

This annual statement and report shall include but not be limited to details of:

- (a) all sources of the district's funds (RI, The Rotary Foundation, district and club);
- (b) all funds received by or on behalf of the district from fundraising activities;
- (c) grants received from The Rotary Foundation or funds of The Rotary Foundation designated by the district for use;
- (d) all financial transactions of district committees;
- (e) all financial transactions of the governor by or on behalf of the district;
- (f) all expenditures of the district's funds; and
- (g) all funds received by the governor from RI.

The annual statement and report shall be presented for discussion and adoption at the next district meeting to which all clubs are entitled to send a representative and for which 30 days notice has been given that the statement and report of district finances will be presented. If no such district meeting is held, the statement and report shall be presented for discussion and adoption at the next district conference.

15.070. Qualifications of a Governor-nominee.

Unless specifically excused by the board, no person shall be selected as nominee for governor unless the Rotarian has the following qualifications at the time of selection.

15.070.1. Rotarian in Good Standing.

The Rotarian must be a member in good standing of a functioning club in the district.

15.070.2. Rotarian Maintaining Full Qualifications of Membership.

The Rotarian must have full qualifications for such membership in the strict application of the provisions therefor, and the integrity of the Rotarian's classification must be without question.

15.070.3. Rotarian's Qualification as Past President of Club.

The Rotarian must 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 charter to 30 June, provided that this period is at least six months.

15.070.4. Rotarian's Ability to Fulfill Duties of Governor.

The Rotarian must demonstrate willingness, commitment, and ability, physically and otherwise, to fulfill the duties and responsibilities of the office of governor as provided in section 15.090.

15.070.5. Rotarian's Certification of Qualifications.

The Rotarian must demonstrate knowledge of the qualifications, duties, and responsibilities of governor as prescribed in the bylaws and submit to RI, through its general secretary, a signed statement that the Rotarian understands clearly such qualifications, duties, and responsibilities. Such 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 that office and to perform them faithfully.

15.080. *Qualifications of a Governor.*

Unless specifically excused by the board, a governor at the time of taking office must have attended the international assembly for its full duration, been a member of one or more Rotary clubs for at least seven years, and must continue to possess the qualifications in section 15.070.

15.090. *Duties of a Governor.*

The governor is the officer of RI in the district, functioning under the general control and supervision of the 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 should work with district and club leaders to encourage participation in a district leadership plan as may be developed by the board. The governor shall provide inspiration and motivation to the clubs in the district. The governor shall also ensure continuity within the district by working with past, current, and incoming district leaders in fostering effective clubs. The governor shall be responsible for the following activities in the district:

- (a) organizing new clubs;
- (b) strengthening existing clubs;
- (c) promoting membership growth by working with district leaders and club presidents to establish realistic membership goals for each club in the district;
- (d) supporting The Rotary Foundation with respect to program participation and financial contributions;
- (e) promoting cordial relations among the clubs and between the clubs and RI;
- (f) 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;
- (g) providing for an official visit meeting individually or in multi-club meetings conducted throughout the year to take place at a time that maximizes the governor's presence for the purpose of:
 1. focusing attention on important Rotary issues;
 2. providing special attention to weak and struggling clubs;
 3. motivating Rotarians to participate in service activities; and
 4. personally recognizing the outstanding contributions of Rotarians in the district;
- (h) issuing a monthly letter to each club president and secretary in the district;
- (i) reporting promptly to RI as may be required by the president or the board;
- (j) supplying the governor-elect, as soon as possible following his or her election prior to the international assembly, full information as to the condition of clubs with recommended action for strengthening clubs;

- (k) assuring that district nominations and elections are conducted in accordance with the RI constitution, these bylaws, and the established policies of RI;
- (l) inquiring on a regular basis about the activities of Rotarian organizations operating in the district (Friendship Exchanges, intercountry committees, Global Networking Groups, etc.);
- (m) transferring continuing district files to the governor-elect; and
- (n) performing such other duties as are inherent as the officer of RI.

15.100. *Duties of a Governor in RIBI.*

The duties of the governor in RIBI shall be performed in keeping with traditional practices in that area under the direction of the general council and consistent with the RIBI constitution and bylaws. The governor shall also report promptly to RI as required by the president or the board and shall perform such other duties as are inherent as the officer of RI in the district.

15.110. *Removal from Office.*

The president may remove a governor from office for cause where a governor is not performing the duties and responsibilities of the office as deemed sufficient by the president. In such cases, the president shall notify and advise the governor that said officer has 30 days to show reason why the governor should not be removed from office. The president may remove the governor from office at the end of the 30-day period where the governor has failed to provide adequate reason, in the judgment of the president. A governor removed from office under this section shall not be considered to be a past governor.

15.120. *District Ballot-by-Mail.*

All decisions and elections that the bylaws specify occur at a district conference or assembly may be made by the clubs of a district by a ballot-by-mail. Such ballot-by-mail shall follow as near as possible the procedures in section 13.040.

Article 16 Committees

16.010. Number and Term.

16.020. Membership.

16.030. Meetings.

16.040. Special Committees.

16.050. Term of Service.

16.060. Secretary of Committees.

16.070. Quorum.

16.080. Transaction of Business by Communication.

16.090. Authority.

16.100. Strategic Planning Committee.

16.110. Audit Committee.

16.120. Operations Review Committee.

16.010. *Number and Term.*

The board shall establish standing committees on communications, constitution and bylaws, conventions, districting, election review, finance, and Rotaract