



## 2013 Council on Legislation How to Select a Council Representative

The Council on Legislation is held every three years and is the legislative body of RI. The Council has the authority to amend the constitutional documents of RI, as well as adopt resolutions. Every district selects a representative to attend the week-long meeting and vote on legislation. The next Council is scheduled to be held in April, May, or June 2013 in Chicago, Illinois, U.S.A.

### ***Deadline for Selection***

Council representatives are selected in the Rotary year two years preceding the Council. Therefore, representatives for the 2013 Council are to be selected no later than **30 June 2011**.

Immediately following selection, the names of the representative and alternate representative should be certified by the district governor on the certification form. This form should be completed in triplicate. The first copy of the form should be scanned and emailed, faxed, or mailed to the Council Services Section at RI Headquarters in Evanston (RI Bylaws 8.080.1.). (Contact information is at the end of this document.) The second copy of the form should be given to the representative for presentation to the Credentials Committee at the 2013 Council site. The third copy should be given to the alternate representative in case he or she is asked to serve in the event that the representative is unable to attend the Council.

### ***Who is Eligible? (RI Bylaws 8.020.)***

To serve as representative, a candidate must

- ✓ have served a full term as district governor at the time of election;
- ✓ understand the qualifications, duties and responsibilities of a representative;
- ✓ be qualified, willing, and able to assume and perform these duties and responsibilities
- ✓ not have attended three Councils as a voting member; and
- ✓ be able to attend the meeting for its entire duration.

**Language skills:** Although it is not required, a candidate should be proficient in one of the languages used at the Council. In 2013, it is anticipated that interpretation will be provided in the following languages:

- |           |              |
|-----------|--------------|
| ✓ English | ✓ Portuguese |
| ✓ French  | ✓ Japanese   |
| ✓ Spanish | ✓ Korean     |

Most of the written material will also be translated into these languages. Keep in mind that during the year of the Council, there is a lot of written material that Council representatives must read, including the book of proposed legislation.

**Frequency of service:** There is a limit on the number of times that a Rotarian may serve as Council representative. No Rotarian shall attend more than three meetings of the Council as a representative; this means that at the time of election, a potential representative can only have attended two Councils as a representative in order to be eligible to be a representative at the 2013 Council. In addition, districts must work to balance their need for experienced legislators with the need to develop a group of people with Council experience.

### ***Special Situations***

Occasionally, a district will not have a past district governor who is interested in serving as Council representative, or they will only have one. These special situations can be handled in the following ways:

**Only One Candidate (RI Bylaw 8.060.4.):** In those cases where there is only one eligible candidate for representative, he or she shall be declared the representative for the district and no election is necessary. The district need not name an alternate at that time. Should a replacement become necessary at a later date, the sitting governor can appoint a qualified Rotarian to serve.

**No Available Candidate (RI Bylaw 8.020.2):** Should no past district governor be available to serve as representative, it is possible for either the governor-elect or a Rotarian who has served less than a full-term as governor to be named as the Council representative. This will require the certification of the governor, along with the concurrence of the RI president that no past district governor is available. Should this situation arise, we encourage the district governor to contact either the district's Club and District Support representative or the Council Services Section supervisor for assistance.

### ***Selecting a Representative (RI Bylaws 8.050., 8.060.1., 8.070., and 13.020.)***

The representative and alternate should be selected by a nominating committee procedure. If a district chooses not to utilize the nominating committee procedure, the representative may be elected at the annual conference of the district (or district council in RIBI) or through a ballot-by-mail. For election through a ballot-by-mail, the district conference must vote to do so or the governor must receive the approval of the RI Board. The selection of the representative must be conducted and completed in the 2010-11 Rotary year.

### **Selection of the Representative by Nominating Committee Procedure (RI Bylaws 8.050.):**

The nominating committee procedure for representative is based on the nominating committee procedure for district governors set forth in RI Bylaw section 13.020. A candidate for representative shall not be eligible to serve on the committee.

**Failure to Adopt a Method for Selecting Members of a Nominating Committee:** Any district that fails to adopt a method for selecting members of a nominating committee must utilize as its nominating committee all past governors who are members of a club in that district and who are willing and able to serve. A candidate for representative shall not be eligible to serve on the committee.

**Holding an Election at a District Conference (RI Bylaws 8.060. and 15.050.):** Districts choosing not to use the nominating committee procedure can instead hold elections at the district conference (or district council in RIBI). The election must take place in the 2010-11 Rotary year or, for RIBI, at the meeting of the district council after 1 October 2010.

Any club in the district may nominate a candidate for representative, whether or not the candidate is from that particular club. The nomination must be made in writing and include the signatures of the club secretary and president. The club should then send it to the district governor for presentation to the electors at the district conference. If a club nominates a Rotarian who is a member of a different club, the Rotarian's club must agree in writing for the nomination to be accepted.

The election is conducted in the same way as other elections at the district conference, following the provisions laid out in RI Bylaw section 15.050. Each club is entitled to a minimum of one elector, which is determined by using the club's paid membership as of 1 January or 1 July of the most recent semi-annual payment due date. Those clubs that have over 25 members are entitled to an additional elector for every additional 25 members, or major fraction thereof, as follows:

<b>Number of Club Members</b>	<b>Number of Electors</b>
up to 37	1
38 to 62	2
63 to 87	3
88 to 112	4
113 to 137	5
138 to 162	6
163 to 187	7
188 to 212	8

Electors must be present to cast a vote. All electors from any given club must vote for the same candidate; a club may not split its vote.

The candidate who receives a *majority* (50% + 1) of the votes cast is named the representative. If there are only two candidates, the candidate failing to receive a majority of votes cast shall be the alternate representative, to serve only in the event the representative is unable to serve. When there are more than two candidates, the balloting shall be by single transferable ballot. At such point in the balloting by the single transferable ballot system that one candidate receives a majority of the votes cast, the candidate who has the second highest number of votes shall be the alternate representative.

**Conducting the Election Through a Ballot-by-Mail (RIB 8.070.):** Occasionally, a district will not be able to conduct its election at the district conference (council, in RIBI). In those cases, either the district conference may vote to conduct the election through a ballot-by-mail, or the governor may seek RI Board approval to conduct a ballot-by-mail. Should the conference decide to do so, it must be decided by a majority of the electors present and voting, and the ballot-by-mail must be conducted in the month immediately following the district conference using the single transferable ballot format. Should the governor decide to seek RI Board approval, he or she should contact the Club and District Support representative serving the area for assistance.

**Replacing Representatives:** Because the position of Council representative is an elected one, the representative should not be replaced unless he or she has resigned. In that case, the alternate should be asked to serve. Occasionally, an alternate will not be able to serve, or the district may not have selected an alternate due to a lack of candidates. In those cases, the sitting governor may name a new representative. Ideally, this person should be a past district governor (perhaps

the governor or governor-elect at the time of the election). Should there be no past district governor available to serve, the governor may name some other duly qualified member of a club in the district.

### ***Representatives' Duties***

As detailed in RI Bylaw section 8.030., duties of a Council representative are as follows:

- ✓ assist clubs in preparing their proposals for the Council;
- ✓ discuss proposed legislation at the district conference and/or other district meetings;
- ✓ be knowledgeable of the existing attitudes of Rotarians within the district;
- ✓ give critical consideration to all legislation presented to the Council and effectively communicate his or her views on such legislation to the Council;
- ✓ act as an objective legislator of RI;
- ✓ attend the meeting of the Council for its full duration;
- ✓ report on the deliberations of the Council to the clubs of the district following the meeting of the Council; and
- ✓ be accessible to clubs in the district to assist in their preparation of proposals for future Councils.

A representative's work spreads across the three-year Council cycle. The cycle is labeled as follows:

Year 1 (2010-11)	Selection of representatives takes place
Year 2 (2011-12)	Deadline for legislation (31 December 2011)
Year 3 (2012-13)	The Council is held (April, May, or June 2013)

### ***Timeline for the 2013 Council***

30 June 2011	Representatives and alternates are reported to RI
31 December 2011	Legislation due at RI Headquarters
31 March 2012	Amendments to legislation due at RI Headquarters
30 September 2012	Legislation published
August - December 2012	Council training at Rotary institutes (attendance expected)
likely-February 2013	Statements of Support and Opposition due at RI Headquarters
April, May, or June 2013	Tentative dates of the Council on Legislation, Chicago, Illinois, USA

For further information on How to Select a Representative or questions about the 2013 Council contact:

Council Services  
Rotary International  
1560 Sherman Avenue  
Evanston, Illinois 60201  
U.S.A.  
Telephone: (847) 866-3302  
Fax: (847) 556-2123  
E-mail: [councilservices@rotary.org](mailto:councilservices@rotary.org)