

Carolinas District 2010 Proposed Amendments

To all CKI Clubs and Members of the Carolinas District:

The enclosed proposed amendments to the District Bylaws will be presented for action at the 2010 District Convention in Columbia, South Carolina.

These proposals are being sent to each club in accordance with the CKI Bylaws. Voting on amendments will take place during the House of Delegates session at the district convention on February 28, 2010.

Each proposed amendment is presented with the following information:

- > Proposing body (club, district board, District Administrator)
- > Effective Date
- > Amended Bylaw(s) with stated purpose
- > Text to be added by the amendment is underlined (example: Circle K)
- > Text to be deleted by the amendment is lined out (example: ~~Circle K~~)

Delegates to this year's convention will consider a number of issues of importance to our organization. Please ensure your club is represented by sending two delegates to the 2010 District Convention.

Additionally, please ensure your delegates are educated on the issues being brought to the House of Delegates by sharing this information. All delegates are required to attend the Delegate and Candidates Session on February 26, 2010.

See you in Columbia,

Jeffrey Vuong
2009-2010 District Laws and Regulations Chair

Parliamentary Procedure At A Glance

Putting a Motion on the Floor: To make a motion or an amendment to a motion, the maker should go to the microphone, be recognized by the presiding officer, state his/her name and club, and then state the motion (or amendment to the motion). The motion or amendment is seconded from the floor. The presiding officer then places the motion before the House of Delegates for discussion. The club delegate may speak on the motion or amendment first. NOTE: Once the presiding officer places the motion before the House, it is under the control of the House and does not belong to the delegate making the motion. For example: it cannot be withdrawn later without the permission of the House.

Seconds to Motions: It is not necessary to agree with a motion to second it. A second only implies that there is more than one person who wishes to discuss the motion. Therefore, if a motion is coming from the district board, it does not need a second from the floor.

Amendments to the Motions: A motion that is on the floor may have two amendments pending at one time. However, the first amendment must relate to the main motion and the second amendment must relate to the first amendment to the motion.

Refer or Postpone: A motion to postpone or refer to a committee can be made while a main motion or an amendment to a main motion is pending.

Close Debate or Call the Question

(same motion): A delegate must go to a microphone and move to close debate or call the question. The motion needs a second. There is no discussion and it takes two-thirds (2/3) vote of the delegates present and voting to pass. After the motion to close debate or call

the question is approved, there will be an immediate vote on the pending motion.

Table a Motion: A motion to table is used only in an emergency. A motion to table ("lay on the table") should not be used to kill the motion on the floor or to postpone consideration of the motion. If a delegate does not like the motion, he/she should vote against it. If a delegate wishes to discuss the motion at another time, he/she can move to postpone or refer the motion to a committee. There is no motion such as "table until xxx time." (Instead the correct motion would be "postpone until xxx time.")

Point of Order: If a delegate believes there was a breach of parliamentary procedure, he/she may rise to a point of order. If the point of order refers to an action made by someone other than the presiding officer, the delegate should give the presiding officer time to correct the problem before interrupting with the point of order. If the delegate cannot reach a microphone in a timely manner, he/she may shout out "point of order" from their place while approaching a microphone.

Questions: If a delegate wishes to make a motion and is not sure how to proceed, the delegate should ask the presiding officer.

Point of Information/Inquiry: If a delegate is seeking information and/or clarification on a motion, he/she may rise to a point of information. Once recognized by the presiding officer, the delegate must ask a question regarding the information he/she is seeking. Point of information is not to be used to state opinion or make statements for or against a motion.

All amendments require a two-thirds (2/3) vote of the House of Delegates to be approved. Amendments that pass in the Carolinas District House of Delegates must then be presented to the Carolinas District Kiwanis Board, Circle K International Director, and Circle K International Board of Representatives for final approval. Once approved, amendment changes are effective unless otherwise noted.

Amendment: 1 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article V, Section 6 Purpose: To clarify ambiguous wording the limitations of holding multiple offices.	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
---	--

ARTICLE V Officers

Section 6. No current elected district officer may hold an elected international office or club office in addition to his/her district office.

Amendment: 2

Submitted by: District board: Carolinas

Effective date: October, 2010

Amend : Article V, Section 7

Purpose: To add the consideration of "No Confidence" to single candidate elections to District Board.

- Adopted
- Amended then adopted
- Not adopted
- Not brought to the floor
- Referred to a committee
- Other

Article V Officers

Section 7. A candidate for the office of Governor must receive a majority of the votes cast to be elected. A "No Confidence" option will appear on every ballot. Delegates should select the "No Confidence" option if the delegates believe no candidate is qualified to hold the position.

- a. When there is only one (1) candidate for the office of Governor, the candidate shall appear on a ballot with the "No Confidence" option. The candidate shall be elected if he/she receives a majority of votes cast.
- b. When the number of candidates for the office of Governor shall equal two (2), the candidates shall appear on a ballot with the "No Confidence" option.
 1. If on that ballot, a candidate receives a majority of votes cast, that candidate shall be elected.
 2. If on that ballot, no candidate receives a majority of votes cast, the candidate receiving the highest number of votes cast shall appear on a final ballot with the "No Confidence" option. The candidate shall be elected only if he/she receives a majority of votes cast on the final ballot.
- c. When the number of candidates for the office of Governor shall exceed two (2), the following primary election procedure shall be followed:
 1. Those two (2) candidates receiving the highest number of votes, whose combined total constitutes a majority of those votes cast on the first ballot, shall appear on a second ballot.
 2. In the event that the combined total of those two (2) candidates receiving the highest number of votes does not constitute a majority of those votes cast, the candidate receiving the lowest number of votes shall be eliminated. This procedure shall be continued until two (2) candidates have a combined total, which constitutes a majority of those votes cast. Those two (2) candidates shall appear on another ballot and the election will continue under Article V, Section 7, Clause b of these Bylaws.

<p>Amendment: 3 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article V, Section 8 Purpose: To extend the procedure set forth for the election of District Governor to all other elected district positions.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
---	--

Article V Officers

Section 8. The elections of District Secretary, District Treasurer and District Bulletin Editor shall follow the same procedures as the election of Governor, as outlined in Article V, Section 7 of these Bylaws.

Amendment: 4

Submitted by: District board: Carolinas

Effective date: October, 2010

Amend : Article V, Section 9

Purpose: To add provisions in case of "No Confidence" receiving the majority vote.

- Adopted
- Amended then adopted
- Not adopted
- Not brought to the floor
- Referred to a committee
- Other

Article V Officers

Section 9. If "No Confidence" receives a majority vote, the House of Delegates will reopen the floor for nominations for office and conduct caucuses and a new election in accordance with Article V, Section 7 of the Bylaws. If "No Confidence", once again, receives a majority vote, the office will be declared vacant. The newly elected Board of Officers of this District shall elect an officer in accordance with provisions contained within these bylaws.

<p>Amendment: 5 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article VI, Section 4 Purpose: To reassign the responsibility of informing the District of the location of board meetings from the secretary-treasurer to the Governor.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
---	--

ARTICLE VI Board of Officers

Section 4. The ~~secretary treasurer~~ governor shall notify each member of the board of officers, the Kiwanis governor, the district administrator, members of the Kiwanis District Committee on Circle K, Key Club governor, Key Club administrator, and the presidents of all Circle K clubs in the district, in writing, of the time, place, and the date of all meetings of the board of officers not less than thirty (30) days prior to each meeting unless a special meeting (see Section 5) must be called.

<p>Amendment: 6 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VI, Section 6 Purpose: To reassign the responsibility of creating Board Meeting agendas to the District Governor.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	---

ARTICLE VI Board of Officers

Section 6. The ~~secretary treasurer governor~~ shall be responsible for sending a tentative agenda, ~~as prepared and approved by the governor~~, for these meetings to each member of the board of officers, the Kiwanis governor, the Kiwanis district secretary, the district administrator, members of the Kiwanis District Committee on Circle K, the Key Club governor, and Key Club administrator not less than fourteen (14) days prior to each meeting.

<p>Amendment: 7 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VI, Section 9 Purpose: To update the name of the position of international trustee to sub-region representative.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
---	--

ARTICLE VI Board of Officers

Section 9. Within fourteen (14) days after any special or regular meeting of the board of officers, the secretary-treasurer shall make a report of the proceedings of the meeting, including a complete synopsis of all actions taken, and shall make and distribute said report to members of the board of officers, the ~~international trustee~~ sub-region representative, presidents of the clubs in the district, and the Circle K international administrator. He/she must make available the report for the Kiwanis governor, Kiwanis district secretary, Key Club governor, Key Club administrator, and the presidents of the Kiwanis clubs and Key Clubs in the district.

<p>Amendment: 8 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VII, Section 1 Purpose: To rename the name of District Convention Committee to the Conventions and Conferences Committee.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE VII Committees

Section I. The titles and duties of district standing committees shall be as follows:

- a. The K-Family Relations Committee shall work to improve the relationships between Circle K and all Kiwanis and Kiwanis sponsored organizations. It shall be responsible for developing projects and educational programs to expand and strengthen the bonds between these organizations.
- b. ~~District Convention Committee (DCON)~~ Conventions and Conferences Committee (ConCon) shall work to plan all conferences and conventions that occur in the district. The chair of this committee will have attended at least one Carolinas District convention prior to holding the position. This shall include District Convention, Kiwanis Family Conference, Fall Rally, and any other conference or convention that fills the requirement as deemed by the district board. The committee will be responsible for planning, promoting attendance, and overseeing said event in cooperation with the district board.
- c. On to International Convention (OTIC) committee shall be responsible for promoting attendance and planning the district's trip to International Convention. The chair of this committee must have been to at least one International Convention prior to his/her term as chair. This position will include receiving information from Circle K International, distributing information to clubs, and planning travel. He/She will also be responsible for ensuring that the district utilizes as many voting delegates as possible. During the International Convention, he/she shall be in charge of the district suite and any district events that occur at the convention site.
- d. The Laws and Regulations (Laws and Regs) committee shall be responsible for ensuring that the district bylaws and policies are concurrent with international bylaws and policies, for accepting proposed changes to the bylaws no later than sixty (60) days before the District Convention, for informing members of the district on proposed bylaws changes no later than thirty (30) days before District Convention, for making sure the district board and all others included within its domain conduct themselves in accordance to the bylaws, and for settling disputes as they arise pertaining to the laws and regulations of the district.

<p>Amendment: 9 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VII, Section 1 Purpose: To amend the deadline for turning in bylaw amendment proposals.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE VII Committees

Section I. The titles and duties of district standing committees shall be as follows:

- a. The K-Family Relations Committee shall work to improve the relationships between Circle K and all Kiwanis and Kiwanis sponsored organizations. It shall be responsible for developing projects and educational programs to expand and strengthen the bonds between these organizations.
- b. District Convention Committee (DCON) shall work to plan all conferences and conventions that occur in the district. The chair of this committee will have attended at least one Carolinas District convention prior to holding the position. This shall include District Convention, Kiwanis Family Conference, Fall Rally, and any other conference or convention that fills the requirement as deemed by the district board. The committee will be responsible for planning, promoting attendance, and overseeing said event in cooperation with the district board.
- c. On to International Convention (OTIC) committee shall be responsible for promoting attendance and planning the district's trip to International Convention. The chair of this committee must have been to at least one International Convention prior to his/her term as chair. This position will include receiving information from Circle K International, distributing information to clubs, and planning travel. He/She will also be responsible for ensuring that the district utilizes as many voting delegates as possible. During the International Convention, he/she shall be in charge of the district suite and any district events that occur at the convention site.
- d. The Laws and Regulations (Laws and Regs) committee shall be responsible for ensuring that the district bylaws and policies are concurrent with international bylaws and policies, for accepting proposed changes to the bylaws no later than ~~sixty (60)~~ **forty-five (45)** days before the District Convention, for informing members of the district on proposed bylaws changes no later than thirty (30) days before District Convention, for making sure the district board and all others included within its domain conduct themselves in accordance to the bylaws, and for settling disputes as they arise pertaining to the laws and regulations of the district.

<p>Amendment: 10 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VIII, Section 2 Purpose: To create a deadline for mailing call to convention materials.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
---	--

ARTICLE VIII Conventions

Section 2. The DCON chair shall mail an official call to convention to each club, the district board of officers, the Administrator of Circle K International, the Kiwanis governor, and the Kiwanis district secretary not less than sixty (60) days before District Convention.

<p>Amendment: 11 Submitted by: District board: Carolinas Effective date: October, 2010 Amend : Article VIII, Section 10 Purpose: To create a deadline for submitting the report of convention.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
---	--

ARTICLE VIII Conventions

Section 10. The secretary-treasurer shall submit a report of the convention as outlined in the Bylaws within thirty (30) days of the completion of the convention.

Amendment: 12 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XII, Section 1 Purpose: To remove an ambiguous clause to allow for addition of qualifications.	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE XII Amendments

~~Section 1. The bylaws of this district may be amended as outlined in the Bylaws.~~

<p>Amendment: 13 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XII, Section 1 Purpose: To add guidelines for bylaw amendments in accordance with International bylaws.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	---

ARTICLE XII Amendments

Section 1. These Bylaws may be amended by a vote of two-thirds (2/3) of the voting delegates and voting delegates-at-large present at any conference or convention of the district, provided that written notice of such proposed amendments shall have been given to each club in the district at least thirty (30) days prior to the conference or convention at which the proposals will be considered. All such amendments must be consistent with the Bylaws of Circle K International and shall become effective only after the approval of the Carolinas District Kiwanis Board of Trustees and the Circle K International Board.

<p>Amendment: 14 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XII, Section 2 Purpose: To add guidelines for bylaw amendments in accordance with International bylaws.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XII Amendments

Section 2. Amendments to these bylaws may be proposed by any club in good standing within the Circle K District, the District Board of Officers, or the District Administrator.

<p>Amendment: 15 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XII, Section 3 Purpose: To add guidelines for bylaw amendments in accordance with International bylaws.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XII Amendments

Section 3. Proposed amendments submitted by clubs in good standing must be endorsed by a majority vote of the members present at a regularly-scheduled club meeting. All such amendments must be sent to the club membership at least two (2) weeks before the vote is to take place.

<p>Amendment: 16 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XII, Section 4 Purpose: To add guidelines for bylaw amendments in accordance with International bylaws.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE XII Amendments

Section 4. Any proposed amendments of the Circle K District Bylaws shall have been forwarded to the District Laws and Regulations Committee no less than sixty (60) days prior to the conference or convention at which the proposals will be considered. The District Laws and Regulations Committee shall review any proposed amendments to the Circle K District Bylaws to insure conformity with the Bylaws of Circle K International, suggest revisions, make approval recommendations to the District Board of Officers and the House of Delegates, and forward approved Bylaws changes to the Kiwanis District Office and the Circle K International Office for final approval.

<p>Amendment: 17 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XIII Purpose: To add an article in the district bylaws for amending the District Policy Code.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XIII District Policy Code

<p>Amendment: 18 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XIII, Section 1 Purpose: To add guidelines for policy code amendments in accordance with International bylaws</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XIII District Policy Code

Section 1. The Carolinas District Policy Code will contain the established procedures for this District and will define a course or method of action to guide and determine future and present decisions, polices, and procedures.

<p>Amendment: 19 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XIII, Section 2 Purpose: To add guidelines for policy code amendments in accordance with International bylaws</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XIII District Policy Code

Section 2. The District Policy Code, consistent with the Circle K International Bylaws, shall be enacted and amended from time to time by a two-thirds majority (2/3) vote of the District Board of Officers for approval.

<p>Amendment: 20 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XIII, Section 3 Purpose: To add guidelines for policy code amendments in accordance with International bylaws</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XIII District Policy Code

Section 3. The Carolinas District Board of Officers and all members of the District are to adhere to the procedures set forth in the Carolinas District Policy Code.

<p>Amendment: 21 Submitted by: Duke University Circle K Effective date: October, 2010 Amend : Article XIII, Section 4 Purpose: To add guidelines for policy code amendments in accordance with International bylaws</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE XIII District Policy Code

Section 4. Proposed amendments to the District Policy Code may be submitted in writing by Circle K clubs in good standing to the District Board for approval."

<p>Amendment: 22 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article V, Section 1 Purpose: To split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
---	---

ARTICLE V Officers

Section 1. The officers of the district shall be the governor, a ~~secretary-treasurer~~ secretary, a treasurer, a bulletin editor, and such lieutenant governors as deemed necessary by the Circle K district board of officers and the Kiwanis district board of trustees.

<p>Amendment: 23 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article V, Section 4 Purpose: To distribute the responsibilities of the secretary-treasurer to the secretary and treasurer.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE V Officers

Section 4. The duties of the officers are as follows:

- a. The governor shall have the duty of furthering the Objects of Circle K International and promoting the interests of Circle K clubs within his/her district. He/she shall work closely with other international and district officers to strengthen and expand Circle K. The governor shall be the chief executive officer of the district, shall appoint all standing and special district committees, and shall preside at the District Convention and all meetings of the board of officers. He/she shall attend the International Convention and all meetings of the International Council. The governor shall be responsible for the leadership training of district officers and the overseeing of leadership training of club officers, for workshops which will be held at the District Convention, and for developing all communication with clubs for the purpose of bringing administrative aid to said clubs. The governor shall develop and work within an established income and expense budget, and he/she shall work closely with the Kiwanis district and the district administrator on all matters dealing with the operation of the district. Upon completion of his/her term, the governor shall serve one (1) year as a non-voting, ex-officio member of the board of officers, providing that he/she is a current member of a club in good standing.
- b. The lieutenant governors shall assist the governor in the work of the district. Each lieutenant governor shall represent the governor and have full responsibility, under the direction of the governor, in supervising the district executive work in his/her respective division. The lieutenant governors shall be charged with encouraging clubs within their divisions to increase membership, complete worthwhile service projects, and remain up-to-date on the condition of the clubs. The lieutenant governors shall also work with the governor, district administrator, Kiwanis lieutenant governors and local Kiwanis clubs on the building of new Circle K clubs and the rebuilding of inactive Circle K clubs. They shall also perform such other duties as may be assigned by the governor or the district board of officers.
- c. The ~~secretary treasurer~~ secretary shall keep all records of District Conventions, all conferences, and all meetings of the district board of officers. The ~~secretary treasurer~~ secretary shall submit a report to the annual convention and at such other times as the governor and the district board of officers may require. He/she shall submit to the proper officials and committees all communications received from Circle K International. The ~~secretary treasurer~~ secretary shall cooperate with the governor in forwarding all official reports required by Circle K International. ~~The secretary treasurer shall, under the supervision of the district administrator, receive all district dues, convention and conference registration fees, and other district income. The secretary treasurer shall disperse these funds in the manner authorized by the board of officers. The accounts shall at all times be open to inspection by the governor, the board of officers, the district administrator, Kiwanis district board of trustees, and any authorized auditor. The secretary treasurer shall submit a financial report at the annual convention and at such~~

~~other times as the governor, the board of officers, or the Kiwanis district board of trustees may require.~~ The ~~secretary treasurer~~ secretary shall also perform such other duties as may be assigned by the governor or the board of officers.

d. The treasurer shall, under the supervision of the district administrator, receive all district dues, convention and conference registration fees, and other district income. The treasurer shall disperse these funds in the manner authorized by the board of officers. The accounts shall at all times be open to inspection by the governor, the board of officers, the district administrator, Kiwanis district board of trustees, and any authorized auditor. The treasurer shall submit a financial report at the annual convention and at such other times as the governor, the board of officers, or the Kiwanis district board of trustees may require. The treasurer shall also perform such other duties as may be assigned by the governor or the board of officers.

~~d.~~ e. The bulletin editor shall be responsible for the printing and distribution of the official district publication. When given sufficient funds for printing and postage, the bulletin editor shall send at least three (3) copies of the publication to the club presidents of the clubs in good standing to be distributed and copied as deemed necessary by the club in order to keep the club members of the district informed of major event happening within the district. In the event there are insufficient funds, the bulletin editor shall send a copy of the publication through the club president listserve and have a copy available that is accessible on the district website. The bulletin editor shall attend all meetings of the board of officers as assigned by the governor. The bulletin editor shall perform other such duties as may be assigned by the governor or the board of officers.

<p>Amendment: 24 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article VI, Section 1 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE VI Board of Officers

Section 1. The board of officers of this district shall consist of the governor, the ~~secretary-treasurer~~ secretary, the treasurer, the bulletin editor, and the lieutenant governors. The district administrator and immediate past governor, if he/she is still a current member of a club in good standing, and all district committee chairs shall serve as a nonvoting ex-officio members of the board.

<p>Amendment: 25 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article VI, Section 3 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	---

ARTICLE VI Board of Officers

Section 3. The district board of officers shall hold a minimum of four (4) meetings annually, one of which is to be held during the period between academic years. All district board officers, including appointed committee chairs, are required to attend said meetings. In case of an absence, written notification should be received by the governor, ~~secretary-treasurer~~ secretary, and district administrator no later than fourteen (14) days before the meeting date, with personal illnesses or family emergency being notable exceptions. The first board meeting held in April during a district board member's term known as the District Officer Training Conference (DOTC) cannot be excused unless there is a personal illness or family emergency.

In the event of any required district board member missing an official board meeting:

- A. He/She must submit a detailed report to the governor, ~~secretary-treasurer~~ secretary, and district administrator with detailed information about his or her division or committee, depending on what position(s) the person holds before the actual date of the board meeting.
- B. The governor will review board member attendance and may, on a case by case basis, find grounds for dismissal or removal if the board member is found to have an unexcused absence or excessive absences. Any such action will be done in accordance with Article V Section 5 of these bylaws.

<p>Amendment: 26 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article VI, Section 5 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	--

ARTICLE VI Board of Officers

Section 5. A special meeting of the board of officers may be called by the governor, the ~~secretary-treasurer~~ secretary, the treasurer, or two-thirds (2/3) of the members of the board of officers. Members of the board and others as mentioned in Section 4 must be notified of such meetings at least twenty-four (24) hours in advance.

Amendment: 27

Submitted by: District Board - Carolinas

Effective date: October, 2010

Amend : Article VI, Section 7

Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.

- Adopted
- Amended then adopted
- Not adopted
- Not brought to the floor
- Referred to a committee
- Other

ARTICLE VI Board of Officers

Section 7. In the absence of the governor from a meeting, the ~~secretary-treasurer~~ secretary shall assume the responsibilities of the governor. In the absence of both the governor and ~~secretary-treasurer~~ secretary, the treasurer shall assume the responsibilities of the governor. In the absence of the governor, secretary, and treasurer, the board of officers shall designate a member of the board of officers to act as chairperson for that meeting upon recommendation of the governor and/or the district administrator.

<p>Amendment: 28 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article VIII, Section 10 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
---	--

ARTICLE VIII Conventions

Section 10. The ~~secretary-treasurer~~ secretary shall submit a report of the convention as outlined in the Bylaws.

<p>Amendment: 29 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article IX, Section 1 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
--	---

ARTICLE IX Vacancies in Office between Conventions

Section 1. In the event of a vacancy in the office of governor, a qualified member of a club in good standing within the district and Circle K International shall be elected by the board of officers to serve for the remainder of the unexpired term. Such action shall be communicated by the ~~secretary-treasurer~~ secretary in writing to the Circle K International Administrator. In any year in which the District Convention is not held, the board of officers shall elect as governor a qualified member of a club in good standing to serve for the upcoming administrative year.

<p>Amendment: 30 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article IX, Section 2 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other
--	--

ARTICLE IX Vacancies in Offices between Conventions

Section 2. In the event of a vacancy in the office of ~~secretary-treasurer~~ secretary, treasurer, or bulletin editor, the governor shall, with approval of the board of officers, appoint a qualified member of a club in good standing within the district and Circle K International to serve for the remainder of the unexpired term. Such approval from the board of officers must be made in writing within fourteen (14) days of the appointment.

<p>Amendment: 31 Submitted by: District Board - Carolinas Effective date: October, 2010 Amend : Article X, Section 4 Purpose: To reflect a split the office of secretary-treasurer into two distinct offices: secretary and treasurer.</p>	<p><input type="checkbox"/> Adopted <input type="checkbox"/> Amended then adopted <input type="checkbox"/> Not adopted <input type="checkbox"/> Not brought to the floor <input type="checkbox"/> Referred to a committee <input type="checkbox"/> Other</p>
---	--

ARTICLE X Revenue

Section 4. Each check shall carry the signature of the district administrator, or other individual designated by the Kiwanis district board of trustees, and the ~~secretary-treasurer~~ treasurer, or other individual designated by the board of officers.