



ROTARY
SERVING
HUMANITY

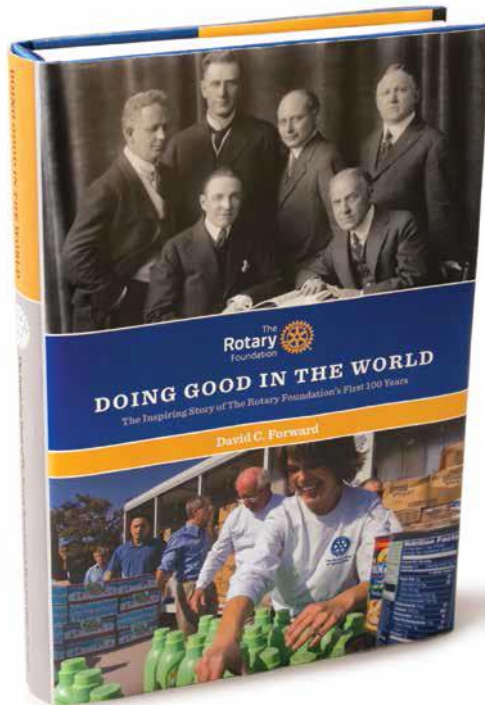
ROTARY INTERNATIONAL DISTRICT 9710 INC.

Programs of
Rotary
District 9710

Including
Rules and
guidelines

Rotary





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Who is considered the founder of The Rotary Foundation?

How many people were afflicted by polio each year when the Global Polio Eradication Initiative started in 1988?

You can find answers to these questions — and much more — in “Doing Good in the World:

The Inspiring Story of The Rotary Foundation’s First 100 Years.” Written by David Forward,

2015-16 district governor, and illustrated with striking photographs, this book tells the fascinating tale of how determination and generosity turned an initial contribution of \$26.50 into a leading humanitarian organization.

The 328-page cloth-bound edition is available for \$40, and a limited-edition, leather-bound copy for \$100.

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**JOHN F. GERM
RI PRESIDENT 2016-17
ROTARY CLUB OF CHATTANOOGA
TENNESSEE, USA**

John F. Germ is board chair and chief executive officer of Campbell and Associates Inc., consulting engineers. He joined the firm as an engineer in 1965 after four years in the U.S. Air Force. He serves on the boards of several organizations, including the board and executive committee of the Public Education Foundation and Orange Grove Center Inc., and as board chair of Blood

Assurance Inc. He also is founder and treasurer of the Chattanooga State Technical Community College Foundation and president of the Tennessee Jaycee Foundation.

He was Tennessee Young Man of the Year in 1970; Engineer of the Year, 1986; Volunteer Fundraiser of the Year, 1992; and Tennessee Community Organizations Volunteer of the Year, 2009. He is a recipient of the Boy Scouts Silver Beaver Award and the Arthritis Foundation Circle of Hope Award.

In 2013, the White House recognized him as a Champion of Change. John joined Rotary in 1976 and has served Rotary as vice president, director, Foundation trustee and vice chair, aide to the Foundation trustee chair, chair of Rotary's US\$200 Million Challenge, RI Board Executive Committee member, RI president's aide, Council on Legislation delegate and chair, membership zone coordinator, chair of numerous committees, area coordinator, RI training leader, and district governor.

John has received RI's Service Above Self Award and The Rotary Foundation's Citation for Meritorious Service and Distinguished Service Award. He and his wife, Judy, are Benefactors and members of the Arch Klumph Society of The Rotary Foundation. They have four children and six grandchildren.



IAN RISELEY, Sandringham, Vic.

**Trustee, The Rotary Foundation,
2011-15**

**Treasurer, Rotary International,
2007-08**

**Director, Rotary International,
2006-07**



Ian Riseley is a chartered accountant and principal of Ian Riseley and Co., a firm he established in 1976. Prior to starting his own firm, he worked in the audit and management consulting divisions of large accounting firms and corporations.

A Rotarian since 1978, Ian is a charter member of the Rotary Club of Sandringham, Victoria, Australia. He has served RI as treasurer, director, and as member and chair of numerous RI and Foundation committees. Most recently, he served as a Trustee of The Rotary Foundation and is currently co-chair of the 2016 (Seoul) Convention Committee.

Ian has been a member of the board for both a private and a public school, member of the Community Advisory Group for the City of Sandringham, and President of Beaumaris Sea Scouts Group. He has been President of Langi-Taan Ski Club as well as honorary auditor or advisor for a number of charitable organizations.

Ian's honors include the AusAID Peacebuilder Award from the Australian government in recognition of his work in East Timor, the Medal of the Order of Australia for services to the Australian community, and the Regional Service Award for a Polio-Free World from The Rotary Foundation.

Ian is married to Juliet, a past district governor. They are Major Donors and Bequest Society members of The Rotary Foundation. They have two children, and four grandchildren. Ian and Juliet live on seven hectares at Moorooduc where they practice their personal philosophy of sustainable and organic living.

Noel Trevaskis OAM and Sue Trevaskis



Noel is a member of the Rotary Club of Bega, District 9710.

Noel was the District Governor of District 9710 in 2005-2006, and a past Board member and Chairman of Australian Rotary Health. He has also served as a Board member and Deputy Chairman of the Southern Tablelands Community College, a College assisting people with intellectual disabilities and special needs. He was a Rotary Coordinator and was Chairman of the RI Membership Development Committee for our two Zones as well as being a member of the Rotary International membership Committee. He is a recipient of a Key Rotarian Award from his District, the Service Above Self Award, and the Medal of the Order of Australia.

He was an advisor to University researchers at the Centre for Mental Health Research Health at the Australian National University.

Noel recently retired after a lifetime working in the agricultural industry mainly in sales and marketing. Although now retired from full time work he does do some consultancy work to agri-business.

Sue is a Nurse and works for an Aged Nursing Care Facility where she works with people with dementia and does palliative care. Sue has always had a real passion to help and work with people who have disabilities and the aged. Sue also volunteers at a local hospital as a support person for patients with dementia. While Sue is not a Rotarian, she is involved in the Rotary Youth Personal Enrichment program for District 9710 as well as supporting Australian Rotary Health.

They enjoy time with their family and their garden. Noel is a keen sportsman enjoying golf and is a close follower of cricket and rugby.

Noel and Sue live at Tura Beach on the Far South Coast of NSW. They have five children and eleven grandchildren.

Rotary District 9710

District 9710 is part of Rotary International Zone 8.

The District has 47 Rotary Clubs and 6 Rotaract Clubs. The District covers a mix of rural and urban communities of the south-eastern corner of New South Wales (NSW) and the Australian Capital Territory (ACT). District 9710 is centred on Canberra, Australia's National Capital and seat of the Australian Government. Canberra is about 300 kilometres south-west of Sydney.

District 9710 has 21 Clubs in the ACT and 32 others within the surrounding areas of south-eastern NSW. All are within a 300 kilometre radius of Canberra.

The District covers 60,000 square kilometres. Economic activities range from primary and secondary production in agriculture, forestry, fishing, mining, horticulture and light manufacturing to a substantial range of tertiary or service- based activities such as finance, business and government services, tourism, sporting, scientific, health and educational services. Information technology is a significant industry in Canberra.

The District is managed by a District Board, District Finance and Audit Committee and many District Committees focusing on the Five Avenues of Rotary Service.



ROTARY INTERNATIONAL DISTRICT 9710 INC.

District Leadership Team

District Board

| | |
|---------------------------|-------------------------------------|
| District Governor | DG Steve Hill - Bega |
| Immediate Past DG | PDG Monica Garrett – Ginninderra |
| District Governor Elect | DGE Mark Wallace – Bowral-Mittagong |
| District Governor Nominee | DGN Margaret Hassall - Cooma |
| District Secretary | Sue Lloyd – Ginninderra |
| District Treasurer | Rosemary Everett – Canberra Sunrise |

District Finance and Audit Committee

| | |
|----------------------------------|-------------------------------------|
| District Treasurer (Chair) | Rosemary Everett – Canberra Sunrise |
| District Governor | DG Steve Hill - Bega |
| Imm. Past District Treasurer | PDG Phil Mewett – Sussex Inlet |
| Appointed Member | PDG Bill Seelis – Berry |
| Appointed Member | PDG Maureen Manning – Batemans Bay |
| Youth Exchange Program Treasurer | Jeff Tipping – Bega |
| Minute Secretary | Sue Lloyd - Ginninderra |

District Goals for 2016–17

THE ROTARY FOUNDATION

Eradication of Polio to be the First Priority of all Rotary Clubs

Encourage every Club to donate to the Foundation

Every Rotarian to donate at least \$37.50 personally. (Equivalent to \$US26.50)

Promote the Centurions Program (\$A100 per year)

Encourage each Club to Award at least one PHF within their club and one PHF to a community member

MEMBERSHIP

Encourage Clubs to improve membership gains and retention by assisting them with Club Development

Encourage the induction of new members under the age of 40

NEW GENERATIONS

Charter a new Interact Clubs

Charter a new Rotaract Club

Every Club to sponsor participation in at least two Rotary youth programs

PUBLIC IMAGE

Encourage Clubs to develop, and maintain, an up-to-date website, using Rotary's visual identity guidelines.

Each club to have a Public Image/Relations Chair

DEVELOPMENT OPPORTUNITIES

Encourage Clubs to utilise Club Visioning to assist members in planning their Club's future

Clubs to encourage their members to participate in RLI

Clubs to send at least two members to a Club Development Seminar held by District.

District Goals Award

To qualify for the District Goals award, a Club must achieve at least **one** of the goals in each of the five categories, including The Rotary Foundation.

District Awards

The deadline for submission of District award nominations is: Friday, 12 May 2017.

For details visit the District 9710 website:

<http://www.rotaryd9710.org.au/district/district-awards/district-awards-overview.html>

District 9710 Goals Award 2016–17

Refer to District Goal Awards

Rotary International Awards

There are several awards which Rotary International has established to recognise the service of Rotarians and Clubs.

Details of these awards are given at the following website:

<https://www.rotary.org/myrotary/en/learning-reference/learn-topic/awards>

Presidential Citation Award

One of the more important awards is The Presidential Citation for Clubs, and details are not only listed on the Rotary International Awards web site, but also on the District 9710 website:

<http://www.rotaryd9710.org.au/district/district-awards/district-awards-overview.html>

District Trainer

The District 9710 Training Team organises training for Rotarians to prepare them for their various roles within the Rotary organisation. District Team training prepares District Chairs and team members for District roles, while Presidents- Elect training is specifically for incoming Presidents. The District Training Assembly provides an opportunity for all Rotarians to learn about specific roles within their club as well as explore the many activities of Rotary worldwide. All members of Rotary are encouraged to increase their knowledge and understanding of Rotary.

See the District Calendar for dates of specific training opportunities.

CLUB DEVELOPMENT PORTFOLIO

The Club Development Chair is happy to arrange a speaker to your club to talk about the various aspects of clubs, governance, running your meeting, membership - recruitment, retention and the procedures necessary to address these aspects or simply to act as a sounding board or conduit when membership matters arise.

Membership is every Rotarian's responsibility. We should all seek to replace ourselves and to make our Clubs a nice place to visit, join and stay.

There can be no doubt that the members are the lifeblood of Rotary—without them the organisation would not exist.

To maintain our place in the world of Service Organisations, we must ensure that we continue to value our members, to help them maintain enthusiasm and interest in our programs, and to seek out and introduce new members.

Every Club should have an active Membership Committee with responsibility not only for recruiting and inducting new members, but also for ensuring the satisfaction and therefore the retention of current members.

Club Visioning Facilitation

Club visioning recognises that every Rotary Club is unique. It is an objective process to help clubs develop the basis of their long-term club plans.

The Visioning process provides an opportunity for all members of a Rotary club – longest serving, newly inducted, oldest, youngest, and everyone in between, to come together and develop a consensus on the future that they see for their club.

For more information, see:

<http://www.rotaryd9710.org.au/projects/club/club-visioning.html>

Rotary International Resources for running a Club

The Rotary International website has a wealth of material from the Download Library that can be useful to Rotary Clubs and Rotarians, such as:

President and President-elect resources; Club assessment resources; Membership resources; Membership PowerPoint presentations; Presentation templates; Rotary Club committee resources including Committee manuals and FAQs, and the Rotary International website: <https://sites.rotary.org/EN/MEMBERS/RUNNINGACLUB/Pages/ridefault.aspx>

Rotary Learning Initiative (RLI)

In District 9710 RLI stands for Rotary Learning Initiative or simply Rotary Learning. RLI is a multi-district, grassroots, Rotary knowledge and leadership development program. RLI's mission is to provide a comprehensive educational opportunity for all interested Rotarians.

Greater knowledge of Rotary and Rotary International programs provides for a more fulfilling and enriched membership of your Rotary club.

The program is conducted across 3 sessions and is designed for learning to be a shared experience through interactive as well as informative sessions. The opportunity to share that learning with Rotarians from different clubs further enriches the experience and gives access to new personal connections.

- Session 1 covers: Insights into Leadership, the structure of Rotary, How to Engage Members, What Rotary Foundation is all about, Ethics and Vocational Service and how to go about planning and executing a Service Project.
- Session 2 covers: Using Strategic planning and analysis to make improvements to your club, understanding how to use Rotary Foundation and the key concepts of Rotary programs, Good Club Communications, Team Building and how to attract New and Effective Members.

ROTARY INTERNATIONAL DISTRICT 9710 INC.

- Session 3 covers: International Service and making connections around the world, Effective Leadership Strategies, Exploring opportunities for personal, community and professional growth and development, Public Image & Public Relations, Undertaking meaningful Vocational Service Activities, and finally, making a Difference using your own experience and growth through RLI to help improve the path for others to follow.

“If your actions inspire others to dream more, learn more, do more and become more, you are a leader.” John Quincy Adams.

“A good leader inspires people to have confidence in the leader, a great leader inspires people to have confidence in themselves.” Eleanor Roosevelt.

For information, visit the website: www.rotaryleadershipinstitute.org

Social Media

Social networking is one of the many ways Rotarians are connecting online with each other, Rotary and their communities. Social networks can be used for cheap, targeted advertising, sharing information and photos, and connecting with young people. Visit District, Australian and Rotary International social networking pages and join in the conversations.

District 9710 is on the following sites:

- Facebook:
www.facebook.com/Rotary9710
- Google Plus:
<https://plus.google.com/112363922369471935247>
- Pinterest:
www.pinterest.com/rotary9710
- Twitter:
www.twitter.com/r9710
- Rotary Australia is on the following sites:
 - Facebook <https://www.facebook.com/RotaryAroundAustralia>
 - Blog <http://public-image-action.blogspot.com.au/p/social-media.html>

ROTARY INTERNATIONAL DISTRICT 9710 INC.

- Rotary International Facebook pages:
 - Peace Centres www.facebook.com/Rotarycenters
 - RI Secretary John Hewko www.facebook.com/JohnHewko
 - Rotary International www.facebook.com/rotary

Public Relations

Responsibility of the Rotary Club - Each club is expected to:

- Maintain positive news media relations;
- Seek publicity for successful service projects and activities that illustrate Rotary's aims and accomplishments;
- Use RI public relations resources, such as RI-developed television, radio, print, Internet and billboard public service announcements, promotional brochures, and other outreach tools and techniques, to promote Rotary's aims and accomplishments within the community;
- Encourage Rotarians to inform their families, friends, and associates of Rotary's aims and accomplishments;
- Cultivate the understanding of non-governmental organisations, community leaders, young people, and other special interest groups who should be aware of Rotary, its mission, scope, programs, and activities;
- Take positive steps to prevent or correct any attitudes within its community or conditions within the club that may harm Rotary's reputation and limit its effectiveness; and
- Obtain full representation of the news media in its membership.

Statistician

The district requests that all clubs record their service hours. The returns should be made online via the District 9710 website:

<https://www.rotaryd9710.org.au/district/resources/lodge-club-service.html>

VOCATIONAL SERVICE



Vocational Service, the Second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognising the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles.

New Generations Service Exchange.

- The New Generations Exchange program (NGSE) is not Rotary Youth Exchange (YEP)
- The NGSE program comes under the Vocational umbrella
- Candidates will be 20-30 years of age
- The exchanges are for a maximum of 12 weeks including any private travel component
- All exchanges are centred around a vocational / study opportunity
- These are not gap year junkets
- There is no provision for paid work
- You must be engaged in a vocation or in at least year 2 of a University or like, degree course
- Many changes were made to Rotary Code of Policy from the January 2015 RI board meeting to accommodate this opportunity for our young adults

What is the Club involvement?

- Help identify and place a candidate in one or a number of vocationally based work opportunities over a 8 week period
- Find one or two host families for the candidate
- Transport candidate to/from Canberra or Sydney airports
- Provide a meal for the nights the candidate attends Club meetings to explain what they are learning and how it is developing their skills.
- Provide a Club mentor and monitor the learning and educational components of the exchange
- Ensure the review at the completion of the exchange is completed

Rotary Volunteers.

Designed to create a greater awareness among Rotarians of the volunteer opportunities available within their own and other communities.

For further ideas and information please visit the RI website at:
<https://www.rotary.org/myrotary/en/document/introduction-vocational-service> _

Friendship Exchange

Through programs like Rotary Friendship Exchange, Rotarians tap into an international network of people who share similar interests. This Rotary International exchange program for Rotarians and their families provides an opportunity for participants to experience other cultures and build friendships by staying in the homes of Rotary club members in another country. This program advances international understanding and peace through personal contact across borders while developing interclub relationships that lead to fellowship and service projects. For further information, visit
<https://www.rotary.org/myrotary/en/document/rotary-friendship-exchange-matching-board>

Rotary Youth Leadership Awards (RYLA)



Rotary Youth Leadership Awards (RYLA) is Rotary's leadership training program for young people. The program demonstrates Rotary's respect for youth by providing an effective training experience for potential leaders. The participants range from age 18 to 25. It is a six-day residential program for young people who show potential for leadership in their community. RYLA emphasises leadership, citizenship, and personal development. The participants will meet influential and inspirational speakers, be introduced to concepts of effective leadership to encourage leadership of youth by youth, and recognise young people who serve their communities. Applications close on 1 November 2016 for the following January program. See the District Calendar for important dates.

Fellowships

- International Travel & Hosting Fellowship (ITHF) further information at: www.ithf.org
- International Fellowship Motorcycling Rotarians (IFMR): <http://www.ifmr.org/>
- Antique Classic Historic Automobile Fellowship for Rotarians (ACHAFR): <http://www.achafr.eu/>
- Rotarian Wine Appreciation Fellowship (RWAFF) <http://rotarywine.net/>
- International Fellowship of Flying Rotarians (IFFR): www.iffrr.org
- Rotary Global History Fellowship (RGHF): <http://www.rghf.org/>
- Rotarian Fellowship of Quilters and Fibre Artists - <http://www.rotariansquilt.org/>

COMMUNITY SERVICE



Community Service, the Third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within the Club's locality or municipality.

Australian Rotary Health (ARH)

Australian Rotary Health is Australia's largest non-government funding body for mental illness research. ARH also funds research in other health related areas. The genesis of Australian Rotary Health in 1981 was the mystery of Sudden



Infant Death Syndrome (SIDS). The first projects supported research into SIDS. As ARH grew, so did the vision of medical research possibilities. Supported by Rotarians Australian wide, it was soon in a position to sponsor health research in areas that did not readily attract funding. Australian Rotary Health has a broad vision of health by funding projects that improve the quality of life for people who are least able to assist themselves.

For further information, visit the website:

www.australianrotaryhealth.org.au or call ARH on 8837 1900.

Inspirational Women Awards

Each Rotary District and participating organization will select for the Award a suitably qualified woman who has shown exemplary service and dedication in one or more areas of community service including vocational service, the support of youth and meeting the needs of international and local communities. Club Nominations close 1 December 2016. Please send completed forms to: Kirsty Holmes (Yass) M: 0407 008 320 Email: kirstyholmes69@gmail.com The District 9710 selection process will be concluded by 16 January 2017 with the name and details of the successful candidates being submitted to the Sydney Awards Committee.

BowelCare Project



Bowel cancer is Australia's number one internal cancer, affecting men and women, and killing more than 4,600 people every year. But bowel cancer is very curable if you catch it early, and that is what your club can do in promoting the Rotary BowelCare test. A newer "more modern and user friendly" kit has been introduced universally across Australia. All Rotary kits throughout Australia will be sold for \$15.00 each. This price covers pathology testing and notification of results to both the participant and their nominated doctor. Once the test has been completed it is mailed direct to the pathology laboratory in the postage paid envelope provided with the kit. Make a plan for your Club to support this lifesaving project. Email John Green to discuss your plan.

For information, go to the website:

www.bowelcare.org.au

Medic Alert Program

Medic Alert with Rotary's support, brings protection and peace of mind to thousands of Australians. In an emergency when seconds count, you may be unconscious, injured or so confused that critical, accurate, personal or medical information cannot be given. Not having this information available immediately can complicate diagnosis or delay vital treatment, leading to extended recuperation and even fatal mistakes. Your Club could adopt Medic Alert as a Community Service Project, actively promote the lifesaving services of Medic Alert within the general community, and identify those who need our life saving service. Medic Alert will provide promotional material.



For information go to the website: www.medicalert.org.au or contact Liz Friend at: elizabethjoyfriend@gmail.com

Probus

Probus is a community service program of Rotary Clubs and is one of Rotary's greatest success stories.

For information on District Probus matters and sponsoring the formation of a new Probus Club please contact your Rotary Probus District Chair
Details of the Probus Centre – South Pacific Inc. are:

Tel: +61 02 9689 0200 Fax: 9633 4779 Email:

admin@probussouthpacific.org website: www.probussouthpacific.org

Toll Free within Australia 1800 630 488.



Community Support Fund

The District Governor and the Finance and Audit Committee have this fund available to assist persons who have suffered hardship as the result of fire, flood, or other calamity or whose community otherwise needs financial support. The fund is maintained from District Funds and by donations from Clubs. Applications for such funds should go directly to the District Governor.

Children's Emergency Medical Fund

The Children's Medical Emergency Fund is available to Clubs to assist them in helping families in need. This may be because the child has had to be hospitalised away from home, parents may be unable to visit, perhaps because their car is currently unregistered or some other great financial need. The fund is maintained by donations from Clubs within the District, many choosing to make an annual contribution. Contact District Governor Steve Hill directly for the application form.

INTERNATIONAL SERVICE



International Service, the Fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill and peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence, and through cooperation in all Club activities and projects designed to help people in other lands.

Rotary Oceania Medical Aid for Children Ltd (ROMAC)



ROMAC is a humanitarian program of the 27 Rotary Districts of Australia and New Zealand and is the only Rotary-sponsored children's medical program. What's the cost of changing or saving the life of a child?

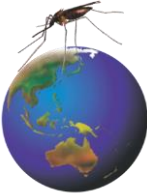
For further information, please visit the website:
www.romac.org.au

Interplast

Interplast is a Not for Profit organisation started in 1983 as a partnership between Rotary and the Royal Australasian College of Surgeons. We send fully qualified Australian and New Zealand volunteer plastic and reconstructive surgeons, anaesthetists, nurses and allied health professionals to 18 developing countries in the Asia Pacific region to provide free surgery for patients who would otherwise not be able to access or afford it. We also focus heavily on facilitating training and mentoring for in-country medical personnel to build sustainable local capacity

For more details, refer to the Interplast website:
www.interplast.org.au

Rotarians against Malaria (RAM)



Rotary



ROTARY AUSTRALIA
WORLD COMMUNITY
SERVICE

The Committee's role is to assist the National RAM Committee in its aim of preventing mortality, reducing morbidity and lessening social and economic loss due to malaria in countries of the South West Pacific. This includes promotion of the Adopt A Village (AAV) Program and distribution of bed nets, and other measures, in Papua New Guinea, the Solomon Islands and Timor Lesté.

RAWCS is promoting the AAV program which involves a Rotary Club making a donation to cover the cost of providing treated bed nets for a particular village.

For further information, visit the website:
www.ramaustralia.org

Rotary Australia World Community Service Ltd (RAWCS)

Rotary Australia World Community Service Ltd (RAWCS) is the Australian arm of Rotary International that assists Rotary Clubs with the development and management of international community service projects to help rebuild in the aftermath of disaster, programs to bring education to countries where illiteracy stifles development or bringing health care and medical aid to those who can least access it.



For up to date information on RAWCS projects go to the RAWCS Websites:
RAWCS National website: www.rawcs.org.au
RAWCS Eastern Region website: www.rawcseastern.org.au

ShelterBox Australia

Each Shelterbox box supplies an extended family with a tent and lifesaving equipment to use while they are displaced or homeless. The contents are tailored depending on the nature and location of the disaster. The cost of a box is \$1,000, including delivery direct to those who need it.



For more details please refer to the ShelterBox website:
www.shelterboxaustralia.com.au

YOUTH SERVICE

Youth Service, the Fifth Avenue of Service, recognises the positive change implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster world peace and cultural understanding.

Youth refers to the youngest generation in the family of Rotary. Many are participants in Rotary's youth and young adult programs: Interact, Rotaract and Rotary Youth Exchange. Others are service-minded young people involved in Rotary club and district activities.

Rotary clubs should be committed to involving youth and young adults in their vocational, community and international service projects, and to providing programs and resources that support them.

Earlyact

EarlyAct is a school-wide service club for primary school students. It is sponsored by one of the local Rotary Clubs.

EarlyAct provides young students with the opportunity to gain an increased awareness and knowledge of their community and the world.

At a young age, all students can easily be encouraged to be caring and helpful, their minds are open to recognise the dignity and worth of each individual, which builds respect for others.

EarlyAct engages students in character-building activities, prepares them for leadership roles to identify and carry out projects, which benefit their school, local and global communities.

EarlyAct also promotes understanding and the building of friendships among the club members.



Interact

Interact is Rotary

International's service club for young people aged 12 to 18.

Interact clubs are sponsored by individual Rotary Clubs, which

provide support and guidance. Clubs can be single-gender or mixed, large or small. They can draw from the student body of a single school or from two or more schools in the same community.

Through Interact, you can:

- Carry out hands-on service projects
- Make international connections
- Develop leadership skills
- Have fun!

Interact is a great way for young people to meet and make new friends. Interactors organise dances, sporting events and other activities as a way to raise funds and have fun at the same time.

For further information, visit the website: www.rotary.org/interact or the Interact Handbook: <https://www.rotary.org/en/document/879>



Rotaract

Clubs: Brindabella Rotaract Club, Canberra Rotaract Club, Sapphire Coast Rotaract Club, Southern Highlands Rotaract Club, Shoalhaven Rotaract Club and University of Canberra Rotaract Club

Rotaract is a global organisation that empowers young people aged 18 to 30 to create a positive change in their local communities and internationally. For more information about how you can be involved with Rotaract, visit the website: www.rotaract.org.au



Rotary Youth Exchange Program (RYEP)

Rotary Youth Exchange is Rotary's exchange program for youth. It allows students to spend up to a year living in a different country and having an educational and cultural experience. Students aged 15–17 in years 9, 10 and 11 can participate in a long-term exchange of up to one year. Rotary clubs and districts sponsor exchange participants, who serve as ambassadors for their countries.



Information is available for students and others from the D9710-YEP website: www.rotaryexchange.org.au

For further information, visit the District 9710 website and follow the links through Service Projects:
www.rotaryd9710.org.au/rotary-service-projects/youth/rotary-youth-exchange.html

Rotary Youth Program of Enrichment (RYPEN)

Email: rypen9710@gmail.com

RYPEN is a three-day camp and program for 14 to 17-year-old boys and girls. The aim is to communicate to these young people a series of ideas, problems and social experiences which will assist them in forming their own values and moral standards, and also to broaden their horizons culturally, socially and academically.



Full details of RYPEN with application forms and next camp dates can be found at the website:

<http://www.rotaryd9710.org.au/projects/youth/rypen.html> or
www.facebook.com/rypen9710

Science Schools Foundation—Science Experience

The Science Experience is a national program that encourages students in Years 9 and 10 to consider science, engineering and technology as interesting and worthwhile subject and career choices. The programs are essentially two, three or four days of hands-on science fun and activities in laboratories and short interactive lectures.



Applicants should be in Year 9 and about to enter Year 10.

Applications for NSW Programs need to be in by the September or October for other Institutions.

For further information, including application forms and details of each program see the brochure on the website:

www.scienceexperience.com.au

Four Way Test Speaking Competition

This contest is a public speaking competition for high school and college students in District 9710. The final of the competition will be held at the District Conference, 27 – 30th October 2016 in Goulburn.

The winner of the competition will be announced at the District Conference to take place from 27 – 30th October 2016 in Goulburn.



Full details can be found on the District website at: <http://www.rotaryd9710.org.au/projects/youth/four-way-test-speaking-competition.html>

Youth Driver Programs

There are several Youth Driver Programs being offered with Rotary Clubs' assistance in District 9710.



Individual Clubs should research those programs and decide their own involvement.

Rotary Youth Driver Awareness (RYDA)

The RYDA Program is for senior high school students (16–18 years old) and assembles in a coordinated presentation, community road safety experts to deliver sophisticated, integrated and powerful road safety education to young people at the beginning of their driving lives.

For further information, visit the website:

<http://rse.org.au/programs/ryda/>

National Youth Science Forum (NYSF)

- Promote NYSF throughout the District
- Interview applicants nominated by Clubs and select attendees
- Arrange student briefings and networking opportunities
- Manage Rotary participation in aspects of the NYSF program



NYSF offers Year 11 students a unique opportunity to test-drive careers in science, engineering and related disciplines. Applicants should be about to enter the final year of secondary education, have demonstrated very good academic results, an outstanding interest in science and technology, good personal qualities, and be considering some field of science as their future career.

Applicants must submit an application online by 31 May. Clubs interview applicants — each application must be sponsored by a Rotary Club in order to proceed. Clubs forward sponsored applications to the NYSF District Chair by 30 June.

During July the District team will make the final selections for the following year. Further information can be obtained at the website:

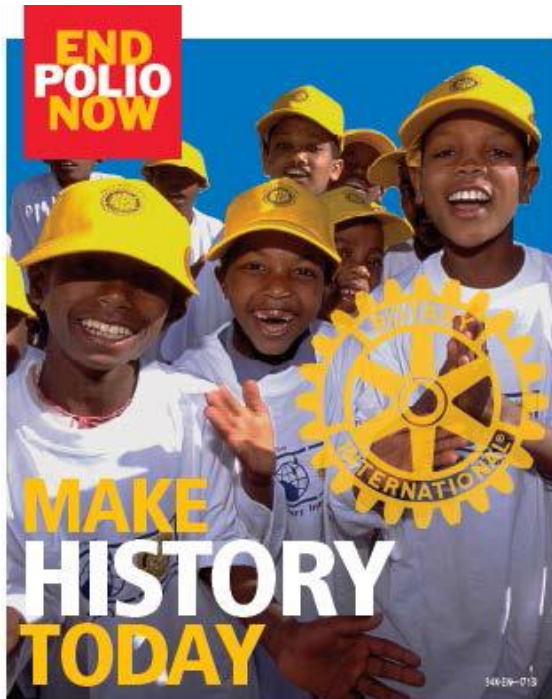
<http://www.nysf.edu.au/>

Model United Nations Assembly (MUNA)

MUNA is part of an international Rotary Project to educate senior high school students (years 10 to 12) on the United Nations Organisation and its vital commitment to world peace along with health, education and living standards around the world. MUNA helps students to develop public speaking and debating skills along with the study of the customs, culture and problems of the world's nations. Delegates attend MUNA wearing the national dress of the country they represent. Encourage schools within the District to enter teams and liaise with those that do, to ensure a successful program.



See the District Calendar or the MUNA page at the website:
www.rotaryclubofcanberrasunrise.org.au for important dates.



THE ROTARY FOUNDATION

Rotary



THE ROTARY FOUNDATION



The mission of The Rotary Foundation is to enable Rotarians to advance world understanding, goodwill and peace through the improvement of health, the support of education and the alleviation of poverty.

The Foundation is a not-for-profit corporation supported solely by voluntary contributions from Rotarians and friends of the Foundation who share its vision of a better world.

Our Governor has set some very high targets for the coming year—and some of them relate directly to The Rotary Foundation. The goals appear prominently in this Directory.

Information about The Rotary Foundation is available at the website:
<https://www.rotary.org/myrotary/en/my-rotary/rotary-foundation>

The following programs are supported by The Rotary Foundation:

Global Peace Scholars

Global Peace Scholars are leaders promoting national and international cooperation, peace, and the successful resolution of conflict throughout their lives, in their careers, and through service activities. Fellows can earn either a master's degree or a professional development certificate in peace and conflict resolution. The District has

been very successful in recent years in selecting Peace Scholars. They work towards the Rotary objective of International understanding, goodwill and peace. For further information, visit the website: <https://www.rotary.org/en/peace-fellowships>



Vocational Training Teams

A vocational training team (VTT) is a group of professionals who travel to another country either to learn more about their profession or to teach local professionals about a particular field. Under Future Vision, Rotary Foundation district, global and packaged grants all support VTTs, but each grant type has different requirements. For further information download the Fact Sheet from the RI website:

http://www.rotary.org/ridocuments/en_pdf/fv_global_grants_vtt_fact_sheet_en.pdf

Contributions to The Rotary Foundation

The Rotary Foundation relies on contributions from Clubs and individuals. Contributions made to The Australian Rotary Foundation Trust are tax deductible, and every cent that is contributed is used for the programs of The Foundation – not on administration.

EVERY
ROTARIAN
EVERY
YEAR

The bottom line is that The Rotary Foundation runs on contributions. For further information, visit the website:

<http://rotary.org/en/Contribute/ContributeNow/OnlineContributionForm/Pages/ridefault.aspx> or contact Rotary International South Pacific & Philippines Office.

Have you become a Centurion Yet??

The money is paid into the Australian Rotary Trust Fund making your contribution tax deductible.

The commitment you are asked to make is simply contribute \$A100 per year as long as you are able to. The initial commitment is recognised by the presentation of a certificate and the 'Centurion' lapel badge

Ask PDG Rowley Tompsett for more details.



Global Grants

The Global Grants Committee manages, promotes and encourages implementation of large international activities of Rotary Foundation grants, and participation in the Rotary Peace Centres program. The subcommittee helps clubs participate in educational, vocational and humanitarian programs.

District Grants

District grants fund smaller, short-term activities that address needs in both your local community and communities worldwide. Each District gets to choose which activities it will fund with these grants.

Clubs can use District grants to fund a variety of activities, including:

- Humanitarian projects, including service travel and disaster recovery efforts
- Scholarships for any level, length of time, location, or area of study
- Vocational training of any team size or timespan

Clubs must apply directly to the District. The District (not The Rotary Foundation) administers and distributes the grant funds.

The District Grant Guidelines 2016-17, the District Grant Application form and the Club Memorandum of Understanding is available at the website: <http://www.rotaryd9710.org.au/foundation/funding-and-giving/foundation-grants.html>

Global Grant Scholars

Foundation Global Grants support large international activities with sustainable high-impact outcomes in one or more of the six areas of focus. District 9710 will seek to offer a post graduate scholarship to enable full time study overseas in a country where Rotary has a presence. The primary consideration when selecting a scholar is forging a link between Rotary and future skilled professionals within an area of focus. Ambassadorial skills are not mandatory but are highly regarded. Selected scholars will be expected to participate in Rotary activities in District 9710 and when studying overseas.

The six areas of focus are:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation

ROTARY INTERNATIONAL DISTRICT 9710 INC.

- Maternal and child health
- Basic education and literacy
- Economic and community development

In the event that a suitable Global Grant scholar cannot be identified, District 9710 may choose to offer a District Grant scholarship. District Grant scholarships can be offered for post and under graduate study within Australia and overseas.

Should Rotary Districts outside of Australia offer a scholarship to a person to study at a University in District 9710, through a local club, we will host and support the scholar. Visiting scholars will be encouraged to visit and talk to clubs within District 9710.

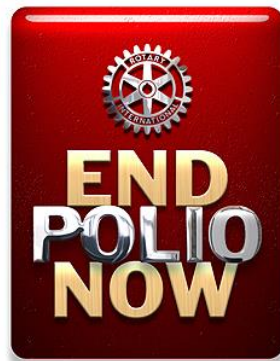
Through their generous contributions, Rotarians worldwide show a continued faith that today's scholars will be tomorrow's community and world leaders.

For further information, contact Karl Hillbrick or visit the website:

<http://www.rotary.org/en/grants>

PolioPlus

Total eradication of Polio is Rotary's pledge to the world. Funds raised support immunisation campaigns in affected countries. Join Rotarians around the world organising the "World's Greatest Meal to Help End Polio". Over 1,157 events in 59 countries have raised approximately US\$1,170,547. With matching funds from the Bill and Melinda Gates Foundation, the total is approximately US\$3,511,642 - translating to 5,850,000 vaccinations! All contributions from any sized event help. Register at <http://wgmeal.com>



See progress via Facebook: <http://www.facebook.com/Meal2endpolio>

"As long as polio threatens even one child anywhere in the world, all children — wherever they live — remain at risk. The stakes are that high."
Bill Gates.

Australian Honours Advisory Panel

The aim of the Australian Honours Advisory Panel is to encourage Rotarians to recognise and nominate eligible Rotarians and others in their communities.

The Panel will alert, facilitate and advise on the ready availability of Order of Australia Honours information to assist in maximising potential success and the level of award. Information will include how to access nomination criteria and forms, tips for their effective submission to the Honours Secretariat and the importance of selecting the most effective referees.

The Panel has set up a new “Australian Honours” web page with the support of Rotary Down Under. Further information regarding Australian Honours is available on the Honours Secretariat official website at the website: <https://www.itsanhonour.gov.au/>

Induction of New Members

Although there is no prescribed ceremony for inducting new members, it is very important that becoming a Rotarian be marked with some formality. It is suggested that the family attends, as it is important for a Rotarian to have family support.

Option 1

Fellow Rotarians, it is the duty of our Rotary club to add new members from time to time, so that we may not only increase our usefulness and influence as a club, but also to extend the spirit of Rotary throughout the community. Today, I welcome to our ranks and admit to membership_____.

Rotarian_____, you have been elected to membership in this club because your fellow members believe you to be a worthy representative of your calling and also to possess qualities that will permit you to exemplify the true spirit of Rotary in your public, business, social and private life.

I wish to impress upon you that you have been admitted not only to the Rotary Club of_____, but to a worldwide association; and by virtue of your membership in this club, you will be welcomed into the fellowship of any Rotary club in the world.

The honour and privilege of Rotary membership carries with it duties and obligations. You will be expected to attend the club's meetings regularly, to perform your share of club service, and to place your knowledge and talents at the disposal of the club in its task of carrying the principles of Rotary into the daily life of the community.

I ask all members to rise.

Rotarian_____, in the name of the Rotary Club of_____ I now formally admit you to membership in this club and affix to your lapel our emblem.

Fellow Rotarians, I commend to you our newest member, Rotarian _____ who has been allocated the classification of_____, and charge all of you to welcome him/her.

Option 2

Fellow Rotarians, it is my privilege and pleasure today to welcome into membership in our club _____, whose name was proposed by _____. The proposal has been reviewed in accordance with the constitution and bylaws of the club. I now ask (sponsor) to come up here with _____ (proposed new member).

_____, we now proceed to admit you into membership in the Rotary Club of _____ and so to the fellowship of Rotary throughout the world. It has already been explained to you that the ideal of Rotary is service. Our principal motto is "Service Above Self" and the object of this club and all Rotary clubs is to encourage and foster this ideal as a basis of worthy enterprise. You are to share in this effort.

You have been approved for membership in this club because we believe you to be a worthy representative of your vocation, interested in the ideals of Rotary, and willing to do your share in translating these ideals into tangible realities. You have agreed to accept the obligations attached to your membership in this club, and to obey this club's constitution and bylaws.

Now I have the pleasure of asking your proposer to pin on the Rotary emblem, which we expect you to wear daily and with pride.

Welcome to the Rotary Club of

Fellow Rotarians, I am happy to present to you Rotarian _____, our newest member.



Paul Harris Fellow Presentations

Recipient IS Donor

The presentation of Paul Harris Fellow recognition is The Rotary Foundation's way of expressing its appreciation for a substantial contribution to its humanitarian and educational programs. It is named for our founder, Paul Harris, a Chicago lawyer who started Rotary International with three business associates in 1905.

We move close to a world of peace and goodwill today as _____ become
s a Paul Harris Fellow. (His/Her) gift to The Rotary Foundation's educational and humanitarian program is a commitment to peace and a better life for people across the world whom (he/she) may never meet. This is a truly selfless action.

_____, it is because of gifts like yours that The Rotary Foundation is able to carry out an array of programs that achieve beneficial changes to our world: improved living conditions, increased food production, better education, wider availability of treatment and rehabilitation for sick and disabled, new channels for the flow of international understanding, and brighter hopes for peace.

In becoming a Paul Harris Fellow, _____ joins a remarkable company of persons throughout the world. All recognised for their devotion to the ideal of goodwill, peace and understanding. It is the goal of Rotarians the world over, and one that (name) clearly shares.

It gives me great pleasure, _____, to present you with the three emblems of appreciation given to a Paul Harris Fellow—certificate, medallion and pin. We congratulate you and we thank you for your commitment to the programs of The Rotary Foundation.

Paul Harris
said,

"He who tries to find the good in others will be rewarded, for others will surely find the good in him. Of all the earth's sad and lonesome creatures, the most helpless is he who loves not his fellowmen."

Recipient is NOT Donor

The presentation of Paul Harris Fellow recognition is The Rotary Foundation's way of expressing its appreciation for a substantial contribution to its humanitarian and educational programs. It is named for our founder, Paul Harris, a Chicago lawyer who started Rotary International with three business associates in 1905.

Rotarians often designate a Paul Harris Fellow as a tribute to a person whose life demonstrates a shared purpose with the objectives of the Rotary Foundation. Today we have the honour and pleasure of recognising _____ as (he/she) becomes a Paul Harris Fellow.

(The following optional sentence may be added if the donor is to be announced.)

_____ was designated to receive this recognition as a special expression of appreciation from the [name of individual or group making the PHF].

A world of peace and goodwill comes closer to reality today as

_____ becomes a Paul Harris Fellow. It is because of gifts like one made in honour that The Rotary Foundation is able to carry out an array of programs that achieve beneficial changes in our world: improved living conditions, increased food production, better education, wider availability of treatment and rehabilitation for sick and disabled, new channels for the flow of international understanding and brighter hopes for peace.

A contribution to The Rotary Foundation is an investment in the ideal of goodwill, peace and understanding. That is an ideal held high by Rotarians the world over, and one that (name) clearly shares. Working with such individuals of goodwill, we believe the ideal will become a reality.

It gives me great pleasure, _____ to present to you the three emblems of appreciation given to a Paul Harris Fellow—certificate, medallion and pin. Please accept our congratulations and sincere thanks, for your commitment to our common goals of world understanding and peace.

District 9710 Rules and Bylaws

Rules and Statement of Purposes and By Laws of Rotary International (As amended 15 November 2014)

These Rules and Procedures, as amended are based on the original Rules & Procedures drafted for and on behalf of Rotary International District 9710 Incorporated by McKean & Park, in 2005 and are current as of the Council on Legislation in 2013. They do not contain alterations as required by the Council on Legislation of 2016.

RULES AND STATEMENT OF PURPOSES

Name

The name of this incorporated association is **Rotary International District 9710 Incorporated.**

Definitions

As used in these Rules, unless the context otherwise clearly requires, the following words have the following meanings respectively.

| | |
|-----------------------------------|--|
| Act: | the Associations Incorporation Act of the State; |
| associate member: | the meaning given in sub-rule 8.2; |
| Board: | the Board of Directors; |
| business day: | every day except Saturday, Sunday or a gazetted public holiday in the District; |
| Bylaws: | the Bylaws provided under Rule 42; |
| constitutional documents: | RI Constitution and Bylaws and Rotary Code of Policies each as amended from time to time; |
| delegate: | a representative of an ordinary member; |
| Director: | a member of the Board; |
| District: | Rotary International District 9710 Incorporated; |
| district area: | the geographical area known as 'Rotary International District 9710' as altered or amended by RI from time to time; |
| district conference: | an ordinary meeting of the District held between 1 October and 30 November (both inclusive); |
| District Governor: | the officer of RI known by that title; |
| District Governor Elect: | the elected successor to the District Governor; |
| District Governor Nominee: | the nominated successor to the District Governor |
| | Elect; |

ROTARY INTERNATIONAL DISTRICT 9710 INC.

| | |
|--------------------------|--|
| District Governor | the nominated successor to the District Governor |
| Nominee Designate | Nominee |
| Office bearer: | The District Governor, the District Governor Elect, the District Governor Nominee, and those Office bearers appointed as such pursuant to Rule 28; |
| locality: | the area from within which a Rotary Club is entitled to draw its membership; |
| member: | an ordinary member or an associate member; |
| ordinary member: | the meaning given in sub-rule 8.1; |
| RI: | Rotary International; |
| Regulations: | The Regulations made under the Act; |
| Rules: | these Rules as lawfully amended from time to time; |
| secretary: | the person holding that office under these Rules or if no such person exists, the public office until a secretary is appointed under these Rules; |
| State: | the State or Territory in which the District is registered; and |
| year: | the twelve-month period commencing 1 July. |

Interpretation

In these Rules unless the context otherwise clearly requires: references to the singular include the plural and vice versa and references to any gender include each other gender; the word "person" includes a corporation, body corporate, or unincorporated association; marginal and other headings are included for guidance and do not form part of these Rules; the word "writing" includes typewriting, printing, photography, lithography and other modes of representing or reproducing words in a visible format and "written" has a correspondence meaning; other grammatical forms of defined words and expressions have corresponding meanings; a reference to a rule, sub rule, paragraph, sub paragraph or schedule means a reference to a rule, sub rule, paragraph or schedule of these Rules; references to legislation must be read as if the words "or any statutory modification or re-enactment thereof of substitution therefor" were added to the reference;

Monetary references are stated in Australian currency unless otherwise provided; and

The word "including" and similar expressions are not words of limitation.

Objects

The Objects for which the District is established are to assist, support and advise the District Governor, as and to the extent that he or she shall in each case request it, in the performance of his or her duties and responsibilities and without limiting that generality:

- to represent RI to every Rotary Club in the district area, its members and the public;
- to assist ordinary members in advancing and promoting the Object of Rotary;
- to assist members in providing service particularly within the Four Avenues of Service;
- to promote continuity of leadership within the District;
- to promote interest and participation in Rotary activities; and
- to do all things which in the opinion of the District Governor are incidental or conducive to the attainment of any one or more of the foregoing objects.

Statement of Purposes

The objects for which the District is established as specified in Rule 4 constitute the Statement of Purposes of the District as required pursuant to the Act.

Status of District

The District is a not for profit organisation and its property and income must be applied solely towards the promotion of the objects of the District and no part of that property or income may be paid or otherwise distributed directly or indirectly to members except in good faith in promotion of those objects. If upon the winding up or cancellation of the District, there remains after payment of all its debts and liabilities any property whatsoever, such property must be given or transferred to a recipient or recipients whose rules prohibit distribution of its income and/or property amongst its members being:

- such incorporated or unincorporated district as is established to carry out the functions of this District but if no such district

is in being at or

- about the time of such winding up or cancellation (including shortly thereafter); then
- such other institution or institutions having objects similar to the objects of the District as is determined by the ordinary members in consultation with the District Governor at or before the time of winding up or cancellation, and in default of agreement, by application to the Supreme Court of the State for determination.

If at any time any provision of these Rules fails to conform with the constitutional documents the ordinary members must immediately proceed to amend these Rules until such conformity is restored and pending that restoration, the constitutional documents shall subject to the provisions of the Act be deemed to prevail over the provisions of these Rules in respect of every area where such conformity does not exist.

Alteration of Rules

A proposal to alter the Rules shall be considered by the District Governor and Board.

The District Governor shall refer a proposal to an appointed committee that shall consider the matter and advise the District Governor whether or not the proposal is in conflict with the Rotary International constitutional documents as detailed in the current Manual of Procedure. No alteration of these Rules shall be made if, in the opinion of the District Governor, there is a conflict with the constitutional documents.

After approval of a proposal by the District Governor and the Board, the secretary shall refer the proposal to a general meeting of members advising members that the proposal to change the Rules is proposed as a special resolution as defined in the Act.

Membership

Ordinary membership of the District is restricted to Rotary Clubs whether incorporated or unincorporated in good standing with RI whose localities fall within the district area.

Associate membership of the District is restricted to members in good standing of Rotary Clubs which are ordinary members.

ROTARY INTERNATIONAL DISTRICT 9710 INC.

Every Rotary Club which was a member of Rotary International District 9710 at the time of the incorporation of the District or which is subsequently chartered by RI within the district area is entitled to ordinary membership upon delivery of a written application to that effect to the secretary.

Every member in good standing of a Rotary Club which is an ordinary member of the District is entitled to associate membership upon delivery to the secretary by that Rotary Club of written notification of his or her membership as aforesaid.

Membership of the District is unlimited.
No entrance fee is payable by members.

Register of Members

The secretary must keep and maintain a Register of Members, in separate sections for ordinary members and associate members, in which must be entered the full name, address (including facsimile and electronic addresses) and date of entry of each member, details of membership and the date of and reason for cessation (if any) of such membership and such other details as the Board may from time to time require. The Register must be available for inspection by members as provided in Rule 37 including the right of a member to make a copy of or take an extract from the Register but without having any right to remove the Register for that purpose.

Cessation of Membership

An ordinary member ceases membership upon being wound up, or upon the handing in, recall, suspension or termination of its charter in accordance with the constitutional documents or upon its becoming a member of another district of RI or otherwise removed by RI from the District.

An associate member ceases membership upon ceasing to be a Rotarian or ceasing to be a member of a Rotary Club that is an ordinary member or upon the Rotary Club of which he or she is a member ceasing to be an ordinary member of the District.

Finance

The Treasurer must deposit all funds received by or on behalf of the District in a financial institution selected by the Board.

All bills must be paid by the Treasurer or other authorised officer only when approved by two officers or directors of the Association, including the Treasurer. All cheques must be signed and counter-signed and the signatories must be members of a class of signatories that the Act or Regulation prescribe.

A thorough review of all financial transactions by the District Auditor must be made at least once each year.

Officers having charge or control of District funds if required by the Board must give a bond for the safe custody of the funds of the District, the cost of the bond to be borne by the District.

The sources of funds for the District are:

- the membership fees prescribed in Rule 13 and other receipts from members;
- donations and/or bequests in cash or in kind received from ordinary members, associate members and non-members which may be donated or bequeathed to the District or to a particular committee or program of the District;
- sponsorship in cash and in kind, on terms and conditions as agreed and approved by the Board, to support the conduct of the business and activities of the District;
- grants;
- any other funds from any other source approved by the Board; and

The District may hold charitable or benevolent funds on behalf of ordinary members in a separate account or accounts.

Compliance with Rules

By payment of membership fees and acceptance of membership a member submits to and agrees to comply with and be bound by these Rules. Each member is subject to the terms of these Rules regardless of whether such member has received a copy of them.

Membership Fees

Not later than 31 March the District Governor Elect in consultation with the Board must prepare and deliver to the Board and to each ordinary member a budget and an estimate of membership fees for the forthcoming year.

Not later than 30 April the Board may prepare and deliver to the District Governor Elect and to each ordinary member a written comment on the District Governor Elect's budget and estimated membership fees.

The ordinary members at a general meeting held not later than 31 May must set the membership fees for the forthcoming year without resorting to deficit spending and having regard to such factors as they consider appropriate.

Membership fees for a year once fixed in accordance with the provisions of these Rules must not be increased.

Associate members are not required to pay membership fees in respect of their individual membership.

Powers of the District

For the purposes of carrying out its objects the District may, subject to the Act and these Rules:

- acquire, hold, deal with and dispose of, any real or personal property; and
- administer any property on trust; and
- open and operate Authorised Deposit-taking Institute accounts; and
- invest its monies in any security in which trust money may, by Act of Parliament of the State, be invested; and
- borrow money upon such terms and conditions as the District thinks fit; and
- give such security for the discharge of liabilities incurred by the District as the District thinks fit; and
- appoint agents to transact any business of the District on its behalf; and
- enter into any other contract the District considers necessary or desirable.

Annual General Meeting

The District Governor will determine the date, time and place of the annual general meeting provided the same occurs within the time specified under the Act.

The notice convening the annual general meeting must specify that the meeting is an annual general meeting.

The ordinary business of the annual general meeting is:

- to confirm the minutes of the previous annual general meeting and of every general meeting held since that meeting; and
- to receive from the Board reports upon the transactions of the District during the last preceding financial year; and 15.3.3 (this item intentionally deleted);
- to receive the District Governor's report on the status of the District incorporation; and
- to receive and consider every report submitted in accordance with the requirements of the Act; and
- to receive the District Auditor's report on the financial affairs of the District for the last preceding year; and to present that report to the meeting for adoption.

15.4 The annual general meeting may conduct any special business of which notice has been given in accordance with these Rules.

Special General Meetings

In addition to the annual general meeting any other general meetings may be held in the same year.

All general meetings other than the annual general meetings are special general meetings.

The Board may, whenever it thinks fit, convene a special general meeting of the District.

If, but for this sub-rule more than 15 months would elapse between annual general meetings, the Board must convene a special general meeting before the expiration of that period.

The Board must, on the request in writing of members representing not less than ten percent (10%) of the total number of ordinary members, convene a special general meeting of the District.

The request for a special general meeting must:

- state the objects of the meeting; and
- be signed by the ordinary members requesting the meeting; and
- be sent to the address of the secretary.

If the Board does not call a special general meeting to be held within one (1) month after the date on which the request is sent to the address of the secretary, the ordinary members making the request, or any of them, may convene a special general meeting to be held not less than three (3) months after that date.

If a special general meeting is convened by members in accordance with this rule, it must be convened in the same manner as far as possible as a meeting convened by the Board and all reasonable expenses incurred in convening the special general meeting must be refunded by the District to the persons incurring the expense.

Special Business

All business that is conducted at a special general meeting and all business that is conducted at the annual general meeting except for business conducted under these Rules as ordinary business of the annual general meeting is deemed to be special business.

Notice of General Meetings

The secretary at least 14 days or if a special resolution has been proposed at least 21 days, before the date fixed for holding a general meeting of the District, must cause to be sent to each ordinary member of the District a notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.

Notice may be given to a member by any means provided in Rule 41.

No business other than that set out in the notice convening the meeting may be conducted at the meeting;

An ordinary member intending to bring any business before a meeting may notify the secretary in writing or by facsimile transmission or electronic transmission, of that business and the secretary must thereupon include that business in the notice calling the next general meeting.

Quorum at General Meeting

No item of business may be conducted at a general meeting unless a quorum of ordinary members entitled under these Rules to vote is

present at the time when the meeting is considering that item.

Not less than two thirds of the ordinary members (being ordinary members entitled under these Rules to vote) constitute a quorum for the conduct of the business of a general meeting.

If within 30 minutes after the appointed time for the commencement of a general meeting, a quorum is not present, then the meeting must stand adjourned to a place and time determined by the Chairperson which shall not be more than seven (7) days from the date specified in the notice of meeting.

If a quorum is not present at the adjourned meeting within 30 minutes after the appointed time for the commencement of such meeting, the business of which notice has been given shall be submitted by the District Secretary to all ordinary members, in accordance with the provisions of Rule 44, for the completion of a postal ballot.

Presiding at General Meetings

At each general meeting of the District:

- the District Governor; or in his or her absence
- the District Governor Elect; or in his or her absence
- such other officer as the District Governor nominates or
- failing such appointment such member as the meeting appoints is to preside as Chairperson.

Adjournment of Meetings

The Chairperson may with the consent of the majority of ordinary members present at the meeting, adjourn the meeting from time to time and place to place.

No business may be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.

If a meeting is adjourned for 14 days or more, notice of the adjourned meeting must be given in accordance with Rule 41.

Except as provided in sub rule 21.3, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned meeting.

Voting at General Meeting

At a General Meeting:

- all members other than those whose membership fees are due and unpaid may vote;
- an associate member has the right to attend and speak but has no right to vote;
- ordinary members must be represented by a representative (with the right to be heard on any issue) being:
- the ordinary member's president; or
- a delegate being an associate member who is appointed in writing in the form provided in Schedule 1 which is delivered to the secretary not later than the time appointed for the commencement of the meeting;
- in lieu of personal representation an ordinary member may deliver a written submission on any issue provided the same is delivered to the secretary not later than the time appointed for the commencement of the meeting in which case the secretary shall cause it to be circulated amongst or read to the members at the meeting;
- on any question an ordinary member has one vote only; and
- in the case of an equality of voting the Chairperson must exercise a casting vote.
- an individual member of the Board shall have the right to move or amend
- a motion which is part of the business of a general meeting, and shall have the right to speak to such motion or amendment, but shall not have a vote.
- Poll at General Meetings

If at a meeting a poll on any question is demanded by not less than five ordinary members, it must be taken at that meeting in such manner as the Chairperson may direct and the resolution of the poll is deemed to be the resolution of the meeting on that question.

A poll that is demanded on the election of a Chairperson or on a question of an adjournment must be taken immediately and a poll that is demanded on any other question must be taken at such time before the close of the meeting as the Chairperson may direct.

Manner of Determining Whether Resolution Carried

If a question arising at a general meeting of the District is determined on a show of hands:

a declaration by the Chairperson that a resolution has been:

- carried; or
- carried unanimously; or
- carried by a particular majority; or
- lost; and
- an entry to that effect in the minute book, is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against that resolution.

Proxies

No member shall be entitled to appoint a proxy to attend or to vote at any general meeting.

Board of Directors

The District Governor is the highest officer of the District and ex officio Chairperson of the Board.

The affairs of the District must be managed by the District Governor and the Board

The Board to the extent provided in Rule 4 and the District Governor:

- will control and manage the business and affairs of the District; and
- will have general control over all Officebearers (other than the District Governor, the District Governor Elect and the District Governor Nominee) and Committees and, for good cause, may declare any office over which it has such general control, vacant;
- subject to these Rules, the Act and the Regulations, may exercise all such powers and functions as may be exercised by the District other than those powers and functions that are required by these Rules to be exercised by general meetings of members; and
- subject to these Rules, the Act and the Regulations, has power to perform all such acts and things as appear to the District Governor to be essential for the proper management of the business and affairs of the District.

Subject to the provisions of the Act, the Board will consist of the:

District Governor;

Immediate Past District Governor if willing to act;

District Governor Elect;

District Governor Nominee;

Secretary; and

Treasurer.

A vacancy for the Board or any office shall be filled in the case of a vacancy in the position of District Governor by the Vice Governor, in the case of District Governor Elect or District Governor Nominee by the Nominating Committee and in the case of any other vacancy through appointment by the District Governor.

Committees

The District Governor in consultation with the Board may constitute a Committee for the purpose of carrying out any specific activity on behalf of the District which is delegated to it and which the District Governor considers is warranted and may appoint one or more associate members or any other persons the District Governor deems fit to be the members of that committee.

The District Governor is ex officio a member of every Committee.

Each Committee will transact only the business delegated to it at the time of its constitution or subsequently by the District Governor or the Board.

A Committee must not take action without firstly presenting a report to the Board for its approval and receiving the Board's written approval to that report.

The Chairperson of a Committee may be appointed by the District Governor at the time of its constitution or if not so appointed must be elected by the members of the Committee from amongst their number. The Chairperson is responsible for the holding of regular meetings by the Committee and the activities of the Committee and must supervise and coordinate the work of the Committee and supply copies of its minutes and report to the Board on the work and activities of the Committee.

In appointing a Committee the District Governor must specify whether that Committee is a standing committee and if it is not a standing committee the date upon which it will terminate.

The date of termination of a non-standing committee may be extended by the Board.

The District Governor may add additional associate members as members of a Committee.

The District Governor may amend, diminish or terminate the activities of any Committee at any time.

Every Committee is a Committee of the District and will not without the written approval of the District Governor and the Board seek separate incorporation.

Membership of a Committee terminates at the conclusion of the year in respect of which the member was appointed to that Committee but that member may be re-appointed. All vacancies occurring at the conclusion of a year will be filled by the incoming District Governor. Casual vacancies may be filled by the then District Governor as and when they occur.

Office-bearers and Ordinary Directors

There shall be the following Office bearers:

- a secretary; and
- a treasurer.

Office bearers while they retain office are members of the Board.

Office bearers will be appointed to office by the District Governor (in consultation with the District Governor Elect, District Governor Nominee and the District Governor Nominee Designate if appointed).

Office bearers will carry out the following functions:

secretary - it will be the duty of the secretary to keep membership records, record attendance at meetings; send out notices of District, Board and Committee meetings; record and preserve the minutes of such meetings; report as required to RI, report changes in membership; and perform other duties as usually pertain to the office of secretary.

treasurer - it shall be the duty of the treasurer to have custody of all funds, accounting for it to the District annually and at any other time upon demand by the Board, and to perform 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 District Governor all funds, books of account and other club property in the treasurer's possession.

The office of an officeholder becomes vacant if the officeholder:

- ceases to be an associate member; or
- becomes an insolvent under administration within the meaning of the Corporations Act; or
- resigns from office by notice in writing given to the secretary; or
- is removed from office by the District Governor; or
- the office is terminated by the District Governor.

An Ordinary Director's directorship ceases if the Ordinary Director:

- ceases to be an associate member; or
- becomes an insolvent under administration within the meaning of the Corporations Act; or
- resigns from office by notice in writing given to the secretary; or
- is removed from office by the District Governor.

Meetings of Board

The Board must meet at least three (3) times in each year at such place, date and time as the District Governor determines.

Special meetings of the Board may be convened by the District Governor or by any four (4) members of the Board.

Notice of Board Meetings

Written notice of each board meeting must be given to each member of the Board at least four (4) business days before the date of the meeting. Written notice must be given to Board members of any special meeting specifying the general nature of the business to be conducted and no other business may be conducted at such meeting.

Notice required pursuant to this rule may be given to a Board member by any means provided in Rule 41.

Quorum for Board Meetings

At least sixty percent (60%) of the members of the Board including the District Governor constitute a quorum.

No business may be conducted unless a quorum is present.

If within 30 minutes of the time appointed for the meeting a quorum is not present or if there ceases to be a quorum present at the meeting:

- in the case of a special meeting, the meeting lapses; and
- in any other case, the meeting stands adjourned to a place and

time determined by the Chairperson which shall not be more than seven (7) days from the date specified in the notice of the meeting. The Board may act notwithstanding any vacancy in its number.

Presiding at Meetings of the Board

At each Board meeting:

- the District Governor; or in his or her absence;
- the District Governor Elect; or in his or her absence;
- an officer nominated by the District Governor; or
- failing such nomination a person nominated by the meeting is to preside as Chairperson.

Voting at Board Meetings

Questions arising at a meeting of the Board or at a meeting of any Committee, shall be determined on a show of hands or if a member requests, by a poll taken in such manner as the Chairperson at that meeting may determine.

Each member present at a meeting of the Board, or at a meeting of any Committee (including the Chairperson), is entitled to one vote and, in the event of an equality of votes on any question, the Chairperson must exercise a second or casting vote in addition to his or her deliberative vote.

Minutes of Meetings

The secretary or the assistant secretary or the secretary's nominee must keep minutes of the resolutions and proceedings of each general meeting and each board meeting and each committee meeting together with a record of the names of persons present at board or committee meetings or particulars of the quorum present at general meetings.

Disputes and Mediation (Grievance Procedures)

The grievance procedure contained in this Rule applies to disputes under these Rules between members or between a member and the District and must be applied at all times subject to the requirements of natural justice.

In the event of a dispute arising either party may refer that dispute to the Board.

The Board must require the parties to the dispute to meet and, if possible, to resolve the dispute within 14 days after the dispute has been referred to the Board.

If the parties are unable to resolve the dispute at a meeting between them held within that time or if either party fails to attend that meeting (having been notified of it) then the Board must refer the matter to mediation and arrange the appointment of a mediator.

The mediator must be:

- a qualified mediator chosen by agreement between the parties to the dispute; or
- in the absence of agreement appointed by the Board at the request of either party to the dispute.

No person who is a member of either party to the dispute can be appointed as the mediator.

If the mediation process does not resolve the dispute within 30 days of the appointment of the mediator either party may seek a resolution of it in accordance with the provisions of the law.

Disciplinary Proceedings

Disciplinary proceedings in respect of an ordinary member must be taken only as prescribed in the constitutional documents.

If the Board for cause is of the opinion that disciplinary proceedings should be taken in respect of an associate member it must refer the matter to the Rotary Club of which that associate member is a member and request that Rotary Club to take such disciplinary proceedings in respect of the associate member as are, in all the circumstances warranted.

Custody and Inspection of Books and Records

Except as otherwise provided in these Rules the secretary will keep in the secretary's custody or under the secretary's control all books documents and securities of the District.

Any member is entitled to inspect the records of the District free of charge upon giving not less than fourteen (14) days' prior written application to that effect to the secretary. Upon receipt of that application the secretary must produce the records for inspection by that member within that period.

Accounts

Proper books of accounts must be kept and maintained either in written, printed or electronic form and in the English language showing accurately the financial affairs of the District and the particulars usually shown in books of account of a like nature.

As soon as practicable after the end of each year the treasurer will cause to be prepared a statement containing the particulars of:

- the income and expenditure for the immediately preceding year; and
- the assets and liabilities and all mortgages, charges and securities affecting the property of the District at the close of the immediately preceding year.

The statement prepared under sub-rule 38.2 must be presented in time to allow the District Auditor to comply with the audit requirements for the annual general meeting.

Funds

The treasurer must:

- collect and receive all money due to the District and make all payments authorised by these Rules on behalf of the District; and
- keep correct accounts and books showing the financial affairs of the District with full details of receipts and expenditure connected with the activities of the District.
-

Seal

The common seal of the District must be kept in the custody of the secretary.

The common seal must not be affixed to any instrument except by the authority of the Board and the affixing of the common seal must be attested by the signatures either of two members of the Board or one member of the Board and the Public Officer of the District.

Notice to Members

Any notice by the District to a member may be given by:

- delivering the notice personally in the case of an ordinary member to the president, secretary or delegate of that ordinary member or in the case of an associate member to that associate member; or

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- sending it by prepaid post addressed to the member at the member's address shown in the Register of Members; or
- sending it by facsimile transmission to such facsimile address as the member has provided as is shown in the Register of Members; or
- sending it by electronic transmission to such electronic address as the member has provided and is shown in the Register of Members; and
- if sent by pre-paid post is deemed to have been served on the third business day following the date of its posting;
- if served by facsimile or electronic transmission is deemed to have been served on the same day as is shown on the transmission report confirming connection to the appropriate facsimile or electronic transmission number or address as the case may be; and
- it is the responsibility of a member to ensure that that member's address, facsimile transmission number and electronic transmission address are updated whenever a change occurs by delivery of an appropriate notice to that effect to the secretary. Any such update stands in substitution for the information it replaces upon receipt of such notice by the secretary.

Bylaws

The Board may make, amend or repeal Bylaws not inconsistent with these Rules for the management of the District.

A Bylaw is subject to ratification by the ordinary members at a General Meeting and if not ratified before the conclusion of the year in which it was made amended or repealed is deemed to have been set aside at the conclusion of that year.

Winding Up

The District must immediately proceed with voluntary winding up and immediately cease operations:

- if at the district conference not less than three quarters of the ordinary members by special resolution so resolve; or
- if directed in writing so to do by the Board of RI.

The District being a not for profit organisation, in the event of its winding up or cancellation the surplus funds are not to be distributed to its

members but must be given or transferred to a recipient or recipients whose rules prohibit distribution of its income and/or property amongst its members being:

- such incorporated or unincorporated district as is established to carry out the functions of this District; but
- if no such district is in being at or about the time of such winding up or cancellation (including shortly thereafter then) to such other institution or institutions having objects similar to the objects of the District and whose rules prohibit the distribution of its income and/or property among its members. Such institution or institutions will be determined by the ordinary members in consultation with the District Governor at or before the time of winding up or cancellation, and in default of agreement, by application to the Supreme Court of the State for determination.

The liability of a member to contribute towards the payment of the debts and liabilities of the District or the costs, charges and expenses of the winding up of the District is limited to the amount (if any) unpaid by the member in respect of membership of the District.

The District Governor must notify the Board of RI promptly of any resolution of the ordinary members made by the ordinary members pursuant to paragraph 43.1.1 and supply it with a final report upon completion of the winding up.

Postal Ballots

A postal ballot of the ordinary members may be required by the District Governor, the Board or the ordinary members at a general meeting.

A postal ballot must include a closing date for the receipt of ballots being at least 28 days after the notice of ballots is posted.

If there is a postal ballot, the resolution must be passed by a majority of the votes returned by the closing date but the number of votes returned must be not less than the number needed for a quorum in accordance with sub-rule 19.2;

An ordinary member may vote by completing the ballot paper which must be signed by the president or by two office bearers of the ordinary member.

By-Laws

Preamble to the By-laws

The Rules and Statement of Purposes of the District (the Rules) provide *inter alia* ...

The Board may make, amend or repeal Bylaws not inconsistent with these Rules for the management of the District.

A Bylaw is subject to ratification by the ordinary members at a General Meeting and if not ratified before the conclusion of the year in which it was made amended or repealed is deemed to have been set aside at the conclusion of that year.

The Bylaws are therefore guidelines for the Board and the District Governor. They are based on Resolutions of the District prior to incorporation but with amendments since 1st July, 2006. The current Bylaws as ratified, will be published in the District Directory. The Bylaws should be reviewed by the incoming Board at its first meeting. Proposals to change the Bylaws may be recommended to the Board by a member (i.e. a Club).

By-law 1—District Finance and Audit Committee

A District Finance and Audit Committee shall be appointed by the Board each year and shall include:

- the District Governor who shall nominate the Chairman,
- the District Treasurer,
- the immediate past District Treasurer,
- the District Treasurer elect,
- such other members as determined by the Board.
- The role of the Finance and Audit Committee shall include:
 - assistance with the preparation of District budgets;
 - review of all financial transactions of the District to ensure that proper records are kept;
 - liaison with the District Auditor; and
 - advice to the Board and District Governor as required.

By-law 2—Annual Budget for the operations of the District

The District Governor Elect, in consultation with the Finance and Audit Committee, shall prepare a detailed budget of the proposed District expenditure for the ensuing year. The budget shall also include any budgets for District programs where gross expenditure is budgeted to exceed \$5000 at a date as required by the District Treasurer Elect. The District Treasurer will make available to the District Governor Elect a copy of the District data computer file to assist in the preparation of the budget when requested by the District Governor Elect. The District Governor Elect, in consultation with the Finance and Audit Committee shall recommend the District per capita levy payable by all Clubs calculated on the basis of the membership of those Clubs at the 31st December. The amount of such levy including insurance shall constitute the District Fund

A special general meeting of members shall be held in conjunction with the District Assembly to consider and, if thought fit, to approve the Annual Budget and the recommended District levy.

Notice of the special general meeting and the business thereof shall be given to members as provided in the Rules but in addition, the Finance and Audit Committee shall provide Clubs with details of the Budget with sufficient notice (at least four weeks) to enable consideration of the Budget by Clubs.

The approval of the District Budget and the amount of the District per capita levy shall be determined at the special general meeting of members. The provisions of the Rules relating to a quorum (Rule 19) and voting (Rules 22 to 24) apply.

By-Law 3—District Fund

The District Fund shall be used to finance District-approved projects or programs and the administration and development of Rotary in the District, including the cost of the following:

- The Annual District Conference;
- The Annual District Assembly;
- Presidents' Elect Training Seminar (PETS);
- The District Presidents' Forum;
- Publication and distribution of the District Directory;

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- Contribution to the essential expenses of the District Governor, District Governor Elect, District Governor Nominee and District Trainer to attend the Australian Zone Institute;
- Contribution to the Rotary Australia World Community Service;
- Acquisition and/or replacement of national flags, Rotary wheels, emblems and other District Rotary property;
- Travel, communication and other essential costs and expenses incurred by the District Governor, District Governor Elect and District Governor Nominee in relation to the office and which are not reimbursable by Rotary International as the Finance & Audit Committee may in its discretion decide;
- Costs and expenses of Assistant Governors incurred in the performance of their duties as the Finance & Audit Committee may in its discretion decide;
- Expenditure necessarily incurred by District committees;
- Any appropriate and necessary expenses incurred by multi-club and multi-district projects directly related to the District Fund and not reimbursable by Rotary International.

By-Law 4—Consolidated Financial Statements

4.1 All funds held by District Committees shall be accounted for to the District Treasurer, together with appropriate audited statements, by 31 July in respect of the previous Rotary year. The District Treasurer shall prepare a consolidated balance sheet and statement of receipts and payments in respect of District administration, including committees, as at 30 June in each year and such financial statements shall be duly audited and a copy thereof forwarded to each Club not later than 30 September in that year.

By-Law 5—Emergency Support Fund

The District Governor and the Finance & Audit Committee shall have money available known as the District 9710 Emergency Support Fund which may be financed from the District Fund or by special District and/or Club appeal and shall be capitalised at 1st October each year in the sum of not more than \$10,000.

Moneys from such fund, upon the advice of the District Finance & Audit Committee shall be used to financially assist persons who have suffered hardship as the result of fire, flood or other calamity or whose community otherwise needs financial support.

By-Law 6—Auditor

6.1 The District Board shall appoint an auditor as required by Part V of the Associations Incorporation Act 1991. Subject to negotiations between the Board and the auditor, the appointment shall be for three years.

By-Law 7—Program Nomination Fees

7.1 Clubs wishing to nominate applicants for any Rotary program shall pay such nomination fee as determined by the relevant committee from time to time and approved by the Board.

By-Law 8—Deleted

By-Law 9—Rotary International Council on Legislation

9.1 The District is required to elect a representative to the Rotary International Council on Legislation pursuant to the By-Laws of Rotary International.

By-Law 10—Submission of Proposals to Rotary International Council on Legislation

Submissions of proposals of constitutional or an administrative nature pertaining to Rotary International shall be in the hands of the District Governor no later than 3 months prior to the date fixed for the forthcoming annual District Conference each year.

Such proposals shall be in the form prescribed in the RI Manual of Procedure, RI Constitution and the Code of Policies.

Copies shall be made available to all Clubs no later than 4 weeks prior to the forthcoming District Conference.

Clubs are encouraged to give due consideration to any such proposals so there may be informed debate and resolution at the Conference.

By-Law 11—DG Nominating Committee

The District Governor Nominating Committee shall consist of five members, being the Presiding District Governor, District Governor Elect, Immediate Past District Governor, a member of the College of Governors and an Assistant Governor. If the Immediate Past District Governor is unavailable, Past District Governors in order of most recent service and who are not the College of Governors' representative are to be invited by

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the District Governor to take part until a replacement is found.

The District Governor, District Governor Elect, Immediate Past District Governor and Assistant Governor are eligible to serve for one year only within their categories of membership.

The College of Governors representative is eligible to fill the role as a member of the Nominating Committee only once in a five year period. The College of Governors representative is to be elected by the College of Governors.

The Assistant Governor is to be elected by the Assistant Governors from one of their members serving in the year of election of the District Governor Nominee.

An Assistant Governor shall be deemed ineligible to serve on the committee if nominated for election as District Governor Nominee.

The Presiding District Governor shall fill any midterm vacancy which may occur in relation to the Assistant Governor, the Assistant Governor who is to fill the vacancy is ineligible to fill the role if they have previously served on the Nominating Committee.

Any family member of a Rotarian seeking selection as a District Governor Nominee is ineligible to serve on the Nominating Committee.

The District Governor Nominee shall become the District Governor Elect on 1 July immediately preceding the year in which he or she is elected to the office of District Governor.

The District Governor shall invite clubs to submit nominations for the office of District Governor and the Nominating Committee shall be charged with the duty of nominating the best available candidate.

The Committee shall meet early in the Rotary year to agree the procedures and criteria for the Nominating and Selection processes – and to promote interest among potential candidates.

The District Governor shall notify all Clubs about the nominating and selection processes early in the Rotary year, the date for selection interviews and officially call for nominations no later than three (3) months prior to the selection date.

The District Governor, as Convener of the District Governor Nominating Committee, shall have a substantive and a casting vote.

Face to face interviews shall be the preferred method and interviews are to be held preferably on the same day, at the same venue centrally located in the District and with a consistent format – and prospective candidates are to be made well aware of this requirement when

applications are called.

A degree of flexibility shall be allowed for an alternate method of interview only in exceptional circumstances – as a fallback position where changed circumstances would prevent the candidate's attendance at the scheduled interview.

The District Governor Nominating Committee shall select one available Past Governor to be named Vice Governor. The Vice governor will replace the incumbent Governor in case the Governor is temporarily or permanently unable to continue to perform the duties of Governor. Nominations for Vice Governor shall be sought from the College of Governors.

In the event that the Immediate Past District Governor or College of Governors Representative on the Committee is a nominee for the position of Vice Governor, they shall absent themselves from the Committee's deliberations. The decision shall be determined by the remaining members of the Committee.

The Vice Governor shall be eligible for service for the year commencing 1 July subsequent to their selection.

A Past Governor may nominate for the position of Vice Governor regardless of any past service in the role; such nominations may be for successive years.

By-Law 12—Programs of Rotary

The District supports the programs of Rotary International and The Rotary Foundation, together with any District programs approved by the Board from time to time.

The District shall continue its involvement with the Vocational training Team Program.

Whilst the clubs shall be encouraged to support such programs, their support shall be voluntary and this endorsement is not a commitment by clubs or their members.

Any associate member appointed to be an Assistant Governor or to Chair any District committee shall be required to be registered under the provisions of either the Working with Vulnerable Persons Act 2011 (ACT) or the Child Protection (Working with Children) Act 2012 (NSW). The District Governor is required to require documentary evidence of registration before confirming such appointments.

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Any associate member appointed to be a member of any District Committee involving youth or vulnerable persons shall be required to be registered under the provisions of either the Working with Vulnerable Persons Act 2011 (ACT) or the Child Protection (Working with Children) Act (NSW) 2012.

By-law 13—Membership

Every member of a Rotary Club in the District is an associate member of the incorporated body, i.e. the Rotary International District 9710 Inc. (Refer to Clause 8.4 of the Rules).

Each Rotary Club in the District shall advise every member that he or she is an associate member of the District and entitled to all the rights and benefits of that position.

By-law 14—Borrowing by the Board

14.1 The Board shall not borrow money pursuant to Rule 14.5 without the approval of the ordinary members at a properly convened general meeting.

By-Law 15—Compliance Requirements

15.1 All members are required to be incorporated in the relevant jurisdiction, and also registered under the relevant Charitable Collections or similar Act for good governance and to ensure the good reputation of Rotary. Details of registration identification are to be furnished to the District when requested.

A copy of these rules and statement of purpose and by laws are available on the District website: <http://www.rotaryd9710.org.au/> or from the District Secretary

Schedule 1

Form of Appointment of Delegates

The Rotary Club of _____ (Full name of club) of _____ (address of club) being an ordinary member of Rotary International District 9710 Inc.

Appoints _____

(name of delegate) of _____

(address of delegate) _____

being an associate member of that incorporated Rotary International District, as its delegate to vote for and on its behalf at the annual/special general meeting of that incorporated Rotary International District to be held on (*date of meeting*) and at any adjournment of that meeting.

The delegate is authorised to vote as directed by the club for any resolution or motion as described in the agenda for the annual/special general meeting notice.

Date.....-20.....

Signed.....

President

.....
Print name in full

OR

Date.....-20.....

Signed.....

Board member

.....
Print name in full

RI Constitutional Documents

The RI Constitution, RI Bylaws, and Standard Rotary Club Constitution provide the foundation for RI's policies and procedures and can be changed only by the Council on Legislation. The constitutional documents can be found in the Manual of Procedure.

Every club and district is entitled to propose amendments to constitutional documents by submitting legislation to the Council on Legislation. Some of Rotary's most important work results from Council actions.

These documents can be downloaded in pdf format from the Rotary International website:

<http://www.rotary.org/en/members/policiesandprocedures/PolicyDocuments/Pages/ridefault.aspx>

Email Guidelines for Rotarians

1. Email pertaining to Rotary should contain “Rotary” in the subject line.
2. All Rotary Email should contain a signature block that includes the name of the person sending the Email and the sender’s title or committee designation (if any).
3. No Rotarian should be added to an “e-groups” or other type of bulk mailing list without that person’s permission; excepting mailing lists specifically established for RI Directors, Trustees, and Officers (including, but not limited to District Governors, District Governors Elect, District Governors Nominee), as well as RI Committee members, RI Task Force Chairmen and Coordinators, DICOs, CICOs, and Club President.
4. By virtue of having accepted the duties and responsibilities of their positions, Rotarians included in the “exception” list in Guideline #3 shall be presumed to have given permission to receive Email pertaining to their positions.
5. There should be no presumption of delivery of Email, unless the Email is acknowledged by the recipient.
6. E-groups and other bulk mailing lists shall not be used for expressing political views or for the distribution of “spam,” such as jokes and the like.
7. All policies and procedures contained in the Rotary International Manual of Procedure pertaining to circularization shall be applicable to all Email communication.
8. E-mail lists shall not be published in any form that is available to the public. Websites containing mailing lists or individual e-mail addresses (other than the e-mail addresses of the webmasters) should be password protected. Such passwords should not be distributed to non-Rotarians.
9. All users of e-mail should be encouraged to maintain an up-to-date version of virus checking software on their computers.
10. Whenever possible, attachments to e-mails should be avoided. Copy and paste information into the body of the email. If an attachment is absolutely necessary, the attachment should be scanned to ensure that it is virus free before it is sent.
11. Brevity in email messages is encouraged. No Forwarding of email without consent. Copying large numbers of Rotarians is discouraged.

Assistant Governor's Roles and Responsibilities

Meet with and assist the incoming Club Presidents before the beginning of the Rotary year to discuss the Club's goals and to review the Planning Guide for Effective Clubs and Section 2.010.1 -Failure to Function of the Rotary Code of Policies.

- Attend each Club Assembly associated with the Governor's official visit.
- Visit each Club regularly, preferably monthly, with a minimum of one visit each quarter of the Rotary year and meet with the Club President and other Club leadership to discuss the business of the Club and resources available to them.
- Assist Club leaders in scheduling and planning for the Governor's official visit.
- Keep the Governor posted on progress of the Clubs and suggest ways to enhance Rotary development and address any problems.
- Encourage Clubs to follow through on requests and recommendations of the Governor.
- Monitor each Club's performance with respect to service projects.
- Identify and encourage the development of future District leaders.
- Attend the District Team Training Seminar.
- Attend the Presidents-Elect Training Seminar and the District Assembly.
- Advise the incoming Governor on District Committee selections.
- Attend and actively promote attendance at the District Conference and other District meetings.
- Participate in Rotary Foundation programs; annual and special giving events, and other special assignments as necessary.

As key members of the District Leadership Team, Assistant Governors should participate in the development of the incoming Governor's District Goals during the year prior to the appointment of committees.

The objective is to reach a consensus about what the District wants to achieve, and then to appoint Rotarians to committees only as necessary to achieve the District Goals and Objective.

Useful Rotary Links/Website Addresses

Rotary Club Central: <https://www.rotary.org/myrotary>

Rotary International Facebook pages:

Peace Centres: www.facebook.com/RotaryCenters

RI Secretary John Hewko: www.facebook.com/JohnHewko

Rotary International: www.facebook.com/rotary

Rotary Australia is on the following sites:

Facebook: <https://www.facebook.com/RotaryAroundAustralia>

Blog: <http://public-image-action.blogspot.com.au/p/social-media.html>

District 9710 is on the following sites:

Website:

<http://www.rotaryd9710.org.au/>

Facebook: www.facebook.com/Rotary9710

Google Plus: <https://plus.google.com/112363922369471935247>

Pinterest: www.pinterest.com/rotary9710

Twitter: www.twitter.com/r9710

Club Websites: Clubs website addresses can be found under Club Listing.

Rotary Down Under Website: <http://www.rotarydownunder.com.au/>

RDU Merchandise and Promotions Website:

<http://www.rdushop.com.au/>

Registration for “My Rotary”

For full information on the resources available on www.rotary.org as well as registration for My Rotary go to the website:

<https://www.rotary.org/myrotary/en/learning-reference>

All Rotarians are encouraged to register for My Rotary to access a wide range of information, including details of your club and district, and to make connections with other Rotarians based on your areas of interest. Club officers can also perform club administration and use tools to help set and achieve club goals.

As of 2014-2015, current Club Secretaries should advise RI of incoming office-bearers on or before 1 February each year. This can be done via www.rotary.org on My Rotary.

With My Rotary, club officers can:

- View and change club membership data.
- Pay club dues.
- Search club and district data.
- Update club data.
- View reports of Rotary Foundation contributions.
- Set, track and achieve club goals

To register for My Rotary:

- Go to www.rotary.org/myrotary
- Click on the ‘sign in/register’ button followed by the ‘create account’ button
- Enter your first name, last name and your email address (as reported in the RI database)
- Answer if you are 18 years or older
- Click on the link in the email that will be sent to you to activate your account
- Elect your own password and secret question

Once registered, you can change your login email and password.

For registration and website navigation assistance contact your Club and District Support team at Rotary International’s Parramatta office: risppo@rotary.org

Use of Rotary Name and Emblem

The “Rotary” name and gearwheel emblem, including the emblems and

logos of Rotary International and The Rotary Foundation programs and projects are known collectively as the Rotary Marks.

The word “Rotary” in connection with or in the name of an activity of a club or a group of clubs must relate directly to that club or group of clubs. The activity is not permitted to be related directly or indirectly to Rotary International. The word “International” is not to be used in connection with or in the name of the club.

Clubs, Districts and Rotary entities are welcome to use the Rotary emblem, in association with your Club or District projects and are requested to name accordingly. Guidelines on the use of Rotary marks are provided in the Brand Centre at: www.rotary.org

Rotary International Milestones

| | |
|-----------|--|
| 1905 | 1st Rotary Club organised in Chicago, Illinois, USA |
| 1908 | 2nd Club formed in San Francisco, California, USA |
| 1910 | First Rotary Convention held in Chicago, Ill, USA |
| 1912 | The Rotary Club of Winnipeg, Manitoba, Canada, becomes the first Club outside the US to be officially chartered. (The Club was formed in 1910.) |
| 1917 | Endowment fund, forerunner of The Rotary Foundation, established |
| 1921 | 1 st Rotary Club in Australia. Rotary Club of Melbourne 21 April |
| 1928 | First Rotary Club in now District 9710 Rotary Club of Canberra. 16 |
| 1932 | 4-Way Test formulated by Chicago Rotarian Herbert J Taylor |
| 1945 | Forty-nine Rotarians help draft United Nations Charter in San Francisco |
| 1947 | Rotary founder Paul Harris dies. First 18 Rotary Foundation scholarships granted |
| 1962 | First Interact Club formed in Melbourne, Florida, USA |
| 1965 | Rotary Foundation launches Matching Grants and Group Study Exchange programs |
| 1968 | The Rotaract Club of the University of North Carolina, sponsored by the Rotary Club of North Charlotte, North Carolina, USA, was the first Rotaract club to receive its official charter. (As an aside, Rotaract came to Australia in 1968, and with Canberra chartering in 1971, it is the club in Australia with the longest continuous existence) |
| 1985 | Rotary announces PolioPlus program to immunise all children of |
| 1989 | Council on Legislation opens Rotary membership to women worldwide; Rotary Clubs chartered in Budapest, Hungary, and Warsaw, Poland, for first time in almost 50 years |
| 1990 | Rotary Club of Moscow chartered as first Club in the Soviet |
| 1990–1991 | Preserve Planet Earth program inspired some 2,000 Rotary-sponsored environmental projects |
| 1994 | Western Hemisphere declared polio-free. Rotary Centers for International Studies in Peace and Conflict Resolution |
| 2000 | Western Pacific declared polio-free 30,000th Rotary Club chartered |

ROTARY INTERNATIONAL DISTRICT 9710 INC.

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| 2002 | Europe declared polio-free. First class of 70 Rotary Peace Scholars <u>begin study</u> |
| 2003 | Rotarians raise more than US\$118 million to support the final |
| 2004 | RI's largest convention with 45,381 attendees, held in <u>Osaka, Japan</u> |
| 2005 | Rotary Celebrates centennial in Chicago, USA |
| 2007 | Rotary Foundation celebrates the millionth Paul Harris |
| 2008 | 40th anniversary of Rotaract |
| 2009 | Rotary receives US\$255m from the Bill and Melinda Gates Foundation to fight polio |
| 2009 | 100 th Rotary International Convention held in Birmingham, |
| 2012 | India declared polio free |
| 2014 | 105 th Rotary International Convention held in Sydney, |

Rotary International Acronyms and Abbreviations

| | |
|--------------|---|
| AG | Assistant Governor |
| ARH | Australian Rotary Health |
| ANZO | Australia, New Zealand and Oceania RI region |
| CATS | Changing Attitudes Towards Success |
| CoL | Council on Legislation |
| DG | District Governor |
| DGE | District Governor Elect |
| DGN | District Governor Nominee |
| DGND | District Governor Nominee Designate |
| DIK | Donations in Kind |
| FAIM | Fourth Avenue in Motion (now Rotary Volunteers) |
| FE | Friendship Exchange |
| GETS | Governor Elect Training Seminar |
| GSE | Group Study Exchange (now VTT, see below) |
| GYE | Global Youth Exchange (now YEP) |
| 3H | Hunger, Health and Humanity |
| HESS | Honeywell Engineering Summer School |
| IAESS | Indigenous Australia Engineering Summer School |
| IFFR | International Fellowship of Flying Rotarians |
| IFCR | International Fellowship of Cricketing Rotarians |
| IFSR | International Fellowship of Skiing Rotarians |
| IPDG | Immediate Past District Governor |
| MOP | Manual of Procedure |
| MPHF | Multiple Paul Harris Fellow |
| MUNA | Model United Nations Assembly |
| NYSF | National Youth Science Forum |
| PDG | Past District Governor |
| PE | President Elect |
| PETS | President Elect Training Seminar |
| PHF | Paul Harris Fellow |
| PHS | Paul Harris Society PN President Nominee |
| PP | Past President |
| RAOAF | Rotary Australia Overseas Aid Fund |
| RAM | Rotarians Against Malaria |
| RAWCS | Rotary Australia World Community Service |
| RDU | Rotary Down Under |
| RGHF | Rotary Global History Fellowship |

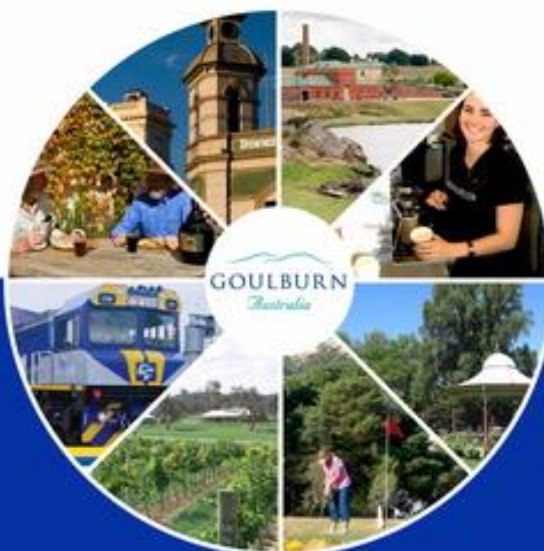
ROTARY INTERNATIONAL DISTRICT 9710 INC.

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| RI | Rotary International |
| RIPPR | Rotary International President's Personal Representative |
| RISPPPO | Rotary International South Pacific & Philippines Office |
| RLI | Rotary Learning Initiative |
| ROMAC | Rotary Oceania Medical Aid for Children |
| ROTEX | Rotary Exchange returned students |
| Rtn | Rotarian |
| RV | Rotary Volunteer RVC Rotary Village Corps |
| RYLA | Rotary Youth Leadership Award RYPEN |
| Rotary | Youth Program of Enrichment |
| TRF | The Rotary Foundation |
| TWF | The World Fund |
| WCS | World Community Service |
| YARN | Young Aboriginal Rotary Network |
| YEP | Youth Exchange Program |
| VTT | Vocational Training Teams (Group Study Exchange) |



Gather in Goulburn for some

R&R
ROTARY AND RECREATION



Rotary District 9710 Annual Conference

**Goulburn Soldiers Club
28-30 October 2016**