

私 無 公 大
"SERVICE ABOVE SELF"



已 利 即 人 利
"HE PROFITS MOST
WHO SERVES BEST"

President:

E. F. HARRIS
Sun Life Assurance Co. of Canada

Vice President:

HUGO SANDOR
Asia Realty Company

Hon. Secretary:

G. W. PHILLEO
Andersen, Meyer & Co., Ltd.

Hon. Treasurer:

P. CHU
Joint Reserve Board
of the
Shanghai Bankers Association

Secretary:

Mrs. E. L. MARTIN

Directors:

FONG F. SEC
Past Service Member

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Chun & Kwok

K. SCHAEFER
Kunst & Albers

F. X. HASENOHRL
Siemssen & Company

J. F. PRICE
Raven Trust Company

J. C. McCracken
St. Luke's Hospital

FRANK GANGE
Gordon & Company

H. YOKOTAKE
Japanese Legation

社 輪 扶 海 上

THE ROTARY CLUB OF SHANGHAI

50 NANKING ROAD . ROOM 215 . TELEPHONE No. 16450

CABLE ADDRESS: "ROCLUB, SHANGHAI"

May 2, 1932.

31 MAY 1932	
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Mr. Chesley R. Perry,
Rotary International
Chicago, Illinois,
U. S. A.

Dear Rotarian Perry,

In the absence of Luther M. Jee, Chairman of our Extension Committee, I am writing to transmit the official application for Membership in Rotary International from the Hangchow Club in order that there may be no further delay. I trust that you will find the attached papers all in good order.

Particulars with regard to the organization will be found on the special representative's report. I understand that ordinarily this form should not be used in reporting to Rotary International but since we have no special representative here I thought it might be as well to send this on to you.

It is unfortunate that this application has been delayed so long. Delay was due primarily to a misunderstanding with regard to the initiation fee; later the absence from Hangchow of the Club Secretary, and also other causes.

The charter members are a splendid group of men, as you will note from the important positions which most of them occupy. We have no hesitation in recommending most heartily that the desired charter be granted immediately.

Very sincerely yours,

GAF/ed
Enclosures

REMITTANCE FOR \$ 74.25
Sent to Section of Accounts
BY Incoming Mail

ROTARY INTERNATIONAL

211 W. Wacker Drive, Chicago
34 Norfolk Street, London
74 Bahnhofstrasse, Zurich



APPLICATION FROM CLUB

For Membership In
Rotary International

31 MAY 1932			
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To the Secretary of Rotary International:

This club, having been duly organized on April 11, 1931, as the Rotary Club
of HANGCHOW, CHINA with _____ charter
(State, Province, etc.)

members, each representing a different classification, of whom a roster list is hereto attached, now applies
for membership in

ROTARY INTERNATIONAL

in accordance with the provisions of the constitution and by-laws of Rotary International, hereby ratified
by this club, and the following

understandings and agreements:

1. As our constitution, we have adopted the Standard Club constitution prescribed by Rotary International. This club understands that the club constitution can be amended only by convention of Rotary International. No change in, or amendment to the by-laws adopted by this club which might conflict with the constitution of the club or with the constitution and by-laws of Rotary International will be made without first submitting the same to the secretary of Rotary International for approval by its board of directors.
2. This club will be bound by any and all amendments to the Standard Club Constitution which may be adopted hereafter (as provided in Article I, Section 3, of the by-laws of Rotary International, and in Article XI of the constitution of this club).
3. This club will remit payment for its members' subscriptions to THE ROTARIAN as provided for in the club by-laws upon receipt of invoice covering such subscriptions. (An obligation of membership in the United States, Canada, and Newfoundland. Elsewhere—voluntary.)
4. NO FURTHER MEMBERS will be elected until this club has received official notice of its election to membership in Rotary International. Thereafter this club will STEADILY ADD to its membership, but during the first year of its existence NOT MORE THAN THREE new members will be introduced into the club DURING ANY CALENDAR MONTH.
5. This club, as a club, will not become a member of, or assume obligations of membership in any organization other than Rotary International.

And furthermore, in our desire to develop true Rotarians, and a Rotary club that will be a properly functioning unit in Rotary International, this club is hereby pledged to maintain the following

fundamental characteristics of Rotary:

1. The classification principle of membership.
2. Attendance, at least in the required minimum for continuance of membership.
3. Fellowship, in the establishment of intimate and lasting friendships.
4. The use of the club meeting in the making of broader business men—in training men to become more capable of rendering service in their vocations and in the community in which they live.
5. The requirement that members strive for the betterment of their craft, particularly stressing higher business standards and practices.
6. An obligation to do effective but non-duplicative service in their community, state or province and country.
7. Service to humanity.

The following documents required to complete this application are attached hereto:

1. List of charter (founder) members, dated and certified to by signatures of the president and secretary of the club.
2. Constitution and by-laws of the club, the adoption of which is certified to by signatures of the president and secretary of the club.
3. Check for \$100.00 U. S. Currency, covering the charter fee as provided in Article I, Section 2 of the by-laws of Rotary International.

The present officers are:

Pres. R.J. McMullen
V. P. S.B. Chang
Sec'y J.C. Oliver
Treas. U.B. Hsu
S. at A. W. Shen

Regular weekly meetings are held:

Day— Friday
Hour— 12:15 - 1:45 p.m.
Place— Y.M.C.A.

Complete list of members of the
board of directors:

1. R.J. McMullen
2. S.B. Chang
3. J.C. Oliver
4. U.B. Hsu
5. C.Y. Tu
6. A.M. Shaw
7. S.M. Lee

Dated April 17, 1932, Rotary Club of Hangchow, China.

Attest:

J.C. Oliver
Its Secretary
Hangchow, China
Postal Address

By R.J. McMullen
Its President
Hangchow
Postal Address

This list shall contain not less than fifteen names nor more than thirty-five, except in cities of more than 100,000, in which case it may contain not more than fifty names.

ROTARY INTERNATIONAL

211 WEST WACKER DRIVE, CHICAGO, U. S. A.
74 Bahnhofstrasse, Zurich, Switzerland—34 Norfolk Street (Strand), London, W. C. 2, England

Forward two copies to District Governor and retain for club files.

LIST OF CHARTER MEMBERS

ROTARY CLUB OF HANGCHOW, CHINA

List Closed April 11, 1932

31 MAY 1932

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*Classification OK
Ad - 6/20*

To the Secretary of Rotary International,

Via DISTRICT GOVERNOR'S OFFICE (or that of Commissioner)

The following have been duly elected to and have accepted charter membership in this club:

NOTE: Classification given charter member must describe service rendered by his firm. More than one member from the same firm is not permitted on charter list. Only after the club has been officially elected to membership in R. I. can it admit additional active members. Every question must be answered.

Name of member	1) Barton, Aldrich	5) Chow, Yu Kun
Name of firm	Andersen, Meyer & Co., Ltd.	Chekiang Telephone Administration
Executive position	Hangchow Representative	Controller
Club classification	Machinery & Equipment; Power 60	Telephone Service 14 Communications; Local Tel.
Business address	Hangchow Electric Co.	Wei Shin Road
Residence address	Lakeview Hotel	E. Yao Dsang Road
Name of member	2) Chang, Sin-Bea	6) Chu, Yueh-Ting 32
Name of firm	Pao Ching Hospital	Chekiang Reconstruction Commission
Executive position	Proprietor	Secretary & Technical Expert
Club classification	Medicine; Genito-urinary 49	Gov. Service-Reconstruction Commission
Business address	Pao Ching Hospital	Che. Reconstruction Commission
Residence address	64 Shing Ming Road	39 Yin Ma Tsing Yang
Name of member	3) Chen, Ti-Cheng	7) Curtis, John
Name of firm	Chekiang Highway Administration	Chinese Episcopal Church
Executive position	Director 73	Bishop
Club classification	Transportation; Highway Trans.	Religion; Protestant Churches 66
Business address	6 Yen Ling Road	C.M.S. Hospital
Residence address	Y.M.C.A. Lane No. 3.	C.M.S. Hospital
Name of member	4) Chou, Y.T.	8) Feng, S.L. 32
Name of firm	Hangchow Silk Filature	Government Salt Administration
Executive position	Manager	District Inspector
Club classification	Silk Industry; Raw Silk Mfg. 69	Gov. Service; -Salt Administration
Business address	Wu Ling Men	Chang Sang Road
Residence address	Wu Ling Men	14 Huen Kuang Fu Road

(Please indicate which members, if any, were formerly members of a Rotary club, and give name of that club.)

List of Charter Members Rotary Club of HANGCHOW, CHINA

Name of member 9) Fitch, Robert F.
Name of firm Pres. U.S.A. Board of For. Missions
Executive position Literary Worker 24
Club classification ~~Fine Arts~~; Literature
Business address 5 Zen Ho Road
Residence address 5 Zen Ho Road

Name of member 10) Hsu, Lee-King
Name of firm Ching Chen Silk Mills
Executive position Proprietor 69
Club classification ~~Silk Industry~~; Silk Goods Mfg.
Business address 445 Great East Street
Residence address 381 Great East Street

Name of member 11) Hsu, Un-Bay
Name of firm Chekiang Provincial Bank
Executive position Manager 23
Club classification ~~Finance~~; Domestic Banking
Business address T'ai Bin Fang
Residence address Hu Pin Road 8, Lane No. 18.

Name of member 12) Lao, Ginarn
Name of firm Lakeview Hotel
Executive position Managing Director 36
Club classification ~~Hotels, Resorts & Restaurants~~; Hotels
Business address Lakeview Hotel
Residence address Lakeview Hotel

Name of member 13) Lee, Baen Elmer
Name of firm Hangchow College
Executive position President 19
Club classification Education; ~~Classical~~ Collegial
Business address Zakow
Residence address Zakow

14) Lee, Si-Mei 19
College of Engineering, Che.Univ.
Dean
Education; ~~Technological~~ Engineering
College of Engineering
Wei Shing Road

15) Lin, Yee-Yung
Hang-Kiang R.R.
Technical Expert
Engineering; Mechanical ✓
Inner West Lake
Inner West Lake

Dropped
See cable
20 June from
21 Shanghai

16) McMullen, Robert Johnston
Lakeland Community Centre
Director 38
~~Institutions & Hospitals~~; Com.Cent.
Lakeland Community Centre
T'ien Swe Chiao

17) Oliver, Jay Charles
Y.M.C.A. 4
Associate General Secretary
Associations; ~~Young Men's~~ Y.M.C.A. ✓
58 Yoh Wang Road

18) Pai, Ming-Hsing 20
Hangchow Electric Company
Manager
Electric ~~Ind.~~ Ind.; ^{Light} & ^{Power} Service
Hangchow Electric Company
Hangchow Electric Company

List of Charter Members
Rotary Club of HANGCHOW, CHINA

Name of member 19) Rose, G.A.H.
Name of firm Pub. H. Lab. of Chekiang
Executive position Director 49
Club classification Medicine; Bacteriology
Business address 11 The Bund
Residence address 11 The Bund

23) Sturton, Stephen Douglas 38
Church Missionary Society
Medical Superintendent
Institutions & Hospitals; Hospital
C.M.S. Hospital
C.M.S. Hospital

Name of member 20) Shaw, Arthur M.
Name of firm Reconstruction Commission
Executive position Consulting Engineer 21
Club classification ✓ Engineering; Sanitary
Business address 3 Inner West Lake
Residence address 8 Da Ta Er Yang

24) Tsao, Tsem-Cha 14
Radio, Broadcast Administration
Director
Communications; Radio
Radio Administration
32 Tung Poo Road

Name of member 21) Shaw, Bernard K.W.
Name of firm Bank of China 23
Executive position sub-manager
Club classification Finance; For. Exch. Banking
Business address Bank of China
Residence address 34 Kai Yuan Road

25) Tu, Chen-Yuen
Hang-Kiang Railway
Director & Engineer-in-Chief
✓ Engineering; Civil Railroad
3 Inner West Lake Transportation
6 Kwang Foo Li 73

Name of member 22) Shen, W
Name of firm S'hai-Hangchow-Ningpo Railway
Executive position Traffic Inspector
Club classification Transportation; R.R. Trans.
Business address Railway Station
Residence address 9 Tai Ho Street

Dropped See cable from Shanghai 20 June, 1932

26) Yang, S-Da, 49
Zen Ai Hospital
Superintendent
Medicine; Legal Medicine
Zen Ai Hospital
Zen Ai Hospital

27) Zhee, Paxon 52
Standard Oil Co. of N.Y.
Manager *Refined Oil Products*
Mineral Oil Industry; Distributing
Socony, Zakow
Kia Tao Hsien,

It is agreed (a) that no new members shall be admitted into this club until pleted; (b) that this club will steadily seek to increase its membership so munity shall be represented in the club; but (c) during its first year not m dar month.

We, the officers of the Rotary Club of _____

do hereby certify that the above constitutes the charter membership list and the agreements of this club.

J. O'Brien
Secretary

R. M. McMullen
President

The By-Laws of Rotary International, adopted at Los Angeles, California, U. S. A., June 6, 1922, require that each Rotary Club thereafter organized shall adopt the prescribed standard constitution, which is as follows:

Constitution of the Rotary Club of

Hangchow, Chekiang, China

ARTICLE I—NAME

The name of this organization shall be Rotary Club
of Hangchow
(Member of Rotary International.)

ARTICLE II—OBJECTS

To encourage and foster:

- (1) The ideal of SERVICE as the basis of all worthy enterprise.
- (2) High ethical standards in business and professions.
- (3) The application of the ideal of service by every Rotarian to his personal, business and community life.
- (4) The development of acquaintance as an opportunity for service.
- (5) The recognition of the worthiness of all useful occupations and the dignifying by each Rotarian of his occupation as an opportunity to serve society.
- (6) The advancement of understanding, good will, and international peace through a world fellowship of business and professional men united in the ideal of service.

ARTICLE III—MEMBERSHIP

SECTION 1—*Kinds*. There may be two kinds of membership, namely: active and honorary.

SECTION 2—*Qualifications—Active Membership*. Adult male persons of good character and good business reputation—

- engaged as proprietor, partner, corporate officer, or manager, of any worthy and recognized business;
- or holding an important position in an executive

capacity with discretionary authority in any worthy and recognized business;

or acting as the local agent or branch representative of any worthy and recognized business, having entire charge of such agency or branch in an executive capacity; and

adult male persons of good character and good professional reputation engaged in any worthy and recognized profession.

SECTION 3—*Classifications.* (a) The active members of this club shall be classified in accordance with their respective businesses or professions, and they must be personally and actively engaged therein within the territorial limits of the club.

(b) The classification of each active member shall be that which covers the principal and recognized activity of the firm, company or institution with which he is connected, or if he be independently engaged in a business or profession, his classification shall be that which covers his principal and recognized business or professional activity.

SECTION 4—*Limitations.* The active membership shall consist of but one man from each classification of business or profession, excepting the newspaper classification, and excepting the provision for an additional active member, as hereinafter provided.

SECTION 5—*Additional Active Member.* Any active member of this club may propose for and the club may elect to active membership one additional man from the concern or establishment with which the proposer is connected, whose classification shall be the same as that of the proposer. The qualifications of such additional member shall be those required for active membership. Upon the termination of the membership of the proposer, such additional active membership shall also terminate. If the man who has held such additional active membership is immediately re-elected to active membership in this club, he shall not be required to pay a second admission fee.

SECTION 6—*Newspaper Classification.* Representatives of more than one newspaper published within the territorial limits of this club may be eligible to active membership under the same classification, provided that they

otherwise possess the qualifications for active membership.

SECTION 7—*Public Office Holder*. Persons holding elective or appointive public office for a specified time only shall not be eligible to active membership in this club under the classification of such office. This shall not apply to persons holding a position or office in schools, colleges or other institutions of learning.

SECTION 8—*Local Preference*. No man engaged as the local agent or branch representative of an outside concern shall be eligible to active membership, when a suitable applicant may be available whose principal place of business is within the territorial limits of this club.

SECTION 9 (a)—*Qualifications—Honorary Membership*. Any adult male person who has distinguished himself by some meritorious service and who resides within the territorial limits of this club. Honorary membership is the highest mark of distinction that a Rotary Club can confer.

(b) *Conditions—Honorary Membership*. Honorary members shall be exempt from payment of admission fee or dues; shall have no vote nor be eligible to hold any office in the club; shall have no interest in any property of the club; but shall be entitled to attend all meetings and enjoy all other privileges of the club; shall not be considered as representing any business or professional classification.

ARTICLE IV—DURATION OF MEMBERSHIP

SECTION 1—*Period*.

(a) Active membership shall endure for life unless terminated as hereinafter provided.

(b) Honorary membership shall endure for life except that the Board of Directors for good and sufficient reason may at any time cancel the membership of an honorary member, provided that each member of the club shall have been served in writing with a notice at least thirty (30) days in advance of such proposed action by the Board.

SECTION 2—*How Terminated*.

(a) The membership of any active member who has ceased to be personally engaged within the territorial limits of the club in the classification of business or

profession under which he is classified in the club, or

(b) whose connection with his business establishment is severed, shall automatically terminate.

SECTION 3—*How to Rejoin.* Where the membership of an active member has terminated as provided in the foregoing Section 2, such person may make new application for membership, and whether under the same classification or another classification, his application shall be considered, in advance of any other, for membership under the classification in which he now applies, and if elected to membership, he shall not be required to pay a second admission fee.

SECTION 4—*Classification—How Corrected.* The Board of Directors, in its discretion, may correct or readjust the classification of any member, whose membership has not terminated, if the circumstances warrant such action, but due notice of such proposed correction or readjustment shall be given to the member and he be allowed a hearing thereon.

SECTION 5—*Termination—Misconduct.*

(a) The membership of any member who fails to conduct himself or his business in accordance with the principles and ethics of Rotary, or who ceases to have the stated qualifications for membership in Rotary, may be terminated by the Board of Directors by a two-thirds vote of the Board at a meeting called for that purpose, provided that said member shall have been given at least ten days' notice in writing of such pending action. Service of such notice shall be made by personal delivery or by registered letter mailed to his last known address. Said member may be represented at the hearing before the Board of Directors by counsel.

(b) In case of such termination of membership, such former member may, within thirty (30) days after the date of the Board's action, submit a written notice of his intention to appeal to the club. The Board shall thereupon set the date for such hearing, which shall be at a regular meeting of the club, held within thirty (30) days after the receipt of such written notice of appeal. At such hearing only members of the club shall be present, excepting that the appellant may be represented by counsel.

(c) Where the Board has terminated a membership as provided for in this section, the club shall not elect

a new member under such classification until the time for hearing the appeal, if any, has expired and the club's decision announced.

SECTION 6—*Termination—Non-payment of Dues.* Any member failing to pay his dues within thirty (30) days after the prescribed time shall be notified in writing by the secretary at his last known address, and if said dues are not paid on or before ten (10) days from date of such notification said membership shall automatically terminate.

Such former member, at the discretion of the Board, may be reinstated to membership upon his petition, and upon the payment of all his indebtedness to the club, provided his former classification has not been filled meanwhile by the election of a new member.

SECTION 7—*Termination—Non-attendance.*

(a) The membership of any active member who is absent from four consecutive meetings of this club, which shall include both weekly and monthly meetings, shall automatically terminate, unless such absence is made up as hereinafter provided, or he is excused by the Board of Directors for good and sufficient reason. Absence at a regular meeting of this club may be made up by attendance at a regular meeting of any other Rotary Club on any of the six (6) days immediately preceding the day of absence, on the day of the absence itself, or on any of the six (6) days immediately following the day of absence, provided notice of such attendance is given to this club.

(b) The membership of any active member whose percentage of attendance is less than sixty per cent during the first or second six months' period of the club's fiscal year shall automatically terminate, unless he is excused by the Board of Directors for good and sufficient reason.

SECTION 8—*Resignation.* The resignation of any member from this club shall be in writing (addressed to the president or secretary) and shall be accepted by the Board of Directors, provided that all indebtedness of said member to the club has been paid.

SECTION 9—*Property Interest—Forfeiture of.* Any person whose membership in this club has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the club.

ARTICLE V--TERRITORIAL LIMITS

SECTION 1. The territorial limits of this organization shall be as follows:

City of Hangchow, Chekiang

.....

.....

(NOTE: These territorial limits are understood to include the immediately tributary rural territory for which the community in which the club is located is the principal banking, trading and shipping center.)

ARTICLE VI--MEETINGS

SECTION 1. This club shall meet regularly once each week as provided in the by-laws.

SECTION 2. The annual meeting of this club shall be held in the month of April or May, as provided in the by-laws, at which meeting the election of officers and directors shall take place.

ARTICLE VII--ADMISSION FEE AND DUES

SECTION 1. Each active member of this club shall pay as an admission fee and as annual dues such sums as may be prescribed in the by-laws of this club.

ARTICLE VIII--OFFICERS AND DIRECTORS

SECTION 1. The governing body of this club shall be a Board of Directors to be constituted as the by-laws of the club may provide.

SECTION 2. The decision of the Board in all club matters shall be final, subject only to an appeal to the club. The Board shall have general control over all officers and committees and may, for good cause, declare any office vacant. It shall constitute a board of appeal from the rulings of all officers and actions of all committees. Appeal may be taken from any decision of the Board of Directors to the club and on such appeal the decision appealed from shall be reversed only by a two-thirds vote of the members present, at a regular meeting to be specified by the Board of Directors, a quorum being present, notice of such appeal having been given by the secretary to all members of the club at least five days in advance of such meeting.

SECTION 3. The officers of this club shall be a president, one or more vice-presidents, a secretary, a treasurer, and a sergeant-at-arms, any or all of whom may or may not be members of the Board of Directors as the by-laws of the club shall provide.

SECTION 4. These officers shall be elected at the annual meeting of this club in the manner prescribed in the by-laws. They shall take office on the first day of July following their election and shall hold office for one year or until their successors are elected and have qualified.

ARTICLE IX—AVOIDANCE OF POLITICS

SECTION 1. This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

SECTION 2. The merits of any public question involving the social, economic, moral or physical welfare of the people may be fairly and intelligently studied and discussed before a club meeting for the enlightenment of its members, but this club shall not take any action endorsing or condemning any measure which is to be submitted to the vote of the people.

ARTICLE X—OFFICIAL PUBLICATION

SECTION 1. Acceptance of active membership in this club shall be a declaration by each person, so doing, that he voluntarily becomes a bona fide subscriber to the monthly publication of Rotary International. His subscription shall be handled in six-month periods and shall continue as long as he is a member of the club and to the end of any six-month period during which he may cease to be a member of the club.

SECTION 2. The amount of the subscription shall be collected by the club for each member, semi-annually in advance, in addition to his annual dues. The secretary shall enter such subscriptions and the amounts so collected in a special subscription account and remit to the business office of said publication.

SECTION 3. The Board of Directors of Rotary International may prescribe this standard Club Constitution without this article for the use of Clubs outside of the United States, Canada and Newfoundland.

ARTICLE XI—AMENDMENTS

SECTION 1. Amendments to this constitution shall be made only at a convention of Rotary International by a majority vote of the electors at such convention provided that no proposed amendment shall be acted upon at any convention unless a copy of such proposed amendment shall have been delivered to the Secretary of Rotary International at least one hundred and twenty (120) days before the date of the opening of the convention and unless a copy of the proposed amendment shall have been mailed to the secretary of each member club at least ninety (90) days prior to the opening of such convention. It shall be the duty of the Secretary of Rotary International to cause such copies to be mailed.

Antified Copy
R. J. McMullen
President
Hangechow
Rotary Club.

BY - LAWS
OF
THE ROTARY CLUB
OF
HANGCHOW, CHINA

31 MAY 1932

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ARTICLE I - ELECTION OF DIRECTORS AND OFFICERS

Section 1. At the regular meeting one month prior to the annual meeting the presiding officer shall ask for nominations by members of the club for president, vice president, secretary, treasurer and two members of the Board of Directors. The nominations may be presented by a nominating committee or by members from the floor, by either or by both, as the club may determine. If it is determined to have a nominating committee, such committee shall be appointed as the club may determine. The nominations duly made shall be placed on a ballot in alphabetical order under each officer and shall be voted for at the annual meeting. The candidates for president, vice president, secretary and treasurer receiving a majority of the votes shall be declared elected to their respective offices. The two candidates for directors receiving a majority of the votes shall be declared elected as directors.

Section.2. The officers and directors, so elected, together with the immediate past president, shall constitute the Board of Directors.

Section 3. At the first meeting of the newly elected Board of Directors they shall appoint some member of the club to act as sergeant-at-arms.

Section 4. A vacancy in the Board of Directors or any office shall be filled by the remaining members of the Board.

ARTICLE II - Board of Directors

Section 1. The governing body of this club shall be the Board of Directors, consisting of seven members of this club, namely, two directors elected in accordance with Article I, Section 1, of these by-laws, the president, vice-president, secretary, treasurer and the immediate past president.

ARTICLE III - DUTIES OF OFFICERS

Section 1.--President. It shall be the duty of the president to preside at meetings of the club and Board of Directors and to perform such other duties as ordinarily pertain to his office.

Section 2.--Vice-President. It shall be the duty of the vice president to preside at meetings of the club and Board of Directors in the absence of the president and to perform such other duties as ordinarily pertain to his office.

Section 3.--Secretary. It shall be the duty of the secretary to keep the records of membership, record the attendance at meetings, send out notices of meetings of the club, board and committees, record and preserve the minutes of such meetings, make the required reports to Rotary International, including the semi-annual reports of membership, which shall be made to the Secretary of Rotary International on January 1st and July 1st of each year, the report of changes in membership, which shall be made to the Secretary of Rotary International, the monthly report of attendance at the club meetings which shall be made to the District Governor immediately following the last

meeting of the month, and perform such other duties as usually pertain to his office.

Section 4.--Treasurer. It shall be the duty of the treasurer to have custody of all funds, accounting for same to the club at its annual meeting and at any other time upon demand by the Board of Directors and to perform such other duties as pertain to his office. Upon his retirement from office he shall turn over to his successor or to the president all funds, books of accounts or any other club property in his possession.

Section 5.--Sergeant-at-Arms. The duties of the sergeant-at-arms shall be such as are usually prescribed for his office and such other duties as may be prescribed by the president or Board of Directors.

ARTICLE IV - MEETINGS

Section 1.--Annual Meeting. The annual meeting of this club shall be held on the fourth Friday of April in each year, at which time the election of officers and directors to serve for the ensuing year shall take place.

Section 2.--The regular weekly meetings of this club shall be held on Friday between 12:15 p. m. ^{and} ~~to~~ 1:15 p. m. provided that in an emergency, or for good cause, the Board of Directors may change the regular meeting of any week to a different day or to a different hour of the regular day and provided that due notice of such change is given to all the members of the club.

Section 3. One-third of the membership shall constitute a quorum at the annual and regular meetings of this club.

Section 4. Regular meetings of the Board of Directors shall be held on First Friday of each month. Special meetings of the Board of Directors shall be called by the president whenever deemed necessary, or upon the request of two members of the Board, due notice having been given.

Section 5. A majority of the board members shall constitute a quorum of the Board of Directors.

ARTICLE V - FEES AND DUES

Section 1. The admission fee shall be ^{#15.00} ~~Mex. \$5.00~~ to be paid before the applicant can qualify as a member.

Section 2. The membership dues shall be Mex. \$20.00 per annum, payable annually on the first day of May, with the understanding that \$2.00 of each annual payment be applied to each member's subscription to THE ROTARIAN magazine.

ARTICLE VI - METHOD OF VOTING

The business of this organization shall be transacted by viva voce vote except the election of directors which shall be by ballot.

ARTICLE VII - COMMITTEES

Section 1. (a) The president shall, subject to the approval of the Board of Directors, appoint the following principal and standing committees:

Aims and Objects Committee

Club Service Committee

Vocational Service Committee

Community Service Committee

International Service Committee

(b) The president shall, subject to the approval of the Board of Directors, also appoint the following committees on particular phases of Club Service:

Classifications Committee

Membership Committee

Program Committee

Fellowship Committee

Public Information Committee

and any other committees that he may deem necessary for the internal administration of club affairs.

(c) The president shall, subject to the approval of the Board of Directors, also appoint a Boys Work Committee, and any other committees that he may deem necessary on particular phases of Community Service.

(d) The president shall, subject to the approval of the Board of Directors, also appoint such committees on particular phases of Vocational Service and International Service as he may deem necessary.

(e) The president shall be ex-officio a member of all standing and special committees.

Section 2. (a) Aims and Objects Committee. The president shall be the chairman of the Aims and Objects Committee, which committee shall consist of himself, the secretary and the four chairmen of the Club Service Committee, the Vocational Service Committee, the Community Service Committee and the International Service Committee.

(b) Club Service Committee. This committee shall consist of a chairman, who shall be named by the president, and of the chairmen of the Classifications, Membership, Program, Fellowship and the Public Information Committees and of the chairmen of such other committees as may be appointed on particular phases of Club Service.

(c) Vocational Service Committee. This committee shall consist of a chairman, who shall be named by the president, and of not less than two other members; and in the event committees are appointed on particular phases of Vocational Service the chairmen of such committees shall be members of the Vocational Service Committee.

(d) Community Service Committee. This committee shall consist of a chairman, who shall ^{be} named by the president, the chairman of the Boys Work Committee and of not less than one other member; and in the event other committees are appoint^{ed} on particular phases of Community Service the chairmen of such committees shall be members of the Community Service Committee.

(e) International Service Committee. This committee shall consist of a chairman, who shall ^{be} named by the president, and of not less than two other members; and in the event committees are appointed on particular phases of International Service the chairmen of such committees shall be members of the International Service Committee.

Section 3. Each committee shall transact such business as is delegated to it in the by-laws and such additional business as may be referred to it by the president or the Board of Directors. Except where special authority is given by the Board of Directors, such committees shall not take final action until a report has been made to the Board and approved by them.

ARTICLE VIII - DUTIES OF COMMITTEES

Section 1. Aims and Objects Committee. This committee shall prepare a comprehensive plan of activities for the club and shall supervise and co-ordinate the activities of the Club Service Committee, the Vocational Service Committee, the Community Service Committee and the International Service Committee, so as to develop throughout the club a wider and fuller understanding of the aims and objects of Rotary, and so as to provide the club with a comprehensive and co-ordinated program of activities. This committee shall also devise and carry into effect plans for imparting to the members, especially the new members, an adequate understanding of the privileges and responsibilities of members and of the history, objects, scope, administration and meaning of Rotary.

Section 2. Club Service Committee. This committee shall supervise and coordinate the activities of the Classifications, Membership, Program, Fellowship and the Public Information Committees and such other committees as may be appointed on particular phases of Club Service, in order to develop the club machinery for the execution of the plans and program of the Aims and Objects Committee.

(a) Classifications Committee. This committee shall make a classification survey of the community; shall compile from the survey a roster of filled and unfilled classifications using the Outline of Classifications as a guide; shall urge upon the members the importance of proposing names for the unfilled classifications; shall review, where necessary, existing classifications represented in the club; and shall counsel with the Board of Directors on all classifications problems.

(b) Membership Committee. This committee shall consider all proposals for membership from the personal side and shall thoroughly investigate the character, business, social and community standing and general eligibility of all persons proposed for membership and shall report their decisions on all applications to the Board of Directors.

(c) Program Committee. This committee shall prepare and arrange the programs for the regular and special meetings of the club, so designed and balanced as to carry into effect the plan of the Aims and Objects Committee.

(d) Fellowship Committee. This committee shall promote acquaintance and friendship among the members and do such work in pursuance of the general objects of the club as may be assigned by the president or the Board of Directors.

(e) Public Information Committee. This committee shall devise and carry into effect plans to bring about a better understanding of the Rotary movement by the public generally and shall devise and carry into effect plans which will tend to secure proper publicity for Rotary in general and the club in particular.

Section 3. Vocational Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in their vocational relationships and in improving the general standards of practice in their respective vocations. In the event committees are appointed on particular phases of Vocational Service, this committee shall supervise and coordinate the activities of such committees.

Section 4. Community Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in their community relationships; and shall supervise and co-ordinate the activities of the Boys Work Committee and any other committees which may be appointed on particular phases of Community Service.

(a) Boys Work Committee. This committee shall acquaint itself, through surveys and by other means, with the needs of the boy life of the community. It shall recommend such action as it believes may promote the development of boys into good citizens and carry out such boys as the club may authorize.

Section 5. International Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in matters relating to International Service. In the event committees are appointed on particular phases of International Service, this committee shall supervise and co-ordinate the activities of such committees.

ARTICLE IX - LEAVE OF ABSENCE

Upon notification either by writing or by telephone to the Secretary of the Board of Directors, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time.

(NOTE: Such leave of absence does operate to prevent a forfeiture of membership; it does not operate to give the club credit for the member's attendance. The excused member must be recorded as absent "unless he attends a regular meeting of some other club".)

ARTICLE X - FINANCES

Section 1. The treasurer shall deposit all funds of the club in some bank to be named by the Board of Directors.

Section 2. All bills shall be paid only by checks signed by the treasurer upon vouchers signed by any two officers. A thorough audit by a certified public accountant or other qualified persons shall be made once each year of all the club's financial transactions.

Section 3. Officers having charge or control of funds shall give bond as may be required by the Board of Directors for the safe custody of the funds of the club, cost of bond to be borne by the club.

Section 4. The fiscal year of this club shall extend from July 1st to June 30th, and for the collection of members' dues shall be divided into two semi-annual periods extending from July 1st to December 31st, and from January 1st to June 30th. The payment of per capita tax and magazine subscriptions to Rotary International shall be made on July 1st and January 1st of each year on the basis of the membership of the club on those dates.

Section 5. At the beginning of each fiscal year the Board of Directors shall prepare or cause to be prepared a budget of estimated income and estimated expenditures for the year, which, having been agreed to by the Board, shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by action of the Board.

ARTICLE XI - METHOD OF ELECTING MEMBERS

Section 1. The name of the newly proposed member, having been proposed by a member in good standing, shall be submitted first to the Board of Directors, through the secretary, on a blank form known as the proposed

card (use form prescribed by Rotary International). The Board of Directors shall then refer it to the classifications committee which committee shall consider the eligibility of such proposed member from the standpoint of classification and declare the classification filled or unfilled and the proposed classification proper or improper and shall return the proposal card, together with this information, to the Board of Directors, who shall then refer it to the membership committee. The membership committee, after making due investigation of the character, business, social standing and general eligibility of the person proposed for membership shall then proceed to vote and if not to exceed one negative vote is cast the name of the proposed member shall be considered eligible. The membership committee shall then report back to the Board of Directors the action that they have taken thereon. The Board of Directors shall then review the action of the classifications committee and the membership committee and sustain or reject their decisions or refer it back to the classifications committee and the membership committee for further consideration and action.

If the classifications and membership committees have reported favorably upon the name of the newly proposed member and the Board of Directors has sustained the action, the proposer shall be notified by the secretary and the regular form of application blank shall be filled out by the newly proposed member and signed by him. If the classifications and membership committees report adversely and the Board of Directors sustains their action the proposer shall be so notified by the secretary.

After the application has been secured from the proposed new member the secretary shall notify each member of the club in writing, giving

the name of the proposed candidate, the firm represented and the classification under which he seeks membership. A ten-day period shall then be allowed during which any member objecting to the election of the applicant shall notify the Board of Directors in writing, stating reasons for his objection.

After the expiration of the ten days the Board shall meet and consider such objections as may have been submitted. They shall then proceed to ballot and if not any negative vote is cast, the proposed member shall be considered duly elected. The applicant and the proposer shall then be notified by the secretary of the applicant's acceptance or rejection.

Section 2.--Honorary Members. The names of proposed candidates for honorary membership shall be submitted to the Board of Directors in writing, and the election shall be in the same form and manner as prescribed for an active member, no signed application being required.

Section 3.--Past Service Members. An active member, who has become ineligible to active membership because of his retirement from active business or professional life, may apply or may be proposed for past service membership. If his election is recommended by the Board of Directors, the secretary shall notify in writing all members of the club. A ten-day period shall then be allowed during which any member objecting to the election of the candidate shall notify the Board of Directors in writing, stating reasons for his objection. After the expiration of ten days the Board shall meet and consider such objections as may have been submitted. The Board shall then proceed to ballot and if not any negative vote is cast, the proposed past service member shall be considered duly elected, and shall be notified of his election.

ARTICLE XII - RESOLUTIONS AND SUBSCRIPTIONS

Section 1. No resolution or motion to commit this club on any matter shall be considered by the club until it has been considered by the Board of Directors. Such resolutions or motions, if offered at a club meeting, shall be referred, without discussion, to the Board, which after having given consideration to the matter, shall submit its recommendations to the club. Having received the recommendations of the Board, the club may then proceed to take such action as may seem proper to the majority.

Section 2. Any appeal for charitable or other subscriptions to be made by the club or its members as Rotarians shall conform to the procedure prescribed in Section 1 of this article.

ARTICLE XIII - ORDER OF BUSINESS

Luncheon.

Meeting called to order.

Introduction of visiting Rotarians.

Reading of correspondence and announcements by the secretary.

Committee reports or announcements by committee chairmen and others.

Discussion.

Address.

Adjournment.

ARTICLE XIV - AMENDMENTS

These by-laws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been mailed to each member at least ten days before such meeting. No amendment or addition to these by-laws can be made which is not in harmony with the club constitution and with the Constitution and By-Laws of Rotary International.

*Artificial Copy -
Benjamin - Pres.
J. A. Oliver - Secy.*

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ROTARY INTERNATIONAL

SPECIAL REPRESENTATIVE'S REPORT TO DISTRICT GOVERNOR

Transmitting Club Application for Membership in Rotary International

To the Governor of the.....District.

31 MAY 1932

Herewith I have the honor of transmitting the application for membership from the Rotary

Club of Hangchow

together with remittance for Seventy Four Dollars and Seventy-five cents
~~one hundred~~ dollars covering its charter fee.

This club was instituted on the 11th day of April 19 31
by* George A. Fitch with 27 charter members.

The history of the organization of this club is as follows:

On March 27, 1931 a group of twenty members of the Shanghai Club went to Hangchow and met with twelve leading citizens of Hangchow at the Lakeview Hotel for dinner at which time plans for the organization for a club in that city were discussed. On April 11th. another trip to Hangchow was made by about ten Shanghai Rotarians to attend the formal organization of the new club. This meeting was presided over by Dr. Fong F. Sec, the new president of the Shanghai Club. Addresses were made by Luther M. Jee, Chairman of the Extension Committee, Julean Arnold and past president G. E. Marden, and the members of the new club were formally inducted by the immediate past president George A. Fitch. Officers elected were as follows: C.Y. Tu, chairman, R.J. McMullen vice-chairman, Ginarn Lao secretary, U.B. Hsu treasurer.

Application for charter has been held up owing to negotiations regarding exchange basis. Since organization, the club has grown in strength and interest. New officers have recently been elected as shown on the application form.

This club has adopted the standard constitution prescribed by Rotary International for local clubs, certified copy attached.

This club has a satisfactory charter list of members (not less than fifteen nor more than thirty-five) as is indicated by the list in duplicate attached to its application.

This club has duly elected its officers.

I recommend the election of this club as a Member Club of Rotary International.

Respectfully submitted,

Rotary Extension Committee Shanghai

City Shanghai

19.....Special Representative of Governor, District No.....

*Insert name of the Rotarian who represented
Rotary International at the institution of the club.

Note—This report is for District Governor's files. It is NOT to be sent Secretary's Office.