

CONSTITUTION

OF

ROTARY FELLOWSHIP of PALMWINE

ROTARY FELLOWSHIP of PALMWINE CONSTITUTION

Article 1 - Name

Section 1.1 The name of this Rotary Fellowship shall be Rotary Fellowship of Palmwine (RFP).

Article 2 – Statement of Purpose

The Fellowship exists to use the Palmwine as a symbol to promote Africa's rich cultural heritage and in effect boost African tourism. It also wants to globalize the Palmwine culture and propagate the rich economic values of the Palm Tree. The Palm Tree which produces the Palmwine is an economic tree that has no wastes. It produces the Palm fruits from which Palm oil is made. The kernel remaining after taking the palm oil is rich in making other special kinds of body creams, soaps and other things. The chaffs from both the kernel and the fruit are used in making feed for animals and other things. The shells are used like gravels on floors of compounds. The Palm tree produces also the Palmwine which is the best local alcoholic beverage in most African countries. The Palmwine can be distilled to get the highest quality Gin of almost 100% alcohol. The branches are used to make brooms that every household use to sweep. Parts of the branches too are used to make baskets and roof thatch houses. The trees are used as pillars especially in thatch houses. The fresh Palmwine is a rich source in producing breast milk for nursing mothers. The enormous economic values of the Palm tree cannot be overemphasized.

Article 3 – Membership

Section 3.1 Membership in the Rotary Fellowship of Palmwine, RFP, shall be open to any interested individual that has reached legal drinking age in their respective country.

Section 3.2 Membership shall be offered on an annual basis. Lifetime memberships and other forms of periodic memberships may be offered at the discretion of the RFP's Board.

Article 4 – Global Board of Directors (Board)

Section 4.1 The Rotary Fellowship of Palmwine shall be governed by a Global Board of Directors with no fewer than seven members. All shall be active members of RFP.

Section 4.2. Terms for Board shall last three years and term is renewable only once making a maximum of six years. After six consecutive years of service, Board members are ineligible to serve until three years have passed. Terms shall commence on 1 July of the calendar year elected and end on 30 June of the terminal year. The Board is to work as a unit. Time of joining any Board does not alter the lifespan of the unit.

ARTICLE 5 - OFFICERS

Section 5.1. The Rotary Fellowship of Palmwine shall be administered by at least five Executive Officers, one of whom shall be the Chairman. All officers shall be active members. The terms of officers shall be one year and shall coincide with the Rotary year, that is, 1 July through 30 June. An officer can be re-elected in the same position for a second tenure and not longer.

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 the RFP's Global Board.

ARTICLE 6 -MEETINGS

Section 6.1. An Annual General Meeting (AGM) of the members shall take place at the RI Convention each year, or elsewhere as determined by the RFP's Board. At this meeting the installation of incoming Board Members and officers and other business shall take place. The exact date, time, and location of the AGM shall be set by the RFP's Global Board and announced to the members at least 60 days prior to the meeting.

Section 6.2. An Annual Meeting of the incoming Rotary Fellowship of Palmwine's Board and Executive Council shall take place immediately subsequent to the Annual General Meeting.

Section 6.3 Annual and periodic chapter meetings and gyrations may be called by national and regional chapters as may be determined by each chapter's Executive Council.

ARTICLE 7 - ELECTION OF BOARD MEMBERS AND OFFICERS

Section 7.1. A Nominating Committee shall be appointed by the Rotary Fellowship Palmwine's Global Board 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 Executive and Board 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 by a specified deadline to be considered valid nominees for election.

Section 7.2. The names of the nominees for Executive and Board positions and Ballots shall be distributed to the members, at least 30 days prior to the AGM. They may be sent by mail or transmitted via email to the last known address of all members in good standing. They nominees shall also be pasted on all used Social Madia of RFP like Whatsap, Telegram, Instagram, Facebook etc. Ballots shall indicate that they must be returned via mail or email to the Nominating Committee at least ten days prior to the annual meeting.

Section 7.3. The Nominating Committee shall tally the votes cast and announce the newly elected incoming officers prior to the AGM.

Section 7.4. At its Annual Meeting the members of the RFP's Board with the Executives shall meet and adopt the incoming officers of the Rotary Fellowship of Palmwine, who

shall become officers-elect on the first day of July following their election and shall take office on the next 1 July. Same applies for election of Board Members.

Section 7.5. A vacancy in the Rotary Fellowship of Palmwine's Global Board, or any office, shall be filled by action of the Rotary Fellowship of Palmwine's Global Board.

Section 7.6. A Board member or officer may be removed from office by a two-thirds vote of the RFP's Global Board, or, by a two-thirds vote of the Executive and ratified by two-thirds members present at the subsequent AGM.

Article 8 - FUNCTIONS OF OFFICERS

Section 8.1. The Fellowship's officers are: Chairman, Vice Chairman, Secretary, Financial Secretary, Treasurer, Welfare Team, Sergeants and Public Image Team. Their election shall be ratified at the Annual General Meeting and serve for a maximum term of two years. That is one year renewable only once.

Section 8.2.1. Chairman: The Chairman shall be the Administrative Head of the Fellowship. He shall preside over all meetings of the Fellowship. When he/she is absent, the Vice Chairman presides. In the event that both are absent, the members who are present shall elect a Chairman to conduct the meeting.

Section 8.2.2 Vice Chairman: The Vice Chairman, in the absence of the Chairman, shall preside over meetings and act for the Chairman.

Section 8.2.3. Secretary: The Secretary keeps Minutes of all meetings, attends to correspondences, issues notices of meetings, and maintains records of the Fellowship. He or she also maintains a current Membership List and stays informed of outgoing, incoming, and returned members.

Section 8.2.4. Financial Secretary: The Financial Secretary is responsible for keeping the accounting records of the Fellowship, receiving and acknowledging dues, donations and payments, and for paying all bills incurred by the Fellowship. The Financial Secretary hands over all cash to the Treasurer or puts same in designated bank within two working days of collection if the Treasurer is not within reach. If the

Financial Secretary is absent from a meeting, another member may be delegated to receive money and pay expenses.

Section 8.2.5. Treasurer. Shall keep all monies of RFP as given by the Financial Secretary. Shall put all monies given in the designated commercial banks within forty eight hours of receipt (two working days). He/she makes copy of the approved fund requests and tellers and hands originals to Financial Secretary. He/she is the custodian of RFP's cheque books and issues cheques for approved disbursements. He/she keeps an agreed imprest cash account for petty expenses when approved. This is replenished when retired with all approval documents.

Apart from petty expenditure from imprest account not exceeding \$20, twenty United States dollars, all other expenditures must be by issuance of cheques.

Section 8.2.6 Public Image Chief with Team: The Public Image Team shall be responsible for publicity, public relations, branding, and social media management of the Fellowship.

Section 8.2.7 Welfare Chief with Officers

The Welfare Officers shall be responsible for welfare of members as specified from time to time by each RFP Chapter and the RPF Global Board.

Section 8.2.8 Sergeant with Officers

Shall maintain discipline and ensure strict compliance to law and order in all meetings and events of the Fellowship.

Article 9 - MEMBERSHIP DUES

Section 9.1 Membership dues shall be \$25 per annum renewable every year or \$100 for five years.

Article 10 – DONATIONS AND FUNDRAISING

Section 10.1 The Fellowship may organize fundraising events and call for free-will donations to underwrite the Annual General Meeting expenses and other activities of the Fellowship

ARTICLE 11 - BANKERS

*Section 11.1.*United Bank for Africa Plc and Ecobank plc shall be the Bankers of the Rotary Fellowship of Palmwine's Funds.

Section 11.2. Bankers of the Fellowship may be changed by the recommendation of the Finance team with the approval of the Global Board.

ARTICLE 12 – ANNUAL REPORTS

Section 12.1 Annual Accounts and Report shall be produced by the Executives of the Fellowship and submitted to the RFP Global Board one month prior to Annual General meeting.

Section 12.2 The annual accounts and report shall be presented to members during the Annual General Meeting each year for consideration and approval. Approval during AGM shall be by voice vote.

ARTICLE 13 - WELFARE

Section 13.1 Each local chapter shall determine the manner and procedure for taking care of the welfare of members in the event of ill-health, death, marriages, birthdays and other events.

ARTICLE 14 – HARASSMENT-FREE ENVIRONMENT

Section 14.1 The Fellowship 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, colour, abilities, religion, socioeconomic status, culture, sex, sexual orientations or gender identity).

All members and individuals attending or participating in the Fellowships' 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 shall be referred to appropriate local law enforcement authorities through RFP's Sergeants and Officers. The Fellowship's board shall promptly address allegations of harassment and shall not retaliate against those making the allegation.

Section 14.2 The Fellowship 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 club.

ARTICLE 15 - AMENDMENTS

Section 15.1. This constitution may be amended at the Annual General Meeting. Any amendment shall become effective by the vote of two-thirds of members present at the AGM.

Section 15.2. A member who intends to propose an amendment shall send written notice to be received by the Secretary 60 days before the Annual General Meeting, and such proposed amendment shall be circulated to all members on the Fellowship's register.

ARTICLE 16 – TRANSITIONAL BOARD AND OFFICERS

Section 16.1 The current Caretaker Committee shall run the affairs of the Fellowship until the first AGM is held after the Rotary Year of the formal registration of this fellowship by Rotary International.

Section 16.2. The Caretaker Committee shall work to boost membership globally that will create chapters in all parts of the Rotary world.

Emmanuel Haruna

Chairman

Constitution Drafting Committee

Frances Bekey

Secretary

Constitution Drafting Committee

Nze Kanayo Chukwumezie

Founder