



### ARTICLE I — Name

The name of this organization shall be the **Rotaract Club of the University of Western Australia (UWA)**.



### ARTICLE II — Purpose and Goals

The purpose of Rotaract is to provide an opportunity for young men and women to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide through a framework of friendship and service.

The goals of the Rotaract Club of UWA are:

1. To develop professional and leadership skills;
2. To emphasize respect for the rights of others, based on recognition of the worth of each individual;
3. To recognize the dignity and value of all useful occupations as opportunities to serve;
4. To recognize, practice, and promote ethical standards as leadership qualities and vocational responsibilities;
5. To develop knowledge and understanding of the needs, problems and opportunities in the community and worldwide;
6. To provide opportunities for personal and group activities to serve the community and promote international understanding and goodwill toward all people.
7. To become and remain affiliated to Societies Council
8. To encourage and promote co-operation between the Club and other affiliated societies representative of University interests.
9. To do all such things as would appear necessary and proper for the benefit or advancement of members of the Club.
10. That the Club shall not transmit any monies or grants to any person by way of gift.

### ARTICLE III — Sponsorship

1. The sponsors of this Rotaract club are the Nedlands and West Perth Rotary Clubs of which, through a committee of not less than five Rotarians, shall provide guidance and have supportive responsibility for this Rotaract club. The continued well-being of this club shall depend on the continued active personal participation of the sponsoring Rotary club.
2. The club shall include on all of its stationary the name of its sponsoring Rotary club.
3. The basis of organization shall be young men and women residing, employed, or studying anywhere in the vicinity of the sponsoring Rotary club. This club is not a part of, and neither this club nor its members have any rights or privileges with respect to, the sponsoring Rotary clubs.
4. This club is a non-political, non-sectarian organization.
5. In the event that the sponsoring Rotary club is terminated, the governor of the Rotary district will seek to install another sponsoring Rotary club; if one cannot be found within 120 days, the Rotaract club will be terminated.



#### ARTICLE IV — Membership

1. The membership of this club shall consist of young men and women of good character and leadership potential between the ages of 17 and 30.\* Ordinary membership shall be confined to Members of the Guild; Associates of the Guild; Honorary Life Associates of the Guild; Members of the University Senate; Members of the University Staff; Students enrolled at the University of Western Australia. It is recommended, but not mandated, that there be a minimum of 15 charter members when chartering a new club.
2. The method of electing members of this club shall be determined by this club in consultation with the sponsoring Rotary club. The method of electing new members of university-based\*\* Rotaract clubs shall have the approval of the appropriate authorities.
3. Each member of this Rotaract club shall attend at least 60% of the club's regularly scheduled meetings annually, provided that absence from a regularly scheduled meeting of the club may be made up as follows; any member absent from a regular meeting of this club may make up such absence by attendance at a regular meeting of any other Rotaract club or any Rotary club on any day of the two weeks immediately preceding or following the day of the absence. In cases where Rotaractors wish to make up at a Rotary club, the Rotaractor must gain permission from the club before attending its meeting.
4. All Rotary Foundation scholars, who are within the age guidelines adopted by the board for the Rotaract program, shall be eligible for guest Rotaract club membership during the period of their study in another country.
5. Membership shall automatically terminate (a) upon failure to meet attendance requirements unless excused by the board of directors of this club for good and sufficient reason or (b) by termination of the club or (c) on 30 June of the Rotaract year in which the member becomes 30 years old.
6. Membership may be terminated (a) upon failure to continue to meet the qualifications for membership, or (b) for cause, as determined by this club by vote of not less than 2/3 of all the members in good standing.
7. The Club in General Meeting may from time to time admit to associateship persons who are, or have been: Members of the Guild; Associates of the Guild; Honorary Life Associates of the Guild; Members of the University Senate; Members of the University Staff; Students enrolled at the University of Western Australia.
8. The Club may in General Meeting by two-thirds majority of those present and voting confer Honorary Life Membership upon any member who has performed outstanding service to the Club.

#### ARTICLE V — Meetings

1. The club shall meet not less than twice per month, as provided in the by-laws, at a time and place suited to the convenience of the members.
2. The board of directors shall meet as provided in the by-laws.
3. Rotary International requires each sponsoring Rotary club to designate one or more members of its club to attend the meeting(s) of its Rotaract club(s) at least once a month.
4. Meetings of the club and of the board of directors may be cancelled during holiday or vacation periods at the discretion of the board of directors, provided that notice is given to the sponsoring Rotary club and the district Rotaract representative.
5. Minutes of the meetings of the club and board of directors shall be provided to the chairman of the sponsor Rotary club's Rotaract committee within two weeks after each meeting is held.
6. The Club shall hold its Annual General Meeting during the first 4 weeks of each academic year.

\* On 30 June of the Rotaract year in which the member becomes 30 years old his/her Rotaract membership will end.

\*\* As used in this constitution, the term "university" is intended to include all institutions of higher education.



#### ARTICLE VI — Officers and Directors

1. The officers of this club shall be a president, vice-president, secretary, treasurer and such additional officer(s) as may be provided in the by-laws.
2. After the Committee has been elected it shall forthwith proceed to appoint from amongst its members a delegate and a deputy delegate to any sub council to which the Club is affiliated.
3. The governing body of this club shall be a board of directors composed of the president, immediate past president, vice-president, secretary, treasurer, and additional directors whose number shall be determined by this club, all to be elected from among the members in good standing. All decisions, policies, and actions of the board and of the club shall be subject to the provisions of this constitution and policy established by Rotary International and its members.

If university-based, this club shall be subject to the same regulations and policies established by the appropriate authorities for all student organizations and extracurricular activities of the university.

The board of directors shall have general control over all officers and committees and may, for good cause, declare any office vacant. It shall constitute a board of appeals from the rulings of all officers and actions of all committees.

4. Elections of officers and directors shall be held annually prior to 1 March by methods compatible with local customs and procedures, but in no case shall more than simple majority of the members present and in good standing be required for elections. All Rotaract club presidents and district representatives who reach the age of 30 during the term of office may serve one additional year as immediate past president or immediate past district representative, to provide continuity in leadership.

The term of office of all officers and directors shall be one year. No provisions shall be made for a term of office shorter than one year except with the written permission of Rotary International.

5. All incoming Rotaract club officers, directors, and committee chairmen shall be provided with leadership training from the district Rotaract committee\* in conjunction with the RI district Rotaract committee\*\*.

#### ARTICLE VII — Activities and Projects

1. Within the limits prescribed in Section 1 of Article III, this club shall be responsible for planning, organizing, financing, and conducting its own activities and shall itself supply money, manpower, and creative imagination necessary thereto, except in the case of joint projects or activities undertaken in cooperation with other organizations, such responsibility shall be shared with such other organization(s).
2. This club shall undertake among its activities at least two major service projects annually, one to serve the community and the other to promote international understanding, and each shall involve all or most of the members of the club.
3. This club shall provide for a professional development program for its members.
4. It is the responsibility of the club to raise the funds necessary to carry out its program. It shall not solicit or accept more than occasional or incidental financial assistance from the sponsoring Rotary club, nor shall it make general solicitation from Rotary clubs other than its sponsoring Rotary club or from other Rotaract clubs; nor shall it solicit financial assistance from individuals, businesses, or organizations in the community without giving something of value in return. All funds raised for service projects must be expended for that purpose.

#### ARTICLE VIII — Committees

1. There shall be provided in the by-laws of this club the following standing committees; club service, international service, community service, professional development, finance, and such other standing committees as may be deemed necessary or convenient for the administration of the club.

\* District Rotaract committee (composed of Rotaractors)

\*\* RI district Rotaract committee (composed of Rotarians)



2. The president, with the approval of the board, may appoint such special committees as he may deem necessary, citing their duties at the time of appointment. All such special committees shall lapse upon the completion of their duties, upon discharge by the appointing president, or with the end of his term of office, whichever occurs first.

#### **ARTICLE IX — Club Monies and Assets**

1. Each sponsoring Rotary club upon organization of a new Rotaract club shall be required to pay an RI Rotaract organization fee equivalent to US\$50 with the “Rotaract Club Organization List.”
2. Any fees, dues, or assessments on the membership of the club shall be nominal and shall only be for the purpose of meeting the administrative costs of the club. Funds for activities and projects undertaken by the club shall be raised apart from such fees, dues, or assessments. A thorough audit by a qualified person shall be made once each year of all the club’s financial transactions.
3. All monies due and payable to the Club shall be received by the Treasurer who shall lodge them without undue delay in the Central banking of Guild Council for the credit of the Club. Any two of the President, Vice-President, Secretary or Treasurer shall be empowered jointly to sign cheques or forms of authority for the withdrawal of any money standing to credit of the Club in the Central Banking Account. Notwithstanding anything contained herein, no person or persons shall deposit or withdraw any monies into any account that Guild Council has closed by resolution.
4. No payments shall be made on behalf or in the name of the Club unless it has been authorised by the Committee.

#### **ARTICLE X – Acceptance of Constitution and By Laws**

Every member of the club, by acceptance of membership, thereby accepts the principles of Rotaract as expressed in its purpose and goals and agrees to comply with the constitution and by-laws of this club, and on these conditions alone is entitled to the privileges of the club. No member shall be absolved from the observance of the constitution and by-laws on the plea that a copy of them has not been received.

#### **ARTICLE XI — Standard By-Laws**

The club shall adopt the “Standard Rotaract Club By-Laws,” together with such amendments as are not inconsistent with this constitution and which may be deemed necessary or convenient for the government of the club, provided that such amendments are adopted in accordance with the amendment procedure prescribed in the “Standard Rotaract Club By-Laws.”

#### **ARTICLE XII — Major Obligations to the Guild**

The Club shall comply with the Regulations of the Guild, the Rules of Societies Council, and all other provisions enrolled upon the Guild Statutes book, and all the Office Bearers and members shall be jointly and severally responsible for such compliance, and shall be deemed liable in the event of non-compliance therewith.

#### **ARTICLE XIII — Rotaract Emblem**

1. The Rotaract emblem shall be preserved for the exclusive use and benefit of Rotaract club members. Each member of this club shall be entitled to wear or otherwise display the Rotaract emblem in a dignified and appropriate manner during the period of membership. Such entitlement shall be relinquished upon termination of membership or termination of this club.
2. When displayed by individual club members, the emblem may be used without further information. When the emblem is used to represent a club, the name of the club should appear with the emblem.

#### **ARTICLE XIV — Duration**

This club shall exist so long as it continues to function in accordance with the provisions of this constitution and policy relating to Rotaract established by Rotary International, or until it is terminated (a) by this club upon its own determination and action, (b) by the sponsoring Rotary club upon withdrawal of its sponsorship, after consultation with the district governor and district Rotaract representative, or (c) by Rotary International for failure to function in accordance with this constitution or for other cause.

Upon termination of this club, all rights and privileges relating to the Rotaract name and emblem shall be relinquished by the club and by its members individually and collectively.



#### ARTICLE XV — Administration

1. Any two financial Ordinary Members of the Club may not less than three days before the day appointed for the next General Meeting submit to the Secretary a notice of motion signed by them proposing an alteration to this Constitution. This shall be posted on notice boards forthwith.
2. The motion may then be considered by the Club at its next meeting and amendments that are relevant to the subject matter thereof may be moved without notice.
3. The motion of any amendment thereto shall not be deemed adopted unless it receives a two-thirds majority of the members present and voting.
4. The motion as adopted with any amendments shall come into force upon receiving the approval of Societies Council.

### By-Laws of the Rotaract Club of the University of Western Australia

#### ARTICLE I — Elections

1. Election for the offices of president, vice-president, secretary, treasurer, and directors shall be held within the first four (4) weeks of the academic year.
2. Nominations of officers shall be made in writing. Candidates shall be voted upon at the regular meeting following the meeting at which nominations are made. Voting shall be by secret ballot. Those candidates receiving a majority of the votes of the members present and in good standing shall be elected.
3. In addition to president, vice-president, secretary, and treasurer there shall be five elected directors.

#### ARTICLE II — Duties of Officers

1. **President.** The president shall preside at all regular and special meetings of the club and the board of directors. He shall, with the approval of the board, appoint all standing and special committees and, in the event of a vacancy in the board of directors, shall, with the approval of the board, fill such vacancy by appointment until the next regular election of the club. He shall be an ex officio member of all committees. He shall maintain communication with the sponsor club and the district Rotaract representative to ensure they are continually informed of all actions taken by the club.
2. **Vice-President.** The vice-president shall succeed to the office of president in the event or removal of the latter for whatever cause, and, in the absence of the president, shall preside at all meetings of the club and of the board.
3. **Secretary.** The secretary shall maintain all club records, He shall keep minutes of all the meetings of the club and board of directors, and provide copies of such to the chairman of the sponsor Rotary club's Rotaract committee.
4. **Treasurer.** The treasurer shall have custody of all club funds, maintaining all necessary records and depositing all such funds in a bank approved by the board of directors. He shall report on the club's financial status at each meeting of the club and shall hold all records available for inspection by any club member. All disbursements shall be by check and with the signature of two authorized officers.

**ARTICLE III — Meetings**

1. Meetings of the club shall be not less than twice a month, and meetings of the board not less than once a month, at a time and place suited to the convenience of the membership.
2. A majority of the members in good standing shall constitute a quorum at any regular or special meeting of the club. Any four members of the board, one of whom must be the president or vice-president, shall constitute a quorum at any meeting of the board.

**ARTICLE IV — Fees and Dues**

1. Annual dues shall be five dollars (\$5) per member.
2. All fees and dues must be paid before a member will be considered in good standing.

**ARTICLE V — Committees**

The president, with the approval of the board of directors, shall appoint the following standing committees:

1. Club service. This committee shall be responsible for attendance, membership, programs, fellowship, public relations, and such other matters as may be deemed appropriate.
2. International service. This committee shall be charged with primary responsibility for enhancing knowledge and understanding of worldwide needs, problems, and opportunities and developing activities to give service for promoting international understanding and goodwill toward all people.
3. Community service. This committee shall have responsibility for enhancing knowledge and understanding of community needs, problems and opportunities, and for formulating and developing appropriate activities for serving the community (including the university community).
4. Professional development. This committee shall be responsible for developing a program designed to provide information about a wide cross-section of businesses and professions and to stimulate awareness and acceptance of high ethical standards in business and professional life.
5. Finance. This committee shall devise ways and means of financing any and all club activities requiring funds, in cooperation with the appropriate committee.

The international service and community service committees shall each have the duty of initiating and planning one major activity in its field each year which shall involve all or most of the club membership.

**ARTICLE VI — Amendments**

1. These by-laws may be amended by majority vote of the members in good standing at any regular or special meeting of the club at which a quorum is present, provided notice of intention to call such a vote is given at least seven (7) days earlier at a meeting of the club at which a quorum is present, and provided such amendment is approved by the sponsoring Rotary club.
2. Nothing in these by-laws shall contravene any provision of this club's constitution.

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**Ratified by the Annual General Meeting held 26<sup>th</sup>  
of March 2003.**