



## General Meeting Minutes March 25, 2023

On March 25th, 2023, at 4 PM CET, Rotex International held a general meeting. These are the minutes of that meeting. The meeting took place via Zoom and was simultaneously streamed to the Rotex International Facebook page. 10 people, including the incomplete board, attended the meeting.

### Agenda

1. Welcome
2. Minutes of the last General Meeting
3. Updates to voting procedure and membership procedure
4. Updates from Rotex International
5. Other business

#### 1. **Welcome**

Kyla opens the meeting by welcoming everyone and the board members introduce themselves. The meeting is started off the meeting with an icebreaker. She presents the agenda of the meeting.

From the board leading today's meeting:

- Kyla Christianson, Canada, Co-President
- Roosa Julia Töytäri, Finland, Co-President
- Emma Mulhern, USA, Secretary
- Albert Hönisch, Germany, Head of Leadership and Development

#### 2. **Minutes of the Last General Meeting**

Julia shares the meeting minutes and summarizes what happened at the last meeting. Attendees ask clarification on the participant number mentioned in the minutes and the number of votes in the voting for convention host. Julia clarifies that the number of participants include the board members but board members did not vote. A question of publishing the document raises and Julia says that the meetings will be published on our website after the meeting ends. Kyla asks if anyone has objections. No objections are raised so the meeting minutes are approved.

#### 3. **Updates to election procedure and membership procedure**

Emma explains that Rotex International is working on updating all their constitution and bylaws. She explains that the latest version of the constitution did not become effective since not all requirements were met. The latest version of the constitution was created with

the purpose of registering Rotex International as an association in Germany. Since that is no longer happening, Rotex International is updating the documents to have a valid constitution. As part of the process, Rotex International also needs to update all the other documents such as the membership guidelines and election procedure which are covered in this meeting.

### 3.1. Election procedure

Emma shows the document to everyone and goes through the main topics. The election procedure for the Rotex International Board has existed before but was now compiled into one document that states the requirements and application information for candidates, voting eligibility and voting process, and how the elections are structured.

The voting procedure has stayed similar to previous years, but the following points are recently added:

- Previously only active or recently active members of a member Rotex association were eligible to apply for the board. Now in addition to that also active or recently active members of Rotex International committees are eligible candidates. This point was added because not every RYE participant has a local Rotex association, but they can be involved with Rotex International committees. These Rotex should also have the opportunity to run for the board if they wish.
- Rotex International member associations can vote by nominating a representative. The associations have as many votes as there are elected members. They can vote for one applicant only once and must always use at least two votes. Two votes must be used to make sure that the elections are fair and that associations do not only vote for the candidate from their country. The representative can also abstain from voting.
- A secret discussion will take place at the annual general meeting. In the secret discussion participants can share their viewpoints of each candidate. Detailed information of the secret discussion can be found in the Secret Discussion Procedures of Rotex International.
- Candidates with the most votes will be elected. In the event of a tie, a run-off vote is conducted. A new addition to the procedure is that a candidate must receive at least 20% of the votes to be elected. This is to assure that trustworthy candidates are elected.
- In the election procedure a section for special elections has been added. This applies for example to a case where a board member resigns.

A participant asks confirmation that voting procedure explained here only applies to the board elections. This is confirmed by Emma. She also asks if a new representative must be nominated for each election. Emma explains that nominating a new representative each time is required so that Rotex International can be sure they have the most recent information.

Another participant asks if the voting procedure is different in in-person elections versus virtual elections. Emma answers that the procedure remains the same. How the votes are

cast and counted may vary but, in this document, it has not been specified how this needs to happen.

A question is asked whether each Rotex association has a vote or each person. Emma answers that Rotex associations are members of Rotex International, not individuals. This means that the votes are per association, not per person.

### 3.2. **Membership procedures**

Emma shows the memberships procedures document to everyone. She points out that the membership procedures can change in the future, but these are the procedures that are currently followed. These guidelines were made keeping in mind the need to have people connected with Rotex International.

Rotex associations are eligible to become members. Umbrella association can get observer status. To become a member an association needs to have their updated information on the Rotex International Association Directory and send a written application to Rotex International as specified in the Membership Procedures.

After reviewing the written application, the Rotex International Board will grant the association a tentative membership status. Membership will be approved by participating in a general meeting and the membership lasts until the next general meeting. The membership can be renewed at the annual general meeting. In addition, Rotex International must receive updated contact information. It is required to participate in a general meeting to be granted or to renew membership because Rotex International wants to make sure that their members are involved with the work of Rotex International.

The membership grants the association the right to vote in the annual board elections and to vote on any changes to the constitution and bylaws of Rotex International. Members can also influence the projects Rotex International works on.

A question about how Rotex International can gain members was raised. Emma answers the question by explaining that Rotex International board creates personal connections and actively reaches out to associations. In addition, having the updated contact information every year ensures that Rotex International does not lose contact with an association when there are changes in the leadership.

Emma explains that Rotex International wants to help everyone by not limiting access to our resources to members only. Rotex International wants to incentivize Rotex associations to become members but still be accessible for everyone. For that reason, the member benefits at this time are limited to the right to vote and influence the projects Rotex International works on.

Emma clarifies that the membership can be renewed at any general meeting but if an association does not participate in the annual general meeting, their membership is discontinued. The membership can be renewed by attending any upcoming general meeting or at the next annual general meeting.

#### 4. Updates from Rotex International

Kyla reminds attendees of Training and Development committee. The committee accepts members, and anyone interested can reach out via Instagram or email ([info@rotex.org](mailto:info@rotex.org)). At the request of the participants, Albert gives an update from the Training and Development committee.

Kyla shares about a new initiative of Rotex International lead by the Head of Networking, Alberto. To connect with Rotex associations, Rotex International would like to be invited to get to know an association in their meeting. In this meeting Rotex International wants to hear about the association and their projects, and to learn how Rotex International could support the association. Invitations can be sent via Instagram or email ([info@rotex.org](mailto:info@rotex.org)).

Kyla reminds everyone of the Rotex International Convention that will be held in August 2024 in Italy. Participants ask about conference registration and tickets, but at the moment there is no information to provide on that. For updates of the convention, follow them on Instagram @rotexcon2024.

#### 5. Other Business

There was no other business.

#### 6. Meeting ends

Kyla ends the meeting and thanks everyone for joining. Rotex International Annual General Meeting will take place on Saturday August 5, 2023.