

Taken from the Key Club Guide Book

Club International Guidebook page 1 Including Bylaws and Board Policies

Mission statement

Key Club is an international student-led organization providing its members with opportunities to perform service, build character and develop leadership.

Vision

We are caring and competent servant leaders transforming communities worldwide.

Core values

The core values of Key Club International are leadership, character building, caring and inclusiveness.

Pledge

I pledge, on my honor,
to uphold the Objects of Key Club International;
to build my home, school and community;
to serve my nation and God;
and combat all forces which tend to undermine these institutions.

Motto

Caring—Our Way of Life

ARTICLE VI. CLUB OPERATIONS Page 9

Section 1. The recognized officers of each Key Club shall be the president, one or more vice presidents, the secretary, the treasurer, the editor, the webmaster or technology associated position 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.

Section 2. The president, vice president(s), secretary, treasurer, bulletin editor and webmaster or technology associated position of the club should be elected at a meeting in February. These officers-elect shall serve as observing members of the board of directors from February to May in order to become more familiar with the administration of the club and shall take office in May, service for one year or until their successors are duly elected. The outgoing president and secretary shall promptly certify to the Key Club International director the names of the newly elected officers.

Section 3. The directors of the club shall be elected from and by the classes they represent at the first meeting of the club following the opening of school in the fall and shall serve for one year or until their successors are duly elected.

Section 4. The committees of the club and duties of the committees shall be prescribed in the club bylaws. The club president shall appoint all committee chairs and assign each club member to one or more standing or temporary committees.

Section 5. Each club shall hold meetings at such a place as shall be determined by the board of directors. It may hold other such meetings as the board of directors or membership may desire.

Section 6. In fulfilling the objectives of Key Club International, each club should participate in the Major Emphasis and other service and leadership development programs endorsed by the organization.

POLICY F. CLUB STRUCTURE AND ACTIVITIES page 33

1. Payment of Dues

Clubs shall provide payment of Key Club International and district dues in a manner consistent with Article XXII of the Bylaws. Clubs should report the names and membership information of each member using the prescribed form as provided by Key Club International.

2. Membership Information

Consistent with the procedures of the Kiwanis Youth Programs Board of Directors, membership lists may be used only for the use of Key Club International and the delivery of membership information, materials and benefits and may not, under any circumstances, be sold, rented or provided in any manner to any third party for any other purpose. (1/15)

3. Determination of Club Membership Status

The membership status of any club which is in arrears under Article VII, Section 1 of the Key Club International Bylaws is set forth as follows:

- a.** An active club that does not pay international dues for every regular member within 60 days after October 1st shall be considered “past due.”
 - b.** Any club that remains “past due” for an additional sixty days shall have its charter suspended, and all privileges and benefits of membership in Key Club International shall be suspended until the dues are paid.
 - c.** Any club charter that remains suspended at the time of the Key Club International convention may be made Inactive by action of the Key Club International Board at its convention board meeting, effective September 30th of the same year.
 - d.** A club which is on Inactive status may be automatically reinstated if it pays its International dues for the current year and a US\$100 reactivation fee.
 - e.** Upon written request by a Key Club district board, the Key Club International Board may revoke a charter for non-payment of district dues under the guidelines set forth under b) and c) above.
 - f.** Official written notification to the sponsoring organization and the proper school authority must be provided upon suspension, revocation, or inactivation of any Key Club charter. (1/15)
- Section 7.** A club shall not use any name except that designated in its charter.