



Optimist
INTERNATIONAL

Policy & Bylaws
Indiana South District

Completed 9/28/25

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DISTRICT POLICIES

ARTICLE 1 : DISTRICT PURPOSES

GENERAL

The sole purpose of the District shall be to function as an administrative division of Optimist International (OI) in furtherance of the purposes of and in harmony with the Core Values of OI and the OI By Laws and Policies as established by the OI Board of Directors (OI Board) The District shall provide service and support to Clubs for the purpose of enhancing growth, participation, administration and youth service. ALL Clubs located within the territorial boundaries of a District shall be members of the District except as requested by the Club or Clubs involved and in concurrence with the District or Districts in the OI Board. (in accordance with the OI By Laws)

NEW CLUB BUILDING POLICIES

The district will promote the building of New Clubs in accordance with the OI By Laws and Policies developed by the OI Board.

ARTICLE II : DISTRICT POLICIES

The District shall adopt a set of operating policies authorized by the OI Board which will cover the items necessary to administer the District. These policies shall be adopted by the District Board of Directors (District Board) at the annual convention or a specialty called convention. (in accordance with OI By Laws) These policies shall be reviewed annually by the District Executive Committee and revised as necessary. All revisions in policies shall be approved by the District Board. Policies may be reviewed and revised by the District Board/Executive Committee at other times as necessary.

ARTICLE III : DISTRICT BOARD OF DIRECTORS

GENERAL PROVISIONS

The business of the District shall be administered by a District Board. The District Board shall consist of the officers of the District, the most immediate and available Past Governors (at the option of each District), the Lieutenant Governors (if any). The District Secretary and/or Treasurer and the President of each Club. Should the President of a member Club be unable to attend, a delegate from that Club would be allowed to speak and act as the President in the conduct of the business coming before the District Board. The JOI Governor shall serve as a non-voting member on the District Board. (in accordance with OI By Laws)

DISTRICT OFFICERS AND EXECUTIVE COMMITTEE

The District Officers shall be the Governor, Governor-Elect, Secretary and/or Treasurer and Lieutenant Governors. A District may delegate, subject to the limitations imposed by these By Laws, the powers of the District Board to the District Executive Committee. The District Executive Committee shall consist of the District and the most immediate and available Past Governors (at the option of each District). The JOI Governor shall serve as a non-voting member on the District Executive Committee. (in accordance with OI By Laws).

ELECTIONS AND TERMS OF OFFICE

No one shall be eligible for election or hold a District office unless they are duly enrolled on the OI roster as a member of a Club in good standing in OI and for the office of Governor or Governor-elect they should have served a full year as Club President. (in accordance with OI Bylaws)

The term of office for Governor shall be 1 year. District officers will serve one term in the office to which they are elected or appointed. Friends of Optimists shall be ineligible to serve as an officer of an Optimist Club and/or on the Club Board of Directors or vote at International and District Conventions or Club meetings. (in accordance with OI By Laws)

The Governor-Elect shall be elected at the annual or a special duly called convention by a majority vote of the accredited delegates present and voting at the time of the election. The

Governor-Elect shall not serve in any other elective office in the same year they are Governor-Elect. (in accordance with Ol By laws)

The Governor-Elect shall automatically become Governor on 1 October of the year following the year in which they were elected Governor-Elect. Following the District convention, the Governor-Elect shall be known as the Governor-Designate. (in accordance with Ol By Laws)

The District Secretary and/or Treasurer shall be appointed for a term of one year by the Governor-Elect. The appointment of the Secretary and/or Treasurer-Designate shall be confirmed at the third quarter Board meeting by the District Board and they shall take office 1 October next following confirmation. A District Secretary and/or Treasurer, District Secretary, District Treasurer or any combination thereof shall not serve more than three consecutive years. (in accordance with Ol By Laws)

DUTIES OF THE DISTRICT OFFICERS

Governor

Under the general supervision of the Ol Board, it shall be the duty of the Governor to further the mission and purpose of Ol and promote the interest and coordinate work of member Clubs within the District. The Governor shall function as the Chief Executive Officer of the District and preside at all meetings of the District Board, the Executive Committee and the annual convention of the District. They shall be an ex-officio member of all committees and exercise general supervision over affairs of the District subject only to the District Board, the delegates to the annual convention, and the Ol Board. They shall at all times act on behalf of Ol in all relations with member Clubs with the District. They shall also attend the Ol annual convention and any special meetings or conferences conducted by Ol for Governors.

District Governors-Elect

The District Governor-Elect will be responsible for promotion and planning of training at the District convention for Presidents-Elect and Lieutenants Governors-Elect with the assistance of the Leadership Development Committee.

District Secretary and/or Treasurer

A Secretary and/or Treasurer shall at the end of their term of office deliver all District records to the incoming Secretary and/or Treasurer.

DUTIES OF THE EXECUTIVE COMMITTEE

The Executive Committee is authorized to make purchases and pay expenses, travel allowances, reimbursements and obligations as provided by and within the Limitations of the District budget make plans and establish policy furthering the objectives District and exercise general control over plans, budget, and program of the District convention. (in accordance with OI By Laws)

Meetings of the Executive Committee may be called by a majority of its members or by the Governor. (in accordance with OI By Laws)

VACANCY OF DISTRICT OFFICE

For good cause or upon death, resignation, or incapacitation of any elected or appointed officers or any officer-designate of a District or in the event of the failure of any officer to carry out the duties of their office, the incumbent District Executive Committee may declare said office vacant and shall select a successor to fill the remainder of their term. Should the Immediate Past Governor(s) be unable to serve as members of the Executive Committee and the District Board, the next Immediate Past Governor shall automatically become a member of the Executive Committee and the District Board in their place and stead. The foregoing shall apply to any individual who has been elected or appointed to office but for any reason does not assume or carry out the duties of their office. (in accordance with OI By Laws)

DISTRICT BOARD OF DIRECTORS MEETINGS AND NOTICE

The Governor may call a meeting of the District Board each quarter or at such time and place as they may determine with the advice and consent of the Executive Committee. Notices of all meetings of the District Board shall be issued and caused to be delivered to all members of the District Board by the District Secretary and/or Treasurer at least 30 days prior to said meetings. A quorum of any District meeting shall be established by the District Board and stated in the District's policies. (in accordance with OI By laws)

Most recent financial statements and minutes will be distributed two weeks in advance of any District meeting. Meetings of the Executive Committee may be called by a majority of its members or by the Governor. (in accordance with OI Bylaws)

ARTICLE IV: DISTRICT COMMITTEES

The District Board shall establish in its District policies such committees as it deems appropriate to carry out the administration of the District. The Governor-Designate shall appoint the chair and the required number of members of all committees and shall announce such appointments not later than 1 October following their election. (in accordance with OI By Laws)

The following committees are established:

- Candidate Qualifications
- Convention
- Programs
- Resources, Retention and Renewal
- Public Relations
- JOI Clubs (Junior Optimist International)
- New Club Building

ARTICLE V : DISTRICT CONVENTION

GENERAL PROVISIONS

A convention of the Clubs in each District shall be held between August 1 and September 30 on such dates and at such location as shall be determined by the District Board. The convention city shall be determined by a vote of the accredited delegates at the District convention for as many years in advance, not exceeding five years, as may be deemed necessary. The District Board shall have the power to substitute another city in the event circumstances later make such action necessary or advisable. The District Secretary and/or Treasurer shall issue and deliver to each member Club in the District an official call for the annual convention at Least 30 days prior to the date thereof, in which notice of the time and place of holding of said annual convention shall be set forth

In the event of an emergency, with the approval of the OI Board and the District Board, a District may hold a special District convention at any time or place. The District Secretary and/or Treasurer shall issue and cause to be delivered to each member Club in the District, at least 20 days prior to the date of said special convention a written notice of the time and place of the holding of same, together with a general statement of the proposed business to be transacted

CONVENTION RULES

The method and means of voting at convention shall be established by the District Board. Convention rules shall be adopted by a majority vote during the first business session of each convention, but may be suspended, rescinded or amended after their adoption by a two-thirds vote. A quorum of any District convention shall be a majority registered delegates in attendance. (in accordance with OI By laws)

To be accredited by the Credentials Committee and eligible to vote on the convention business. Delegates must have registered at the convention, paid the registration fee and produced such credentials as may be required by the District Board. The number of accredited delegates of a Club shall not exceed the voting strength of the Club. (in accordance with OI By Laws)

ARTICLE VI : DISTRICT FINANCES

GENERAL PROVISIONS

The conduct and administration of District business shall be financed by District dues, payable by Clubs for each of their members enrolled in the office of OI, from convention fees and as herein before provided from the general fund of OI. The amount of each District's dues and dates on which such dues shall be payable shall be established by the OI Board. Districts may reduce or eliminate dues for college members. A District by resolution adopted by a two-thirds majority of the votes cast by the accredited delegates to its annual convention may petition the OI Board in the form and manner prescribed by the OI Board for adjustment of the amount of its annual dues. No financial obligation or assessment of any kind other than provided in these By laws shall be placed upon or requested of the Clubs or their members by the District. (in accordance with OI By Laws)

Districts have one year to submit all requirements to receive a District allotment for that period, after which time the allotment will be forfeited.

The documentation required for the November allotment must be submitted within one year of the of the end of that period or the allotment will be forfeited.

The documentation required for the May allotment must be submitted within one year of the end of that period or the allotment will be forfeited.

FINANCE COMMITTEE-BUDGET

At its first meeting the District Board shall review, amend and approve the annual budget submitted by the Finance Committee ensuring that it is done in a manner conforming with the standard District chart of accounts established by the OI Board. Such budget shall be submitted to the OI Board for final approval. The budget shall include income only from authorized sources for the current fiscal year and any accumulated surplus and it shall not authorize the expenditure of any money in excess of such income and surplus. (in accordance with OI By Laws.)

ANNUAL REVIEW

An annual review of the books of account of each District as of 30 September shall be performed by an independent Certified Public Accountant, a Certified General Accountant or a review committee, and a report thereon shall be submitted to the District Board not later than 31 December of each year. The District in the United States is required to submit Form 990 to OI. (in accordance with OI By Laws)

DEPOSITORIES AND SIGNATORIES

The District Board shall annually determine the official depositories for District funds and designate officers authorized to endorse, execute and sign checks or orders for the payment of money and such shall be co-signed by two such officers. The co-signers shall not be members of the same family, household and/or business partners. (in accordance with OI By Laws)

Miscellaneous

The District may publish directory information on the District website. Such information shall be password protected and its use is restricted to OI business by authorized representatives of OI. Directory information will not be shared by any party outside OI. All directory information will be in compliance with OI Policies.