

BYLAWS OF THE INTERACT CLUB OF ACTON-BOXBOROUGH, MA, USA

ARTICLE I— Elections

1. Election for the offices of president, vice-president, secretary, treasurer, and directors shall be held annually prior to May 31. Those elected shall take office on June 1.
2. Only members in good standing may vote or run for office.
3. Nominations of officers shall be made either in writing or from the floor. Candidates shall be voted upon at the regular meeting following the meeting at which nominations are made. Voting shall be by secret ballot. The Acton-Boxborough Rotary advisor(s) shall tabulate the votes. Those candidates receiving a majority of the votes of the members present shall be elected.
4. In addition to the president, vice-president, secretary, and treasurer, there shall be elected directors representing an additional 10% to 20% of the club.

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 or she 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 or she shall be an ex officio member of all committees.
2. *Vice-President.* The vice-president shall succeed to the office of president in the event of the 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 or she shall keep minutes of all meetings of the club and board of directors.
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 or she shall make all disbursements under procedures determined by the board of directors. He or she shall report the club's financial status at each meeting of the club, and shall hold all records available for inspection by any club member.
5. *Board of Directors.* The board of directors shall be the governing body of the club, as provided in the constitution. It shall make an annual report to the club to apprise all members of the club's operations. It shall hold regularly scheduled meetings, not less than one a month, which shall be open to the attendance of any club member in good standing. Members attending such meetings, however, shall not address the meeting except with the permission of the board.

ARTICLE III— Meetings

1. Meetings of the club shall be held not less than twice per month and meetings of the board not less than once quarter, 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.
3. A majority of the members of the board, one of whom must be the president or vice president, shall constitute a quorum at any meeting of the board.
4. No meeting of the club or of the board shall be deemed official unless a member of the Interact committee of the sponsoring Rotary club is in attendance and/or monitors the meeting.
5. Board meetings may occur electronically provided all officers and at least 50% of the other board members participate. All proceedings must be documented. All club members must be notified and allowed to monitor the communications.
6. Club meetings may occur electronically provided all officers and at least 50% of the other club members participate. All proceedings must be documented. All members must be notified and allowed to monitor the communications.

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ARTICLE IV — Fees and Dues

1. There shall be no initiation fee for new members.
2. Dues shall be \$1 per month for the months September through May. Dues are payable by the 15th of the month.
3. All fees and dues must be current before a member will be considered in good standing.
4. The fiscal year is July 1 through June 30.
5. Dues are not prorated for joining the club mid-year.
6. Fees for an individual may be waved at the discretion of two officers.

ARTICLE V — Committees

1. The president, with the approval of the board of directors, shall appoint the following standing committees:
 - A. *International Understanding.* This committee shall be charged with primary responsibility for devising ways and means of engendering international understanding among the members, in the school and community, and in all other areas. It shall have the duty of initiating and planning one major activity in its field each year that shall involve all or most of the club membership.
 - B. *Service.* This committee shall have responsibility for devising at least one major service project annually, other than international, which shall involve all or most of the membership.
 - C. *Finance.* This committee shall devise ways and means of financing any and all club activities requiring funds, in cooperation with the appropriate committee.
 - D. *Club.* This committee shall be responsible for attendance, membership, programs, fellowship, public relations and such other matters as may be deemed appropriate.
2. No committee shall take any action to carry out its plans until those plans have been approved by a majority of the club membership.

ARTICLE VI— Amendments

1. These bylaws 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 fourteen 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 bylaws shall contravene any provision of this club's constitution.