

BYLAWS of the _____ Ruritan District
OF RURITAN NATIONAL
(As amended by the Ruritan National Board of Directors through March 2022)

ARTICLE I

Name

This association of Ruritan clubs shall be known as the _____
District of Ruritan National.

ARTICLE II

Objectives

The objectives of this Ruritan District shall be as follows:

- A. To unify the efforts of the clubs in this District.
- B. To promote those efforts which do not lend themselves to solution by individual clubs.
- C. To promote goodwill among the clubs.
- D. To link the clubs to Ruritan National.

ARTICLE III

Membership and Dues

Section 1. Members. All Ruritan clubs duly chartered and in good standing within the jurisdiction area of the _____ District, as designated and determined by Ruritan National shall belong to this District.

Section 2. Politics. The District and its member clubs shall be non-sectarian and non-partisan and shall take no action endorsing or condemning any candidate or measure which is to be submitted to a vote of the people.

Section 3. District Dues. District dues are optional, and each District may establish its own District dues. The amount of the dues per member of each club shall be determined by the District Cabinet provided any increase in dues shall not become effective until approved by a two-thirds (2/3) vote of the delegates at the next District Convention.

Section 4. District Dues – Arrears. Any club which shall be in arrears as much as 18 months concerning District dues shall be subject to suspension by the National Board of Directors upon the recommendation of the District Cabinet and forfeit all rights to membership in this association.

Section 5. Assessments. Except for District dues, the clubs in this District shall not be assessed for any purpose.

ARTICLE IV

Officers

The District officers are the District Governor, the Lt. District Governor, the District Secretary, and the District Treasurer. In the event that one person serves as both District Secretary and District Treasurer they can be referred to as the District Secretary/Treasurer.)

ARTICLE V

District Cabinet

Section 1. District Cabinet. Each District shall have a District Cabinet of which the District Governor will serve as chair.

Section 2. Cabinet members.

- A. The District Cabinet should consist of the following voting members in addition to the officers.
 - 1. Zone Governors
 - 2. Lt. Zone Governors

3. Assigned National Director
4. The three (3) immediate Past District Governors
5. District Leadership Development Coordinator
6. Growth, Development, and Retention Chair
7. Foundation Promotion Chair
8. Publicity and Public Relations Chair
9. Fundraising Chair
10. Chaplain
11. Youth Coordinator
12. At the discretion of the Cabinet, former National Officers and National Directors may serve as ex-officio members.
13. Other cabinet members as determined by the District

Section 3. Qualifications. To be elected or appointed to serve as a District Cabinet member a person shall be an active member in good standing of a club within the District.

Section 4. Member in Good Standing. A member shall be deemed to be a member in good standing when their dues are current, they uphold the highest standards of ethical and personal behavior and are of good character and reputation. Their interests are to be allied with those of their club, their community, their district and Ruritan National.

Section 5. Removal from Office. Any officer may be removed from office by a two-thirds (2/3) vote of the District Cabinet in quorum. This shall be done at any regular cabinet meeting after a hearing before the cabinet. Notice shall have been given to the officer in question thirty (30) days in advance of the meeting.

Section 6. Vacancy in Office. In the event of a vacancy in any District office, other than District Governor, the unexpired term will be filled by appointment of the District Governor. In the event of a vacancy in the office of District Governor, the Lt. District Governor shall immediately succeed to the office of District Governor for the unexpired term.

Section 7. Policies. The District Cabinet shall approve all policies essential to the welfare of the District.

Section 8. Compensation. No District Officer or District Cabinet member shall receive any compensation for services rendered. District Officers and Cabinet members may receive reimbursements for approved expenses with proper documentation.

Section 9. Quorum. A majority of the District Cabinet will constitute a quorum.

ARTICLE VI

Duties of Officers and the remainder of Cabinet.

Section 1. District Governor. The District Governor shall preside at all District meetings and shall perform such other duties as may pertain to the office.

Section 2. Lt. District Governor. The Lt. District Governor shall assist the District Governor in the discharge of his/her duties, perform the duties of the District Governor in his/her absence, and perform other duties as shall be assigned.

Section 3. District Secretary. The District Secretary shall keep the records of the District, notify Cabinet members of meetings, record and preserve the minutes of meetings, and perform such other duties as pertain to this office.

Section 4. District Treasurer. The Treasurer shall have custody of all funds of the District and pay out only such funds as authorized by the District Cabinet or District Governor. The

Treasurer shall account for District funds at District meetings and such other times as requested by the Governor or the Cabinet.

Section 5. Zone Governors and Lt. Zone Governors. The Zone Governors, assisted by the Lt. Zone Governors, shall supervise the clubs within their respective Zones. Zone Governors shall be responsible for calling and arranging at least two (2) meetings a year and shall perform such other duties as may be assigned by the District Governor, the District Cabinet, or by Ruritan National.

Section 6. Additional duties of elected and appointed Cabinet members. Additional duties for Officers and duties of the appointed Cabinet members are contained in the most current revision of the Ruritan Club and District Officers' Handbook.

Section 7. District Governors, with the assistance of their Cabinet Members will directly assist Ruritan National in the collection of Dues owed within its jurisdiction.

ARTICLE VII

Nominations, Voting and Elections of Officers

Section 1. Nominations.

- A. Nominating Committee.** The District Governor shall appoint a Nominating Committee consisting of three (3) Ruritan members who will nominate a candidate or candidates for District Governor and Lt. District Governor. The Nominating Committee, after hearing representatives of the member clubs, shall present a report at the annual District Convention.
- B. Additional Nominations.** Additional nominations for District Governor and Lt. District Governor may be made from the floor of the District Convention.
- C. Order on the ballot.** All nominees' names shall appear on the ballot in alphabetical order under the office to be filled.

Section 2. Election of Officers. The election shall be held during the District Convention by using voting machines, paper ballots, voice vote, or raising of hands. The official program of the convention shall indicate the day and hours of election. Each certified delegate shall have one (1) vote for each office to be filled and one (1) vote for any other item on the ballot. Election of officers shall require a plurality vote.

Section 3. Club Delegates

- A.** Each club in good standing shall be entitled to one (1) delegate for each five (5) members or major fraction thereof, provided that each member club shall be entitled to at least two (2) delegates at any District Convention.
- B.** Each delegate shall be entitled to one (1) vote upon any question or at any election upon the floor of the District Convention. In the absence of any club delegate from the floor, an alternate delegate from the club of the absent delegate shall be entitled to vote.

Section 4. Ruri-Teen and College Delegates. Ruri-Teen and College clubs' representation shall be limited to two (2) delegates.

Section 5. Delegates at large. The voting members of the District Cabinet shall be delegates at large at the District Convention.

Section 6. Election and Installation of Cabinet Members.

- A.** Districts may elect the District Secretary and District Treasurer or District Secretary/Treasurer, and each Zone may at the discretion of the District Cabinet elect its own Zone Governor and Lt. Zone Governor. However, Districts may option to allow the District Governor to appoint Zone Governors and any other officers or committees deemed necessary for the work of the District.

- B. The District Governor and Lt. District Governor shall be installed at the District Convention. All District officers and appointed Cabinet members will assume their duties on January 1st of the calendar year following the District Convention and serve until a successor to the office has been elected and installed.

ARTICLE VIII

Meetings

Section 1. District Cabinet Meetings. The District Cabinet will meet a minimum of four (4) times annually, at the call of the District Governor, or upon call of any three (3) Cabinet members. District Cabinets may meet by any legal method.

Section 2. Annual District Convention. Each District shall have an annual District Convention in November or December. However, a District may hold their District Convention during the month of October providing that all clubs have met prior to the date of the convention for the election of the following year's Club officers. The District Cabinet shall be responsible for scheduling the District Convention.

ARTICLE IX

Committees

Section 1. Auditing Committee. The District Governor shall appoint an Auditing Committee who shall audit the financial records of the District Cabinet in a way that complies with Ruritan National guidelines. The District Governor shall report the results of the audit to Ruritan National on or before February 1.

- A. The Assigned National Representative with an appointed audit committee may conduct an inspection/audit of District Financial Records when considered necessary to assist a District with detecting or correcting discrepancies in their financial matters.

Section 2. Other Committees. The District Governor may appoint other committees deemed appropriate to carry out the work of the District.

ARTICLE X

Parliamentary Authority

The rules contained within the District Bylaws, Policies, and Procedures shall govern this organization in all cases. In the absence of guidance in the District Bylaws, Policies, and Procedures, the current edition of Robert's Rules of Order will apply.

ARTICLE XI

Amendment of Bylaws

Amendments to these bylaws shall only be made at the District Convention by a two-thirds vote of the club delegates present at such convention provided:

- A. No amendment shall be made which is in conflict with the bylaws of Ruritan National.
- B. This District Cabinet and the National Board of Directors shall approve any proposed amendment.
- C. The clubs in this District shall be notified of the proposed amendment by the District Governor at least 60 days in advance of the District Convention.