

ROTARY CLUB OF WEST CHESTER SERVICE, ATTENDANCE AND MAKE-UP

Both service and meeting attendance are mainstays to the success of our Club. Quality participation in service activities – Rotary sponsored events, projects and programs – as well as attending our Club’s regular weekly lunches, committee meetings and other called meetings or visits to other Rotary clubs stand behind our Club’s effectiveness and successful outcomes. Keeping track of our members’ service participation and attendance enables our Club to recognize and appreciate efforts of our members and to allow us to provide information to R.I., the District Governor, Assistant District Governor and others as to what our Club is actually doing and accomplishing.

ATTENDANCE REQUIREMENTS

The Rotary Club of West Chester Constitution (included in the Annual Report 2003-2004) addresses member attendance requirements (Article VII, Section 1.). In summary, it indicates each member must attend at least 60 percent of regular club meetings in each half year, July to December and January to June. However, half of that requirement, or 30% of regular club meetings in each half year, can be met through a variety of make-up alternatives. These are discussed below.

MAKE-UP ATTENDANCE

Service or attendance credit may be earned in any of the following ways and must be reported by the committee chair, the events coordinator, or personally by the Rotarian to the Assistant Secretary, or in his/her absence, the Secretary:

1. Attendance at a meeting of another Rotary club.
2. Attendance at a Rotaract or Interact Club or Rotary Community Corps.
3. Attendance at a District or Rotary International meeting, conference, or event.
4. Attendance at a meeting of the Board, a service committee, a planning group, or other meetings convened with the approval of the Board, the President, or other officers of the Club.
5. Engaging in Rotary business authorized by the Board, which precludes attendance at the regular meeting.
6. Participation in a Rotary sponsored service or event. Some examples are, Brian's Run, Chili Cook-off, Road Trash Pickup, Bell Ringing, Rotary Readers, Canned Food pickup, Operation Warm, participation as part of a Rotary group in a parade, entertaining an exchange student, stuffing envelopes for a Rotary mailing, etc.

7. Completion of a make-up through Rotary eClub One, www.Rotaryclubone.org.

To be accounted for attendance credit or make-up, the member, the committee chair, or events coordinator, must provide notice of the service, meeting, or event to the Assistant Secretary. A form for such reporting is available on the Club web page, www.westchesterRotary.us. Members, chairs, or representatives should use this form to the maximum extent possible. Forms may also be reproduced from the Annual Report or obtained from the Sergeant-at Arm desk at weekly meetings. When a Rotarian visits another club, he/she should obtain a Visiting Rotarian Report Card and return same to the Assistant Secretary.

Within the framework of the foregoing provisions, it is clear that make-ups of any sort can constitute only half of the minimum meeting requirements, without special authorization of the Board of Directors. As a current policy, attendance and participation in all committee meetings, project planning meetings, club-sponsored community events or projects shall be considered a make-up as defined in our constitution.