



International Inner Wheel

CONSTITUTION

2006

International Inner Wheel

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CONTENTS

Basic Rules

Object

Membership

Governing Body

Election of Governing Body

Committees

Editor

Finance

Trustees

National Representatives

Affiliation

Convention

Standing Orders

Amendments to Constitution

International Inner Wheel

BASIC RULES

The International Constitution shall be binding on all members and shall be as follows:

1. The name shall be «International Inner Wheel».
2. The emblem shall be:



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3. The Inner Wheel year shall be from 1st July to 30th June.
4. Inner Wheel shall not be sectarian or party political.
5. There shall be a standard nomenclature for all offices at International, National Body, District and Club level.
6. The official language is English.

OBJECTS

The objects shall be:

1. To promote true friendship.
2. To encourage the ideals of personal service.
3. To foster international understanding.

MEMBERSHIP

1. Of International Inner Wheel:

All Inner Wheel Clubs

The minimum number of Active Members required to form a Club is 12.

Applications for membership shall be sent to the Secretary of International Inner Wheel, together with an undertaking to adopt the standard rules and to observe the Constitution.

This undertaking is binding on all Clubs except so far as it conflicts in any way with the laws and customs of a particular country.

All Clubs must conform to their National Bye-Laws and the Governing Body of International Inner Wheel must be consulted when changes are contemplated in a National Constitution.

Any change in nomenclature in common use must be approved by the Governing Body of International Inner Wheel.

2. Of National Bodies

A National Body shall consist of all Districts and Clubs within its boundaries.

3. Of Districts

A District shall consist of all Clubs within its boundaries. The minimum number of Clubs required to form a District is 4.

4. Of Clubs

3 Classes - Active, Honoured Active and Honorary.
Qualifications for membership to be universal.

A. Active Membership may be retained or taken up by the following provided that they are over 18 years:

- a) A female who is related to or was related to a Rotarian/ former Rotarian/ Inner Wheel member/ former Inner Wheel member.
- b) The female partner of a male Rotarian.
Membership may be retained or taken up again notwithstanding the resignation or death of the Rotarian/Inner Wheel member.
- c) A female Rotarian or former female Rotarian.
- d) Former female member of Rotaract or the wife/mother of a member of Rotaract.
- e) Honorary Members, having served for at least 2 years within a Club, may then be offered membership as Active Members of that Club, providing that a majority of the Club agrees. This category of membership must not exceed 4 at any given time. Members in this category who transfer to other Clubs will be admitted as Active Members of those Clubs.

The International Inner Wheel Executive Committee, with the Constitution Chairman, is empowered to clarify this section of the membership rule to amalgamate those clauses which relate to the same or similar categories of membership and to include in this clarification those changes to clause (A) of the membership rule which have been passed at the International Inner Wheel Convention.

B. Active Membership should be taken up in the Inner Wheel Club most convenient for a qualified Inner Wheel member to attend.

C. Honoured Active Membership

By paying her dues a Club may confer Honoured Active Membership on an Active Member who has given outstanding service to Inner Wheel. Such a member retains all rights of Active Membership and shall be subject to nomination and election annually. The period of membership shall be determined by the Club concerned and their decision conveyed to the member of the Club.

D. Honorary Membership

Clubs may invite up to 4 persons whom they wish to honour to become Honorary Members. Such members shall be subject to re-election annually. The period of consecutive membership may be determined by each National Body.

Honorary members have no vote and cannot hold any office in a Club.

E. Membership at Large

a) Countries with a National Governing Body.

If an Active Member resides in an area of a country where there is no Inner Wheel Club, the National Governing Body of that country can grant her Membership at Large status. Application must be made to that National Governing Body through her former Club or District where there is no former Club through disbandment. Payment of International Inner Wheel Capitation fees must be made to that Governing Body. Such a member cannot vote or hold office.

b) Countries without a National Governing Body.

Any Active Member of Inner Wheel who takes up residence in an area of another country where there is no Inner Wheel Club shall be entitled to Membership at Large on application to International Inner Wheel Headquarters through her former Club and on payment of the appropriate International Inner Wheel Capitation fee. Such a member cannot vote or hold office.

F. Transfers

An Active Member may, in exceptional circumstances, provided both Clubs agree and permission is obtained from the District Committee:

a) transfer to a nearby Club.

b) Remain in her present Club should the Rotarian change his Club or a Club corresponding to the Rotarian's Club be formed.

If agreement cannot be reached by the Clubs, the request should be forwarded to the District Committee(s) for arbitration

G. Retirement

When an elderly member is no longer able to continue through sickness or infirmity, she may be termed "retired" rather than "resigned".

H. Termination of membership

Active Membership terminates on failure to pay the annual subscription by 31st December.

I. Naming a Club

When an Inner Wheel Club has been formed out of more than one Rotary Club, the members of the new Club may decide on a geographically suitable name. (The name shall normally be that of the corresponding Rotary Club.)

GOVERNING BODY

1. The Governing Body is to be the Board, consisting of Officers, Board Directors and the Chairman of the Constitution Committee.

A. Officers:

President
Vice-President
Immediate Past-President
Treasurer

These officers form the Executive Committee and have 1 vote each. In addition the President has a casting vote.
Executive Committee Quorum: 3 members.

B. Board Directors:

There shall be 16 Board Directors. Each Board Director to have 1 vote.

In conformity with the Constitution, the Governing Body has the control and management of the affairs and funds of International Inner Wheel and, subject thereto, may order its own proceedings. Its decision on matters of administration is to be final, but on matters of principle any Club, District or National Body may appeal against a decision to the Convention.
Quorum: 75% of the Governing Body.

2. The Governing Body is to be elected as follows:

A. Officers:

a) President

Qualifications:

Must have served at some time as a President of a National Governing Body, or an International Inner Wheel Board Director or a Board Member.

Nominations:

Any District Committee may nominate a member suitably qualified for the office of President. Members may accept nominations only from District Committees of the National Body of which they are members.

Voting:

By postal vote, each Club having the right to one vote.

Tenure of Office:

The President is to serve for 1 year only and cannot serve again in this office.

The Immediate Past-President, the President and the Vice-President must not be members of International Inner Wheel in the same country or National Body.

b) Vice-President:

Qualifications:

Must have served at some time as a President of a National Governing Body, or an International Inner Wheel Board Director or a Board Member.

Nominations:

Any District Committee may nominate a member suitably qualified for the office of Vice-President. Members may accept nominations only from District Committees of the National Body of which they are members.

Voting:

By postal vote, each Club having the right to one vote.

Tenure of Office:

The Vice-President is to serve for 1 year only and cannot serve again in this office.

The Immediate Past-President, the President and the Vice-President must not be members of International Inner Wheel in the same country or National Body.

c) Treasurer

Qualifications:

Must have been a National Governing Body or District Treasurer and have served as a member of a National Governing Body for at least 1 year at the time of nominations.

Nominations:

Any District Committee may nominate a person suitably qualified for the office of Treasurer. Members may accept nominations only from District Committees of the National Body of which they are members.

Voting:

By postal vote, each Club having the right to one vote.

Tenure of Office:

The Treasurer may serve for a maximum of 3 consecutive years only but must be nominated and elected annually and cannot serve again in this office.

B. Board Directors:

Qualifications:

Must be a National Representative or a Past National Representative to stand for election as a Board Director of the International Inner Wheel Governing Body. No Past International Inner Wheel President shall be eligible to be nominated for the position of Board Director.

Nominations:

Any District Committee may nominate a member in their country suitably qualified for the post of Board Director.

Voting:

By postal vote.

The Board Directors are to be elected in the same ballot as the Officers. Each Club to have 16 votes all of which must be for nominees from different countries.

In the event of there being more than 16 persons nominated, each Club must be invited to vote for 16 out of the total of persons nominated. A voting paper must declare a vote of 16 of the nominated persons in total. Any voting paper which declares a vote for more than 16 or less than 16 shall be invalid.

Tenure of Office:

A Board Director may serve for a maximum of 2 years only, but must be elected annually.

An Inner Wheel member who holds an elected or appointed office at National Governing Body, District or Club level, or who is an Immediate Past President or Immediate Past Chairman cannot be, at the same time, a member of the International Inner Wheel Board.

3. Meetings:

A. Non Convention Year:

One Board Meeting will be held annually.

B. Convention Year:

A second Board Meeting will be scheduled in the Convention hotel, the day prior to the Convention to update and finalise Convention details.

The Governing Body may pass a resolution on urgent

matters between Board Meetings. A copy of the resolution in writing must be sent to each member of the Governing Body whose acceptance or rejection must be sent in writing to the Secretary of International Inner Wheel. The decision must be unanimous. The procedure is to be instigated by the Executive Committee.

4. Non-Districted Clubs

The Governing Body of International Inner Wheel is to have jurisdiction over Non-Districted Clubs, where there is no National Body.

ELECTION OF GOVERNING BODY

The procedure for election to the Governing Body of International Inner Wheel is to be as follows:

- 1. Nominations**, with the consent of the nominee, may be made by District Committees. Members may accept nomination only from District Committees of the National Body of which they are members. In the event that 2 or more nominations for any 1 office are made by District Committees in the same National Body, there must be an election.

Completed nomination forms must be received at International Inner Wheel Headquarters not later than 30th September.

Canvassing, that is asking for votes, is FORBIDDEN, whether by letter or any other means, and will result in the disqualification of the candidate concerned.

- 2. A list of nominees**, with a short description of offices held, is to be sent to all Clubs, with an official ballot slip and envelope for return. The recorded vote must be received at International Inner Wheel Headquarters not later than 31st March, otherwise it will be invalid. Any votes received from Clubs with outstanding Capitation fees will be null and void.
- 3.** In the event that any two nominees receive the same number of votes, the President will have the casting vote.

4. The result of the elections for President, Vice-President, Treasurer, Board Directors and Editor of International Inner Wheel is to be sent out to all National Bodies and Non-Districted Clubs simultaneously.

5. In the event of a vacancy in the office of:

President, the Vice-President is to succeed to the office to complete the year, which will not debar her from accepting nomination and election as President.

Vice-President, the Governing Body may appoint a suitably qualified successor to complete the year which will not debar her from accepting nomination and election as Vice-President.

Treasurer, the Governing Body may appoint a qualified successor to complete the year.

Board Director, the position to remain vacant until the following 30th June.

COMMITTEES

1. Executive Committee

The Executive Committee shall consist of the President, Vice-President, Immediate Past President and Treasurer.

Duties of Executive Committee

The Executive Committee shall have the overall management of the day to day affairs and funds of International Inner Wheel on behalf of the Board.

2. Constitution Committee

The Constitution Committee shall consist of a Chairman who shall be appointed by the Board annually and may serve for a maximum of 3 consecutive years. The President and Vice-President are members of this Committee.

3. Convention Committee

The Convention Committee is to consist of a Chairman herein designated as Convention Co-ordinator, to be appointed by the Governing Body from members nominated by the host country at the time of submitting the application to host the Convention, the International Inner Wheel Vice-President and Treasurer ex-officio and other members appointed according to the Convention blue-print. In addition the International Inner Wheel President of the Convention year shall be a member of the Committee during that year.

EDITOR

The Editor shall not be a member of the Executive Committee, but will attend the Triennial Conventions as an observer with the same benefits as a Board Director including payment of costs incurred in attending the Convention.

Qualifications:

Must have been a National Body or District Editor for at least 1 year at the time of nomination.

Nominations:

Any District Committee may nominate a person suitably qualified for the office of Editor.

Voting:

By postal vote, each Club having the right to 1 vote.

Tenure of Office:

The Editor may serve for a maximum of 3 consecutive years but must be elected annually.

In the event of a vacancy the Board may appoint a qualified successor to complete the year.

FINANCE

The financial year of International Inner Wheel shall be from 1st July to 30th June.

1. Dues

Each Club shall pay to International Inner Wheel such annual Capitation fee for each member as shall be determined from time to time at the Convention or, if in the years between, the inflation of the pound sterling makes a Capitation fee increase necessary, the Board is authorised to increase the Capitation fee with the same percentage as the increase in the cost of living index in the U.K., but not exceeding 5%.

Any proposal to alter the Capitation fee at a Convention must be circulated in writing to all Clubs at least 4 calendar months prior to the Convention.

2. Expenses

Expenses incurred in carrying out the work of the Governing Body of International Inner Wheel shall be met from the funds of International Inner Wheel.

These expenses must be agreed by the International Inner Wheel Executive Committee.

3. Audit

The accounts of International Inner Wheel shall be audited by a qualified accountant appointed annually by the Board. Copies of such accounts shall be circulated to all Clubs by 1st April.

4. Payments

All payments from the funds of International Inner Wheel shall be made by cheque signed by 2 members of the International Inner Wheel Executive Committee.

TRUSTEES

The Board shall have the power to appoint 2 Trustees in whom shall be vested the responsibility for properties of International Inner Wheel.

1. The Trustees shall be responsible for the general management of the properties vested in them and shall authorise major repairs and alterations as needed.
2. The Board shall indemnify the Trustees against all liabilities, costs, claims and demands incurred by them as Trustees.
3. The Board shall have the power to appoint or dismiss Trustees.
4. A Trustee must be a Past Board Member/Board Director, 1 from Great Britain and Ireland and 1 from another country.

NATIONAL REPRESENTATIVES

A National Representative may be elected by any country with 1 or more Districts with 4 or more Clubs which have been functioning as a District for a minimum of 2 years.

Qualifications:

1. **For a districted country, without a National Governing Body,** must be a PAST DISTRICT Chairman, Vice-Chairman, Secretary or Treasurer, where nominated and elected. A suitably qualified deputy must be elected at the same time as the National Representative. In the event of a vacancy the District Committee(s) of the National Body concerned must elect a suitably qualified successor to complete the year.
2. **For countries with a National Governing Body,** must be a PAST DISTRICT Chairman, Vice-Chairman, Secretary or Treasurer, where nominated and elected and who has also served as a member of a National Governing Body for at least 1 year at the time of nomination. A suitably qualified deputy must be elected at the same time as the National Representative. In the event of a vacancy the Deputy National Representative shall take office. The National Governing Body concerned must elect a suitably qualified Deputy National Representative to complete the year.

Nominations:

Each District may nominate not more than 1 National Representative. In the event that 2 or more National Representatives are nominated by Districts in the same country there must be an election.

All the Clubs in that country may vote to elect the National Representative.

Voting:

By postal vote, each Club having 1 vote. Election by simple majority.

Tenure of Office:

A maximum period of 2 years, but must be elected annually by 31st March.

AFFILIATION

Inner Wheel shall not affiliate with (i.e. become a member of) other organisations at National, District or Club level, as it cannot bind its members to a constitution nor to any decision over which it has no control.

CONVENTION

1. **International Conventions** shall be held at intervals of not less than 3 years in a place to which the Board reasonably believes Voting Delegates from any country having Inner Wheel have free access.
The meeting place for the Convention shall be decided by the Board.

2. **Business of the Convention**
 - A. The official Report and audited Statement of Accounts shall be presented by the Board.
 - B. The Capitation fee for International Inner Wheel shall be fixed.
 - C. Alterations in, or additions to, the International Constitution shall be considered and appropriate action taken.
 - D. Alterations in, or additions to, the Standard District Rules and the Standard Club Rules shall be considered and appropriate action taken.
 - E. Matters of Inner Wheel interest shall be discussed.

3. Each country sending Voting Delegates to the Convention shall be responsible for its own financial arrangements for those delegates.

4. Each Club, each District Committee and each National Governing Body is entitled to send 1 Voting Delegate and to appoint a deputy in the event of a vacancy. Each International Inner Wheel Officer, each Board Director, each National Representative and each Past President of International Inner Wheel is to be a Voting Delegate. All of the above if not represented may designate as proxy a National Representative, a District Committee Voting Delegate or the International Inner Wheel Official Proxy Vote-holder. The International Inner Wheel Official Proxy Vote-holder must follow strictly the directives given, but other proxies may be given discretion as to how to vote. Any Voting Delegate other than the International Inner Wheel Official Proxy Vote Holder, must not hold more than 70 proxy votes. Any Inner Wheel member may attend as an observer but the business must be conducted only by the Voting Delegates.

5. **Voting**

Each motion submitted to amend the Constitution must be carried by a majority of 2/3rds of those voting in person or by proxy. All other motions shall be decided by a simple majority.

6. **Translation**

Each country or District sending delegates to a Convention may ask for simultaneous translation of the Convention proceedings in its own language, or a language of its choice. In such a case, that country or District shall be responsible for the financial expenses incurred.

STANDING ORDERS

1. The President shall preside at the Convention or, in her absence, the Vice-President.
2. All business must be conducted by Voting Delegates.
3. All Voting Delegates shall address the chair.
4. Voting Delegates must speak to the question under discussion.
5. If two or more Voting Delegates rise at the same time, the President shall determine who shall speak first.
6. Each proposal must be proposed by the Club, District or National Governing Body proposing or by their duly appointed proxies.
7. Each proposal must be seconded before discussion.
8. The proposer of a proposal may not speak for more than 3 minutes.
9. Other Voting Delegates speaking to a proposal shall not exceed 2 minutes.
10. The proposer of a proposal shall have the right of reply, but shall not speak for more than 3 minutes.
11. No Voting Delegate shall propose or second more than 1 amendment to each proposal except where she is also acting as a proxy.
12. Each amendment shall be relevant to the proposal to which is proposed.
13. Each amendment must be proposed and seconded before discussion.

14. The Proposer of an amendment may not speak for more than 3 minutes.
15. Other Voting Delegates speaking to an amendment shall not exceed 2 minutes.
16. The proposer of an amendment shall have the right of reply, but shall not speak for more than 2 minutes.
17. On each proposal to amend the Constitution a majority of 2/3rds is necessary.
18. All other proposals shall be decided by a simple majority. In the event of the votes being equal, the President shall have the casting vote.

AMENDMENTS TO CONSTITUTION

The International Inner Wheel Governing Body, National Governing Bodies, District Committees and Clubs may submit **proposals** to amend the Constitution. Such proposals from National Governing Bodies, District Committees and Non-Districted Clubs shall be sent direct to International Inner Wheel Headquarters. Districted Clubs shall submit such proposals to the District Committee for consideration and may then send them to International Inner Wheel Headquarters. Amendments to be put for Clubs and Districts where there is no National Governing Body will only be accepted from those Clubs and Districts and from International Inner Wheel Governing Body. Only those Clubs and Districts where there is no National Governing Body will vote on these proposals. Any proposals to amend the Constitution shall be received at International Inner Wheel Headquarters not later than 18 months prior to the Convention.

Amendments to these proposals shall be received at International Inner Wheel Headquarters not later than 6 months prior to the Convention.

In a case of urgency and provided that not less than 30 days notice in writing has been given, this Constitution may be amended at a meeting of the International Board attended by all members in person by a resolution passed by a majority of not less than 75% of those entitled to vote in person or by proxy.

Such amendment shall be subject to ratification by an International Convention within 2 years of the meeting of the International Board at which such resolution is passed, but shall become immediately and temporarily effective for a period not exceeding 2 years until it shall be ratified or rejected by such International Convention or failing this shall lapse.

If 30 days notice in writing cannot be given this Constitution may be amended at a meeting of the International Board attended by all members in person by a resolution passed by an individual vote of not less than 75% of those present, provided that such an amendment shall only be valid until the next following meeting of the International Board.

Any proposal containing similar subject matter to one presented and defeated at 2 consecutive Conventions will not be accepted for the following Convention, with the exception of proposed changes to membership. In the event of a dispute the Chairman of the Constitution Committee will make the final decision.

INTERNATIONAL INNER WHEEL CONVENTIONS

1 st	Convention 1970	The Hague, The Netherlands
2 nd	Convention 1973	Copenhagen, Denmark
3 rd	Convention 1976	Sydney, Australia
4 th	Convention 1979	Brighton, England
5 th	Convention 1982	Paris, France
6 th	Convention 1985	Orlando, Florida, U.S.A.
7 th	Convention 1988	Stavanger, Norway
8 th	Convention 1991	The Hague, The Netherlands
9 th	Convention 1993	Sydney, Australia
10 th	Convention 1997	Berlin, Germany
11 th	Convention 2000	Stockholm, Sweden
12 th	Convention 2003	Florence, Italy
13 th	Convention 2006	Christchurch, New Zealand

INTERNATIONAL INNER WHEEL

GENERAL MOTIONS ACCEPTED AT CONVENTIONS

THIRD CONVENTION - *Sydney, Australia, May 1976*

The Executive Committee of District 39, Sweden suggests that, bearing in mind the competent organisation and firmly established ideals which Inner Wheel stands for today, all Inner Wheel members adopt and participate in a theme on an International basis.

The chosen theme will be decided yearly by the Board.

SIXTH CONVENTION - *Orlando, Florida, U.S.A. May 1985*

Conventions shall extend over 3 days, not counting the day of registration. Workshops shall be arranged and lectures shall be given on subjects important to mankind i.e., subjects that are essential to women all over the world, such as education, independence, equality, etc.

SEVENTH CONVENTION - *Stavanger, Norway, May 1988*

International Inner Wheel should study the question of child abuse in the pornographic industry and use every means at its disposal to condemn the practice and its perpetrators.

EIGHT CONVENTION - *The Hague, The Netherlands, April 1991*

It is proposed that a fund be set up to mark the 25th Jubilee year of International Inner Wheel, the monies arising therefrom to be used in the country in which they are raised. The charities to benefit from the Fund will be the 'Save the Children Fund' and similar children's organisations.

NINTH CONVENTION - *Sydney, Australia, October 1993*

International Inner Wheel must confine its involvement with the United Nations (e.g. ECOSOC and UNICEF) to being an Observer on the Roster with consultative status.

TENTH CONVENTION - *Berlin, Germany, April 1997*

International Inner Wheel make provision for a member of the Executive Committee, responsible for the Organisation's United Nations interests during the year of office which falls in the year of the World Conference of Women, to represent International Inner Wheel and be an official delegate to the Conference.

The President stated as the above proposal stood it contravened the Affiliation Clause, but as a General Motion it was not binding. There would be 2 Conventions held before the next World Conference of Women which would allow members to submit either change to the Affiliation Clause or a rewording to the above General Motion.

ELEVENTH CONVENTION - *Stockholm, Sweden, May 2000*

International Inner Wheel make provision for a member of the Executive Committee, responsible for the Organisation's United Nations interests during the year of office which falls in the year of the World Conference of Women to be an observer for International Inner Wheel to the Conference.

At every World Convention, International Inner Wheel designates a social project which would be supported by Inner Wheel Clubs world-wide.

Proposals for projects to be forwarded from the National Representatives to the International Inner Wheel Governing Body. The Governing Body to choose the project by majority vote prior to the Convention. At each Convention, a collection will be taken at the Service of Faith. Proceeds to go towards the chosen International project.

An award be created in the name of Margarete Golding for highly commendable personal service through Inner Wheel or in the community.