

Pilot International
North Carolina District
Standing Rules

I. District Organization

- a. The North Carolina District shall operate under a non-regional structure.
- b. The voting body of the North Carolina District will be the club delegates, District Officers and past North Carolina District Governors.

II. District Officers and District Appointees

- a. The District Administrative Council (DAC) of the North Carolina District shall consist of Governor, Governor Elect, Secretary, and Treasurer.
- b. Terms: Governor-Elect, Secretary and Treasurer are elected for one-year terms. The Secretary and Treasurer may serve two (2) consecutive terms.
- c. The Governor and Governor-Elect may appoint any member provided they have paid International and District Dues.

III. District Meetings

- a. District Convention
 - i. The location and date of the District Convention shall be determined by the DAC. It shall be held at least 45 days prior to the Pilot International Convention. When possible, contract negotiations will include protection to the District covering “acts of God” or factors affecting the facility.
 - ii. All approved District Convention expenses shall be paid from receipts of the convention.
 - iii. The registration fee may include the following items in addition to those outlined in the District Convention Manual:
 1. Gifts not to exceed \$30 for Pilot International Executive Committee Representative.
 2. Speakers and/or entertainment not to exceed \$500 per convention.
 3. The District may waive registration fees for Chaplain, Parliamentarian, Founders Fund Representative, District Coordinators, Convention Chair, and Convention Vice-Chair and other Pilots who are presenting at the main session or workshops. Waiving of registration fees is dependent on availability of funds in the District budget.
 - iv. Each club shall pay at least one full registration for District Convention.
 1. One full registration for District Convention will be waived for a new club at the first convention after their charter date.
 - v. The DAC will establish an alphabetical roster of clubs for the purpose of serving as Host Clubs. At their discretion, the DAC may select a minimum of two to four host clubs for each meeting.
 - vi. No refunds for registration to District Convention will be made after the deadline date stated on the registration form except for emergency refunds requested in writing to the DAC. Approved emergency refunds can be made if funds are available from the District Convention Budget.

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- vii. Annual District Projects will be approved and voted on at District Convention provided clubs have received proper notification of such projects.

b. Fall Council/Workshop

- i. The location and date of the Fall Council/Workshop shall be determined by the DAC.
- ii. All approved expenses for Fall Council/Workshop shall be paid from the Fall Council/Workshop receipts.
- iii. Registration fees may be waived for Fall Council/Workshop for the following District Appointees: Chaplain and Founders Fund Representative; and for anyone presenting at the workshop. If business is to be conducted, the registration fee for the Parliamentarian will also be waived.
- iv. No refunds for registration to Fall Council/Workshop will be made after the deadline date stated on the registration form except for emergency refunds requested in writing to the DAC. Approved emergency refunds can be made if funds are available from the Fall Council/Workshop Budget.

IV. District Expense Accounts

No expense will be approved for payment for a district year after June 30

V. Dues

- a. Each Pilot Club in the North Carolina District will be responsible for the payment of both the North Carolina District Dues and Scholarship Dues
 - i. Annual District Dues shall be determined by the delegates of the District Convention.
 - ii. District Dues and Scholarship Dues are to be paid to the District Treasurer prior to January 1 and July 1 of each year. District dues for new members will be pro-rated based on the month they join and are due by the end of that month. District scholarship dues are pro-rated semi-annually and are to be paid along with district dues.
 - iii. North Carolina District Dues will be waived for Fifty Year Members, Emeritus Members, Military personnel who are deployed from their home station and former Anchors who are seeing higher education degrees and not paying club dues.
 - iv. Clubs organized during the club year shall be granted six (6) months from the date of their charter before North Carolina District dues are assessed.

VI. District Anchor Meeting

The North Carolina District shall have a meeting of the Anchor Clubs in the District each year. Expenses for the District Governor and the District Anchor Coordinator for said meeting will be provided in the District Budget.

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- VII. **District Awards and Club Recognition**
- a. The Margaret W. Cronan Award will be presented to the club with the Outstanding Safety and Health project.
 - b. Additional awards may be presented at the discretion of the District Administrative Council.
- VIII. **Pilot International Convention**
- a. The registration fee will be paid from the District Budget for the District Governor Elect, Treasurer, and Secretary. If funds are available, the registration fee will also be paid for the Pilot International Founders Fund Representative and District Anchor Coordinator.
 - b. Travel, meal allowance, and room expenses will be paid for the District Governor Elect. If sufficient funds are available in the District General Fund, travel, meal allowance, and room expenses shall be paid for the District Treasurer and the District Secretary.
 - c. The Governor's registration fee, travel, allotted meal allowance, and room expenses that are not covered by the Pilot International Budget will be paid from the District Budget.
- IX. **Electronic Meetings**
- The District Administrative Council, District Appointees and all District committees and subcommittees shall be authorized to meet by telephone conference or through other electronic communications media so long as all members can simultaneously communicate with each other and participate during the meeting.
- X. **Miscellaneous and Other Expenses**
- A memorial in the amount of \$25 will be made to Pilot International Founders Fund at the death of a Past Governor of the North Carolina District.
- XI. **Parliamentary Authority**
- The current edition of ROBERTS RULES OF ORDER, NEWLY REVISED will govern the North Carolina District of Pilot International where they apply and are not inconsistent with these Standing Rules and the Pilot International Bylaws and any special rules of order which the North Carolina District or Pilot International may adopt.
- XII. **Amendments to Standing Rules**
- The North Carolina District Standing Rules may be amended by majority vote of the delegates to the District Convention, provided the notice of proposed change has been given to the clubs and Past North Carolina District Governors at least thirty (30) days prior to said meeting. Proposed amendments must be submitted to the North Carolina District Governor at least sixty (60) days prior to the opening day of the district meeting at which action is to be taken on the amendment.
- XIII. **Quorum**
- Representation from fifty-one percent (51%) of the delegates registered for District Convention shall constitute a quorum.

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