

The Brunswick Rotary Club Inc.
PO Box 152 Brunswick VIC 3056
Charter No. 906 District 9800
THE BULLETIN Vol 53 No. 41
29th May, 2006



SERVICE Above Self

THIS WEEK

Club Assembly to review By-laws as attached to this Bulletin.

WELCOME TO NEW MEMBERS

After seeing them for several weeks as visitors, we were pleased to introduce two new members this week.

They are:

SALLY GARDEN - REAL ESTATE
MAURICE SGARBASSO - PRINTING AND PHOTOGRAPHY

I am sure that all members heartily welcome Sally and Maurice and wish them a long association with Brunswick Rotary.

Either accidentally or by design, Assistant Governor Kevin Field was present for today's induction of the new members. (No accident Terry, by request of the secretary, who thanks Kevin for his genuine interest in the Heritage cluster.)

Also present was Maggie Goodge, Secretary of Melbourne North Rotary Club. Maggie visited us to promote

"A DAY AT THE RACES"

At Flemington Race Course on Saturday next.

Cost is \$65.00 per head including parking, entry to Members Enclosure and lunch (but not lost investments).

To book, call 9399 9088 or 9328 8388.

HAPPY BIRTHDAY REG

On Friday, Reg Geary celebrated the 90th Anniversary of the happy event of his arrival on this planet in the dim and dark days of WW1. Reg is still kicking goals and smiling and we confidently expect to see him for some considerable time into the future. Maybe Reg has his eye on out-scoring Will.

On the subject of high scores, Mal Dubock reported that he recently met Phoebe Mount, widow of former member Frank Mount, and that Phoebe is now 98 years of age.

Makes Reg look quite young, doesn't it?

GUEST SPEAKER - GRAEME WALKER

Graeme came to speak to us about the Brunswick Business Incubator and revealed that he is a great devotee of Sydney Rd (and incidentally also of Curley Joe's). Graeme has spent quite a lot of time away from Brunswick but believes that Sydney Road is progressing in leaps and bounds and has taken a lot of attention away from Smith Street and Brunswick Street. (Personally, after a life time – and that's a long while – spent cruising up and down Sydney Road, I am not as excited about it as Graeme is. I hear you asking, "who cares about your opinion?")

Graeme is also most enthusiastic about the Incubator which he manages because it has contributed greatly to business success in Brunswick. Brunswick Council opened it in 1994 and is now recognized as a benchmark in its industry housing 56 small businesses which employ 180 people. Businesses can remain only a maximum of 3 years after which they are either expected to close up or have established themselves well enough to get out into mainstream premises. He hopes to expand operations to incorporate 98 businesses in the near future. Graeme said there are 11,000 incubators in the USA, 7,000 in Europe and 79 in Australia. The Moreland incubator is unique in that it is freestanding and not associated with a University or other Institute.

FORTHCOMING AGENDA

- June 1 - Club Assembly: To discuss by-laws.
- June 8 - Jacinta Lucas: Executive Officer of Inner Northern Local Learning Employment Network.
- June 29 - Saturday Night: District Governors Change Over dinner
- July 1 - dance.
- July 8 - Saturday Night: Change Over at Moonee Valley.
- July 26- Wednesday: Combined Meeting – Fredericks Essendon – more details as soon as they become available.

Bylaws of the Rotary Club of Brunswick

Article 1 Election of Directors and Officers

Section 1

- (a) By the end of August, a nominating committee shall be formed by the President Elect with the authority and in consultation with the President.
- (b) At the last regular meeting in the month of October, the presiding officer will ask the nominating committee for nominations of President, the next President Elect, Secretary, Treasurer and as far as is possible for nominations of Vice President and five directors.
- (c) A Presidential Nominee for the position of President Elect for following year next may also be elected. Once elected by the club as Presidential Nominee that person is automatically elected as President Elect for year following.
- (d) The presiding officer at the October meeting may also ask for nominations, other than those presented by the nominating committee, by members from the floor of the club at the October meeting.
- (e) The positions are to be formalised at the Annual General Meeting to be held by the last meeting before 30th November. If an election is necessary, the nominations duly made shall be placed on a ballot in alphabetical order under each office and shall be voted for at the annual meeting. The candidates for president, vice-president, secretary, and treasurer receiving a majority of votes shall be declared elected to their respective offices. The five candidates for director receiving a majority of votes shall be declared elected as directors. A president elect for the following year may also be elected as the presidential nominee.
- (f) The president elected in such balloting shall serve as a member of the board as president-elect for the year commencing on the first day of July next following the election, and shall assume office as president on the first day of July immediately following the year of service on the board as president-elect. A president elect if so elected will be the president nominee in the next Rotary year.

Section 2 - The officers and directors, so elected, together with the immediate past president shall constitute the board of directors. The president will appoint his own sergeant-at-arms.

Section 3 - A vacancy in the board of directors or any office shall be filled by action of the remaining members of the board.

Section 4 - A vacancy in the position of any officer-elect or director-elect shall be filled by action of the remaining members of the board of directors-elect.

Article II Board of Directors

The governing body of the Rotary Club of Brunswick shall be the officers of the club, the President, Vice President, President Elect, Secretary, Treasurer, Immediate Past President and the six directors of the club

The six directors shall be

The Club Service Director
The Community Service Director
The International Director
The New Generations Director
The Vocational Service Director.
The Rotary Foundation Director

who shall be elected in accordance with article I, section I of these bylaws.

Article III Duties of Officers

Section 1 – *President.* It shall be the duty of the president to preside at meetings of the club and board, and to perform such other duties as ordinarily pertain to the office of president.

Section 2 – *President-elect.* It shall be the duty of the president-elect to serve as a member of the board of directors of the club and to perform such other duties as may be prescribed by the president or the board. The President Elect is also the Club Membership and Classifications Officer whose role is to promote membership growth. The president elect is invited to attend the P.E.T.S seminar in preparation for his/her year as president.

Section 3 – *Vice-President.* It shall be the duty of the vice-president to preside at meetings of the club and board in the absence of the president, to assist any other board member in fulfilling their duties as required and to perform such other duties as ordinarily pertain to the office of vice-president.

Section 4 – *Secretary.* It shall be the duty of the secretary to keep the records of membership, record the attendance at meetings, send out notices of meetings of the club, board and committees, record and preserve minutes of such meetings, make the required reports to RI, including the semi-annual reports of membership, which shall be made to the general secretary of RI on 1 January and 1 July of each year, and including prorated reports to the general secretary on 1 October and 1 April of each active member who has been elected to membership in the club since the start of the July or January semi-annual reporting period, the report of changes in membership, which shall be made to the general secretary of RI, the monthly report of attendance at the club meetings, which shall be made to the district governor within 15 days of the last meeting of the month, collect and remit to RI subscriptions to *Rotary Down Under*, and perform such other duties as usually pertain to the office of secretary.

Section 5 – *Treasurer.* It shall be the duty of the treasurer to have custody of all funds, accounting for the same to the club annually and at any other time upon demand by the board, and to perform such other duties as pertain to the office of treasurer. Upon retirement from office, the treasurer shall turn over to the incoming treasurer or to the president all funds, books of accounts, or any other club property.

Section 6 – *Sergeant-at-arms.* The duties of the sergeant-at-arms shall be such as are usually prescribed for such office and other such duties as may be prescribed by the president or the board. A team may be formed with two other members to act as Sergeant-at-arms on a rotating basis or as the president sees fit.

Article IV Duties of Directors and other portfolio holders

Section 1 – Club Service Director.

The club service director is be responsible for most club service activities and is to represent and coordinate club service activities with the:

The Almoner
Attendance co-ordinator;
Bulletin editor;
Club history,
Fellowship co-ordinator,
Internet/Web operator,
On-to-conference co-ordinator,
Programme co-ordinator,
Protection Officer,
Public relations and press officer,
Quartermaster.

- (a) *The Almoner* is responsible for regularly keeping in touch with any member not attending meetings who is sick or frail, providing any assistance and reporting to the club on the situation. We the Rotarians of Brunswick care for each other.
- (b) *The Attendance Co-ordinator* is responsible encouraging attendance, for ensuring that the weekly attendance sheet is completed, information is passed to the president for use at the meeting, records are kept, on behalf of, or available to the secretary so the monthly district return is submitted and 100% annual attendances can be acknowledged.
- (c) *The Bulletin Editor* is responsible for the production and distribution of the bulletin. Report highlights from the previous meeting, announce the programme for the forthcoming meeting, promote fellowship, contribute to the Rotary education of all members; and report the news of the club, of its members, and the worldwide Rotary programmes. A published may also be appointed to email, print and post the bulletin.
- (d) *The Club Historian* is responsible for the collection, collation and publication of the club's history.
- (e) *Fellowship Co-ordinator* shall promote acquaintance and friendship among the members, by organising the annual fellowship dinners, restaurant or theatre nights, the Christmas party or promote participation by members in organized Rotary and recreational and social activities.
- (f) *The Internet/Web operator* shall update the club's website regularly or as appropriate and shall manage all internet matters on behalf of the club.
- (g) *On-to-conference promoter* shall promote and organise all aspects for the attendance of members to the district conference, including a bus or trip if warranted.
- (h) *Programme Co-ordinator* shall prepare and arrange the guest speaker and the programmes for the regular and special meetings of the club.
- (i) *Protection Officer* shall keep the club informed on all matters relating to child protection. The protection officer will also ensure that all members have a police clearance.
- (j) *Public Relations Co-ordinator* shall devise and carry into effect plans to give the public information about (1) the Rotary club of Brunswick to promote current events or projects, its activities and achievements, (2) about Rotary, in general, its history, objects, and scope; (3) about the Rotary Foundation and (4) to secure as much publicity for the club in as many ways as possible.

- (k) *The Quartermaster* shall be responsible for the accounting and keeping of all of the club's stores. He/she is also responsible for ordering and is to have on hand badges, publications, club caps, new member kits (including ordering new member name plaques), promotional kits and any other necessary materials.

Section 2 - Service activities handled by other board members

- (a) The sergeant-at-arms works directly with the president.
- (b) The membership co-ordinator is the President Elect.
- (c) The classifications monitor is the President Elect.

Section 3 – *The Vocational Service Director* is responsible for promoting within the club where possible:

- (a) Career advise in schools;
- (b) Computers for Kids and the community;
- (c) “Shine On” Awards.
- (d) Operation Livewire;
- (e) Indigenous projects;
- (f) Liason with the City of Moreland Council.

Section 4 – *The Community Service Director* is responsible for organising:

- (a) Two dances for seniors, Dance into Spring on the second Friday of September and Dance into Autumn on the second Friday of May each year
- (b) The Club's stand at the Sydney Road Street Festival in early March as designated by Moreland City Council.
and for
- (c) Liasing with the local Probus club
- (d) Liasing with those Rotary clubs, which are in Moreland but not in D9800.
- (e) Joining with the other Rotary clubs of Moreland and others in a combined meeting on the second Wednesday of October each year;
- (f) Keeping the club informed and supporting the A.R.H.R.F.;
- (g) Environmental programmes;
- (h) Mental Health programmes;
- (i) A watching brief on the multiplicity of enterprises listed in the District Directory.

Section 5 – *The International Service Director* is responsible for all matters relating to

- (a) The medical centre at Bagong Barrio;
- (b) The development of education facilities at Bagong Barrio
- (c) The promotion of Interplast (and ROMAC);
- (d) Support for International House;

Section 6 – *The New Generations Director* is responsible for:

- (a) Liasing with all schools in Brunswick
- (b) Liasing with all youth organisations in Brunswick – including Don Bosco, Y.M.C.A.
- (c) Promote attendees from a Brunswick schools at M.U.N.A
- (d) Promote attendees from Brunswick at the R.Y.L.A. camp.
- (e) Promote RYPEN.
- (f) Also promote Science schools an any other camps for youth development

Section 7 – *The Rotary Foundation Director* is responsible for:

- (a) Promotion of the Rotary Foundation;
- (b) Promotion of the Centurion Club;
- (c) All advise, reports, applications and communication in relation to Rotary Foundation grants and programmes.

Section 8 – *The District Assembly*

- (a) All board members; officers and directors; are encouraged to attend the district assembly in mid May before taking office. Other portfolio holders and new members are also invited to attend.
- (b) The club will pay for lunches, if organised by District, for those attending and who can stay so attendees can join together and review the material presented..

Article V Executive Action

Section 1 The Rotary Club of Brunswick functions primarily on the executive action system rather than by committees. The president or director responsible, subject to the approval of the Board, allocate roles to individuals or teams who have indicated their willingness to participate. Those members then go and fulfil the function.

Section 2 The director responsible, or the person appointed by the president to supervise a project or activity, becomes the project co-ordinator with those members available undertaking various roles.

Section 3 It is obviously necessary for ad hoc groups to form at various times to co-ordinate matters, at the time of a significant or major project a committee may be formed for the duration of the project, or as the president sees fit.

Section 4 The only real permanent committee meeting on a regular basis is the Board, which will administer the club with considered efficiency.

Article VI Meetings

Section 1 – *Annual Meeting.* An annual meeting of this club shall be held on or before the last Thursday of November in each year, at which time the election of officers and directors to serve for the ensuing year shall take place.

(Note: Article V, section 2 of the standard Rotary club constitution provides that “An annual meeting for the election of officers shall be held not later than 31 December, however Victorian State law requires the election by 30th November under “The Associations Incorporation Act 1981” Part IV, 30, 2A” which states the Annual General Meeting “must be held 5 months after the end of the financial year”. Although this does not specify the election of office bearers it seems logical to have one such meeting for elections, financial reports and all other relevant matters.)

Section 2 – The regular weekly meetings of the club shall be held
 each Thursday at 12:45 p.m.. for a 1 p.m. start at Curly Joe’s restaurant,
 307 Sydney Road, Brunswick finishing at 2 p.m.

There is no meeting the week following Christmas Day with provision to attend an alternate venue for all meetings in January. Due notice of any changes in or cancelling of the regular meeting shall be given to all members of the club. All members excepting an honorary member (or member excused by the board of directors of this club, pursuant to article VIII, section 2(b) of the standard Rotary constitution) in good standing in this club, on the day of the regular meeting, must be counted as absent, and attendance must be evidenced by the member’s being present for at least sixty

(60) percent of the time devoted to the regular meeting, either at this club or at any other Rotary club, or as otherwise provided in the standard Rotary club constitution, Article VIII, section 1.

Section 3 – The events Dance into Spring, Dance into Autumn, the meeting of the combined clubs of Moreland shall be the club meeting for that week and shall replace the usual weekly meeting

Section 4 - One-third of the membership shall constitute a quorum at the annual and regular meetings of this club.

Section 5 – Regular meetings of the board shall be held on the second Tuesday of each month at a place designated by the president. Special meetings shall be called by the president whenever deemed necessary, or upon the request of two (2) members of the board, due notice having been given.

Section 6 – A majority of the board members shall constitute a quorum of the board.

Article VII Fees and Dues

Section 1 – The joining fee shall be \$50 to be paid before the applicant can qualify as a member.

Section 2 – The membership dues shall be

- (a) Full payment \$250 per annum,
- (b) Approved clergy \$125 per annum
- (c) First eighteen months payment \$125 per annum or part thereof.
- (d) Any member under 35 years of age at the 1st July \$125 per annum,
- (e) Where a married couple or domestic partners are both members and liable for full payment (\$250 each) one shall be charged at half rate (\$125),
- (f) The president may privately reduce the dues of any active and established member who is in difficulty.

payable semi-annually on the first day of July and January, with the understanding that the prescribed amount for each semi-annual payment shall be applied to each member's subscription to the *ROTARY DOWN UNDER* magazine.

Section 3 – The weekly lunch fee should be adjusted annually to equal the cost per head charged by Curly Joes plus 10% to cover the cost of the guest speaker and other guests. \$20 plus 10% = \$22 per week.

Section 4 – Members are under no obligation to contribute to the Rotary Foundation, but may make a voluntary donation of any amount they chose. Members may, if they so chose, pay an annual donation to the Rotary Foundation with their annual subscription; or they may join the “Centurions” and pay an annual fee of \$US100 to the Rotary Foundation separately and directly to District.

Section 5 - A bulk payment scheme may be utilised whereby members may pay one annual, or two half yearly, or four quarterly fees for the year which includes the membership subscription, up to 48 lunches attended, the Grand final lunch, the Christmas party (excluding the changeover). The current payments are:

- \$1,400 per annum, or
- \$700 half yearly, or
- \$350 quarterly.

Article VIII Method of Voting

The business of this club shall be transacted by *viva voce* vote except the election of officers and directors, which shall be by ballot.

Article IX Leave of Absence

Upon written application to the board, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time.

(Note: Such leave of absence does operate to prevent a forfeiture of membership; it does not operate to give the club credit for the member's attendance. Unless the member attends a regular meeting of some other club, the excused member must be recorded as absent except that absence authorized under the provisions of article VIII, section 2(b) of the standard Rotary club constitution is not computed in the attendance record of the club.)

Article X Finances

Section 1 – The treasurer shall deposit all funds of the club in some bank to be named by the board.

Section 2 – All bills shall be paid only by cheques prepared by the treasurer and signed by any two officers of the four authorised signatories, the president, the president elect, the secretary or the treasurer. A thorough audit by a certified public accountant or other qualified person shall be made once each year of all the club's financial transactions.

Section 3 – The fiscal year of this club shall extend from 1 July to 30 June, and for the collection of members' dues shall be divided into two (2) Semi-annual periods extending from 1 July to 31 December, and from 1 January to 30 June. The payment of per capita dues and magazine subscriptions to RI shall be made on 1 July and 1 January of each year on the basis of the membership of the club on those dates.

Note: Magazine subscriptions for members joining during a semi-annual period are payable upon invoice from the secretariat.)

Section 4 – At the beginning of each fiscal year the board shall prepare or cause to be prepared a budget of estimated income and estimated expenditures for the year, which, having been agreed to by the board, shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by action of the board.

Section 5 –

- (a) The total of the subscriptions received for any one year shall be budgeted to equal the total of all subscriptions to be paid to Rotary International, Rotary Down Under, District 9800, for attendance at the District Assembly.
- (b) The cost of the weekly meals should cover the cost of the meal to the members present plus 10% to cover the cost of the meal for the guest speaker or any invited guest.
- (c) Any money raised weekly by way of raffles or fines is added to the fund raising account

The club holds a capital amount at 1st July 2005 of \$125,000, whilst the interest can be used for current projects, the capital amount should not be used and it is desirable that the capital amount be increased each year by the C.P.I. plus 1%.

Article XI Method of Electing Members

Section 1 – The president elect in conjunction with all other club members should actively seek suitable prospective members aged under 45 years of age with emphasis on those under 35 years of age and invite them to a series of three meetings as a guest of the club. Older prospective members proposed by a member of the club are also welcomed to enter the process. If deemed suitable for membership of club the president elect or an active member of the club should then submit that person's name to the board in writing, through the club secretary. A transferring or former member of another club may be proposed to active membership by the former club. The proposal for the time being shall be kept confidential except as otherwise provided in this procedure.

Section 2 – The board shall ensure the proposal meets all the classification and membership requirements of the club constitution.

Section 3 – The board shall approve or disapprove the proposal within 30 days of its submission, and shall notify the proposer, through the club secretary, of its decision.

Section 4 – If the decision of the board is favourable, the prospective member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership, following which the prospective member shall be requested to sign the membership proposal form and to permit his or her name and proposed classification to be published to the club.

Section 5 – If no written objection to the proposal, stating reasons, is received by the board from any member (other than honorary) of the club within seven (7) days following publication of information about the prospective member, that person, upon payment of the admission fee (if not honorary membership), as prescribed in these bylaws, shall be considered to be elected to membership.

If any such objection has been filed with the board, it shall vote on this matter at its next meeting. If approved despite the objection, the proposed member, upon payment of the admission fee (if not honorary membership), shall be considered to be elected to membership.

Section 6 – Following the election, the president shall arrange for the induction of the new member; the club secretary shall issue a membership card and shall report the new member to RI; the Quartermaster shall provide appropriate literature for presentation at the induction and the president elect shall assign a member to assist in the assimilation of the new member.

Article XII Resolutions

No resolution or motion to commit this club on any matter shall be considered by the club until it has been considered by the board. Such resolutions or motions, if offered at a club meeting, shall be referred to the board without discussion.

Article XIII Order of Business

- | | |
|-----------|--|
| 1 p.m. | Meeting called to order.
Singing of Rotary Grace
Meal commences, |
| 1.15 p.m. | Sergeant introduces the President, who then greets those present to a wild response,
The president introduces visiting Rotarians. |

	Announcements.
	Only important correspondence by the secretary
	Very brief Directors' reports,
	Any other business.
1.20 p.m.	Sergeant's session
1.25 p.m.	Guest Speaker introduced by the chairperson for the day, Guest speaker
1.55 p.m.	Vote of thanks and a gift presented to the guest speaker, Notice of next meeting, board meetings etc. National anthem completes the meeting.

It is impolite to invite a guest speaker and not allow the full 30 minutes for the presentation.

Article XIV Awards

Section 1 - *Honorary Membership*

- (a) Once given an honorary membership is kept as long as the member lives, chooses to resign, or it is taken away for some exceptional reason.
- (b) They should rarely be given and whilst the number of honorary members may vary from time to time, there should usually be no more than three honorary memberships in existence at any one time with an absolute maximum of five;
- (c) An honorary membership is only given by the board:
 - To public identities who are former members of the club or
 - For long, faithful and exceptional service to the club to a former member of the club who has retired from all community service because of frailty or age, who is a past president and was a member of the club for at least 15 years.
- (d) Honorary members should not be expected to pay subscriptions although they may make donations to the club or the Rotary Foundation if they wish.
- (e) No one has the right to expect or claim an honorary membership. It is a rare gift presented by the club in exceptional cases."

Section 2 - *Paul Harris Fellowships*

Although Paul Harris Fellowships can be purchased by anyone and there are various categories, the Rotary Club of Brunswick chooses to utilise the five sapphire categories internally as awards for service to the club.

- (a) Paul Harris Fellow – is awarded to all Club Presidents who successfully complete their year as the Club President;
- (b) Paul Harris Fellow – is awarded to members who have provided an exceptional service to the club over a number of years, but have not been President, or to a non-member who has provided an exceptional service to the club. The total number awarded at any time in this category should not exceed the total number awarded to former Presidents at that same time.
- (c) One sapphire – not awarded.
VERY RARELY ARE ANY OF THE FOLLOWING AWARDED
- (d) Two sapphires – is awarded to those who have given outstanding service to the club for over 35 years;
- (e) Three sapphires – is awarded to anyone who has given outstanding service to the club for over 35 years and has served successfully for a year as the Club President and has introduced a major project to the club;

- (f) Four sapphires – is awarded to anyone who has given outstanding and exceptional service to the club for over 50 years;
- (g) Five Sapphires – is awarded to anyone who has given outstanding and exceptional service to the club for over 50 years and has served successfully for a year as the Club President and has introduced a major project to the club or made another significant contribution.

The Rotary Foundation upholds the integrity of the original Paul Harris Fellow certificate therefore does not issue further certificates when sapphires are purchased. The Rotary Club of Brunswick issues its own certificate, which does not replace that original certificate but compliments it.

Article XIV Amendments

These bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been mailed to each member at least ten (10) days before such meeting. No amendment or addition to these bylaws can be made which is not in harmony with the club constitution and with the constitution and bylaws of RI.

To be attached:

1. An index of Articles.
2. An annual programme of standard events.