DELEGATE INFORMATION

to the

House of Delegates
68th Annual Convention
Key Club International

Saturday, July 2, 2011
JW Marriott Desert Ridge
Grand Saguaro Ballroom

Delegate check-in at 12:30 PM
Call to Order at 1:00 PM

The following three items are required for delegate entry into the House of Delegates:

- Convention Name Badge
- Delegate Ribbon
- Delegate Credentials Card

Instructions to delegates:

1. Bring a writing utensil to the House of Delegates.
2. Do not mark any ballot until instructed to do so.
3. Any improperly marked ballot will not be counted.

Standing Rules for the House of Delegates
Key Club International Convention

Rule 1 - The official language of this Convention shall be English.

Rule 2 - Only delegates with official delegate credentials may present or speak on motions and vote.

Rule 3 - Only delegates may be seated in the area designated for delegates. Access by non-delegates shall be limited to those designated by the Director of Key Club International.

Rule 4 - The House of Delegates shall remain open. Delegates shall be allowed to leave and re-enter; however, ballots must be surrendered if you leave the House.

Rule 5 - Delegates may not leave or enter the House of Delegates while any vote is being taken.

Rule 6 - The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another delegate.

Rule 7 - No delegate may speak more than three minutes at a time unless allowed to do so by the orders of the day or by a majority vote of the delegates.

Rule 8 - No delegate may address the assembly a second time on the same question until all delegates who desire to speak on the topic have spoken.

Rule 9 - Debate shall alternate between those speaking for and those speaking against a motion.

Rule 10 - Microphones shall be designated by number. Speakers for the main motion shall use the odd-numbered microphones, and speakers against the main motion shall use the even-numbered microphones. The chair will recognize microphones in rotating order.

Rule 11 - A delegate shall not speak for or against a motion and move to close debate on the same recognition.

Rule 12 - Debate on any proposed resolution or amendment to the Bylaws, including all amendments thereto, shall not exceed 30 minutes.

Rule 13 - A motion to move the previous question shall not be in order until fifteen (15) minutes of debate has taken place or all microphones are clear.

Rule 14 - Any main motion or amendment shall be written in English, signed by the maker, and presented to the Director before it is moved.

Rule 15 - A member of the Sergeant-at-Arms Committee shall be positioned at each microphone to relay to the chair priority motions, such as a point of order, a point of information, etc.

Rule 16 - Candidates for the offices of President, Vice-President and Trustee shall be allowed to address the House of Delegates as set forth below:

President – 3 minutes
Vice-President and Trustee – 1 minute

Rule 17 - Any of the above rules may be suspended by a two-thirds (2/3) vote.

Rule 18 - *Roberts Rules of Order Newly Revised* shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution and Bylaws of Key Club International, the Board Policies and these standing rules.

Proposed Amendments

TO THE HOUSE OF DELEGATES
68TH ANNUAL CONVENTION
KEY CLUB INTERNATIONAL
PHOENIX, ARIZONA

AMENDMENT #1
Presented by the New England District

ARTICLE XIX. VACANCIES IN OFFICE

Section 3. In the event of a vacancy in the office of trustee between conventions, the ~~board of trustees~~ International Council ~~may~~ shall elect a qualified member of a club to fill such office, who shall serve only until the next annual convention, except that in any year in which no annual convention is held, the International Council shall elect a qualified member of a club to serve for one year until his/her successor is duly elected.

AMENDMENT #2
Presented by the Eastern Canada District

ARTICLE IX. DISTRICTS

Section 16: Key Club International shall assist, to their best extent, established Districts in translating resources when the official language differs from English in an effort to promote international growth.

AMENDMENT #3
Presented by the California-Nevada-Hawaii District

ARTICLE VI. CLUB OPERATIONS

Section 1. The recognized officers of each Key Club shall be the president, one or more vice presidents, the secretary, the treasurer, the editor, and one director from each class. These officers shall constitute the Board of Directors of the club and shall have such duties as shall be prescribed in the club and/or district bylaws. All officers shall be active members in good standing of the club

AMENDMENT #4
Presented by the Ohio District

ARTICLE XII. DUTIES OF OFFICERS

Section 4. President. As chief executive, the President shall exercise general supervision, with Kiwanis International approval, over the work and activities of Key Club International. He/She shall preside at the International Convention and all meetings of the International Board of Trustees, The Executive Committee of the Board of Trustees, and the International Council. He/She shall serve as the official representative of Key Club International and shall perform such other duties as usually pertain to the office of President or as may be assigned to him/her by the Board of Trustee and shall submit a monthly report on the completion of these duties to the International Council. This report shall consist of specific actions the President has taken over the previous month to ensure the success of the organization.

AMENDMENT #5
Presented by the Ohio District

ARTICLE XII. DUTIES OF OFFICERS

Section 6. Vice-President. The Vice-President shall, in the absence of the President, preside at the International Convention and all meetings of the International Board of Trustees, the Executive Committee of the Board of Trustees. He/She shall serve as chair of at least one standing or temporary committee of the Board of Trustees. The Vice-President shall also serve as the official representative of the organization at such functions as the President may determine and shall also perform other such functions as usually pertain to the office or as may be assigned by the Board of Trustees or the President and shall submit a monthly report on the completion of these duties to the International Council. This report shall consist of specific actions the Vice-President has taken over the previous month to ensure the success of the organization.