

GUIDELINES FOR THE GB & I ROTARACT MULTI-DISTRICT INFORMATION ORGANISATION

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1. Title

The title of this multi-district information organisation is "Rotaract in Great Britain & Ireland" (RGI).

2. Definitions

Throughout these Guidelines unless the subject or context requires otherwise:

- (a) the 'Area' means Great Britain, Ireland, the Channel Islands and the Isle of Man as divided into Rotary districts, each district represented by a District Rotaract Chairman.
- (b) the 'organisation' means the multi-district information organisation of Rotaract in Great Britain & Ireland (RGI) which shall consist of the Chairmen of the Rotaract districts in the Area and the elected officers of the organisation.
- (c) the 'Council' means the Council of Chairmen of Rotaract districts in the organisation.
- (d) the 'year' means the same as the Rotary year as provided in the By-Laws of Rotary International.
- (e) 'District Rotaract Chairman' means the District Rotaract Chairman or District Rotaract Representative.

3. Purposes of the Organisation

The organisation exists for the purposes of:

- (a) disseminating information and facilitating communication between Rotaract clubs in the districts in the Area;
- (b) providing assistance and support to the District Rotaract Chairmen;
- (c) providing training for incoming District Rotaract Chairmen in accordance with the policies of Rotary International;
- (d) representing the Rotaract clubs and District Rotaract Chairmen in the Area in communications with Rotary International in Great Britain & Ireland.

4. Officers

- (a) The officers of the organisation shall be a minimum of the Chairman, the Secretary, the Treasurer, the European representative and the Immediate Past Chairman who shall remain in office from 1st July until 30th June or until their successors have taken office.
- (b) The Chairman shall report annually to the delegates at the RGI Conference on the activities of the organisation in that year and on issues generally which affect Rotaract in the Area and world-wide.

5. Revenue

The expenses of the Council for the purposes of meeting its administrative costs and carrying out the purposes of the organisation shall be raised and managed as set out hereinafter.

6. Legislative powers

The Council shall have no decision making or legislative powers, except for decisions concerning the purposes and activities of the organisation in the Area.

7. Meetings of the Council

The approval of the Director of Rotary International shall be obtained before any multi-district meeting is held.

- (a) Proposals to hold meetings of the Council, the RGBI Conference, the multi-district Training Day or other multi-district meetings shall be submitted through the Membership Services Committee of Rotary International in Great Britain & Ireland for the approval of the General Council of Rotary International in Great Britain & Ireland (acting as the Governors of each of the districts in the Area) and the Director of Rotary International (acting on behalf of the Board of Directors of Rotary International). Such applications shall give the date and location, describe the facilities, participants, and budget for the event and include proof of adequate liability insurance.
- (b) There shall be not less than four meetings of the Council each year, one of which shall be at the same time and place as the RGBI Conference.
- (c) The following shall be entitled to attend meetings of the Council:
 - (i) the District Rotaract Chairman (or nominated representative) and one other Rotaractor from each of the districts in the Area;
 - (ii) the elected officers of the organisation;
 - (iii) the current RIBI Rotaract Officer and RIBI District Specialist on Rotaract from the RIBI Membership Services Committee;
 - (iv) the 'International Representative' appointed by the President of Rotary International from time to time from the Rotaract clubs in the Area.
 - (v) such other person or persons as shall be invited by the Chairman to attend.

8. Officers

- (a) **Elections** – The elections of officers of the organisation shall be held at the meeting of the council which takes place between February and April (preferably at the RGBI Conference).
- (b) **Nominations** – For the office of Chairman, the person entitled to stand must be a bona fide Rotaractor of good standing who has served as a Rotaract Chairmen of a district in the Area or as an officer of the organisation. For other offices, those persons entitled to stand must be bona fide Rotaractors of good standing who have served as Rotaract chairmen of districts in the Area, or will serve as Rotaract chairmen of districts in the Area in the year that they will take office (if elected), or have held a relevant position on a district team of the Area (e.g. District Treasurer for the office of Treasurer).
- (c) **Vacancies** – In the event of a vacancy in the office of:
 - (i) **Chairman:** the other officers shall elect one of their number to take over the office of chairman until the next meeting of the Council. At that meeting, an election shall if necessary be held to fill the post for the remainder of the year but only serving District Rotaract Chairmen or Past District Chairmen or current officers of the organisation shall be eligible for nomination.
 - (ii) **Other officer of the organisation:** the remaining officers shall take over the duties of that officer until the next meeting of the Council. At that meeting an election shall if necessary be held to fill the post for the remainder of the year but only serving District Rotaract Chairmen or Past District Chairmen or current officers of the organisation shall be eligible for nomination.

9. Voting

- (a) Voting may be conducted by e-mail or at a meeting of the Council.
- (b) At the first meeting in the year of the Council, each district shall have one vote in any decision that has to be taken at that meeting. In the event of a tie, the Chairman has the casting vote.
- (c) At each of the remaining meetings of the council in the year, only those districts that have paid their share of the Council's budget (*vide paras. 10(a) and (b)*) for that year prior to the meeting in question shall be

entitled to vote at that said meeting and shall have one vote in any decision that has to be taken at that meeting.

- (d) With the exception of the Chairman's casting vote, the officers of the organisation shall not have a vote.
- (e) The International Representative (*as defined in para 7(c)(iv)*) and current RIBI Rotaract Officer and RIBI District Specialist on Rotaract from the RIBI Membership Services Committee shall not have a vote.
- (f) Voting shall be exercised by way of a simple majority except as provided for in sub-para 11(ii) below.

10. Finance

- (a) **Budget** – The budget for the forthcoming year shall be presented at the last meeting of the council in each year and (subject to any amendments) be voted upon at that meeting. The total budget figure shall then be divided equally between the Rotaract clubs in the Area and each district invoiced for the number of clubs in that district.
- (b) **Payment** – Payment by each district of its share of the total budget figure, although voluntary, should be made to the Treasurer by 30th September of the year to which it relates.
- (c) **Accounts** – The annual accounts of the Council's financial transactions shall be audited by a qualified person and presented at the first meeting of the Council following the end of the year to which they relate.
- (d) **RI Dues** – All Rotaract clubs in the Area shall be expected to pay such dues as are required by Rotary International from time to time.

11. Amendments

These Guidelines may be amended only upon approval of the Board of Directors of Rotary International.

In any proposal to amend any one of the guidelines of the organisation, the following requirements must first be complied with before a vote can be taken and proposal to amend be passed:

- (i) **Quorum.** There must be present half and one more of those districts in the Area (represented by their respective district chairman or his/her nominated representative or by proxy given to another member of the council) which are entitled to vote at the meeting of the council at which the vote is to be taken.
- (ii) **Voting.** To amend any one of the By-Laws there must be a vote in favour of the proposed amendment by two-thirds of those districts (represented by their respective District Chairman or his/her nominated representatives or by proxy given to another member of the Council) entitled to vote at the meeting of the Council at which the vote is to be taken.