

# ROTARACT COMMITTEE SWITZERLAND LIECHTENSTEIN: BYLAWS

## Preamble

The Committee Rotaract Switzerland Liechtenstein (CRSL) is a multi-district organization of the Rotaract clubs (RAC) of Switzerland and the Principality of Liechtenstein. The CRSL was founded to improve the information flow between the Rotaract clubs of the different districts and language regions, and it serves as a connection between Rotaract and the Rotary clubs.

A Rotaract club is a Rotary-sponsored, politically neutral community of young people between 18 and 30 years of age, governed by equality irrespective of ethnic background, gender, occupation or religious affiliation. Each RAC in Switzerland and Liechtenstein is autonomous in its actions, and only committed to its sponsoring Rotary club as well as to Rotary International.

As a service club, it is the goal of Rotaract and the CRSL to be ready for humanitarian service in everyday life. Rotaract promotes the values of friendship, fairness, tolerance, and international understanding. Each RAC holds their own presentations and discussions of up-to-date topics in a spirit of tolerance, and they plan projects to actively and charitably support social and charitable causes, helping needy people and organizations. Rotaractors promote the free exchange of ideas, friendship and community as well as contacts with other RACs and Rotary clubs.

These bylaws have been freely agreed to by the RACs in Switzerland and Liechtenstein, recognizing the responsibility to create a solid work base for the coordination of all their concerns on the national and international level.

## I. General Terms

### Art. 1: Name and Legal Status

1. These bylaws apply to the nonprofit association named Committee Rotaract Switzerland Liechtenstein (CRSL). The association exists under Swiss law, in particular, Art. 60 ff. of the Swiss Civil Code. The duration of the CRSL is unlimited.
2. The CRSL is a Multi-District Information Organization recognized by Rotary International.

### Art. 2: Purpose

The purpose of the CRSL is to share knowledge and information across districts, between clubs and language regions.

CRSL promotes the ideals of Rotaract, supports the Rotaract Clubs (RACs) in reaching their goals, and serves as a contact for the RAC boards and the Rotary district governors.

CRSL organizes multi-district events.

CRSL may represent districts if delegated by them.

### **Art. 3: Geographic extension**

CRSL was founded by the RACs in the Rotary districts 1980, 1990, and 2000, and is thus determined in its geographical area of operation.

### **Art. 4: Bodies**

CRSL has the following bodies:

- Inter District Conference (IDK) as the member assembly
- Presidents Meeting (PM) as the assembly of delegates
- CRSL Board
- Auditor

### **Art. 5: Club Year**

The club year goes from 1 July to 30 June.

### **Art. 6: Tasks**

CRSL is tasked with the following responsibilities:

- a. Coordination and organization of multi-district events
- b. Representation of CRSL's districts and clubs
- c. Information exchange between
  - districts
  - districts and their clubs
  - District Rotaract Representatives (DRRs) and district governors
- d. Maintenance of the national internet portal and the Rotaract member database
- e. Administration of dues and the all CRSL capital, including best possible utilization
- f. CRSL takes care of tasks delegated from the districts which may include
  - District finances
  - District representation

### **Art. 7: Signatories**

Signatories for CRSL are, always jointly, the president or finance chair and any CRSL board member.

## **II. Membership**

### **Art. 8: General Requirement**

Every RAC in Switzerland and Liechtenstein recognized by Rotary International is eligible for membership. RACs are represented in CRSL by a delegated representative, preferably the current president.

### **Art. 9: Admission**

After its charter assembly, every RAC automatically becomes a CRSL member if the club location is located in the in Art. 3-mentioned districts.

### **Art. 10: Termination of membership**

Every club which is terminated automatically loses its membership in the district and thus in the CRSL.

### **Art. 11: Assets**

The CRSL assets come from voluntary support as well as the annual member dues.

#### **Art. 12: Mandatory Dues**

Dues are defined by the IDK.

#### **Art. 13: Liability**

The association's liability for obligations is limited to its assets.

### **III. Bodies**

#### **A. Member and Delegate Assembly**

##### **1. General Terms**

#### **Art. 14: Organization**

The member and delegate assembly are prepared by the CRSL board with the cooperation of a regularly changing host club.

#### **Art. 15: Agendas**

Invitations with agendas shall be sent at least 21 days in advance of a meeting.

#### **Art. 16: Motions**

Members of a RAC have the right to present motions to the agenda, and demand discussion thereof at the respective meeting.

Such motions must be filed with the board in writing within one week of the proper invitation. The board is responsible for making all motions requiring a vote available in written form in due time before a vote in the plenary.

During an assembly, any Rotaractor may file important motions which relate to a topic of the agenda for a plenary vote.

#### **Art. 17: Decisions**

Regular decisions shall require a simple majority of votes. This does not include bylaws amendments. Each member (RAC) which has a representative present has one vote.

In the case of a tied vote, the majority of the DRRs ("District Rotaract Representatives") have the final decision.

##### **2. Special Conditions**

#### **a) Member Assembly - Inter District Conference (IDK)**

#### **Art. 18: General**

The IDK is the highest CRSL body. All Rotaractors of the mentioned districts are invited to the Inter District Conference; attendance is strongly encouraged for the RAC presidents and presidents elect. The IDK should take place annually before end of May.

#### **Art. 19: Tasks**

The IDK shall decide about bylaws amendments, budget issues, and all other matters that have not been delegated to other bodies of the association.

The IDK approves the budget for the next and the annual report for the last club year.

The IDK elects the CRSL board.

### **Art. 20: Extraordinary calls for meetings**

At any time, an extraordinary IDK meeting may be called by the board or by at least a fifth of all members (RACs). Such a petition must be submitted to the board in writing with a detailed agenda. An extraordinary IDK meeting must be convened within three months of the board's decision, respectively, the receipt of the petition.

### **b) Delegate Assembly - Presidents Meeting (PM)**

#### **Art. 21: General**

The delegates of the members (RACs) as well as the CRSL board constitute the PM. RACs are typically represented through their presidents. Participation is strongly encouraged for all RAC presidents and presidents elect. Every member of a RAC is invited to participate in the PM.

#### **Art. 22: Tasks**

PMs facilitate the preparation of incoming RAC presidents for their year in office, and other seminars about new clubs, social projects, district workshops, general training and idea exchange.

## **B. Board**

### **Art. 23: Board Structure**

1. The board consists of the District Rotaract Representatives (DRR), the Deputy District Rotaract Representatives (DDRR,) the president, the secretary and the following chairs:
  - Finance and Administration
  - Social Affairs
  - International Affairs
  - Information technology
  - Media and external communication
2. Appointments to multiple offices are permitted but limited to two offices

### **Art. 24: Advisory Board**

Former board members may be appointed to an advisory board, in order to ensure continuity of board function and of proper knowledge transfer. The appointed past members are bound to follow the call of the board. The advisory board only operates in a counseling capacity.

### **Art. 25: Tasks**

The board is responsible for the proper call to the IDKs and PMs and their organization and execution.

The board is responsible for all duties which are not explicitly assigned to another body.

The president represents the CRSL externally, and he is responsible for the coordination of the association's purpose. In the course of this, the president shall conduct a minimum of four board meetings per year.

### **Art. 26: Gratuitousness**

The members of the board are serving gratuitously.

### **Art. 27: Expenses**

1. Board members may only claim CRSL expenses with the Finance Chair. If the Finance Chair rejects an expense claim the CRSL board takes a final vote on the claim.
2. The expense statement must be accompanied by all receipts. It must be signed and submitted to the Finance Chair by 30 June.
3. One-time expenses of more than CHF 500.00 need to be approved in advance by the CRSL board with a two thirds vote.
4. The audited final report shall be submitted to the IDK together with the annual report.

### **Art. 28: Decisions**

Decisions shall be made by the board at its meetings, or at the member assemblies with a simple majority of all votes present.

Board decisions may also be finalized electronically, with a simple majority among board members.

Every member has one vote. In case of a tie, the president decides.

### **Art. 29: Recommendations**

The board may issue recommendations to the RACs. These may be approved by simple majority of the board members. These recommendations are non-binding.

### **Art. 30: Elections**

1. The board members for the following year shall be elected at the IDK. Re-election is possible.
2. Candidates shall be elected by the present RACs by simple majority vote. Every RAC has one vote.
3. The members of the board can elect any RAC member to the board if:
  - a position is not filled at the IDK or,
  - a position becomes vacant during the year.

### **Art. 31: Election Predispositions**

1. Every member of a RAC is electable for each of the chairs.
2. A RAC board member may also apply for a CRSL board position, unless not permitted by certain bylaws provision of the respective RAC.

### **Art. 32: Election of DRR an DRRR**

The election of the DRR and DRRR is a matter of the districts. At the IDK CRSL offers its districts the opportunity to hold the vote for DRR and DRRR.

The CRSL encourages the districts to elect DRRs who have been RAC presidents. It also recommends that DRRRs become DRRs after one year of service.

### **Art. 33: Election of President**

Every RAC member who has been a member of the CRSL board can be elected president of the board.

## **C. Auditor**

### **Art. 34: Function and Tasks**

The auditor shall audit the annual report and issue a written report which shall be presented and approved by the IDK.

The auditor is not a member of the board.

The auditor shall be elected at the IDK with a simple majority of the present RACs.

## **IV. Final Provisions**

### **Art. 35: Dissolution**

1. CRSL may only be terminated by an IDK with the approval of two thirds of the members (RACs) who are present at the time. The intention to terminate the CRSL must be part of the first agenda sent to the RAC members.
2. Any remaining funds shall be returned to the members (RACs).

### **Art. 36: Bylaws Amendments**

These bylaws may be amended at any IDK with the approval of two thirds of the members (RACs) who are present at the time.

### **Art. 37: Entry into Force**

The bylaws shall be in force immediately through the IDK decision of 30 April 2016 in Sissach.

30 April 2016

The President

The Secretary