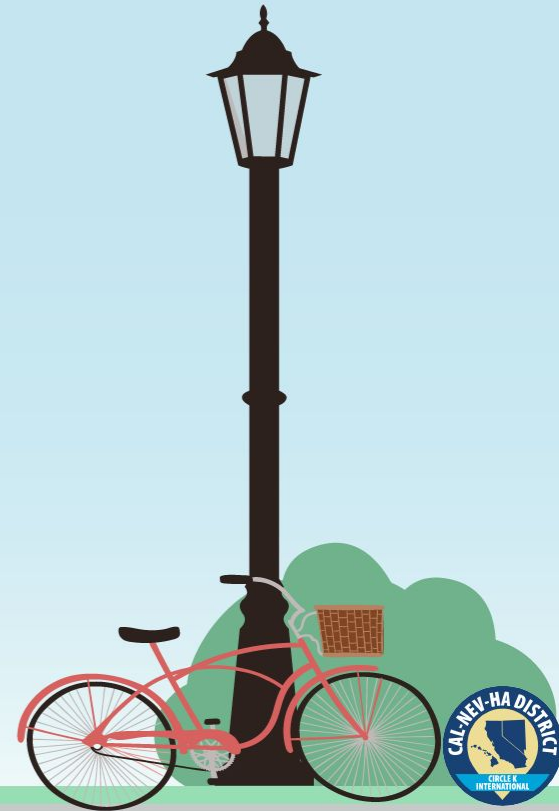


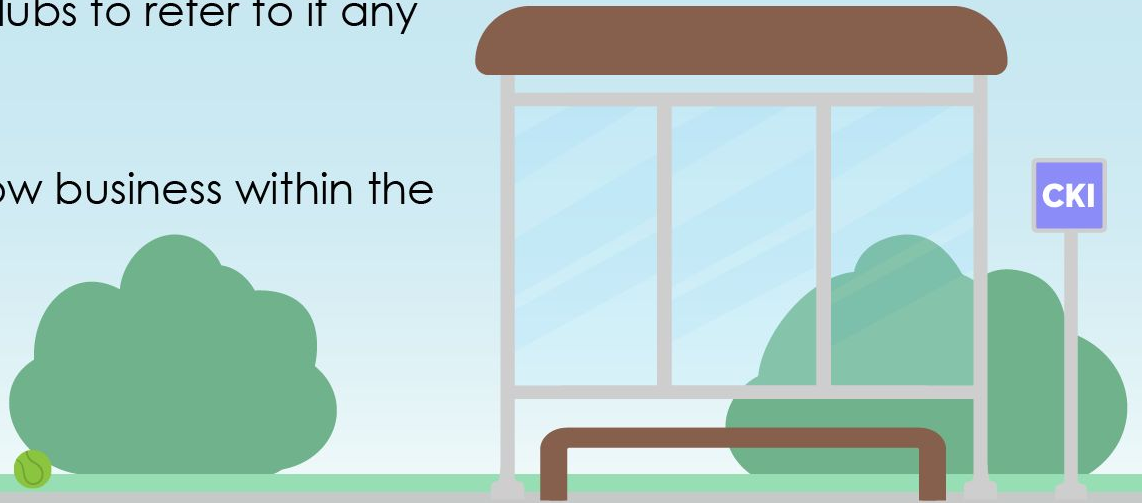
CLUB BYLAWS AMENDMENT GUIDE

by the cnh
laws & regulations
committee



WHAT PURPOSE DO CLUB BYLAWS FULFILL?

- Establish ground rules that each member within the club must abide by
- Used as a reference for clubs to refer to if any questions arise
- Provide a guideline for how business within the club should be conducted



WHY DO THEY NEED TO BE AMENDED?

- Circle K International is an ever-changing organization
- Even at the club level, goals and definitions for terms can change over time
- Amending bylaws is an important way for new officers to keep their clubs up to date
- Take a look at your club's bylaws and see if there are areas that may need amending!



AMENDING YOUR BYLAWS ON THE CLUB

- Amendments can be proposed by anyone, even general members
- Amendments must be proposed in a timely fashion
- Once proposed, give your general members two weeks of advance notice the meeting before the amendments are to be voted on
- Properly advertise the amendments to your club's bylaws
 - Be sure to explain to your club why the amendment(s) are being proposed



DAY OF MEETING/ MEETING QUORUM

- Re-explain to your general members what is being voted on
- Make sure you have a quorum of dues-paid members present
 - To reach quorum you need at least half of your paid members +1 in attendance
- To pass each amendment a 2/3 supermajority is required
- If not approved by your club members, the amendments can be resubmitted with/without changes



DISTRICT LEVEL AMENDMENTS

- New process proposed at CKIx 2019
- Submit your amendments via email to the District Secretary
 - Title the email, "Club Name_Bylaws_1920"
 - Email to: secretary@cnhcirlek.org
- You will receive feedback from the L&R Committee within two weeks



CONTACT INFORMATION

For any questions, comments, or concerns, please feel free to contact us!

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“ I pledge to uphold the objects of Circle K International,
To foster compassion and goodwill toward others through service and leadership.
To develop my abilities and the abilities of all people
and to dedicate myself to the realization of humanity’s potential. ”



Kiwanis
Service Leadership Programs

