18. SHELTERBOX IN AUSTRALIA 2011-1

That Rotary International District 9700 Incorporated supports ShelterBox in Australia as a Multidistrict Service/ Activity Project.