

**BYLAWS OF BASIC EDUCATION AND LITERACY
ROTARIAN ACTION GROUP
12 May, 2023**

ARTICLE I - NAME

Section 1.1. The name of this Rotarian Action Group shall be **BELRAG (Basic Education & Literacy Rotarian Action Group)**.

ARTICLE II - PURPOSE

Section 2.1. The purpose of BELRAG shall be...

1. To support programs that strengthen a community's ability to provide basic education and literacy for all
2. To increase awareness among Rotarians, Rotary Clubs and Rotary Districts of ways they can implement basic education and literacy projects that strengthen the capacity of communities to provide education and literacy to all
3. To assist Rotarians, Rotary Clubs, and Rotary Districts to increase the scale and effectiveness of their participation in the alleviation of illiteracy, its consequences, so supporting pursuit of the Object of Rotary in providing programs for both children and adults, and reducing gender disparity in education.
4. To actively collaborate with Rotarians to establish partnerships for projects involving the other areas of focus.

This Rotarian Action Group shall operate in compliance with Rotary International's policies for Rotarian Action Groups, but it shall not be an agency of, or controlled by, Rotary International.

ARTICLE III - MEMBERSHIP

Section 3.1. Membership in BELRAG shall be open to all individuals as referenced in the Rotary International Code of Policies for eligible members of a Rotarian Action Group including those who are eligible to serve in a leadership role.

Section 3.2. Membership shall be offered on an annual basis. Multi-year and/or lifetime memberships may be offered at the discretion of the BELRAG Board of Directors.

ARTICLE IV - BOARD OF DIRECTORS

Section 4.1. BELRAG shall be governed by a Board of Directors with a minimum of five members and a maximum of 15. All directors shall be active Rotarians, Rotaractors, or Peace Fellows.

Section 4.2. Terms for directors shall be three years. No director shall serve more than two consecutive three-year terms. The terms of directors shall be set on a staggered schedule. After completing a maximum of two three-year terms, directors are ineligible to serve until two years have passed. Terms shall commence on 1 July of the calendar year elected.

ARTICLE V - OFFICERS

Section 5.1. BELRAG shall be administered by four executive officers, one of whom shall be the Chair, Vice-Chair, secretary, and treasurer. Additional officer roles may be created by the BELRAG Board. All officers shall be active Rotarians, Rotaractors, or Peace Fellows.

Section 5.2. The officers shall perform the duties and functions usually attached to the title of their respective offices, together with such other duties as may be prescribed by BELRAG's Board of Directors.

Section 5.3. BELRAG shall appoint a Technical Officer to take office on 1 July. The appointment shall be endorsed by two-thirds of BELRAG's Board. The Technical Officer role shall be filled by a member of the TRF Cadre of Technical Advisers with professional expertise in basic education and literacy. The Technical Adviser shall serve as a liaison between BELRAG and the TRF Cadre of Technical Advisers and shall be responsible for maintaining and increasing the level of expertise in BELRAG.

ARTICLE VI - MEETINGS

Section 6.1. An annual meeting of the members shall take place each year virtually or in-person as determined by the BELRAG Board of Directors. At this meeting the installation of incoming directors and officers and other business shall take place. The exact date, time, and location of the annual meeting of the members shall be set by BELRAG's Board of Directors and announced to the members at least 60 days prior to the meeting.

Section 6.2. An annual meeting of the incoming BELRAG Board of Directors shall take place immediately subsequent to the annual meeting of the members.

ARTICLE VII - ELECTION OF DIRECTORS

Section 7.1. A Nominating Committee shall be appointed by the BELRAG Board of Directors and so indicated in a notice to the members. Notice sent by mail or transmitted via email to the last known address of the members shall be considered good and sufficient notice. The Nominating Committee shall receive nominations for expiring Director positions until a specified deadline, whereupon nominations shall be closed. The Nominating Committee may

also offer its own nominees for election. All nominees must indicate their willingness to serve prior to their names being submitted to the Nominating Committee.

Section 7.2. The names of the nominees for Director positions shall be distributed to the members, along with a voting ballot, at least 30 days prior to the annual meeting of the members. Ballots may be sent by mail or electronically to the last known address of all members in good standing. Ballots shall indicate that they must be returned to the Nominating Committee at least seven days prior to the annual meeting.

Section 7.3. Any effort to influence the selection process for an elective role in any manner, including campaigning, canvassing, or electioneering, is prohibited. Group members shall not campaign, canvass, or electioneer for elective position in BELRAG or allow such activity, for either themselves or others. Unless expressly authorized by the BELRAG Board, this prohibition includes any distribution or circulation by themselves or others of brochures, literature, letters, materials, electronic media, or other communications to any clubs or members of clubs. If a candidate learns of any prohibited activity, they shall immediately express disapproval and instruct the activity to be stopped.

Section 7.4. The Nominating Committee shall tally the votes cast and announce the newly elected incoming directors prior to the annual meeting of the members.

Section 7.5. A vacancy in BELRAG's Board of Directors shall be filled for the remainder of the term by BELRAG's Board of Directors.

Section 7.6. A director may be removed from office by a two-thirds vote of BELRAG's Board of Directors, or, by a two-thirds vote of the membership.

ARTICLE VIII – ELECTION AND APPOINTMENT OF OFFICERS

Section 8.1. At BELRAG's annual meeting, the Chair may appoint the secretary, treasurer and technical officer. Appointments shall be endorsed by two thirds of BELRAG's Board. Unless the appointed officer is a Director, he/she is not a voting member of BELRAG's Board.

Section 8.2. At its annual meeting the incoming members of BELRAG's Board of Directors shall meet and elect from its members the incoming officers of BELRAG, who shall become officers-elect on the first day of July following their election. Appointed roles are excluded from the election process.

Section 8.3. A vacancy in any office shall be filled for the remainder of the term by BELRAG's Board of Directors.

Section 8.4. An officer may be removed from office by a two-thirds vote of the BELRAG Board of Directors:

ARTICLE IX - FISCAL MATTERS

Section 9.1. The fiscal year of the Rotarian Action Group shall be the same as the Rotary year, i.e. 1 July through 30 June.

Section 9.2. BELRAG's dues shall be set by the Board of Directors and shall be due **annually at their appropriate renewal time.**

Section 9.3. Funds shall be deposited in a financial institution approved by the Board of Directors.

Section 9.4. An annual independent review of finances shall take place following the close of the fiscal year and BELRAG shall provide a report to the members on the findings and recommendation of the review.

ARTICLE X – HARASSMENT-FREE ENVIRONMENT

Section 10.1. BELRAG is committed to maintaining an environment that is free of harassment. Harassment is broadly defined as any conduct, verbal or physical, that denigrates, insults or offends a person or group based on any characteristic (age, ethnicity, race, color, abilities, religion, socioeconomic status, culture, sex, sexual orientations or gender identity).

All members and individuals attending or participating in BELRAG meetings, events or activities should expect an environment free of harassment and shall help maintain an environment that promotes safety, courtesy, dignity, and respect to all. All allegations of criminal activity should be referred to appropriate local law enforcement authorities.

Section 10.2. BELRAG shall promptly address allegations of harassment brought before it and shall not retaliate against those making the allegation. The BELRAG Board, or a committee appointed by the chair for this purpose, shall review and respond to each allegation of harassment within a reasonable time-frame, typically one month. If the chair or other leaders of BELRAG is/are the alleged offender, the immediate past chair (or most recent chair), directly or by appointment of a committee for this purpose, shall review and respond to the allegation. If the alleged offender is a member of BELRAG's Board, he or she is expected to recuse himself or herself from the discussion. The review and/or investigation shall be dependent on the circumstances including the severity and pervasiveness of the behavior.

BELRAG shall report allegations of harassment to the alleged offender's club president and district governor.

Section 10.3. BELRAG shall protect the safety and wellbeing of all youth participating in its activities and comply with Rotary International's youth protection policies. Membership or affiliation shall not be granted to a person who is known to have engaged in sexual abuse or harassment or who is prohibited from being a member of a Rotary or Rotaract Club.

ARTICLE XI - COMPLIANCE WITH RI POLICIES

Section 11.1. BELRAG shall comply with Rotary International's policies for Rotarian Action Groups, as set forth in the Rotary Code of Policies. The BELRAG Board of Directors and

executive officers shall familiarize themselves with these policies and any amendments to these policies as adopted by the RI Board of Directors from time to time.

ARTICLE XII - AMENDMENTS

Section 12.1. These bylaws may be amended only by the RI Board of Directors.

Section 12.2. BELRAG must adopt RI's amendments to the standard bylaws once the general secretary communicates such amendments to Rotary Action Groups.

Section 12.3. Notwithstanding the above provision, the Rotarian Action Group may adopt bylaws and administration procedures not in conflict with the provisions of these bylaws and the constitution and bylaws of Rotary International. Updated bylaws must be submitted to the general secretary for review and filling.