

## Bylaws Summary:

### GOVERNANCE STRUCTURE

- **Board Composition:** Includes the president, immediate past president, president-elect, secretary, treasurer, and standing committee chairs. All members may attend board meetings, though executive sessions are allowed for sensitive matters.
  - **Officer Elections:** Held annually before the last Friday in February. Nominations can come from the president-elect, a nominating committee, or the floor. Terms run from July 1 to June 30.
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### MEETINGS

- **Club Meetings:** Fridays at 12:15 PM, with notice required for changes.
  - **Board Meetings:** At least quarterly, with special meetings allowed.
  - **Formats:** Meetings may be held in person, by phone, or via video conferencing.
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### MEMBERSHIP

- **Process:** Requires board approval and attendance at two meetings by the prospective member. Objections can be filed and reviewed by the board.
  - **Diversity Clause:** Membership cannot be restricted based on gender, race, creed, national origin, or sexual orientation. Any conflicting provisions are void.
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### COMMITTEES

- **Standing Committees:**
    - Club Administration
    - Membership
    - Public Image
    - Service Projects
    - The Rotary Foundation
    - Diversity, Equity, and Inclusion (DEI)
  - **Committee Chairs:** Responsible for coordinating committee related club activities, budget drafting, and regular reporting to the Board and membership. The president is an ex officio member of all committees.
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### FINANCIAL OVERSIGHT

- **Member Dues:** Set annually by the board; invoiced quarterly.
  - **Club Expenditures:** Over \ \$500 require dual approval; unbudgeted expenses over \ \$500 need board approval.
  - **Visibility:** Annual financial review required; quarterly updates and a mid-year report are presented.
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### AMENDMENTS

• require 30 days notice, a quorum of the full membership, and two-thirds approval. Must align with

Bylaws of the Rotary Club of Atlanta West End  
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Rotary International (RI) policies.

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