

BYLAWS

PACIFIC NORTHWEST DISTRICT OF KIWANIS INTERNATIONAL

*As amended at the 94th Annual Convention
Wenatchee, Washington
August 21, 2011*

ARTICLE I NAME AND TERRITORIAL LIMITS

Section 1. The name of this organization shall be the Pacific Northwest District of Kiwanis International.

Section 2. The Territorial limits of this district shall be confined to the Province of British Columbia and the Yukon Territory in Canada; and in the United States of America to the States of Oregon, Washington, Alaska and that portion of Idaho (known as the Panhandle) which is situated north of the Salmon River. (Temporarily attached to the district are certain clubs of the State of California, subject to later determination by Kiwanis International.) The territorial limits shall not be changed unless permission shall first have been had and obtained from the Board of Trustees of Kiwanis International.

ARTICLE II OBJECTS

Section 1. The objects of this district shall be:

To seek within the district and through the clubs of the district the attainment of the objects of Kiwanis International as set forth in the Constitution.

To increase the fellowship and co-operative effort of the clubs within the district.

To co-operate with Kiwanis International in building new clubs and in educating and strengthening clubs within the district.

To promote participation of the clubs of the district in the general objectives, programs, and policies of the District of Kiwanis International.

ARTICLE III DIVISIONS

Section 1. The territory of this district shall be divided into such number of divisions and with such boundaries and including such clubs as may be determined from time to time by the District Board of Trustees.

Section 2. The territorial limits of these divisions shall be such as shall be delineated from time to time by the District Board of Trustees.

ARTICLE IV MEMBERSHIP

Section 1. Every chartered Kiwanis club in this District shall be a member of this district.

Section 2. Any member club more than sixty (60) days in arrears for any indebtedness to Kiwanis International or to this District shall be considered not in good standing.

Section 3. Any member club that fails for two (2) successive years to have present at least one (1) delegate at the annual convention of the district and that does not furnish a satisfactory excuse for such failure to the Board of Trustees within thirty (30) days after an official request therefore, shall be considered not in good standing.

Section 4.(a) Any Kiwanian in good standing holding active, privileged or senior membership in a Kiwanis club of the Pacific Northwest District may be granted District Life Member Status on a payment of a one-time fee of fifteen times the annual District dues.

(b) Upon a Kiwanian's attaining the status of life member of the Pacific Northwest District, his club is thereby relieved of any further dues obligation to the district for that member. The member's financial obligations to his local club and Kiwanis International shall remain intact.

(c) The quota of life members available in any administrative year shall be under the control of the Board of Trustees, Pacific Northwest District.

(d) All life member status fees paid to the district shall be placed in restricted funds by the District Treasurer. These funds will comprise a dedicated principal which cannot be used for operation of the district without a two-thirds (2/3) vote of the delegate body at a regularly scheduled convention of the district. The interest generated from these memberships shall become part of the budgeted income for each fiscal year.

ARTICLE V OFFICERS

Section 1. The officers of the district shall be a Governor, a Governor-elect, the Immediate Past Governor, a Lieutenant Governor for each division, a Treasurer and a Secretary. If in any year the Immediate Past Governor ceases to be an active, privileged, or senior member in a club of the district, the active privileged, or senior member who served as District Governor most recently prior to the Immediate Past Governor shall automatically become the Immediate Past Governor. No offices other than those of Secretary and Treasurer may be combined in one person.

Section 2. Each officer shall be an active, privileged or senior member in good standing in a club of the district; and each Lieutenant Governor shall be a member of a club in the division from which he is elected.

Section 3. The terms of all officers shall begin on the first day of October of each year and continue for one (1) year, or until their successors shall be duly elected and qualified.

Section 4. The duties of the officers shall be as follows:

(a) The Governor shall be the executive officer of the district and shall preside at all conventions and at all meetings of the Board of Trustees. He shall be an ex-officio member of all standing and special committees. Under the direction and supervision of the Board of Trustees of Kiwanis International, the Governor shall have the duty of furthering the objects of Kiwanis International and of promoting the interests of the clubs within the district. It shall be his duty to attend any convention of Kiwanis International.

(b) The duties of the Governor-elect shall be such as are from time to time assigned by the Board of Trustees, or the District Governor, or both.

(c) The Lieutenant Governors shall assist the Governor in the work of the district. They shall represent the Governor and shall have full responsibility under the direction of the Governor in supervising the district executive work in their respective divisions. The Lieutenant Governors shall also perform such other duties as may be assigned to them by the Governor or the Board of Trustees.

(d) The Treasurer shall receive from the Secretary all funds paid to the district and shall deposit the same in the official depository. He shall disburse these funds in the manner authorized by the Board of Trustees. His accounts and books shall at all times be open to the inspection of the Governor, the Board of Trustees, and any authorized auditor. He shall make a report at the annual convention and at such other times as the Governor or Board of Trustees may require. He shall give a good and sufficient bond and in an amount set by the Board of Trustees.

(e) The Secretary shall keep all records of the district and minutes of the convention and of the meetings of the Board of Trustees and committees. He shall collect all funds due the district and shall promptly turn the same over to the Treasurer, taking the Treasurer's receipt therefore. He shall submit a report to the annual convention and at such other times as the Governor or the Board of Trustees may require. He shall submit to the proper officials and committees all

communications received from Kiwanis International. He shall co-operate with the Governor in forwarding all official reports required by Kiwanis International. He shall perform such other duties as may be assigned to him by the Governor or the Board of Trustees. He shall give a good and sufficient bond and in an amount set by the Board of Trustees.

ARTICLE VI BOARD OF TRUSTEES

Section 1. The Board of Trustees shall consist of the Governor, the Governor-elect, the Immediate Past Governor, the Lieutenant Governors, the Treasurer and the Secretary. If there shall be appointed an Acting Governor, as provided by Article XI, Section 5, of these bylaws, said Acting Governor shall be a member of the Board of Trustees of the District during the incapacity of the District Governor.

Section 2. The management and control of the affairs of the district not otherwise provided for in these bylaws shall be vested in the Board of Trustees, subject to the direction of the Board of Trustees of Kiwanis International.

Section 3. The Board of Trustees of the District shall hold at least two (2) meetings during the year, one (1) prior to October 31st at such time and place as are designated by the Governor, and another in connection with the District Convention at such time and place as determined by the said Board of Trustees. If the first meeting shall be held prior to October 1, any action taken shall become effective on October 1.

Section 4. A special meeting of the Board of Trustees may be called by the Governor, the Secretary or two thirds (2/3) of the Board of Trustees.

Section 5. The Secretary shall notify each member of the Board of Trustees and the Secretary of Kiwanis International, in writing, of the time, place and date of any meeting, at least three (3) weeks in advance of the date of such meeting.

Section 6. In the absence of the Governor or Acting Governor (if one there be) from a meeting, the Board of Trustees shall designate one of its members to act as chairman.

Section 7. One-half (1/2) of the total members of the Board of Trustees shall constitute a quorum, and a majority vote of these present shall decide any question, with the exception of those questions for which a greater proportion is specifically required in these bylaws.

Section 8. Within thirty (30) days after any special or regular meeting of the Board of Trustees, the Secretary shall make a report of the proceedings of the meeting, comprising a complete synopsis of all action taken, and shall transmit a copy thereof to the Secretary of Kiwanis International and a copy to the president and to the secretary of each chartered club within the district.

ARTICLE VII COMMITTEES

Section 1. The titles, structure and duties of district standing committees shall be defined by the Kiwanis International Board of Trustees and set forth in appropriate documents of Kiwanis International.

Section 2. Each standing committee shall at all times cooperate with the appropriate committee of Kiwanis International in promoting among the clubs of the district programs suggested by such International committees.

Section 3. Subject to the approval of the district board of trustees, special committees may be appointed by the governor and shall perform such duties as may be defined in their creation. All committee members shall be subject to removal by the governor.

ARTICLE VIII CONVENTIONS

Section 1. The annual convention of the district shall be held at such place and date, between March fifteen and September twenty-five, as shall be mutually agreed to by the Board of Trustees of the district and the Board of Trustees of Kiwanis International, except that no district convention shall be held within the period of thirty (30) days prior to, during, or thirty (30) days following the convention of Kiwanis International.

Section 2. An invitation from any chartered club for holding an annual convention in its city shall be delivered in writing to the District Secretary.

Section 3. Special conventions of the district shall be called by the Governor upon the request of a majority of the chartered clubs in good standing, or upon the request of three-fourths (3/4) of the members of the Board of Trustees.

Section 4. The Secretary shall mail to each chartered club and to the Secretary of Kiwanis International an official call to the annual convention at least sixty (60) days prior to the date of the convention, and an official call for any special convention at least thirty (30) days prior to the date of the same. The Board of Trustees shall have full supervision and management of all conventions.

Section 5. At each duly called convention, or prior thereto, the Governor shall appoint a Committee on Credentials and a Committee on Elections each to consist of at least five (5) members. Of the Committee on Elections, all members shall be delegates or delegates-at-large. Three (3) members of each of the foregoing committees shall constitute a quorum.

Section 6. (a) Each chartered club in good standing in the district shall be entitled in any convention to three (3) delegates, two of whom shall be the president and president-elect.

(b) If a chartered club in good standing is unable to secure delegates from the membership of the club, the Lieutenant Governor of its division or a past Lieutenant Governor who

is a member in good standing in any other club within its division, may be chosen as a delegate of the club. The club shall make provisions for the expense of such delegate in accordance with the club bylaws, and the delegate shall provide a report or program to the club membership within forty-five (45) days following the convention. A delegate may represent only one chartered club.

Section 7. Official delegates of newly organized Kiwanis Clubs shall be granted full privileges at District Conventions after the charter has been issued by Kiwanis International whether or not then formally presented to such clubs.

Section 8. The club delegates and their alternates shall be active, privileged, or senior members in good standing of the chartered clubs they represent, or shall be the Lieutenant Governor of its division or a past Lieutenant Governor who is a member in good standing in any other club within its division, and shall be elected by such clubs not less than thirty days prior to the date of the annual convention nor less than fifteen days prior to the dates of any special convention, and their election shall be evidenced by a certificate to the District Secretary duly authenticated by the president and secretary of the clubs. Should any chartered club fail to certify the election of its delegates and alternates as herein set forth, then the Committee on Credentials shall have the right to determine the seating of the delegates or alternates for such chartered club.

Section 9. The elective officers, the Secretary, the Treasurer, Past Governors, and Past Lieutenant Governors who are active, privileged or senior members of a Kiwanis Club in good standing in this district, shall be delegates-at-large to all District Conventions.

Section 10. Each accredited delegate and delegate-at-large present shall be entitled to vote on each question submitted in any convention. There shall be no voting by proxy.

Section 11. The Board of Trustees may establish a uniform convention registration fee to be paid by all persons attending any convention of the district. The proceeds derived from such registration fee shall be expended solely upon the approval of the Board of Trustees.

Section 12. The convention may propose, discuss, and adopt resolutions recommending legislation to Kiwanis International. It shall also consider and act upon matters submitted to it by Kiwanis International.

Section 13. In the absence of the Governor or Acting Governor (if one there be) from any convention of the district, the Board of Trustees shall designate the Governor-elect, the Immediate Past Governor or a Lieutenant Governor to act as chairman.

Section 14. A quorum at any convention of the district shall comprise the official delegates present and representing not less than one-third (1/3) of the total number of clubs within the district.

Section 15. Within thirty (30) days after any convention, the Secretary shall make a report of the proceeding of the convention comprising a complete synopsis of all action taken, and shall transmit a copy thereof to the Secretary of Kiwanis International, and a copy to the president and to the secretary of each chartered club within the district.

Section 16. In the event that in any year the District Board of Trustees shall determine by resolution that there exists a condition of emergency in the district (such as a large scale natural disaster or

significant damage to the convention facilities) that compels cancellation of the annual district convention, the Board shall then establish procedures to transact any and all business that would normally be transacted by and at such convention. [8-29-2010]

ARTICLE IX CONVENTION PROCEDURE

Section 1. The official program of a convention, as approved by the Board of Trustees, shall be the order of the day for all sessions. Changes in the program may be made from time to time by a majority vote of the delegates and delegates-at-large present and voting.

Section 2. All proposed resolutions shall be submitted in writing to the Chairman of the Resolutions committee by the International Board of Trustees, the District Board of Trustees, or a chartered club of this district at least ninety (90) days prior to the date of the annual District Convention. Within two weeks thereafter, the committee on Resolutions shall meet to consider such proposed resolutions and any which may be initiated by the committee itself. Copies of the resolutions as instituted or amended by the committee shall reach the office of the District Secretary at least sixty (60) days prior to the date of the District Convention.

The District Secretary shall send a copy of all resolutions recommended by the committee, other than memorial and appreciation resolutions, to each club in the district not later than thirty (30) days prior to the convention.

No resolutions other than those so sent to chartered clubs shall be considered unless the District Board of Trustees shall recommend, by a 2/3 vote, consideration of such resolutions by the Resolutions Committee.

Debate on any resolution shall not be in order until it has been reported out by the Resolutions Committee.

Section 3. Reports of Committees, communications to the convention, resolutions presented by the Committee on Resolutions, and all motions save such as are “undebatable” may be debated upon the floor of the convention, unless by a two-thirds (2/3) vote the convention decides to dispose of them without debate.

ARTICLE X NOMINATIONS AND ELECTION OF OFFICERS

Section 1. The election of officers, except the Lieutenant Governor, the Treasurer, and the Secretary, shall be held at the annual District convention.

The Official program of the annual convention shall indicate the time and place for the election of officers, and such times and places shall be subject to change only in accordance with the rules of the convention procedure.

Section 2. (a) The Lt. Governor of each division shall, no earlier than the first week in January and not later than the second week in April, by thirty (30) days written notice to the president of each club in the division, call a conference for the purpose electing a Lieutenant Governor and a Lt.

Governor-elect. The time and place of this conference shall be designated by the Lieutenant Governor.

(b) The delegates of the conference shall be the president and immediate past president of each club in the division, or their duly elected alternates.

(c) The delegates of two-thirds (2/3) of the clubs of the division shall constitute a quorum at the conference, and each delegate present shall have one vote. The Lieutenant Governor and the Past Governors and Past Lieutenant Governors in attendance at the conference shall have the privilege of the floor and the right to speak without the right to vote, except, however, in the event of a tie vote, in which case the Lieutenant Governor shall be entitled to vote.

(d) The Immediate Past Lieutenant Governor shall be chairman of the delegate session of the conference or if absent, the immediate predecessor, and so on. In the absence of a Past Lieutenant Governor the conference shall elect one of its members as chairman. The conference shall elect one of its number as secretary and such tellers as may be necessary.

(e) Upon completion of organization as above outlined, the conference shall proceed to elect a Lieutenant Governor and a Lieutenant Governor-elect. The Lieutenant Governor-elect, if any, shall be the sole candidate for the office of Lieutenant Governor. However, nothing shall preclude additional nominations from the floor.

When the number of names presented to the conference in either case is two or more, a written vote shall be taken. When three or more candidates are presented, and no candidate has received a majority vote, the person receiving the fewest number of votes shall be eliminated after the first ballot, and this procedure shall be followed until one person receives a majority vote. No person shall be submitted to the conference as a candidate for Lieutenant Governor or Lieutenant Governor-elect without the consent of said person first being obtained. Each candidate for Lieutenant Governor shall give assurance that he will attend the leadership education conferences held for his district, division and clubs as outlined by Kiwanis International, and that he will officially visit the clubs of his Division.

(f) A Lieutenant Governor-elect is not a district officer.

(g) The division conference shall, in the considerations of all names presented, be guided by the principles, traditions and precedents of Kiwanis International in its election of officers, and particularly consider the ability of a proposed candidate and his service and experience in Kiwanis.

(h) The Lieutenant Governor shall certify the results of the election to the District Secretary and Kiwanis International immediately following the conference.

Section 3. (a) The District Secretary shall submit to the convention the name of the Governor-elect as the sole candidate for the office of Governor and shall submit all candidates for the office of Governor-elect, when the nomination of candidates for district offices shall become the order of

business at the annual convention.

(b) When a club has a nominee for the office of Governor-elect, the District Secretary shall be so notified at least sixty (60) days prior to the convention and the District Secretary shall notify all clubs in the district at least thirty (30) days prior to the convention.

(c) No person shall be submitted to the conference as a candidate for any office without the consent of said person being first obtained nor without assurance from said person that he will attend the training schools held for his district, division and club as outlined by Kiwanis International.

(d) Nothing in this Section shall be construed as limiting the right to make further nominations from the floor of the convention.

Section 4. The Committee on Elections shall have general charge of the election and distribution and counting the ballots.

Before the election, the District Secretary shall provide the Committee on Elections with a list of the delegates and delegates-at-large as shown by the report of the Committee on Credentials.

Except in cases where only one person has been nominated, all of the elective officers shall be chosen by ballot by the delegates and delegates-at-large present and voting. There shall be no voting by proxy.

A majority of all votes cast shall be necessary to determine the choice of any officers to be elected. In the event that any ballot cast does not show a majority for any nominee for any particular office, the Governor shall designate a time and place for further balloting for such office. Prior to the second ballot, the nominee having the lowest vote on the first ballot shall be dropped; and on each ballot the same procedure shall be followed until some nominee shall have received a majority of all votes cast.

Cumulative voting shall not be permitted.

The Committee on Elections shall report promptly to the convention the results of the balloting and report shall be signed by a majority of the committee.

Section 5. The District Treasurer and District Secretary shall be appointed by the Governor with the approval of the Board of Trustees assuming office with the Governor.

[8-21-2011]

ARTICLE XI VACANCIES IN OFFICE

Section 1. In the event of a vacancy in the office of District Governor during the administrative year, by a two-thirds (2/3) vote of the entire board of trustees, the vacancy shall be filled by a Past

Governor, Lieutenant Governor or a Past Lieutenant Governor of this district who is an active, privileged, or senior member of a Kiwanis club in the district to become Governor for the unexpired term. [8-21-2011]

Section 1a. In the event during an administrative year of a vacancy in the office of District Governor-elect, the vacancy shall be filled by the Board of Trustees from the Lieutenant Governors or Past Lieutenant Governors who are active, privileged, or senior members of Kiwanis clubs in the district.

Section 1b. In the event of a vacancy in the offices of Secretary and/or Treasurer during the administrative year, the Governor shall appoint a qualified member for the unexpired term, subject to the approval of the District Board of Trustees at its next meeting. [8-29-2010]

Section 2. In the event during an administrative year of a vacancy in the office of Lieutenant Governor, the Board of Trustees shall elect a qualified member of a chartered club of the same division to fill the office for the unexpired term.

Section 3. If a Lieutenant Governor-designate is unable to fulfill responsibilities for any reason, a replacement shall be elected by the majority vote of the club delegates as defined in ARTICLE X, Section 2, at a regular or special meeting or division caucus, called by either the Lieutenant Governor, Governor-elect, Governor-designate or Governor.

Section 4. In event that the Governor shall be temporarily so incapacitated as to be unable to discharge the duties of his office, the Board of Trustees may appoint a Past Governor, or one of the Lieutenant Governors or former Lieutenant Governors, who is an active, privileged or senior member of a Kiwanis club in this District to become Acting Governor until the Governor is able to reassume his duties. While the governor is so incapacitated the Acting Governor shall be the executive officer of the district and shall have all the duties, responsibilities, and authority given to the Governor by these bylaws and the Constitution and Bylaws of Kiwanis International. If, after a period of sixty (60) days it shall appear to the Board of Trustees that the Governor continues to be incapacitated and that he is not able to reassume the duties and responsibilities of his office, the Board of Trustees may declared the office of Governor vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as contained in these bylaws.

ARTICLE XII. REMOVAL FROM OFFICE

Section 1. Removal of Officer. Whenever it shall appear to the Governor or majority of the District Board of Trustees that an officer may be engaging in conduct unbecoming a Kiwanian or is failing to perform the duties of that office, the District Board shall give written notice of the alleged facts to the officer including, days, time, place, and name of witnesses, with rights to respond within thirty (30) days.

A special meeting of the Board to consider the alleged facts shall be held within thirty-five (35) days thereafter, with at least twenty-one (21) calendar days written notice being given to all members of

the Board of such meeting. Service of such notice shall be deemed effective five (5) days after such notice is mailed. In the event that the Board, by two-thirds (2/3) vote of the entire Board, finds the officer has engaged in conduct unbecoming a Kiwanian, or is not performing the duties of such office and declares such office vacant, a new officer to fill such vacancy shall be elected or appointed forthwith as provided in these Bylaws. [8-29-2010]

Section 2. Whenever a district officer is removed from office for reasons involving conduct unbecoming a Kiwanian or failure to perform the duties of office or resigns from office other than for personal reasons (eg. health, family or business issues), that person may be declared by the district board to be ineligible to hold a district office or appointment. [8-21-2011]

ARTICLE XIII PUBLIC ACTIVITIES

Section 1. The district may, from time to time, express by proper means its attitude on questions of public importance and any proposed legislation affecting communities within the territory of the district, provided that no Kiwanis Clubs without the district are affected by the same.

Section 2. When Kiwanis clubs without the district are affected by any such public question or such proposed legislation, the district shall refer its favorable or unfavorable recommendations to the Board of Trustees of Kiwanis International. After action on such matter by the Board of Trustees of Kiwanis International, the district may give expression to its attitude provided that such action is consistent with that of Kiwanis International.

Section 3. The district shall not be used in any way for political purposes, nor shall it as a district actively participate in the political candidacy of any person.

Section 4. Notwithstanding Sections 1, 2, 3 and 4 above, no substantial part of the activities of the district shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the district shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. [8-29-2010]

ARTICLE XIV REVENUE

Section 1. Subject to Section 5 of this article, each member club shall pay to the district for each and every member, with the exception of those members holding District Life Member Status, and honorary members, the sum of thirty-six dollars (\$36.00) per annum, such amount to include all district charges, other than registration fees paid by those in attendance at district conventions or conferences but including four dollars (\$4.00) for the publication and distribution of the District bulletin. [8-28-2010]

Subject to the provisions of Section 2 of this article, the total amount shall be due annually on October 1, payable not later than sixty (60) days thereafter, and is to be based on the annual membership report of the respective clubs to Kiwanis International as of September 30. The total amount shall include all district charges other than the New Member Interim Dues (a.k.a. New Member Add Fee) and registration fees for district conventions or conferences. [8-28-2010]

The District Board of Trustees shall make appropriations from this fund to pay a portion of the expenses of each Lieutenant Governor who attends the International Convention, in accordance with the conditions as approved by the District Board of Trustees.

The monies to be paid to the District under this Section by each new club admitted to membership in Kiwanis International during any fiscal year shall be prorated according to the unexpired portion of the installment period in which said club was completed.

Section 1.1 Commencing October 1, 2010 and ending September 30, 2015, the amount that each member club shall pay to the District for each and every member, as provided for otherwise in Section 1, shall increase as follows:

<u>DATE</u>	<u>AMOUNT</u>
October 1, 2010	\$2.00
October 1, 2011	\$2.00
October 1, 2012	\$2.00
October 1, 2013	\$2.00
October 1, 2014	\$2.00

Provided always that should the Paid Membership of the District, as reported by Kiwanis International, at October 1 in any year after 2010 and prior to September 30, 2015, be 12,000 or greater, then the next dues increase provided for by this Section shall be suspended and continue so suspended unless the Paid Membership of the District, as reported by Kiwanis International, shall thereafter fall below 12,000 at any of the subsequent October 1 billing dates. [8-28-2010]

Section 2. Annual dues payments, as required by Article VI, Section 10, of the International Bylaws, shall be due and payable according to the club's organization date as follows:

Between October 1, 2010, and October 1, 2012:

For clubs organized between September 1 and December 31:

For the year 2010-11, payment shall be based on the club roster as of September 30, 2010, and shall be due October 1, 2010, and payable no later than November 30, 2010.

For clubs organized between January 1 and April 30:

For the year 2010-11, payment shall be based on the club roster as of

Sept. 30, 2010, and shall be due December 1, 2010, and payable no later than January 31, 2011;

For the year 2011-12, payment shall be based on the club roster as of September 30, 2011, and shall be due October 1, 2011, and payable no later than November 30, 2011.

For clubs organized between May 1 and August 31:

For the year 2010-11, payment shall be based on the club roster as of Sept. 30, 2010, and shall be due February 1, 2011, and payable no later than March 31, 2011;

For the year 2011-12, payment shall be based on the club roster as of Sept. 30, 2011, and shall be due December 1, 2011, and payable no later than January 31, 2012;

For the year 2012-13, payment shall be based on the club roster as of September 30, 2012, and shall be due October 1, 2012, and payable no later than November 30, 2012. [8-28-2010]

Section 3. Each member club shall pay to the District New Member Interim Dues in the amount of thirty dollars (\$30.00) for each new member in lieu of a pro-rata subscription fee for the District Bulletin and a pro-rata payment of District Dues for the remainder of the annual billing period. Exceptions are: (a) honorary members, (b) Kiwanians joining a club within six months of current active or senior membership in a different Kiwanis club, (c) charter members covered in Section 1, paragraph 4, and (d) Sponsored Youth members in good standing, not otherwise eligible for membership in a sponsored youth organization, when joining within one (1) year of leaving school.

Section 4. The dues to be paid to the district by any new club admitted to membership during any fiscal year, shall be prorated according to the unexpired portion of the fiscal year in which said club was completed.

Section 5. Each member club shall be relieved of any obligation to pay District dues for any club member for a period of two (2) years from the date of joining the club, provided such member was a former member of a Kiwanis International sponsored program. The financial obligations to said member's local club shall remain payable.

Section 6. No financial obligation other than the annual dues, herein provided, shall be placed upon the clubs by the district and no voluntary contribution for any district activity shall be requested of all clubs by the district except by the two-thirds (2/3) vote of the delegates at a convention or a two-thirds (2/3) vote upon a referendum submitted to all clubs of the district, and with the approval of the Board of Trustees of Kiwanis International.

Section 7. The word "dollar(s)" shall mean "United States dollar(s) or the equivalent thereof," effective October 1, 1985.

Section 8. Each member club shall pay to the District each year a District Convention Assessment of Fifty Dollars (\$50.00). This Assessment shall be payable by all clubs, shall be billed together with District Per Capita Dues (as provided for in Section 1 of this article) and must be paid by all clubs, regardless of whether or not the club has delegates in attendance at the District Convention in any year.

The District Convention Assessment shall be set aside for the specific purpose of defraying the expense of, and reducing the Registration Fees for, the District Convention. It shall not be used for any other purpose.

The District Executive Committee, upon the advice and recommendation of the District Secretary and upon application by a club and for good cause shown including, but not limited to, financial hardship or other special circumstances, may at its sole discretion waive payment of all or a portion of the District Convention Assessment payable by a member club. A club may not receive more than one such waiver of the Convention Assessment.

ARTICLE XV FINANCE

Section 1. The fiscal year of the district shall begin on the first day of October of each year.

Section 2. At the first meeting of the Board of Trustees a budget of estimated income and expenditures for the year shall be approved and adopted by the Board.

Section 3. The total disbursements in any year shall not exceed the gross amount of the budget adopted by the Board of Trustees in each year.

Section 4. The books of account of the district shall be audited at least once each year by an independent auditing firm named by the Board of Trustees and a certified report shall be rendered to the Board of Trustees.

Section 5. The Board of Trustees shall determine the official depository or depositories.

Section 6. The Board of Trustees shall designate the official or officials who shall sign checks.

Section 7. The necessary traveling expenses of all district officers when engaged in the business of the district may be paid by the district in accordance with the provisions of the budget.

Section 8. The necessary expenses of the Governor incurred in attending any convention of Kiwanis International may be paid by the district.

ARTICLE XVI OTHER AUTHORITIES

Section 1. For authority on all matters not specifically covered by these bylaws, the following documents, current or as amended in the future, shall be consulted in order of priority to determine such matters:

First--Kiwanis International Bylaws
Second--Kiwanis International Policies and Procedures

Section 2. If these bylaws are in conflict with the Kiwanis International Bylaws, the Bylaws of Kiwanis International will take precedence. [08-29-2010]

ARTICLE XVII RULES OF ORDER

Section 1. "Robert's Rules of Order" Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered in these bylaws. [8-15-2009]

Section 2. All references to the masculine contained in these Bylaws are without gender.

Section 3. The Executive Committee, standing committees, and subcommittees are authorized to meet by telephone conference, video-conference, or by electronic communications media, so long as all members participating can hear each other at the same time and, if by a video-conference, can see each other as well. [8-21-2011]

ARTICLE XIII AMENDMENTS

Section 1. Amendments to the bylaws, if in conformity with the Constitution and Bylaws of Kiwanis International, may be adopted by a two-thirds (2/3) vote of the delegates and delegates-at-large present and voting at any annual convention. Proposed amendments, which shall be submitted only by a club in good standing or by the District Board of Trustees, shall be received by the Secretary at least sixty (60) days prior to the date of the convention. The Secretary shall cause a copy of all proposed amendments to be publicly posted on the District website not less than thirty (30) days prior to the date of the convention and that notice of this posting shall be sent electronically to all district clubs.

[8-21-2011]

ARTICLE XIX SEVERABILITY

Section 1. In the event that any provision of these bylaws is held invalid, all other provisions shall remain in effect. [8-29-2010]

ARTICLE XX APPROVAL OF KIWANIS INTERNATIONAL

Section 1. These bylaws and all amendments or additions, including any districting, redistricting or grouping of clubs, shall not be effective unless approved by the Board of Trustees of Kiwanis International.

As Adopted by the House of Delegates, August 21, 2011

FOR THE PACIFIC NORTHWEST DISTRICT

**Frank Morehouse
Governor**

**Cleve E. Parker
Secretary & Treasurer**

August 21, 2011