

The RI Board will not consider any modification in the boundaries of any new district until three years following the promulgation and establishment of the boundaries of each district, unless a strong deleterious effect to Rotary in the region is shown.

The general secretary shall be authorized to act on behalf of the RI Board to approve a minor district boundary modification, affecting the transfer of up to 10 clubs, or an area containing no Rotary club, from one district to a neighboring district, provided that the districts involved are in the same zone. In districts with 30 or more clubs and 1,000 or more Rotarians, such action shall be taken if the majority of the clubs do not file objections. The notification timetable of such action shall follow the procedures outlined above and shall become effective 1 July following the decision. (RCP 17.010.4.)

GOVERNOR

The governor is the officer of RI in the district, functioning under the general control and supervision of the RI Board. The governor is charged with the duty of furthering the Object of Rotary by providing leadership and supervision of the clubs in the district. The governor shall inspire and motivate them and ensure continuity within the district. (RIB 15.090.)

In order to assure the best possible candidates for the office of governor, the governors shall invite the clubs in their districts to propose suitable candidates.

Status, Qualifications, and Duties

The following statement of the governor's status, qualifications, and duties is distributed annually to all clubs in order to inform those proposed for nomination as governors or making such proposals of the obligations of the office.

Status

The governor is an officer of RI nominated by the clubs of a district and elected by the convention of RI. The governor's term of office begins on 1 July and continues for one year or until a successor is elected and qualified. (RIB 6.060.1.)

Qualifications

In addition to the qualifications of governor-nominee, a governor, at the time of taking office, must have completed seven years of membership in one or more clubs and have attended the governors-elect training seminar and International Assembly. (RIB 15.080.)

Duties

The governor should work with district and club leaders to encourage participation in the District Leadership Plan. The governor shall also ensure continuity within the district by working with past, current, and incoming district leaders in fostering effective clubs. The governor is responsible for the following activities in the district:

- 1) Organizing new clubs
- 2) Strengthening existing clubs
- 3) Promoting membership growth by working with district leaders and club presidents to establish individual club membership goals
- 4) Supporting The Rotary Foundation through program participation and financial contributions
- 5) Promoting cordial relations among clubs and between the clubs and RI

- 6) Planning for and presiding at the district conference and assisting the governor-elect in the planning and preparation for the presidents-elect training seminar and the district assembly
- 7) Providing for an official visit, meeting individually or in multi-club meetings. These meetings should take place at a time that maximizes the governor's presence, for the purposes of
 - a) Focusing attention on important Rotary issues
 - b) Providing special attention to weak and struggling clubs
 - c) Motivating Rotarians to participate in service activities
 - d) Personally recognizing the outstanding contributions of Rotarians in the district
- 8) Issuing a monthly letter to each club president and secretary in the district
- 9) Reporting promptly to RI as may be required by the president or the RI Board
- 10) Supplying to the governor-elect, before the International Assembly, full information on the conditions of clubs in the district with recommended action for strengthening clubs
- 11) Ensuring that district nominations and elections are conducted in accordance with the RI Constitution, RI Bylaws, and established RI policies
- 12) Inquiring regularly about the activities of Rotarian organizations operating in the district (Rotary Friendship Exchanges, intercountry committees, Global Networking Groups, etc.)
- 13) Transferring continuing district files to the governor-elect
- 14) Performing such other duties as are inherent as the officer of RI in the district (RIB 15.090.)

In Great Britain and Ireland, however, the duties of the governor shall be performed in keeping with traditional practices in that area under the direction of the General Council and consistent with the RI Constitution and Bylaws in Great Britain and Ireland. The governor also shall report promptly to RI as may be required by the president or the RI Board and shall perform such other duties and responsibilities as are inherent as the officer of RI in the district. (RIB 15.100.)

Code of Ethics

- 1) Governors will adhere to applicable laws and regulations while conducting Rotary business. In addition, in conducting their private lives, governors will adhere to applicable laws in order to preserve and protect the positive image of Rotary.
- 2) Governors will adhere to the provisions of the RI Constitution and Bylaws. These documents embody the democratic will of Rotary's membership as represented at the triennial Council on Legislation; through them, the membership has established standards expected of Rotary officers. Adherence to their terms garners the trust of the membership and ensures that actions are consistent with members' expectations.
- 3) Governors will adhere to the provisions established by the RI Board as documented in the Rotary Code of Policies. Over the years, the Board has established policies and procedures to further the aims of the association and protect its mission. Many of these provisions are designed to ensure good governance and promote an ethical image. Adhering to these policies demonstrates a commitment to these ideals while protecting the association.

- 4) Governors will serve for the benefit of Rotarians and the purposes of RI. Governors should put the interests of the district first and avoid even the appearance of any impropriety in their conduct.
- 5) Governors will not use their office for personal prestige or benefit or for the benefit of family members. The authority inherent in an office of importance comes with access to special privileges not available to other Rotarians. Taking advantage of such privileges distracts from critical responsibilities and calls into question the commitment to the Objects of Rotary.
- 6) Governors will exercise due care in the diligent performance of their obligations to the district. Governors should perform their responsibilities with the care that an ordinarily prudent person in a like position would use under similar circumstances. Before making a business decision, governors should gather all material information reasonably available to them in order to select the best course of action for all concerned.
- 7) Governors will act based on fairness to all concerned. Governors are often faced with decisions that will significantly affect various Rotary clubs and individuals. In a manner consistent with The Four-Way Test, governors should weigh the potential impact of their decisions and treat equally all people who will be affected.
- 8) Governors will promote transparency of financial information and will ensure compliance with all local and national laws relating to financial management. Governors are the stewards of the association acting on behalf of Rotary clubs and Rotarians. Rotarians have a right to access accurate information about the financial condition of the association. Transparency in financial operations encourages ethical behavior.
- 9) Governors will prohibit and restrict the disclosure, communication, and use of confidential and proprietary information. Governors should use this information only for intended purposes, never for personal ones, and take precautions against accidental disclosure.
- 10) Governors will comply with expense reimbursement policies. The RI Board has adopted procedures for reimbursement of Rotary-related expenditures. Following these procedures ensures compliance with applicable laws and precludes the appearance of impropriety. (RCP 19.020.7)

GOVERNOR-ELECT

Attendance at Governors-elect Training Seminar (GETS)

Attendance at the GETS is mandatory for governors-elect. (RCP 19.050.4.) The RI Board has adopted a two-day training program for governors-elect at the zone level to be held in conjunction with Rotary institutes. The training programs integrate topics approved by the RI Board and the Trustees. (RCP 19.050.3.) For additional information on this event, see the “Meetings” section of this chapter.

Attendance at International Assembly

Attendance at the International Assembly is mandatory for governors-elect. Every governor must have this training to function effectively as the officer of RI in the district and to provide leadership, guidance, and counsel to clubs.

Each governor shall emphasize to all candidates for governor, and to all clubs of the district, the requirement that the governor-elect attend the governors-elect training seminar and the International Assembly as necessary preparation for assuming the office of governor. The nomination cannot be accepted unless the candidate can and will attend both for the full duration. The RI president-

elect may excuse attendance on behalf of the Board in extenuating and mitigating circumstances, with the provision that the governor-elect attend alternate training as provided by the general secretary. (RCP 19.050.1.)

Other Preparation

During the year before taking office, the governor-elect should receive from the governor:

- 1) Specific responsibilities in connection with district committees or district organization
- 2) Invitations to attend as an observer all district meetings where the governor-elect is not otherwise designated as a participant
- 3) Consideration for assignments to participate in the district conference program (RCP 19.050.10.)

The governor should include the governor-elect in district meetings and communications and introduce the governor-elect to past district leaders in preparation for the incoming governor's year in service and to ensure continuity in leadership.

Other Responsibilities

Governors-elect are also responsible for the following meetings:

- Presidents-elect training seminar (PETS)
- District assembly
- District team training seminar
- District membership seminar

Details about these meetings are provided later in this chapter.

GOVERNOR-NOMINEE

Selection

The selection of a governor-nominee by the clubs in a district should be conducted in a dignified, responsible manner in harmony with the principles of Rotary. (RCP 19.030.1.) The district must select the nominee for governor not more than 36 months, but not less than 24 months, prior to the day of taking office. (RIB 13.010.)

Any Rotarian who engages in campaigning or canvassing for elective office in RI may be subject to disqualification from election to the office sought and possibly to future RI offices for such periods as the RI Board may determine (see chapter 3). (RIB 10.060., 10.070.)

Districts are urged to seek out and nominate the best-qualified person for the office of governor and to avoid procedures influenced by any system in which the nomination is traditionally rotated among various groups of clubs or geographic areas.

Rejection of Nomination by Board

If a nominee for governor does not meet the prescribed qualifications and requirements, the Board shall reject the nomination and the general secretary shall not present it to the convention for election. (RIB 13.060.1.)

Method of Selection

Except for those districts in RIBI, a district must select its governor-nominee either by a nominating committee procedure or by a direct ballot-by-mail or, alternatively, at the district conference, the choice of which shall be decided by a

resolution adopted at a district conference. (RIB 13.020.1.) For districts using the Nominating Committee procedure, there is the possibility for clubs to propose challenging candidates. (RIB 13.020.8.)

Ballot Procedure

All votes for governor by a single club (when entitled to more than one vote, based on membership) must be cast unanimously for the same candidate; if not, the votes from that club are considered spoiled. (RIB 13.020.13., 13.040.1.)

In the event of a challenge, biographical data accompanying the ballot-by-mail is limited to the following:

- 1) Name of candidate, name and location of club, number of years a Rotarian, classification, name of firm or former firm, position in firm or former firm, meetings attended in last five years, current position(s) or assignment(s) in Rotary (elective or appointed), former position(s) or assignment(s) (elective or appointed)
- 2) Special Rotary services or particular Rotary activities in which a candidate has been engaged (i.e., what the candidate has done to advance Rotary)
- 3) Most significant honors or achievements in business and professional activities
- 4) Most significant honors or achievements in civic and public service activities (RCP 19.030.2.)

Selection in New Districts

When the clubs in existing districts are regrouped into new districts, clubs in the new districts shall, if practical, select the governor-nominee before the effective date of the new district by the same procedure those clubs used before the regrouping. When the above procedure is not practical, the RI Board shall authorize a ballot-by-mail and designate a governor to conduct it. (RCP 19.030.3.)

Qualifications

At the time of selection, a governor-nominee must

- 1) Be a member in good standing of a functioning club in the district (RIB 15.070.1.)
- 2) Have full qualifications for membership in the strict application of the club membership provisions, and have a classification whose integrity is without question (RIB 15.070.2.)
- 3) Have served as president of a club for a full term or be a charter president of a club having served the full term from the date of the charter to 30 June, provided that this period is for at least six months (RIB 15.070.3.)
- 4) Demonstrate willingness, commitment, and ability, physically and otherwise, to fulfill the duties and responsibilities of the office of governor as provided in RI Bylaws section 15.090. (RIB 15.070.4.)
- 5) Demonstrate knowledge of the qualifications, duties, and responsibilities of governor as prescribed in the RI Bylaws, and submit to RI, through its general secretary, a signed statement acknowledging a clear understanding of them. This statement shall also confirm that the Rotarian is qualified for the office of governor and willing and able to assume the duties and responsibilities of the office and to perform them faithfully. (RIB 15.070.5.)

Responsibilities

As an incoming officer of RI, the governor-nominee should

- 1) Begin to prepare for the role of governor
- 2) Foster continuity by working with past, current, and incoming district leaders to support effective clubs
- 3) Begin analyzing the district's strengths and weaknesses, including Rotary's public image, membership, The Rotary Foundation, district events, and RI programs, with background material provided by the immediate past governor, governor, and governor-elect, and using RI resources
- 4) Review the district organization (District Leadership Plan) and club administrative framework (Club Leadership Plan)
- 5) Attend district meetings when possible, at the invitation of the district governor or district governor-elect
- 6) Participate in district committees or other activities, as may be suggested by the district governor or district governor-elect
- 7) Attend district governor-nominee training if offered, or seek other training if available
- 8) Attend leadership skills training
- 9) Select a site for the district conference held during the year of the governor-nominee's service, with the agreement of the majority of the current club presidents or majority of the club presidents serving in the governor-nominee's year (RCP 19.040.)

Assignments

It is recommended that the governor and governor-elect provide the governor-nominee

- 1) The opportunity to request specific responsibilities or assignments in connection with district committees or district organization
- 2) Invitations to attend as an observer any or all district meetings
- 3) A proper introduction at the district conference and an opportunity to be part of the organizing committee as an observer
- 4) The opportunity to participate in all strategic planning efforts and long-term appointments in the district (RCP 19.040.)

PAST GOVERNORS

Each district must organize an advisory council of past governors, composed of all past governors who are members of Rotary clubs within the district. Governors are urged to call an annual meeting of the council after the International Assembly to allow the governor-elect to inform the current and past governors of the issues debated and presented. This meeting should be held no more than one month after the International Assembly.

The authority and responsibility of the governor shall in no way be impaired or impeded by the advice or actions of the past governors. (RCP 19.090.2.)

Governors are urged to consider the council's assistance in extension efforts, informing incoming governors, promoting the convention, providing Rotary information, and supporting weaker clubs, serving when invited by the club president and the governor as ad hoc members of the club board of directors. (RCP 19.090.1.)