

ARTICLES OF PROCEDURE

ROTARY INTERNATIONAL DISTRICT 7530

6/5/2017

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ARTICLES OF PROCEDURE FOR ROTARY INTERNATIONAL DISTRICT 7530

Amendments proposed by District 7530 Buckhannon Rotary Club 5679 May 8, 2017 and approved by District 7530 clubs June 5, 2017

ARTICLE I - THE DISTRICT NOMINATING COMMITTEE

In accordance with the Bylaws of Rotary International, District 7530 shall select a District Governor Nominee as set forth in this article.

(A) Nominating Committee for District Governor

- 1) Basic Procedure defined by Rotary International. The selection of District Governor Nominee Designate shall be by Nominating Committee as provided in the 2016 Manual of Procedure, RI Constitution Article 7 Section 2, as may be amended, and in RI Bylaws Article 14, as may be amended.
- 2) Purpose. The Nominating Committee for District Governor is charged with the duty to propose the best qualified Rotarian who is available to serve as District Governor. Geography is not an appropriate factor for consideration in selection of the Governor Nominee. The Nominating Committee is not limited in its selection to those names submitted by clubs in the district. (RI Bylaws 14.020.5) The Committee must select a candidate who is qualified to serve in accordance with the MOP and RI bylaws.
- 3) Summary of the Multi-Year District Governor Process. Each year, the Nominating Committee for that year for District Governor shall be charged with oversight of the following Multi-Year Nominations and Elections process for District Governor:
 - (a) *Selection of the District Governor Nominee Designate.* Selection of the DGND shall be conducted under the procedures set forth below entitled "Nomination Procedure". The DGND is proposed to serve as District Governor for the Rotary Year three years hence. (i.e., a DGND selected by the 2017-2018 Nominating Committee shall be DGND for the remainder of 2017-2018, DGN 2018-2019, DGE 2019-2020, and DG 2020-2021). The qualifications of District Governor shall be as cited in Article 16, Sections 80 and 90 of the RI Bylaws of the 2016 Manual of Procedure.
 - (b) *Report of Nominating Committee to District Conference.* The Chairperson of the Nominating Committee shall report to the District Conference during its business meeting the following:
 - (i) The name of the Rotarian named DGND by the committee;
 - (ii) The DGND remains effective and continues to meet the qualifications for District Governor. (RI Bylaws 16.070, 16.080).
 - (iii) The committee declares the DGND as the District Governor Nominee, and refers the nominee to the District Governor for immediate certification to RI as DGN. (RI Bylaws 14.020.6).
 - (iv) The current DGN remains effective and continues to meet the qualifications for District Governor; (RI Bylaws 16.070, 16.080), and will be named DGE at the International Convention.

- (v) The current DGE remains effective and continues to meet the qualifications for District Governor (*RI Bylaws 16.070, 16.080*); that the DGE will assume office as Governor on July 1; and the DGE will be installed as District Governor at an installation ceremony, either held as part of District Conference, or on a date and at a location announced by the District Governor Elect prior to or immediately upon assuming office.
 - (c) *Certification of District Governor Nominee.* Pursuant to RI Bylaws 14.050, the District Governor shall certify to RI the DGN within ten days after the Declaration of the nominee designate as District Governor Nominee.
 - (d) *District Governor Nominee to District Governor Elect.* The District Governor Nominee each year shall be named District Governor Elect at the RI International Convention. (*RI Bylaws 6.010, 11.050 2016 MOP*)
 - (e) *Elevation of Successive Offices:* While certification, naming, and/or installation of the DGN, DGE, and DG occur at different times, the years of service for each office, run concurrent with the Rotary year, July 1- June 30.
- 4) Composition. The membership of the Nominating Committee will be as follows:
- (a) District Governor
 - (b) District Governor Elect (Chair & Convener) (Votes only to break a tie)
 - (c) District Governor Nominee
 - (d) Immediate Past District Governor
 - (e) All Assistant Governors (unless the Assistant Governor is under consideration for nomination) and
 - (f) Two Past District Governors appointed by the Governor from areas not represented otherwise by the Governor, Governor Elect or Immediate Past District Governor.
- 5) Nomination Procedure. The following procedure will be followed in selecting the District Governor Nominee Designate.
- (a) By 1 November, the Governor-Elect will make an official call, by email, newsletter or such other manner as will provide notice to the district's clubs, inviting all Clubs to submit their suggestions of qualified Rotarians to be considered as a candidate for District Governor to the Chairperson of the Nominating Committee. Candidates suggested must be submitted on the required form including biographical, vocational and Rotary record of service data. Pursuant to RI Bylaws 14.020.4, the sponsoring club must, at their regular meeting, issue a resolution of candidacy that must be certified by the Club Secretary. The submission and certification shall be sent to the District Governor Nominating Committee Chair.
 - (b) 1 January is the deadline for submitting a candidate's forms for District Governor. Any mailing on behalf of a candidate must be received or postmarked on or before 1 January.
 - (c) If no candidate is recommended by the clubs the Nominating Committee will meet as prescribed and nominate the best qualified Rotarian. The COG will be

requested to suggest candidates for consideration as prescribed in (5. a). A certified resolution of candidacy is not required. The list will not be ranked by preference.

- (d) The Nominating Committee will convene no earlier than 7 January or later than 31 January for the purpose of selection of the nominee for District Governor Nominee Designate (DGND).
- (e) Within seven days following the Nominating Committee meeting the District Governor Elect will personally notify each submitted candidate and inform him or her of the Nomination Committee's decision. The results from the Nominee Committee (name and club of person nominated) will then be published in the February issue of the District Newsletter and on the Home page of the District web site.
- (f) 14 March is the deadline for receipt by the District Governor of club resolutions naming previously suggested Rotarians as challenging candidates. Challenges to the candidate selected by the Nominating Committee will be handled in the manner prescribed by Article XIV, RI Bylaws

member
College of
Governor
undertaken. The
Zone Institute next

- (g) The District Governor Nominee once selected shall immediately become an ex officio member of all district committees and shall be included in the meetings of the District 7530 College of Governors, it being the intention to create the greatest opportunity for the District Governor Nominee to become intimately familiar with the district and the duties to be undertaken. The District Governor Nominee shall attend with the District Governor Elect the Zone Institute next following his or her selection as District Governor Nominee.
- (h) The District Governor is an officer of Rotary International and the duties of the District Governor shall continue to be defined by Rotary International.

(B) ELECTION OF REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO COUNCIL OF LEGISLATION AND MEMBERSHIP ON NOMINATING COMMITTEE FOR ZONE DIRECTOR

- (a) Composition of the District Nominating Committee shall be the same as the Nominating Committee for District Governor Nominee (section 4 above)
- (b) Qualification for the COL Representative and Nominating Committee for Zone Director and alternates refer to 2016 MOP Article 9 (COL) and Article 13 (Zone Director)
- (c) See Article VII of this Article of Procedure for additional information for COL Rep.

CONFERENCE AND DISTRICT LEGISLATION MEETING VOTING

Electors *(2016 MOP RI Bylaws 16.050.1)*

Each club in a district shall select, certify, and send to its annual district conference and district legislation meeting (if one is held) at least one elector. Any club with a membership of more than 25 shall be

entitled to one additional elector for each additional 25, or major fraction thereof, of its members.....Such membership shall be determined by the number of members in the club as of the date of the most recent invoice preceding the date in which the vote is held. Any club whose membership in RI has been suspended by the board shall not be entitled to any electors. Each elector shall be a member of the club. An elector must be present at the district conference or a district legislation meeting to vote.

Conference and District Legislation Meeting Voting Procedures (16.050.2)

Every member in good standing of a club in a district present at the district conference or a district legislation meeting shall be entitled to vote on all matters submitted to a vote at such conference or district legislation meeting EXCEPT for the selection of a governor-nominee, election of a member and alternate member of the nominating committee for director, composition and terms of reference of the nominating committee for governor, election of the club representative and alternate representative of the district to the council on legislation and council on resolutions, and the decision as to the amount of the per capita levy. However, any elector shall have the right to demand a poll upon any matter presented to the conference or district legislation meeting.

Polling procedure, refer to the 2016 MOP 16.050.2. Proxies, refer to 16.050.3.

Special meetings requiring elector representation

- (a) The Rotary Clubs of District 7530 are hereby divided into four geographic areas. The composition of these areas may be changed by a committee consisting of the District Governor and the two most recent surviving district governors. Any such change must be made at least 60 days before the District Conference and the District Governor must immediately notify all of the clubs in the district of the change. It is generally desirable to have approximately the same number of members and electors in each of the areas but such is not always possible due to the geographic nature of this division.

AREA I: Brooke, Moundsville, New Martinsville, Wheeling, Weirton, Weirton Heights

AREA II: Braxton, Parkersburg, Point Pleasant, Ripley, Spencer, Weston, Wood County

AREA III: Bridgeport, Clarksburg, E-Club, Elkins, Fairmont, Harrison County, South Fairmont, Tucker County

AREA IV: Buckhannon, Cheat Lake, Grafton, Kingwood, Morgantown, Morgantown North, Newburg, Westover

- (b) Voting shall be done by one elector for every 25 or major portion of club membership. According to the Rotary International Manual of Procedure proxies are not permitted except as specified in the 2016 MOP RI Bylaws, Article 16, Section 16.050.1;16.050.2 . No Rotarian shall serve more than 2 consecutive terms on the Committee. The candidate receiving more votes shall be elected as a member of the District Committee from that area and the other candidate shall serve as the alternate member from that area. In case the alternate member is unable to serve or if the alternate member shall likewise resign from the committee and the Governor will appoint a replacement after consulting with the presidents of the clubs in that area.

Section 2

The provisions of this ARTICLE 1 are intended to supplement and be in harmony with the requirements of Rotary International for the selection of the District Governor Nominee as described in the Bylaws of Rotary International. Any incompatibility between the requirements of these Articles of Procedure and the requirements of the Bylaws of Rotary International shall be resolved in favor of the requirements of the Bylaws of Rotary International, and any requirements of the Bylaws of Rotary International not herein specifically enunciated are incorporated in this ARTICLE I by reference.

ARTICLE II - ASSISTANT GOVERNORS

Section 1

The appointment of Assistant Governors forms a District leadership team for performance of the duties of District Governor and fosters leadership development.

The District Leadership Plan strengthens Rotary at both the District and Club levels by making possible:

- < Faster and more responsive support to Clubs,
- < Better communication at all levels in the District,
- < Improved participation in Foundation programs and District activities,
- < Larger supply of well-trained leaders in the District, and
- < Larger field for Governor candidates.

The District Governor is an officer of Rotary International and the duties of the District Governor shall continue to be defined by Rotary International.

Section 2 - Appointment of Assistant Governors

Assistant Governors are District appointees selected by the incoming Governor. They are not officers of Rotary International. Assistant Governors are to be appointed on an annual basis, with no Assistant Governor serving more than three consecutive one-year terms. Recognizing the value of continuity in service, the appointment of Assistant Governors in any year should include both new appointments and reappointments at the discretion of the incoming Governor.

Section 3 - Qualifications of Assistant Governors

- (a) Membership, other than honorary, in good standing in a Club in the District.
- (b) Service as president of a Club in the District for a full term.
- (c) Willingness and ability to accept the responsibilities of Assistant Governor.
- (d) Demonstrated outstanding performance at the District level.

- (e) Potential as future Governor of the District.
- (f) No Past District Governor shall serve as an Assistant Governor.

Section 4 - Duties of Assistant Governors

The following is a list of responsibilities for Assistant Governors:

(a) Attends the Assistant Governors'

The following is a list of responsibilities for Assistant Governors:

- (a) Attends the Assistant Governors' training session for the District.
- (b) Attends and participates in the Presidents-elect Training Seminar District Assembly and the District Conference.
- (c) Works with the incoming Governor to develop goals for the District.
- (d) Advises the incoming Governor on District committee selections.
- (e) Assists the incoming presidents of the Clubs in his/her assigned areas before the beginning of the Rotary year to discuss the Clubs' goals and to review the Summary of Club Plans and Objectives.
- (f) Visits each Club in his/her assigned area regularly with a minimum of one visit every other month of the Rotary year.
- (g) Conducts at least one Club assembly at each Club.
- (h) Holds regularly scheduled meetings (preferably monthly and no less than quarterly) with Club presidents and secretaries to discuss the business of the Clubs and resources available to them, along with goals, programs, and objectives of the District and RI.
- (i) Schedules and plans for the visit of the Governor to the area, whose specific purpose should be to advance Rotary.
- (j) Keeps the Governor posted on progress within the assigned Clubs and suggests ways to enhance Rotary development and address problems.
- (k) Encourages Clubs to follow through on requests and recommendations of the Governor.
- (l) Monitors each Club's performance with respect to service projects.
- (m) Provides support, direction, guidance, training and other assistance to the Presidents with whom they are working.
- (n) Assists the District Governor in communicating with and getting information from those Presidents of each Rotary Club and any other appropriate Rotary Club Officers.
- (o) Serves on District Nominating Committee.
- (p) Identifies outstanding Club Programs & shares them with the District and other Clubs.
- (q) Promotes and attends, when convenient, District events such as: Ellis Vest Golf Tournament, Foundation dinners, Foundation seminars, Group Study Exchange activities, International Youth Exchange activities, RYLA Conference, and Interact and Rotaract events.
- (r) Visits each Interact and Rotaract Club within their assigned area.
- (s) Identifies, encourages & counsels potential candidates for District Governor.
- (t) Determines the needs and the problems of the Clubs, and their officers, and helps the District Governor provide advice to the Presidents in solving them.

- (u) Provides information to the Presidents from Rotary & the District Governor.
- (v) Gathers the information needed by the District from the Clubs.
- (w) Presents programs to the Clubs broadening Rotary knowledge.
- (x) Encourages Clubs to actively participate in all five Avenues of Service.
- (y) Represents the District Governor at functions he/she cannot attend, and when he/she can attend, joining him/her if possible.
- (z) Otherwise assists the Governor upon request.

Section 5 - Clubs in Areas Served by Assistant Governors

There shall be eight (8) Assistant Governors. An Assistant Governor shall be a member of a club within the Region he/she serves. The following regions are established for selection of Assistant Governor:

REGION I
Brooke County
Weirton
Weirton Heights

REGION II
Moundsville
New Martinsville
Wheeling

REGION III
Parkersburg
Point Pleasant
Ripley
Spencer
Wood County

REGION IV
Braxton County
Lewis County
Buckhannon

REGION V
Elkins
Tucker County

REGION VI
Bridgeport
Clarksburg
Fairmont
Harrison County
South Fairmont

REGION VII
Grafton
Kingwood
Newburg

REGION VIII
Cheat Lake
Morgantown
Morgantown North
Westover

Any change to the composition of those areas may be made by a committee consisting of the District Governor, District Governor Elect, District Governor Nominee and immediate past District Governor. Any such change must be at least 60 days before the District Conference and the District Governor must immediately notify all of the Clubs in the District of the change.

The provisions of this ARTICLE are intended to supplement and be in harmony with the requirements of Rotary International as described in the Bylaws of Rotary International. Any incompatibility between the requirements of these Articles of Procedure and the requirements of the Bylaws of Rotary International shall be resolved in favor of the requirements of the Bylaws of Rotary International, and any requirements of the Bylaws of Rotary International not herein specifically enunciated are incorporated in this ARTICLE by reference.

ARTICLE III - DISTRICT SECRETARY - TREASURER

Section 1

A Secretary-Treasurer of District 7530 shall be elected for a three-year period as hereinbefore provided and take office July 1 immediately following election.

Section 2 - Duties

- (a) The Secretary shall cooperate fully with the District Governor and shall handle all the secretarial matters of the District, except those related to the office of District Governor, rendering a complete report of same to the Governor, the clubs of the district, and the past District Governors.
- (b) The Treasurer shall handle all the monies of the district, depositing them in the bank or banks selected by the Budget and Finance Committee.

The Treasurer shall pay all bill of the district, subject to approval by the Budget and Finance Committee.

At the end of the year, the Treasurer shall prepare a statement for audit and distribution as provided in Article IV, Section 5.

Section 3

The Secretary-Treasurer shall furnish a Surety Bond satisfactory to the Budget and Finance Committee. The cost of the bond shall be paid from the district finances.

Section 4

In case the office of Secretary-Treasurer becomes vacant for any reason, the District Governor shall appoint a Rotarian of District 7530 who shall serve until the next District Conference.

ARTICLE IV - DISTRICT ARCHIVIST

Section 1

An Archivist of District 7530 shall be a member of the same club as the District Governor, shall be appointed by the District Governor, shall take office July 1 immediately following appointment and shall serve for a period of one year.

Section 2 - Duties

The Archivist shall catalog and mark all the physical properties (not including the records of the Secretary-Treasurer and the Historian) of the district and shall arrange for bonded storage of all this property if necessary.

The Archivist shall be responsible for the condition of these properties--seeing that they are always in first-class condition.

The Archivist shall prepare and keep up to date a record of all properties, one copy of this record to be furnished to the District Governor.

The Archivist shall be responsible for the transportation to and from district affairs of any or all properties requested by the District Governor.

Section 3

It shall be the responsibility of the outgoing Governor to complete records of the year of service and turn the district files over to the current District Governor by September 1, immediately following the year of service as Governor.

ARTICLE V - DISTRICT BUDGET AND FINANCE COMMITTEE

Section 1

A Budget and Finance Committee shall be organized for each Rotary year, to take office July 1.

This committee shall consist of the District Governor, the immediate Past District Governor, the District Secretary- Treasurer, the District Governor Elect, the District Governor Nominee for the following year and two Rotarians of the district appointed by the Governor. The chairperson of the committee shall be appointed by the District Governor and shall be a Past District Governor. If the Past District Governor to be appointed as committee chairperson is not already a member of the committee by virtue of an office held as described, then that person must be one of the two Rotarian committee members appointed by the District Governor as described.

Section 2

A bank account shall be established in the name of District 7530, Rotary International.

Section 3

The following line items shall be considered by the Budget and Finance Committee, shall be included in each annual budget and shall be available to the District Governor for use in serving the district during the term of office:

- Bond of Secretary-Treasurer
- Governor Nominee Expense to International Convention
- Presidents Elect Training Seminar Expenses of Governor Elect
- District Assembly Expenses of Governor Elect
- Supplementary Allowance to the District Governor Elect for Expenses
- Supplementary Allowance to the District Governor for Expenses
- District Governor Expenses to Zone Institute
- District Governor Nominee Expenses to Zone Institute
- District Governor Elect Expenses to Zone Institute
- District Directory
- Ellis Vest Golf Tournament
- International Youth Exchange Program
- Rotary Youth Leadership Awards (RYLA)
- Group Study Exchange
- Council on Legislation (to be held in reserve for third year meeting)
 - Allowance/Expense to COL Representative to attend COL training at Zone Institute held prior to COL
 - Allowance/Expense to COL Alternate Representative to attend COL training Zone Institute held prior to COL
 - Allowance/Expense to COL Representative to attend COL (if not covered by Rotary International)
- District Conference
 - District Audio-Visual
 - Past District Governor Pin and Plaque
 - Contingencies

The District Governor Nominee shall attend the International Convention that immediately proceeds the official year of service as Governor Elect.

Section 4

- (a) The Budget and Finance Committee shall be empowered to expend such funds as may be necessary for the operation of the district during the year.
- (b) There shall be a District Fund as in the past for financing of district sponsored projects and the administration and development of Rotary in the district. The financing of the District Fund shall be provided as in the past by all the clubs in the district by way of a per capita levy on the members of those clubs on the basis of membership as of June 30 in each year. The amount of the levy shall be decided by the District Assembly only after the approval of three-fourths of the incoming club presidents present. The District Fund shall be collected and disbursed by the District Secretary-Treasurer pursuant to the approved budget and the direction of the Budget and Finance Committee pursuant to the provisions of Section 4(a) of this Article.
- (c) The payment of the per capita levy is mandatory on all clubs of the district pursuant to the provisions of Article II, RI Constitution 2016 MOP and shall be enforced in accordance with the provisions thereof.

Section 5

- (a) The Budget and Finance Committee to be appointed and organized under this article for each Rotary year shall be convened by the District Governor not less than 60 days before the beginning of the Rotary year and before the District Conference of the current year. At that meeting, the Budget and Finance Committee shall prepare for approval by a majority of the electors present and voting at the business meeting of the District Conference a financial budget of revenues and expenditures for the ensuing Rotary year including those items as set forth in Article V, Section 3 hereof.
- (b) A copy of the approved budget shall be forwarded to the District Secretary-Treasurer and to the clubs of the District. Any expenditure required to be paid by the Secretary-Treasurer during said Rotary year shall be covered by a proper invoice or voucher and shall be paid under the said budget as approved. Additional necessary expenditures not authorized under the said Rotary year budget shall be approved by the Budget and Finance Committee and certified to the Secretary-Treasurer for payment. All disbursements requested of the District Secretary-Treasurer under the authorization of the approved budget shall be requested in writing and promptly disbursed by the Secretary-Treasurer.
- (c) At the end of each Rotary year, the District Governor for the year then ended, in cooperation with the District Secretary-Treasurer, shall prepare a financial statement of income and disbursements attributable to the said District Governor's year of service, and such statement shall compare the actual expenditures against the proved budgeted expenditures as directed by the Budget and Finance Committee, together with proper fund balances attributable to the beginning and ending of the said Rotary year. Copies of the statement thus prepared shall be made available to the Budget and Finance Committee for the Rotary year just ended, and,

when approved by the Budget and Finance Committee, shall be filed with the district papers of the outgoing Governor as conveyed to the succeeding District Governor.

- (d) At the end of each Rotary year, the Budget and Finance Committee shall arrange for an audit of the accounts and books of the District Secretary-Treasurer and shall approve the financial statement as required under paragraph (c) of this section. The approved statement then shall be presented to the succeeding District Governor, the incoming District Secretary-Treasurer, and to each of the Rotary Clubs in District 7530.

Section 6

In case a vacancy occurs in this committee, it shall be filled as follows:

- (a) District Governor: The nominating committee shall select one available Past District Governor to fill the vacancy of the unexpired term of the District Governor *(2016 MOP, RI Bylaws, 6.120)*.
- (b) Secretary-Treasurer: The Rotarian appointed by the District Governor to fill the unexpired term of Secretary-Treasurer shall automatically become a member of this committee.
- (c) Immediate past District Governors: The Past District Governor in line of succession, according to the least years removed from office shall automatically become a member of this committee.
- (d) Appointed Rotarian: The District Governor shall appoint another Rotarian to fill the unexpired term.
- (e) District Governor Elect: The Rotarian replacing the District Governor Elect as such shall fill the vacancy.
- (f) District Governor Nominee: The Rotarian replacing the District Governor Nominee as such shall fill the vacancy.

Section 7

The Budget and Finance Committee shall establish and maintain a permanent operating reserve fund in an amount from year to year equal to not less than fifty percent nor more than one hundred percent of the average annual operating expenses of the district during the immediately preceding three years.

The reserve fund shall be used only to pay for any annual operating deficit of the district which may be experienced and the reserve funds so used shall be replaced as a budget item in the district fiscal year immediately following the year in which the deficit occurred.

The District Governor shall create an ad hoc committee to study and recommend policies and procedures for the utilization of any funds on hand from time to time in excess of the current district operating budget and reserve fund.

ARTICLE VI - AMENDMENTS

Section 1

These articles may be amended as follows:

- (a) An amendment must be proposed by a Rotary Club of the district by written notification to the District Governor, who shall send a copy of said amendment to every club in the district at least 60 days before the District Conference.
- (b) The proposed amendment shall then be presented at the District Conference and shall require a majority vote of the duly qualified electors present for adoption.

Section 2

Any resolutions adopted by former conferences of District 7530 that are in conflict with any part of these articles shall become null and void upon the adoption of these articles.

ARTICLE VII - DISTRICT REPRESENTATIVE TO THE COUNCIL ON LEGISLATION and COUNCIL ON RESOLUTIONS

Section 1

The Representatives and the Alternate Representatives of District 7530 to the Council on Legislation of Rotary International shall be selected through a nominating committee procedure in the year two years preceding that in which the Council on Legislation convenes. The nominating committee procedure shall be based on the nominating committee procedure for district governors as set forth in Sections 9.010.1, 9.020, 9.060, 9.070, 9.080 14.020 of the Bylaws of Rotary International and Article I of these Articles of Procedure for District 7530. The nominating procedure, including any challenges and a resulting election, shall be conducted and completed the year two years preceding the Counsel on Legislation.

Section 2

Each district is encouraged to elect as its representative the best qualified eligible Rotarian available for such service who is well informed about current Rotary policies, procedures and programs. The RI Board, while recognizing that the clubs in each district may elect whom they will, stresses that representatives to the council should be elected on the basis of their ability to carry out the representatives defined duties and not on the basis of their personal popularity within the district. The role of representative should be viewed as a serious and responsible position and not simply as a perquisite of having served as governor.

ARTICLE VIII - BALLOT-BY-MAIL

All decisions and elections that these Articles of Procedures specify be made at a District Conference or District Assembly may, notwithstanding, be made by the clubs of the district by a ballot-by-mail following as near as may be the procedures established by the Bylaws of Rotary International and reflected in the Manual of Procedure. **2016 MOP RI Constitution Article 15 Interpretation The terminology "mail, "mailing" and "ballot-by-mail" will include utilization of electronic mail (e-mail) and internet technology to reduce costs and increase responsiveness.**

ARTICLE IX - DISTRICT DIRECTORY, NEWSLETTER

1. The Annual Directory shall be emailed, faxed, placed on the district website, mailed or hand delivered to all clubs, Past District Governors or their widows or widowers no later than 90 days after the beginning of the Rotary year. The Directory shall include the dates and location of the next District Conference, appropriate information on the Rotary International President and the District Governor, the division of Rotary Clubs by Areas, a District Rotary Calendar, District Officers and Committee Chairs, names and addresses and other appropriate information on the Past Governors of the District, the names of the Clubs in the District with the names of officers and chairs of certain committees plus any other information deemed important by the Governor.

2. The District Monthly Newsletter shall be emailed, faxed, placed on the district website, mailed or hand delivered to all Clubs, Past District Governors or their widows or widowers beginning with the second week in July.

ARTICLE X – COLLEGE OF GOVERNORS MEETINGS

1. At least one College of Governors meeting shall be held in the fall of the year and one meeting at the beginning of the annual District Conference. The content of the fall meeting will provide an update on activities of the District plus feature matters of importance, and the second meeting will include the election of a District Rotarian for "The College of Governors Award" based on the following:

Rotary International District 7530 Qualifications for THE COLLEGE OF GOVERNOR'S AWARD

1. **The award shall be named: The College of Governor's Award**
2. **The award is intended to be the premier award of District 7530. It should be presented at the major banquet during the annual District Conference.**
3. **The award is to be presented to one Rotarian, currently active, for "exemplary service" to the District in one of the five avenues of service, not overlooking service to the individual's club. This award can only be received once by a Rotarian during his/her lifetime.**
4. **The award should be presented in years when the College of Governors agrees that a district Rotarian meets the criteria denoting (denoting) exemplary service. The award does not need to be an annual activity.**
5. **The district governor should appoint a committee, composed of at least three past governors; this committees (primary responsibility is to manage the nomination and selection process including):**
 - a. **Advertising/Educating Club President's and members**
 - b. **Obtaining nominations through mail and electronically**
 - c. **Presenting nominees to College of Governors**
 - d. **Maintaining security of nominees**
 - e. **Validating and updating the process as necessary**
6. **Proposals for the award shall originate from a club, including completion of a prescribed form accompanied by a separate resolution of support from the club.**

- 7. Past district governors, the district governor, and district governor nominees ARE NOT eligible for the award.**
- 8. Selection of the award shall be made by the College of Governors spring meeting-of-the-whole preceding the District Conference.**

7-28-2016: Modified following the meeting of Mary Dean, David Riggleman, Jack Porter, Michael Ellington @ Bridgeport Country Club, 12:00 pm – 2:00 pm Additional notes to be considered include: History of the Past Recipient. Names and dates received. Initiated by Ernie Nesius, Training and on-going dialogue for COG

ARTICLE X – PAUL HARRIS SOCIETY

The Trustees of The Rotary Foundation officially approved the Paul Harris Society as a district-administered recognition program effective 1 July 2006.

District 7530, at the 2006 District Conference business meeting, approved acceptance of The Paul Harris Society as a special district recognition program designed for Rotarians and friends who wish to support The Rotary Foundation in a more substantial way each year by the following membership and recognition guidelines as established by The Rotary Foundation:

- < Recognizes individual donors who make a commitment to contribute US\$1000 or more each year to The Rotary Foundation's Annual Program Fund, PolioPlus, and PolioPlus Partners, or the Humanitarian Grants Program
- < With an additional annual gift of \$1000, donors may also recognize their spouse as a Paul Harris Society member
- < Membership in the Paul Harris Society will be tracked and recognized in the donor's district
- < Members receive Paul Harris Society recognition as designated by their district
- < Paul Harris Society contributions are eligible toward Rotary Foundation Sustaining Member, Paul Harris Fellow, Multiple Paul Harris Fellow, and Major Donor recognition

EXCEPTIONS

- < Contributions to the Permanent Fund are not eligible
- < Contributions toward specific club projects or charities do not qualify toward Paul Harris Society membership unless the funds are received and recorded by the Foundation
- < Foundation Recognition Points may not be used toward Paul Harris Society membership.