

ADMINISTRATIVE HANDBOOK FOR NATIONAL BOARDS

Nuria Rojas Torres International President



#ONEFAMILY



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MESSAGE FROM INTERNATIONAL PRESIDENT

Dear Activians,

FAMILY - that is the first word that comes to my mind while writing these words and thinking about Active 20-30. Family is the one that is always by our side no matter the distance, difficulties, or obstacles we may encounter. They are those people who never stop motivating us, supporting us, and making us laugh in the hardest moments. That's what we are in Active 20-30: A FAMILY.

It is no coincidence that the 2022-2023 term slogan is "One Family." Although it is true that in the last few terms we have gone through global situations, those situations have made it evident that Active 20-30 International was born to prevail no matter how complicated the scenario may be. We have learned that we are adaptable and that together we can achieve everything. Today, this family knows and understands that the bond is not only created face to face, but that affection is shared even through a video call, and that these 100 years as an organization share the might of our membership. You, the membership, are the engine that keeps our buzzsaw moving, and that's how we bring all those smiles to many homes in our communities.

Today, I want to encourage you to remember that together we can make every idea a reality. That we, as a family, complement each other regardless of the borders and distance between our clubs. That as members of Active 20-30, we can dream to show everyone that dreams do come true. I encourage you to dream again as one.

Last, but not least, I thank God for giving me life and health to be able to fulfill my commitment and lead this organization that I love so much. Let us not forget that before Active 20-30 members, we are aunts and uncles, nieces and nephews, daughters and sons, sisters and brothers, mothers and fathers, and with this in mind, I thank my incredible family. Those who have been there from the beginning: some unconditional sisters, a Mr. Rojas whose wisdom has always come at the right time, and a beloved Mami who has accompanied me in the early mornings, in the tears, and in the joys. Because without you and without those members who are like part of my family, in the midst of these 13 years, I would not be here.

Let's go forward Active 20-30 family; let's make of this term something incredible together.



Nuria Rojas Torres
*International
President*
2022-2023

BUDGET





Income	Amount	Unit Value	Total
ANUAL CREDITS PER ASOCIATIONS AND MEMBERS	1681	\$ 11.722,00	\$ 11.722,00
PRESIDENTS COUNCIL FINES SACRAMENTO 2022	1	\$ 75,00	\$ 75,00
MIDTERM PRESIDENTS COUNCIL FINES PANAMA 2023	1	\$ 250,00	\$ 250,00
PRESIDENTS COUNCIL FINES 2023	1	\$ 160,00	\$ 160,00
FEE PER MEMBER ASISTING TO AGM 2023	150	\$ 5,00	\$ 750,00
AGM FINES 2023	1	\$ 350,00	\$ 350,00
INTERNATIONAL STORE	1	\$ 3.500,00	\$ 3.500,00
		TOTAL	\$ 16.807,00



ASSOCIATION	# MEMBERS	\$U	FEE	TOTAL
 COLOMBIA	63	\$ 6,00	\$ 200,00	\$ 578,00
 COSTA RICA	68	\$ 6,00	\$ 200,00	\$ 608,00
 EL SALVADOR	52	\$ 6,00	\$ 200,00	\$ 512,00
 NICARAGUA	26	\$ 6,00	\$ 200,00	\$ 356,00
 MÉXICO	134	\$ 6,00	\$ 200,00	\$1.004,00
 PANAMÁ	470	\$ 6,00	\$ 200,00	\$ 3.020,00
 REP. DOMINICANA	248	\$ 6,00	\$ 200,00	\$ 1.688,00
 USA & CANADA	626	\$ 6,00	\$ 200,00	\$ 3.956,00
			TOTAL	\$ 11.722,00



OFFICERS

\$

%

INTERNATIONAL PRESIDENT

\$ 5.000,00

29,76%

INTERNATIONAL PRESIDENT ELECT

\$ 650,00

3,87%

SECRETARY

\$ 650,00

3,87%

TREASURER

\$ 650,00

3,87%

INTERNATIONAL RELATIONS OFFICER

\$ 650,00

3,87%

CONTINUE NEXT PAGE



COMMITEE	\$	%
INTERNATIONAL PROJECT	\$ 300,00	1,79%
TRAINING	\$ 200,00	1,19%
MARKETING AND DESIGN	\$ 1,800,00	10,71%
INTERNATIONAL STORE	\$ 1,000,00	5,95%
PIN, NAMEPLATES, SWEATERS	\$ 550,00	3,27%

CONTINUE NEXT PAGE



AWARDS		
	\$	%
EDUCATION AND HISTORY	\$ 400,00	2,38%
ORATORY	\$ 400,00	2,38%
RECOGNITIONS	\$ 1,250,00	7,44%
OTHER EXPENSES		
	\$	%
TECHNOLOGY	\$ 600,00	3,57%
WEB PAGE	\$ 220,00	1,31%
INTERPRETATION	\$ 200,00	1,19%
MISCELLANEOUS (LEGAL AND UNFORSEEN)	\$ 500,00	2,98%
BANK CHARGES	\$ 100,00	0,60%
RESERV 2022 - 2023 (10%)	\$ 1,680,00	10,00%
	TOTAL	\$ 16.800,00



INTERNATIONAL DIRECTORY



INTERNATIONAL BOARD





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International President

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Juan Carlos Chen
PIE

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INTERNATIONAL COMMITTEES

"ONE FAMILY" NEWSLETTER



Eliana Zarate



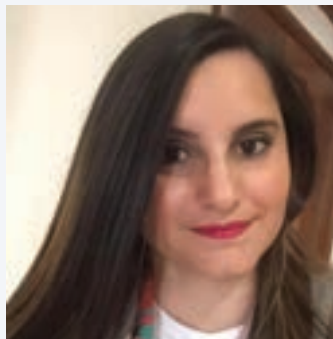
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INTERNATIONAL TRANSLATION





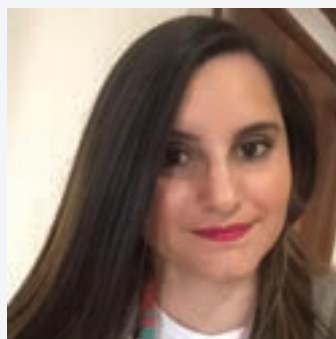
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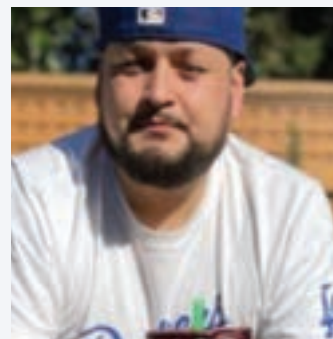
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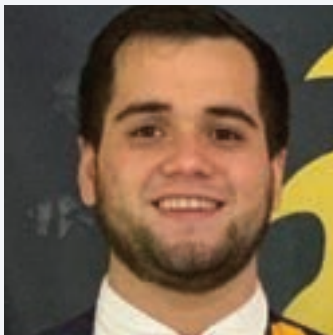
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INTERNATIONAL PROJECT – WACHO 20-30





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Harry Chandler



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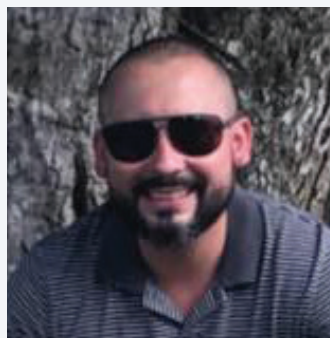


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REPORTS





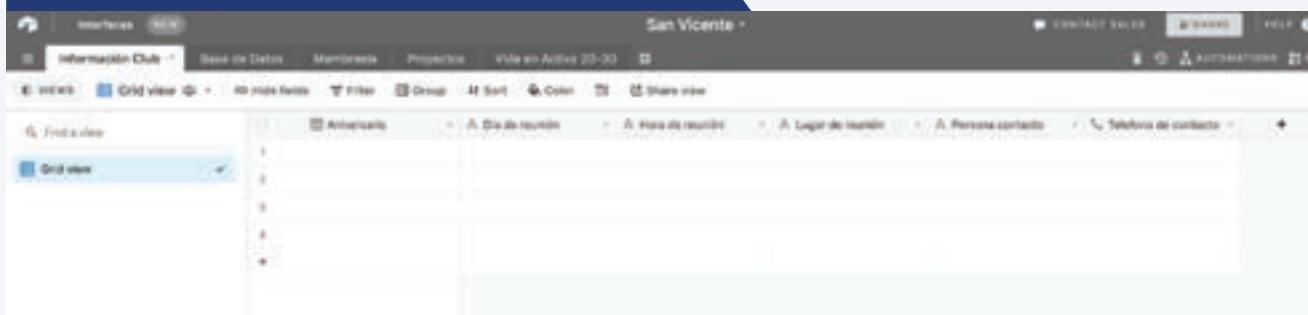
Reports this term will be presented and completed via a digital platform. Each club will complete the database provided to them which will work as a tool for future reference for all the information gathered throughout the entire term. Each national secretary, treasurer, and IRO -or in the case of US and Canada the Region directors- must make sure that clubs complete their workspace.

Some of the pieces of information requested are number of people benefited, funds raised, number of projects completed, membership, among others.

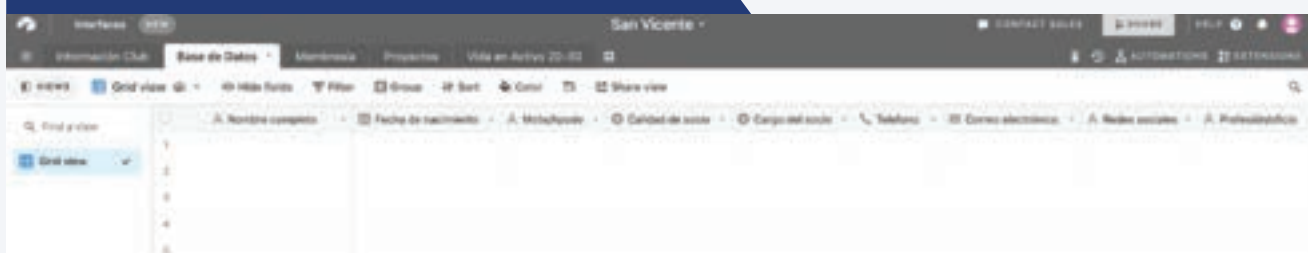


<https://airtable.com/login>

First Tab – Club Data



Second Tab – Members database



Third Tab – Report of membership per month

Id	Nombre	Prospectos	Socios Activos	Socios Activos Mayor	Socios Valederos	Socios Sin Limitación	Socio Honorario
1	Julio						
2	Agosto						
3	Septiembre						
4	Octubre						
5	Noviembre						
6	Diciembre						
7	Días						

Fourth Tab – Projects

Id	Nombre del Proyecto	Categoría de proyecto	Tipo de proyecto	Fecha de realización	# socios involucrados	# horas invertidas por socio	A. Patrocinio
1							
2							
3							
4							
5							

Patrocinio en especie recibido (Especifique)	Patrocinio en especie equivalente a dólares	Patrocinio en efectivo	Costo total de proyecto

Costo L.	Niños beneficiados	Adultos Beneficiados	Descripción de proyecto	Fotografías

Fifth Tab - Active 20-30 Life

Id	Actividades de vida en Activo 20-30	Fecha de realización	Tipo de Actividad	Descripción de la a.	Socios participantes	Fotografías del eve.
1						
2						
3						
4						

WORK PLAN



AREA	OBJECTIVE	METRIC	RESPONSIBLE
DEVELOPMENT	Standardize protocols for Associations	Create two standardized protocols for Associations - one for the 20-30 Academy in relation to education and one for the exit guidelines for a member based on their category and personal status in their club	National Presidents and International Board of Directors
	Creation of real-time database	Extend the use of AirTable to clubs in order to generate a cascading reporting system - one AirTable per Club and/or Region (USA)	Secretaries, Treasurers and National Relations Officers along with the Secretariat, Treasurer and International Relations Officer
INNOVATION	Standardize organizational goals and continuity process	Finalize a strategic plan to ensure parallel progress of Associations	Strategic Plan Committee, International Board of Directors, National Presidents and incoming presidents
	Create physical-virtual spaces to strengthen ties despite the distance.	Generate two international activities to generate brotherhood	Innovations Committee and International Relations Officer
GROWTH	Design a marketing plan to reach specific target populations	Increase by 10% the reach and visibility of our social networks	Marketing Agency - content by Associations
		Redesign current podcast for the benefit of members and outreach to target populations - publish a total of 6 podcasts	Podcast Committee, International President
	Create personal growth opportunity for membership	Signing of an agreement for the personal benefit of members	International Board



AREA	OBJECTIVE	METRIC	RESPONSIBLE
COMMUNICATION	Redesign of communication channels National Presidents, Board of Directors	Bi-monthly meetings to follow up on various Organizational issues and potential situations - a total of 4	International Board and National Presidents
		Quarterly 1:1 meeting - a total of 3	National Presidents and International Presidency
		Creation of 3 editions of an international newsletter for internal and external use as a tool for sponsorships	Newsletter Committee, National International Relations Officers, International President, Secretary and International Relations Officer
CONTINUITY	Homogeneity of manuals	Revision of 2 international awards of the International Awards Manual for updating	Manuals Committee, International Relations Officer

INTERNATIONAL HANDS-ON PROJECT





#Wacho2030 was born at the beginning of the COVID-19 pandemic. This project responds to a specific need of police forces and health personnel in Panama City, due to double shifts, mobility restrictions and poor accessibility to food. #Wacho2030 provided plates of food delivered to different hospitals and police headquarters. During a delivery the partners pass in front of the ruins of an educational center and discover that about 40 families evicted from their homes had no food. #Wacho2030 changes the approach and proceeds to benefit this community with food, water, and personal hygiene items, and repeats the pattern in other communities with low-income families in places of difficult access.

#Wacho2030 creates alliances with supermarket chains, community leaders, politicians, and other Active 20-30 clubs of the National Association of Active 20-30 Clubs of the Republic of Panama.

To date we have served around 2,617 plates of food. Helping soup kitchens that benefit 450 people, we also donate medical supplies and necessities bringing relief to different communities.

WHY #WACHO2030

#Wacho20-30, as we named this project, is a traditional Panamanian dish. “Guacho” is a mellow rice with beans and different meats, what would be called a derivative or risotto of the people.

#Wacho2030 is in essence to be able to give a plate of quality food and that serves as the key to enter the communities, meet the people, offer our help in whatever way we can and fulfill one of our objectives: “to serve the community, especially children”.

PROFIT OR DONATIONS OBTAINED

It is important to quantify and document the donations or profits obtained from sponsors. These can be donations in cash or in kind, at the end of the project the surplus (if any) can be used in other versions of the same project (other communities).

PUBLICITY AND BRAND EXPOSURE

Seek alliances with local media (radio, television, social networks, newspapers or magazines). Such alliances facilitate the search for sponsors and brand positioning is obtained. It is important to invite local governments and authorities (mayors' offices, municipalities, police, firefighters, community leaders, influencers, among others) to participate and work hand in hand through their social networks and other means of dissemination.

PROJECT DEVELOPMENT STAGES

- I. Search for the population to be benefited.
- II. Logistics:
 - a. Set the date and contact community leaders.
 - b. Determine location within the community (food preparation).
 - c. Request for permits (Sample letter #1 attached).
 - d. Materials: ingredients, beverages, cooking utensils, disposables (cups, plates, cutlery, etc.), among others.
- III. Identify special cases in the community:
 - a. Meeting with community leaders to identify donations and special projects.
 - b. If there are identified cases, proceed on the day of #Wacho2030 to execute the donations.
- IV. Search for sponsors (sample letter#2 attached) and define menu to be prepared.
- V. Execution of the project.

STAGE I - Search for the population to be reached

How to know which population to reach with Wacho 20-30?

1. identify areas of action of Active 20-30 clubs.
2. identify the level of need.
3. Census of children and adults.

Upon arriving in the community, the first thing to do is to meet with community leaders. They will discuss the needs of their community. They are given the project and possible date to carry out the activity. The project provides the opportunity to learn about other needs of the community.

STAGE II - Logistics

- A. Set the date and request permits (Model letter attached).
- B. Determine venue within the community (food preparation).
 - a. Identify areas where food preparation could take place. It is recommended to use the member's home or clubhouse of the clubhouse at an appropriate distance from the community.
 - b. If necessary, cooking can be done in schools or community kitchens. Invitations may be extended to school or school cafeteria teams.
- C. Materials: ingredients, beverages, cooking utensils, disposable items (cups, plates, cutlery, etc.), among others.
 - a. Take into account the implements and needs involved in the menu they choose to make.
 - b. It is advisable to make a list of implements and supplies for the menu. Always have a kitchen leader and a logistics leader to serve the dishes.



This is an activity that involves the members in multiple ways, encourages teamwork and generates immediate satisfaction in seeing the happiness of the community. This serves as a basis for continuing to support in multiple ways and to cover other needs.

STAGE III - Identifying special cases in the community

Together with the community leader, we seek to identify the educational, health and economic needs of the families, for example, children with disabilities, shortage of school materials or infrastructure problems.

STAGE IV - Search for sponsors (model letter) and definition of the menu to be prepared.

How to identify potential sponsors?

1. Identify food sales companies (supermarkets, grocery stores, multi-departmental stores, among others).
2. Restaurants.
3. Companies that sell food packaging (disposable).
4. Businesses friendly to the club.

What is the appropriate menu or meal?

1. You can start with the typical dishes of the country or region and based on that the menu is proposed.
2. In the case of Panama, we use the Wacho, which is a semi-balanced dish based on rice, beans and a protein that can be meat or pork. It should always be considered that the dish to be chosen meets an appropriate caloric level and that it is economical so that it yields enough.
3. The menu is adaptable to what the sponsors offer.

STAGE V - Execution of the project on the day of the donation

1. The food is prepared the day before (thawing, sectioning, seasoning, marinating, etc.).
2. The kitchen leader distributes the activities for the preparation of the food.
3. Simultaneously one group cooks and another cleans.
4. One group serves the food and the other packs it (if it needs to be transported from one point to another - it is important to have boxes to transport the served dishes).
5. Establish preparation and delivery schedules.
6. The organizing club defines the type of meal (breakfast or lunch).

STEP VI - Final Project Report

Prepare a report that includes the following information:

1. Location and date of the activity.
2. Financial report in dollars (attach evidence such as invoices), donations obtained (differentiate cash from in-kind donations, attach receipts for donations), list of sponsors and cost of menu (individual dish).
3. Population benefited (number of people and divide adults from children, age range).
4. Media outreach (attach list of media publications - screenshots).
5. Document number of special cases found in the community (if any).
6. Make a pictorial record of the event in all its stages.

TEMPLATE LETTERS FOR WACHO

LETTER #1

CITY OF XXXX
DEAR MR. XXXXXXXXXXXXX
MAYOR OF XXXXXXXXXXXXX

Dear Sir or Madam:

Be my first words to extend cordial greetings and to wish you success in your daily labors.

The Active 20-30 Club of xxxxxxxxxxxx is a civic club that currently has xx years of service to the community, especially children in our country/province xxxxxxxxxxxx, bringing help to those most in need.

On this occasion we would like to introduce you to the WACHO 20-30 international project, a project that seeks to bring prepared food to low-income families. For this reason the Active 20-30 Club 20-30 of xxxxxxxx wants to make XXX (quantity) plates of food of xxxxxxxxxxxx (type of food). The activity will be carried out in the community xxxxx (place), hoping to cover the need to xxxx (number of adults) and xxx (number of children).

We come to you to request the use of the cafeteria of the Community Board (EXAMPLE: it can be a school, church or gymnasium) for the preparation of the food that we are going to donate in your community.

We would also like you to be part of this activity with volunteers who know the area to identify the neediest families.

We thank you for your collaboration

In Active 20-30,

Xxxxxxxxxxxxxxxxxxxx



LETTER #2

CITY OF XXXXX
DEAR MR. XXXXXXXXXXXX
MANAGER OF SUPER MARKET XXXXXXXXXXXX

Dear Sir or Madam:

Be my first words to extend cordial greetings and to wish you success in your daily labors.

The Club Activo 20-30 of xxxxxxxxxxxx is a civic club that currently has xx years of service to the community, especially children in our country/province xxxxxxxxxxxx bringing help to those most in need.

On this occasion we would like to introduce you to the WACHO 20-30 international project, a project that seeks to bring prepared food to low-income families. For this reason the Active Club 20-30 of xxxxxxxx wants to make XXX (quantity) plates of food of xxxxxxxxxxxx (type of food). The activity will be held in the community xxxxx (place), hoping to cover the need to xxxx (number of adults) and xxx (number of children).

We would like you to be part of this great activity by supporting us with the donation of the following supplies:

- 1.
- 2.
- 3.

The benefit for your company will be exposure in the social networks of the club, presence of your brand the day of the event in the community (Here we can offer tax-deductible donation receipts, some promotional video).

Thank you for your cooperation.

In Active 20-30,

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

RESPONSIBILITIES OF NATIONAL AND INTERNATIONAL OFFICERS





INTERNATIONAL OFFICERS

In addition to any international committee assigned, each officer should:

INTERNATIONAL PRESIDENT ELECT

- Step in for the International President in his absolute and temporary absence, with the same obligations and rights related to the position.
- Assist the International President in all his functions.
- Fulfill any assigned tasks by the International President during the term.
- Be present in all meetings for him/her to be updated in all National Association situations so he/she can prepare a more effective work plan for his term as International President.

INTERNATIONAL SECRETARY

- Accompany the International President in all International Council meetings, extraordinary meetings, International Convention, Midterm meeting or visits he/she can come along or in which the International President asks him/her to come along.
- Take the minutes of all official and extraordinary meetings of the International Council of Presidents and International Board meetings and share them with all the National Associations at least 30 days after the meeting takes place in both English and Spanish.
- Keep constant communication with all National Secretaries/Presidents so they can be updated with the reports.
- Make sure that all of reports are included in the digital platform for all data to be read and analyze when needed.
- Make a quarterly report of the updates given by the National Associations.

INTERNATIONAL TREASURER

- Prepare -in cooperation with the international Board- the International Budget that will be used during the term.
- Attend all International President Councils meetings, extraordinary meetings, Midterm meetings, and the International Convention.
- Keep track of reports from the National Treasurers and verify the digital platform information is updated.
- Provide advice to each National Association in the use of their budget when it is needed.
- To keep track of all expenses for all International Officers.
- Make a quarterly report of the updates given by the National Associations.

INTERNATIONAL RELATIONS OFFICER

- Be the number one means of communication between all National Associations – share information on events, International and from the National Associations, via making his/her team a communication channel.
- Attend all International President Councils meetings, extraordinary meetings, Midterm meetings, and the International Convention.
- Make a quarterly report of all events in the Organization.

NATIONAL OFFICERS

In addition to any task that the National President may have assigned, all four people mentioned below should work together. All pieces of information in the digital platform complete each other; therefore, if one underperforms his tasks, the rest will be missing information. Each officer should:

NATIONAL PRESIDENT

- Provide all information requested by any member of the International Board
- Supervise that all data is included in the digital platform in instructed time.
- Attend all official and extraordinary meetings summoned by the International President – if he/she cannot join/attend, the NP must make sure the NPE can.

NATIONAL SECRETARY

- Update the members database at least once every two months – emails, names, among others
- Supervise that clubs upload all information regarding projects and all possible events in the digital platform once a month
- Train the Club secretaries of his/her National Association to complete the digital platform

NATIONAL TREASURER

- Supervise that clubs upload all information from fundraising and sponsored events and projects in the digital platform once a month
- Train the Club treasurer of his/her National Association to complete the digital platform
- Provide a final report on membership in the month of June for the International payment and election proxy.

INTERNATIONAL RELATIONS OFFICER

- Search among the membership of his/her National Association for the people that the IRO will request for social media features.
- Share all information with his/her National Association clubs.
- Make sure pictures and descriptions are included in all projects included in the digital platform.

CODE AND OBJECTIVES OF ACTIVE 20-30 INTERNATIONAL



Code of Active 20-30 International

With the productive years of my life before me, with ambitions and ideals to be realized, I accept the following principles as necessary in their attainment:

To show proper appreciation for my community, and to do everything in my power for its growth and development;

To recognize that friendship is reciprocal and that friendly cooperation is the foundation of society;

To offer sincere service to Active 20-30 and to fulfill to the best of my ability any task that the organization may assign me.

“YOUTH, TO BE SERVED, MUST SERVE.”

and

“ONE NEVER STANDS SO TALL AS WHEN KNEELING TO HELP A CHILD”.

Objectives of Active 20-30 International

1. To develop leaders for the service to the community.
2. To serve the community and specially children.
3. To develop friendships and promote fellowship between members
4. To encourage the highest human, moral and civic principles.

HISTORICAL OVERVIEW



ACTIVE 20-30 INTERNATIONAL really got its start in 1922 when, coincidentally, young people from two very distant American cities pointed out the need to create a Service Club for adult youth. This was mainly due to the fact that the members of the service organizations already established in those days, were generally older people, noting the absence of young elements.

This observation led these two groups of visionary young men to form a different club: a club where the young man would have the opportunity to actively participate in the work of serving his community; a club where the ideas, enthusiasm, courage, and energy characteristic of youth would be directed toward meeting social needs, in healthy competition with clubs formed by older men.

These “pioneers” resided in the United States in the cities of Aberdeen, in the state of Washington, where the Active International Club was started; and in Sacramento, in the state of California where the 20-30 International Club was born.

The members of Active International elected Carl Marx as their first president and the emblem they selected for their organization was a circular saw. The founders of Active chose him by logic, since Aberdeen, his hometown, is a major lumbering center. The saw represents the useful employment of intense activity, and the abundant energy of responsible youth means power, strength, progress.

In June 1929, the organization became truly international in both fact and name with the formation of the Active Club of Vancouver in British Columbia, Canada.

Soon more clubs were opening across the northeastern United States, including as far as Hawaii, and in major cities on the Canadian border.

The motto that guided all of Active’s projects was “Man Never Exalts Himself as Much as When He Kneels to Help a Child.

In Sacramento, Paul Claiborne, who was only 20 years old when he conceived the idea of forming a young men’s service club, was chosen as the first president of the 20–30-year-old group. He and other founding members were able to accomplish this accomplishment thanks to the selfless support of the Sacramento Chamber of Commerce.

Their emblem consisted of an hourglass, which symbolized time, which was not eternal like youth, and was the term they would strive to give their best to the organization.

Like Active, 20-30 expanded to numerous cities on the west coast of the United States until it reached 260 cities and 4,675 members by 1941, when because of World War II, 65% of its young members joined the military, dropping the number of clubs to 122 and the membership to 1,800.

The situation led 20-30 to seek new alternatives for expansion and that is how in 1944 the 20-30 Club of Ciudad Juarez was formed, which gave rise to the 20-30 movement in Mexico and Latin America. At this time, the association changed its name to 20-30 International.

Soon 20-30 International was flourishing in the Republics of Guatemala, El Salvador, Honduras, Nicaragua, Costa Rica, Panama, Ecuador, Cuba and the Dominican Republic.

The motto of 20-30 International was: “Youth to be served, must serve”.

It is important to note that both Active International and 20-30 International later became the founding Associations of the World Council of Young Men’s Service Clubs, being the great American promoters of the World Council movement until its formal initiation in 1944.

Given the similarities of both organizations, in terms of objectives and operation, conversations began during the years 1959 and 1960 that culminated in the merger of both institutions, drafting



a special resolution that would give the final name of our Organization: Active 20-30 International.

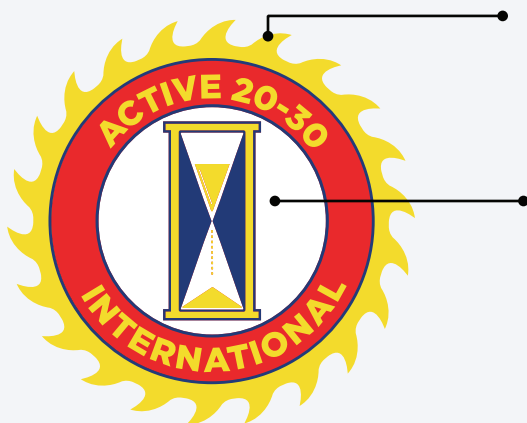
This resolution was ratified by both organizations during their 1960 conventions, and the first Active 20-30 International convention was held in Tucson, Arizona in the United States.

After this merger, Active 20-30 consisted of 7,500 members from 365 clubs in Canada, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Nicaragua and Panama.

Just as the Organizations merged, a single motto was made, which we recite today:

“To be served, youth must serve.”
“Man is never as exalted as when he kneels to help a child.”

And, the emblems were amalgamated, which now consists of:



A circular saw, which gives an idea of movement, constant activity, and which needs each and every one of its teeth to work well, if one tooth breaks the saw is useless, and where each tooth represents each one of us.

Within the saw, there is the hourglass, symbol of time, which represents the age limit set for belonging to the Organization; time that represents the stage of service that each of us must fill to the fullest in order to fulfill the tasks that are entrusted to us.

The colors of the emblem emphasize the characteristics that distinguish us as young people:



The cleanliness and purity of spirit that every young man should have.



: The young blood, the strength, the impetus, and the audacity needed to bear the weight of a responsibility.



The hope that the world has placed in the youth that they will be able to carry out any task and thus forge a better future.



The greatest treasure of the Organization, which is ourselves, the young people who make it up.

GALLERY OF PAST INTERNATIONAL PRESIDENTS





YEAR	NAME	INTL. CONVENTION
1961-62	Jack Kummert <i>(Santa Rosa, California, EEUU)</i>	1961 Tucson, Arizona, EEUU
1962-63	Federico Lugo <i>(Nuevo Laredo, México)</i>	1962 Fresno, California, EEUU
1963-64	James Robertson <i>(Tacoma, Washington, EEUU)</i>	1963 Seattle, Washington, EEUU
1964-65	Norm Jensen <i>(Fresno, California, EEUU)</i>	1964 Torreón, Coahuila, México
1965-66	Emilio Pérez Banuet <i>(Ciudad de México, México)</i>	1965 Calgary, Alberta, Canadá
1966-67	Leland H. Glidwell <i>(Modesto, California, EEUU)</i>	1966 Tijuana, Baja California, México
1967-68	Bruce Fleming <i>(San Diego, California, EEUU)</i>	1967 Sacramento, California, EEUU
1968-69	René Fernández <i>(San Salvador, El Salvador)</i>	1968 Guadalajara, Jalisco, México
1969-70	David N. Andrews <i>(Eugene, Oregon, EEUU)</i>	1969 Eugene, Oregon, EEUU
1970-71	Sanford Lerch <i>(Phoenix, Arizona, EEUU)</i>	1970 Phoenix, Arizona, EEUU
1971-72	Santiago García de la Garza <i>(Hermosillo, México)</i>	1971 Laredo, Texas, EEUU
1972-73	Warren Trunbull <i>(Inglewood, California, EEUU)</i>	1972 Los Ángeles, California, EEUU
1973-74	Carlos Quintana L. <i>(Ciudad de México, México)</i>	1973 Ciudad de México, México
1974-75	James F. Krembas <i>(Torrance, California, EEUU)</i>	1974 Panamá, Rep. de Panamá
1975-76	Oscar Osorio, Jr. <i>(David, Chiriquí, Rep. de Panamá)</i>	1975 Calgary, Alberta, Canadá
1976-77	Paul Telford <i>(Hawthorne, California, EEUU)</i>	1976 Lake Tahoe, California, EEUU
1977-78	Máximo Baca López <i>(Tlalneplanta, México)</i>	1977 San Salvador, El Salvador

YEAR	NAME	INTL. CONVENTION
1978-79	Duston D. Rose (Coronado, California, EEUU)	1978 Eugene, Oregón, EEUU
1979-80	Alberto A. Boyd (Panamá, Rep. de Panamá)	1979 Santo Domingo, Rep. Dominicana
1980-81	Russ Mann (Edmonton, Canadá)	1980 Panamá, Rep. de Panamá
1981-82	Horacio Morales (Mexicalli, Baja California, México)	1981 Anaheim, California, EEUU
1982-83	Arnold J. Krogh (Sacramento, California, EEUU)	1982 Sacramento, California, EEUU
1983-84	Rafael Barrientos (San Salvador, El Salvador)	1983 Cancún, México
1984-85	Fred Simpson (San Fernando, California, EEUU)	1984 Edmonton, Canadá
1985-86	Manuel Molina. (David, Chiriquí, Rep. de Panamá)	1985 San José, Costa Rica
1986-87	Charles D. Stark (Santa Rosa, California, EEUU)	1986 Eugene, Oregón, EEUU
1987-88	Francisco Carrión C. (Ciudad de México, México)	1987 Acapulco, México
1988-89	Ross R. Liscum (Santa Rosa, California, EEUU)	1988 Phoenix, Arizona, EEUU
1989-90	Eduardo Hutt D. (San Salvador, El Salvador)	1989 San Salvador, El Salvador
1990-91	Manuel Batista L. (Santa Clara, México)	1990 Calgary, Alberta, Canadá
1991-92	Andrés Patiño (Cali, Colombia)	1991 Puerto Vallarta, México
1992-93	Gary Wickel (Bakersfield, California)	1992 Santo Domingo, Rep. Dominicana
1993-94	Miguel Ureña. (Santo Domingo, Rep. Dominicana)	1993 Panamá, Rep. de Panamá
1994-95	Jaime Jácome. (Panamá, Rep. de Panamá)	1994 San José, Costa Rica



YEAR	NAME	INTL. CONVENTION
1995-96	Marcel Houdelot <i>(San Salvador, El Salvador)</i>	1995 Santa Rosa, California, EEUU
1996-97	Luis Fernando Lian. <i>(Cali, Colombia)</i>	1996 San Salvador, El Salvador
1997-98	Luis Fernando Lian. <i>(Cali, Colombia)</i>	1997 Panamá, Rep. de Panamá
1998-99	Juan McKay <i>(Panamá, Rep. de Panamá)</i>	1998 Cali, Colombia
1999-2000	Ebert Fernández. <i>(Santa Rosa, California, EEUU)</i>	1999 San José, Costa Rica
2000-01	José Roberto Espinal <i>(San Salvador, El Salvador)</i>	2000 Santa Rosa, California, EEUU
2001-02	Gustavo Gnecco <i>(Bogotá, Colombia)</i>	2001 Eugene, Oregón, EEUU
2002-03	Rubén Salas <i>(San José, Costa Rica)</i>	2002 David, Chiriquí, Panamá
2003-04	Carlos Orillac <i>(Panamá, Rep. de Panamá)</i>	2003 Panamá, Rep. de Panamá
2004-05	Dallas Sweeney <i>(Sacramento, California, EEUU)</i>	2004 San Salvador, El Salvador
2005-06	Luis Armando Rivas <i>(Managua, Nicaragua)</i>	2005 San José, Costa Rica
2006-07	Miguel Grullón <i>(Sto. Domingo, R.D.)</i>	2006 Santo Domingo, Rep. Dom.
2007-08	Richard Middlebrook <i>(Bakersfield, USA)</i>	2007 Ensenada, México
2008-09	René De Hermoso <i>(Panamá Noreste, R. de P.)</i>	2008 Las Vegas, EEUU
2009-10	Ángel Nadal <i>(Sto. Domingo, R.D.)</i>	2009 Playa Blanca, Las Cumbres, Panamá
2010-11	Donald Bonilla <i>(Managua, Nicaragua)</i>	2010 Santa Rosa, California, EEUU
2011-12	Oriel Castillo <i>(Panamá Noreste, R. de P.)</i>	2011 Armenia, Colombia

YEAR	NAME	INTL. CONVENTION
2012-13	Miguel Mena (Cd. Juárez, México)	2012 Puntarenas, Costa Rica.
2013-14	Pablo F. Quintero (Manizales, Colombia)	2013 Punta Cana, Rep. Dominicana.
2014-15	Evan Hershey (Santa Rosa, California, EEUU)	2014 Santa Marta, Colombia.
2015-16	Antonio Adolfo Araúz Avendaño (David, Chiriquí, Rep. de Panamá)	2015 San Salvador, El Salvador.
2016-17	José David Chez (Santo Domingo, Rep. Dominicana)	2016 Guadalajara, México.
2017-18	Juan Carlos Sieiro Pinzón (Panamá, República de Panamá)	2017 Eugene, Oregón, EEUU.
2018-19	Jesús Alberto Valenciano Garcia (Delicias, México)	2018 Chitré, Panamá.
2019-20	Mario Herrera Buitrago (Chitré, Panamá)	2019 Bogotá, Colombia.
2020-21	Ester Mora Jiménez (Tres Ríos, Costa Rica)	2020 La Virtual, Video Conferencia International
2021-22	Mario Reyes Ituarte (Ciudad Juárez, México)	2021 Panamá, Panamá
2022-23	Nuria Rojas Torres (Tres Ríos, Costa Rica)	2022 Sacramento, California, EEUU

**INTERNATIONAL
BYLAWS
OF ACTIVE 20-30
INTERNATIONAL**



PREAMBLE

We, the Members of ACTIVE 20-30 INTERNATIONAL, being aware of the great benefits and the innumerable advantages derived from a youth nonpartisan and non-religious association, in which contributions can be made for the betterment and welfare of our communities and fellow beings, and that by helping others we can develop a better nature in ourselves and lead a full and altruistic life, we decree and set forth these bylaws for the ACTIVE 20-30 INTERNATIONAL organization.

**TITLE I
GENERAL PROVISIONS
CHAPTER I: NAME AND RESIDENCE**

ARTICLE 1: The name of the ORGANIZATION will be ACTIVE 20-30 INTERNATIONAL, hereinafter called the ORGANIZATION.

ARTICLE 2: The ORGANIZATION shall have its legal residence in Panama City, Republic of Panama. However, the ORGANIZATION recognizes as its headquarters the city of Sacramento, California, U.S.A.

CHAPTER II: OBJECTIVES

ARTICLE 3: The Objectives of ACTIVE 20-30 INTERNATIONAL are:

- a) To develop leaders for the service to the community.
- b) To serve the community and specially children.
- c) To develop friendships and promote fellowship between members
- d) To encourage the highest human, moral and civic principles.

CHAPTER III: SYMBOLS AND LANGUAGE

ARTICLE 4: The ACTIVE 20-30 INTERNATIONAL emblem shall be a golden buzzsaw surrounding an hourglass in blue and gold color with a white background with the phrase ACTIVE 20-30 INTERNATIONAL written in gold with a red background.

ARTICLE 5: The official colors of the Organization shall be Red, Blue, and Gold.

ARTICLE 6: The mottos of the Organization shall be: "Youth, to be served, must serve" and "One never stands so tall as when kneeling to help a child".

ARTICLE 7: The official languages of ACTIVE 20-30 shall be: English and Spanish.

ARTICLE 8: The name, symbol and motto of the ORGANIZATION shall be the sole Property of the same. Every duly constituted National Association and Club with clear understanding of Title IV and V and within these bylaws, shall be entitled to use the ORGANIZATION'S name, symbol and motto within the limits authorized for their use and benefit. The National Associations and the Clubs shall be bound to protect and safeguard the name of ACTIVE 20-30 INTERNATIONAL.



CHAPTER IV: MEMBERSHIP CATEGORIES

ARTICLE 9: The ORGANIZATION shall have the following membership categories:

- a. Active
- b. Past Active
- c. Senior active
- d. Lifetime Membership
- e. Honorary Members
- f. Members-at-large

ARTICLE 10: Active members shall be persons between the ages of twenty and forty years, with good moral standing, accepted as Club members due to their aptitude to serve others, provided that the requirements do not constitute a violation or not applied with the purpose to violate the laws of any state, province or country where Active 20-30 Clubs exist. In such cases the civil law shall govern.

ARTICLE 11: A Senior Active member will be an Active member who having reached the age of forty, or in the event of occupying an elected position or one of automatic succession, once that period terminates, receives as an acknowledgment of his/her merits, a 2/3 vote from the Council of Directors, the Board of Directors from his/her club and 2/3 of the votes at a General Meeting from his club. Once elected, the Senior Active Member may keep this category during five consecutive years from the date upon which the General Meeting elected him/her as such. Said category of members shall not exceed 20% of the total active membership. The category of Senior Members shall be optional for every National Association.

ARTICLE 12: Past Active Member is an Active Member having served his/her Club a minimum of seven (7) years or has served as President of his/her Club. The member shall not have pending financial obligations with the Club or the National Association. This will be given by the National Association as requested by his/her Club.

Article 13: Lifetime Membership in ACTIVE 20-30 INTERNATIONAL is given to an Active Member who has held the position of International President. These members are entitled to cast a vote, exclusively in their clubs, the National Convention of their Association and at the International Convention Assembly, if they are registered and present.

ARTICLE 14: Member-at-Large is an Active Member in good standing in his/her Club, who moved to an area where there are no ACTIVE 20-30 Clubs, provided that when an Active 20-30 Club is organized in that area, he/she becomes active in the Club. The category of Members-at-Large shall be granted by the Club in which the Member is active. Members-at-Large shall not have obligations with the Club and shall not pay any dues. This category of Members shall not have the right to cast a vote or to hold an elected position within the ORGANIZATION, National Association or Club.

ARTICLE 15: Honorary Members are those who due to meritorious services rendered to an Active 20-30 Club, to the community or to the country, have been granted said recognition by a Club of the International Organization, by a National Association.

CHAPTER V: RIGHTS AND OBLIGATIONS OF MEMBERS

ARTICLE 16: The Active Member shall have the following obligations:

- a) To fulfill and make others fulfill the bylaws, regulations and decisions of the ORGANIZATION, his/her National Association and his/her Club.
- b) To participate actively in the activities of the Organization, of his/her National Association and his/her Club.
- c) To maintain a 60% minimum quarterly average of attendance to Club meetings.
- d) To attend the meetings of the National Associations.
- e) To pay on time the dues established by the ORGANIZATION, his/her National Association and his/her Club.

- f) To perform the tasks and responsibilities assigned by the ORGANIZATION, National Association and Club, unless there is a justified cause not to do so.
- g) All other obligations assigned by these Bylaws, his/her National Association, and his/her Club.

ARTICLE 17: The Active Member shall have the following rights:

- a) Publicly display his/her capacity as member of the ORGANIZATION, his/her National Association, and his/her Club
- b) To exercise his/her right to vote and participate in accordance with the International bylaws and the bylaws of his/her National Association, and his/her Club.
- c) To aspire to perform the elected positions within the ORGANIZATION, his/her National Association, and his/her Club, in accordance with the provisions of the Bylaws and regulations established for each case.
- d) All other rights conferred by the Bylaws and regulations of the ORGANIZATION, his/her National Association and his/her Club.

ARTICLE 18: A Senior Active Member shall share all the rights and duties of Active Members, except holding elected positions within the ORGANIZATION, his/her National Association and his/her Club and can be appointed as a delegate or a representative of his/her club before the National Association and the International Convention.

ARTICLE 19: Past Active Members shall have the following duties:

- a) To provide help and advisory to the Organizations National Association Club, according to their capacity, for the furtherance of the ORGANIZATIONS principles and objectives.
- b) To honor the ORGANIZATION, developing their particular and Professional activities in accordance with their civic and moral principles promoted by the ORGANIZATION.
- c) All others conferred by the ORGANIZATION, the National Association and the Club.

ARTICLE 20: Past Active Members have the following rights:

- a) Publicly display their capacity as Former Active Member of the ORGANIZATION.
- b) To attend Club meeting with only the right of voice.
- c) To attend all activities organized by the Club, National Association or the ORGANIZATION, complying with the same requirements expected from an Active Member.

ARTICLE 21: Life Membership shall have the same rights and privileges as Active Member, plus being exempt from the payment of ordinary international fees, as well as of their National Association and Club. The Life Membership may hold elected positions upon complying with the age requirements of an Active Member.

ARTICLE 22: Honorary members shall have no duties and their rights are limited to attending and having the opportunity of expressing their opinions in meetings and Club and/or National Associations activities.

CHAPTER VI: TERMINATION OF MEMBERSHIP

ARTICLE 23: Members shall lose their right of membership due to actions contrary to the principles and purpose of the ORGANIZATION. Clubs and National Associations shall set up an ethics committee in charge of evaluating Each individual case.



ARTICLE 24: Active members, Senior Active Member-at Large shall lose their Membership if:

- a) He/She affiliates to another service organization with characteristics similar to ACTIVE 20-30 INTERNATIONAL.
- b) He/She fails to comply with their duties towards the ORGANIZATION, The National Association or Club.
- c) He/She resigns.
- d) He/She reaches the age of forty and does not become a Senior or Past Active Member.

ARTICLE 25: Any Active or life Member holding an elected position who reaches the age of forty shall continue in office until the elective term has expired, or any other they can automatically access due to the position held at the end of the period.

CHAPTER VII: ADMINISTRATIVE PERIOD

ARTICLE 26: The administrative period of the ORGANIZATION and National Association begins on the 1st of July and ends on the 30 of June to September, October to November, January to March and April to June.

TITLE II THE ORGANIZATION

Article 27: Active Members of ACTIVE 20-30 INTERNATIONAL shall organize themselves in clubs and these in turn shall organize into National Associations.

TITLE III CLUBS CHAPTER I: CONSTITUTION

ARTICLE 28: The following is required to set up an ACTIVE 20-30 CLUB:

- a) To have a membership in accordance with the requirements establish by the corresponding National Association. No Club can be set up with less than ten (10) members.
- b) To adopt the bylaws framed within the ORGANIZATIONS.
- c) To comply with the Setting Up requirements established by the Bylaws and regulations of the corresponding National Association.

ARTICLE 29: A request for the setting up of a new Club shall be submitted before the President of the corresponding National Association, and the chart of Constitution shall be granted provided that all requirements are Complied with.

CHAPTER II: OBLIGATIONS

ARTICLE 30: Clubs shall have the following obligations:

- a) To comply with the principles, objectives, Bylaws, regulations, Agreements and resolutions adopted by the ORGANIZATION And its respective Association.
- b) Punctually pay international and national fees.

- c) To hold General Meetings at least twice a month, preferably once a Week, except when alternative arrangements are decided locally.
- d) To submit all the reports required by the National Association and The ORGANIZATION.
- e) Participate in International and National Meetings. If unable to do so a proxy should be appointed to cast their vote.
- f) To maintain at least sixty percent (60%) average attendance rate in all their General Meetings.

CHAPTER III: RIGHTS

ARTICLE 31: Every Club shall the following rights:

- a) To use the name and symbols of the ORGANIZATION.
- b) To participate and vote at National Meetings and at the International Convention.
- c) Appoint candidates for elective positions within the National Association.
- d) D) To receive the cooperation from its National Association and the ORGANIZATION.
- e) any other right granted by these Bylaws and the National Association.

CHAPTER IV: TERMINATION OF CLUB CHARTER

ARTICLE 32: Recognition as a Club shall be lost due to the following reasons:

- a) Lack of payment of national or international fees.
- b) The reduction of Active and Senior Members to less than ten (10%) for more than six (6) months.
- c) Non compliance with the Bylaws, regulations, agreements and Resolutions of the ORGANIZATION or its National Association.
- d) Resignation.

ARTICLE 33: The decision to revoke a Chart of Constitution corresponds to the Respective National Association..

ARTICLE 34: Upon the loss of recognition a Club shall lose all rights conferred by These Bylaws and the National Association.

TITLE IV NATIONAL ASSOCIATIONS CHAPTER I: CONSTITUTION

ARTICLE 35: All active 20-30 Clubs should be grouped in National Associations. These in turn can organize themselves into Areas, Regions, or Districts, if deemed necessary.

ARTICLE 36: In order to constitute a National Associations, the following is necessary:

- a) To have at least two (2) or more ACTIVE 20-30 CLUBS duly constituted in the country.



- b) To adopt Bylaws compatible with those of the ORGANIZATION
- c) That upon its constitution, the National President and the Elected National President be elected, who shall be in office until the end of the administrative year of the respective National Association.

ARTICLE 37: The Club founded in a country where the ORGANIZATION does not operate shall pertain to the National Association is constituted which can be recognized as soon as the second Club is founded in said country.

CHAPTER II: DUTIES

ARTICLE 38: Every association shall have the following duties:

- a) Further the ORGANIZATIONS principles, objectives, and programs.
- b) To comply with and cause the ORGANIZATIONS Bylaws, regulations, agreements, and resolutions to be complied with, as its own Bylaws, regulations, agreements, and resolutions.
- c) Annually gather at the National Convention and the National Council of Presidents as many times as determined by the national Bylaws.
- d) To comply with any other duty set forth in these Bylaws.
- e) Be represented at the International Council of National Presidents by the National Presidents, Elected National President or by a duly credited representative.
- f) Be represented at the International Convention by its national officials and the delegates of their respective Clubs taking an active part in the ORGANIZATIONS affairs.
- g) Establish a national office. All the National Associations official mail should be addressed to said office and all the National Associations files and records shall be kept in said office

CHAPTER III: RIGHTS

ARTICLE 39: The National Association shall have the following rights:

- a) To represent the ORGANIZATION within the country
- b) To request and receive advisory from the ORGANIZATION to further its principles and objectives.
- c) To sent national Fees.
- d) To appoint members to the ORGANIZATIONS elective positions.
- e) All other rights conferred by these Bylaws.

CHAPTER IV TERMINATION

ARTICLE 40: a) National Associations shall lose their recognition as such when there less than two (2) ACTIVE 20-30 CLUBS in the country or when They disobey or refuse to respect, comply with and cause not to Comply the ORGANIZATIONS Bylaws, regulations, agreements and Resolutions.

The International Council for Presidents shall be the Organization accountable for said Bylaw. The procedures to be followed in such cases shall be regulated.

b) When a National Association loses its recognition, existing Clubs Shall integrate into an existing National Association

CHAPTER V: THE NATIONAL PRESIDENT AND THE ELECTED NATIONAL PRESIDENT

ARTICLE 41: The National President shall be the executive officer of its National Association and shall be the representative of the same before the International Council of Presidents.

ARTICLE 42: The National President shall have the following duties:

- a) Promote and implement the ORGANIZATIONS principles and Objectives, and provide the necessary assistance required by the Clubs pertaining to the National Association.
- b) See that the Bylaws, regulations resolutions, decisions and Programs of the ORGANIZATION and its National Association are complied with.
- c) Represent its National Association before the International Council Presidents with the right to vote and speak as set forth in their respective Bylaws.
- d) Serve as liaison between the ORGANIZATION and the constituted Clubs.
- e) Attend the International Convention and coordinate national Meetings.
- f) Any other obligation assigned or set forth in these Bylaws or the Ones of its national Assembly.

ARTICLE 43: The Elected National President is the second executive officer of its National Association. The term in office shall be of one administrative Year at the end of which the National President shall take over.

ARTICLE 44: The Elected National President in the event of temporary or permanent Absence.

- a) Substitute the National President in the event of temporary or Permanent absence.
- b) Attend the meetings of the National Council of Presidents with the right to speak but not to vote.
- c) Assist the National President in the performance of their duties.
- d) Any other assigned by the National President, the National Council for Presidents or the National Convention.

ARTICLE 45: In the event of vacancy in the Elected National President position, the National Council of Presidents shall select among its members the one to perform as Elected National President for the remaining part of the term: Nevertheless, in this specific case, the following National convention shall elect the new National Elected President as well as the new National President.

TITLE V THE INTERNATIONAL COUNCIL OF PRESIDENTS CHAPTER I: COMPOSITION

ARTICLE 46: The International Presidents Council shall be comprised of the presidents of each National Association the International President, the Elected International Secretary, Treasurer.



ARTICLE 47: Members of the International Presidents Council shall have the right to speak and vote in the same. The International President shall vote only in the event of a tie. The Elected International President and the International Secretary/Treasurer shall only have the right to speak.

ARTICLE 48: All the ORGANIZATION members shall have the right to attend the meetings of the International Presidents Council with only the right to speak, prior to the request of its National President and the acknowledgement of the International President.

CHAPTER II: COUNCIL MEETINGS

ARTICLE 49: The International Presidents Council shall be holding a minimum of three (3) general meetings a year. The first shall be held no later than the day after the General

Meeting of the International Convention. The second, halfway through the administrative year on the date and place determined by the International President, and the third the day before the General Meeting of the International Convention.

ARTICLE 50: The International Presidents Council may hold special meetings upon the request of at least one third (1/3) of the suitable National Presidents, or in the event of an emergency upon the request of the International President.

ARTICLE 51: The International President shall summon to meetings in the official languages, by certified mail, telex, fax, E-mail, or any other new means approved by the International Presidents Council, no later than thirty (30) days in advance. Said summons should enclose the agenda and purpose of the meeting.

ARTICLE 52: Quorum for meeting shall be set with the attendance of more than half of the National Presidents.

ARTICLE 53: The President who due to reasons out of his/her control can not attend a meeting of the International Presidents Council shall be replaced by the Elected National President of said National Association, and in replacement of the latter, the Active Member empowered to do so by accreditation shall be submitted before the International President or the Secretary/Treasurer, for its approval acknowledgment.

CHAPTER III: VOTING

ARTICLE 54: Every President shall have the right to one (1) vote during the International Presidents Council meetings.

ARTICLE 55: The affirmative vote of the majority of suitable votes shall be necessary in order to approve a motion.

ARTICLE 56: The International President may put a motion to the vote regarding certain Issues, in any of the official languages by mail, fax, telex, E-mail or any of the new means duly approved by the International Presidents Council. National Presidents should send their vote no later than thirty (30) days after the date in which the issue was put to the vote through any of the above-mentioned means. The issue shall be deemed approved with the affirmative vote of the majority of the possible suitable votes from the International Presidents Council and shall be deemed rejected with the negative votes of the majority of the International Presidents Council. The International President shall keep the votes cast to exhibit them during the next International Presidents Council.

CHAPTER IV: DUTIES

ARTICLE 57: The International Presidents Council shall have the following duties:

- a) Foster the furtherance of the objectives and principles of the ORGANIZATION, by establishing the programs deemed pertinent.
- b) Comply with and cause to comply with the Bylaws, regulations, resolutions and decisions of the ORGANIZATION.
- c) Prepare the regulations to enforce the ORGANIZATIONS Bylaws, Whenever deemed necessary.
- d) Approve, reject or amend the budget submitted by the International President. Ser International fees.
- e) Supervise the task of the International President, National Presidents and National Associations.
- f) Approve the date and Agenda to be discussed during the Annual International Convention.
- g) Establish the award system during the International Convention.
- h) Study, provide an opinion and solve the appeals submitted by the Clubs or Club members affected by the decisions or resolutions of their respective National Associations.
- i) All other duties established in the Bylaws or assigned by the International Convention.

**TITLE VI
THE INTERNATIONAL PRESIDENT CHAPTER I:DUTIES**

ARTICLE 58: The International President is the highest-ranking executive officer within the ORGANIZATION and the term of office is for one (1) fiscal years. The International President shall have the following duties:

- a) Comply with and cause to comply with the ORGANIZATIONS Bylaws, regulations, resolutions, and decisions.
- b) See to the furtherance of the ORGANIZATIONS principles and Objectives.
- c) Summon and preside over the International Conventions and International Presidents Council meetings with the right to voice but to vote only in the event of a tie.
- d) Maintain permanent communication with National Associations and Clubs.
- e) Submit the Income and Expense Budget before the International Presidents Council.
- f) Submit his/her administrations financial statements audited by an Authorized Public Accountant, to the International Presidents Council and to the International Convention.
- g) Submit a report containing the activities carried out during his/her Term of office to the International Convention.
- h) Create and integrate the committees deemed necessary and delegate all the appropriate duties to committee members.
- i) Any other assigned by the Bylaws and the International Convention.

CHAPTER II: VACANCIES

ARTICLE 59: The permanent or temporary absence of the International President shall be filled by the Elected International President and in his/her absence by a National President receiving such designation from the International Presidents Council.



TITLE VII
THE INTERNATIONAL PRESIDENT ELECT
CHAPTER I. REQUIREMENTS FOR ELECTION

ARTICLE 60: The Elected International President is the second highest ranking executive officer in the ORGANIZATION. His/her term of office is for one (1) administrative year, at the end of which he/her shall automatically take over the position of International President.

ARTICLE 61: The requirements an Elected International President has to fulfill are:

- a) To be an active Member of an 20-30 Club
- b) To have been National President or Area Director.
- c) To have been nominated by his National Association. This appointment may be approved by the respective National Presidents Council or by the respective National Convention. Each National Association shall regulate this case.
- d) To accept the nomination. The duly signed nomination for both the President and Secretary of the respective National Association shall be sent to the International President at least ninety (90) days prior to the International Convention starting date.

ARTICLE 62: The International President shall communicate to all National Presidents, at least sixty (60) days prior to the opening date of the International Convention, the list of candidates duly nominated for the office of International President-Elect.

CHAPTER II DUTIES

ARTICLE 63: The Elected International President shall have the following duties:

- a) Replace the International President in the event of temporary or permanent absence of the same.
- b) Attend International Presidents Council meetings where he/she shall Have the right to speak but not to vote.
- c) Assist the International President in the performance of their duties.
- d) Any other assigned by the International President, the International Presidents Council or the International Convention.

ARTICLE 64: In the event of a vacancy occurring in the office of International President-Elect, the International Council of Presidents shall elect from among its members the member who shall serve as International President-Elect for the remainder of the term. However, in this specific case, the next International Convention shall elect the new International President and the new International President-Elect, following the procedure established in Article 82 of these By-Laws for both elections.

TITLE VIII
THE INTERNATIONAL CONVENTION
CHAPTER I: NATURE AND SUMMONS

ARTICLE 65: The ORGANIZATION'S International Convention is comprised by Club delegates, National Presidents, the International President, Elected International President and Lifelong Members. The International Convention is the ORGANIZATIONS supreme power; its agreements, resolutions and decisions are binding for all Clubs and Members, but in no case can it deprive National Associations, Clubs or Members of their acquired rights, nor impose agreements,

resolutions or decisions upon them which could violate the laws of their respective country or the ORGANIZATIONS Bylaws.

ARTICLE 66: The International President shall summon the International Convention by notice to National Presidents at least ninety (90) days prior to the starting date of the same, informing about the agenda contents.

Article 67: The International President or the International Presidents Council may summon to Special Conventions whenever justified and the President shall summon with at least thirty (30) days' notice, specifying the agenda and issues to be discussed.

ARTICLE 68: The International Convention shall be presided by the International President who shall determine the Agenda for Convention meetings. Said Agenda can be amended by the majority of the suitable votes present.

CHAPTER II: CONVENTION COMMITTEES

ARTICLE 69: Without prejudice of the various committees, commissions or auxiliaries deemed necessary, the International President shall designate the Following Convention Committees:

- a) Credential and Voting Committee.
- b) Resolutions and Discussions Documents Committee
- c) Award and Recognition Committee

ARTICLE 70: The Credential and Voting Committee shall determine the capacity of the Delegates and Sub-Delegates of National Associations and Clubs represented at the Convention by examining their credentials. Said committee shall provide the list of participants with the right to vote prior to the General Assembly Meeting. A copy of said list shall be submitted to the International President. This committee shall organize the voting and the ballot counting as per the regulation developed for said purpose.

Article 71: The Resolutions Committee shall receive the resolution projects submitted to the Convention and shall determine whether they comply with the procedures and regulations governing the Convention.

Article 72: The Awards and Recognitions Committee shall analyze every application to international awards approved by the International Presidents Council submitted by Members, Clubs and National Associations in accordance with the application forms corresponding to each award and shall determine who the winners are, with the exception of the award for the best National President which shall be determine by the International President.

CHAPTER III: DELEGATES

ARTICLE 73: Each Club recognized by its National Association due to its suitable status shall have the right to designate a Delegate and a Sub-Delegate to represent it during the deliberations and voting throughout the International Convention

ARTICLE 74: A Club Delegate and Sub-Delegate shall be Active Members of the ORGANIZATION and shall submit a certification in the letterhead stationery type written and signed by the President and Secretary of their respective Club, addressed to the Credentials and Voting Committee. The submission of this certificate is compulsory for the representation of the Delegate and Sub-Delegate at the International Convention.

ARTICLE 75: The Sub-Delegate shall replace the Delegate upon notice to the Credentials and Voting



Committee, due to the latter's absences during deliberations and voting carried out. The Delegate shall reassume its representation upon his return to the room.

CHAPTER IV: VOTING

ARTICLE 76: The following persons shall have the right to vote at the International Convention:

- a) Club Delegates who shall have as many votes as Active and Senior Active Members are registered in their Clubs.
- b) Presidents of National Associations or their representatives duly registered in the International Convention, who shall have the right to one(1) vote each.-
- c) All Life Membership duly recorded at the International Convention, with the right to one (1) vote each. Life Membership may vote only if present at the General Assembly at the moment of voting.

ARTICLE 77: Those Clubs under suitable status unable to be represented by a Delegate, may grant a proxy to their National President or another Delegate from their National Association. The proxy may or may not have instructions. The proxy shall be typewritten on letterhead stationary, duly signed by the Clubs President and Secretary. The Proxy enables the delegate to vote for candidates, nominations, or amendments.

ARTICLE 78: The following is necessary for a club delegate to have the right to Vote:

- a) That the National Association be suitable regarding payments and reports. To this end the International President shall submit a list with the respective report to the Credentials and Voting Committee.
- b) To be duly registered and therefore clear from all Conventions fess.

ARTICLE 79: Every voting can be oral, except those where a written and secret ballot is required to elect officials.

ARTICLE 80: The decisions made at the General Meeting of Members shall be adopted by the affirmative vote of the majority of credited votes at the Convention, unless otherwise established in the Bylaws.

ARTICLE 81: The Elected International Presidents shall be elected by sixty five percent (65%) of credited votes within the Convention. If none of the candidates obtain this majority, a new voting session shall be held with the participation of the two candidates with the greater number of votes during the first ballot. In the event none these candidates should obtain the required percentage of votes, the International President shall allow a time period so that both candidates can address the General Meeting for no more than five minutes.

At the end of both presentations, the International President shall summon the General Meeting to a new election. The one with more votes shall be the candidates with the largest number of votes casted. If there is only one nominee, he/she must obtain sixty-five percent (65%) of the accredited votes cast at the Convention on the first ballot, failing which the International President shall open the floor for new nominations.

CHAPTER V: HOST CLUB AND CONVENTION FEES

ARTICLE 82: The International Convention delegates decides the date and place for the International Convention. This decision shall be made two years in advance. Clubs interested in becoming the seat of the International Convention shall communicate the same to the International President

no later than ninety (90) days prior to the International Convention of that year. If in the event of force majored the International Convention cannot be held on the approved date and place, the International Presidents Council shall determine the new date and place.

ARTICLE 83: The International Presidents Council shall ratify the International Convention enrollment fees set forth by the seat Club and shall establish the absence fee for International Conventions.

TITLE IX BONDS CHAPTER I: ASSETS

ARTICLE 84: The ORGANIZATIOND equity shall be comprised of the fees paid by National Associations and/or Members, the contributions, donations and inherited designations, goods and rights acquired with own means and with the funds generated by their activities. No national Association nor Club shall have the right of property or domain over the ORGANIZATIONS partnership property and, consequently, shall not represent individual participation not even in the event of the ORGANIZATIONS dissolution or severance, since each and every Club has waived this right upon acceptance of the same.

ARTICLE 85: The ORGANIZATION may accept, prior the approval of the International Presidents Council, contributions, donations, inheritances and legacies, provided they are the benefit of the inventory.

ARTICLE 86: The ORGANIZATION may acquire at any time, and with the prior approval of the International Presidents Council, real estate, property, and royalty rights of any kind, free from or subject to function.

CHAPTER II: FEES

ARTICLE 87: The ORGANIZATIONS fees may be Ordinary and Special.

ARTICLE 88: Ordinary fees shall be set the International Presidents Council and are paid annually by each National Association based on the number of registered, as per the final report of the outgoing National President of June 30 of the previous administrative year and the fee per National Association. These fees should be paid no later than the beginning of the ORGANIZATION official administrative year.

ARTICLE 89: Special fees shall be set by the International Convention whenever necessary. These funds can be earmarked for a specific use and can be in cash, notes or some similar financial instrument. The approval of the International Presidents Council is required to sell, assign, donate, barter or in any other manner transfer the ORGANIZATIONS real estate and royalty rights, as well as to constitute the ORGANIZATIONS collateral, mortgages, or levies of any kind over the same.

CHAPTER III: ADMINISTRATION

Article 90: The ORGANIZATION shall keep its liquid fund in the bank or banks determined by the International Presidents Council. The funds shall be managed by the International President assisted by the International Secretary or Treasurer.

Article 91: The International Presidents Council shall be accountable for the administration of the ORGANIZATIONS fixed assets and for establishing the administrative and accounting systems as per the generally accepted accounting standards and procedures.

Article 92: In the event of the ORGANIZATIONS dissolution, the International Presidents Council



shall appoint three (3) trustees in charge of the ORGANIZATIONS assets and liabilities. The resulting net amount shall be deposited in a bank for the minimum of one

(1) year, at the end of which, if the ORGANIZATION has not re-organized itself, said funds shall be assigned to a charitable institution, selected by the International Presidents Council which decided upon the dissolution.

TITLE X
GENERAL PROVISIONS
CHAPTER I: REGULATIONS AND REFORMS

ARTICLE 93: The provision herein shall be furthered by the International Presidents Council whenever necessary, by means of regulations following the letter and spirit of these Bylaws.

ARTICLE 94: These Bylaws may be totally or partially amended at the request of any National Association, or the International Presidents Council by means of the affirmative vote not sixty-five (65%) of the suitable votes attending the International Convention, including proxy votes.

Amendment proposals shall be sent to the International President no less than one hundred and twenty (120) days prior the date of the International Convention, who in turn shall submit each of the National Presidents a copy of the same no later than ninety (90) days prior the National Convention.

CHAPTER II: PARLIAMENTARY PROCEDURES

ARTICLE 95: The ROBERTS RULES OF ORDER revised, shall be the parliamentary guideline of the ORGANIZATION.

CHAPTER III: AUXILIARY CORPS

ARTICLE 96: The Active 20-30 Clubs may organize auxiliary corps comprised of former Active members and female members as well as of youth clubs.

CHAPTER IV: SUPREMACY OF THE CIVIL LAW

ARTICLE 97: The aforementioned international Bylaws and complementary regulations cannot be constituted nor applied with the purpose of infringing or causing National Associations Bylaws to violate the laws of any State, Province, or country where ACTIVE 20-30 CLUBS are constituted and operate. In the event of conflict, the civil law shall govern.

**INTERNATIONAL
POLITICS AND
AGREEMENT OF
ACTIVE 20-30
INTERNATIONAL**





Beginning in 1981

XXI International Convention Anaheim, C.A. September 1981

Resolutions and Statutes:

1. The International Council 1980/1981 accepted the concept encompassed in the 27 proposed resolutions. The document was submitted to the Resolutions Committee to purify the concept and present it in form to the International Convention.
2. Rafael Barrientes presented the following resolutions separately: "It is resolved that as of July 1, 1982, Active 20-30 International shall form National Associations, regulated by new Statutes in accordance with the new document presented in principle for approval to be ratified at the Active 20-30 International Convention in 1982. Proposed (Netter/Porter) to adopt the resolution as read. Approved (44/9).

XXII International Convention Sacramento California, July 1982

During this convention, resolutions were adopted that marked a total change in the organization. The most important points were the following:

1. The new statutes of the International Organization were approved, transforming us from the month of July into the National Associations and forming an International Council that will govern our organization and will be formed by: an International President, an International Vice President and the National Presidents of all the Associations.
2. It was recommended that each of the Associations establish a National Charity Fund and that the International Charity Fund be maintained. Each National President will receive a project on this.
3. The new international fees were approved and are as follows:
 - a. Each member shall pay an annual per-capita of U.S.\$ 1.00
 - b. Each National Association with a membership of more than 50 members shall pay an annual dues of U.S.\$150.00
 - c. Each National Association with a membership of less than 50 members shall pay an annual dues of U.S. \$ 50.00
 - d. International dues shall be due at the beginning of each International Convention.
4. Upon incorporation into National Associations, each Association shall become a member of the World Council of Churches (WOCO). At the annual conference of WOCO to be held in Cape Town, South Africa, September 25-30, 1982, the National Associations joined the World Council as such, according to the following classification
 1. USA/Canada and Mexico full members
 2. El Salvador - Costa Rica - Panama - Dominican Republic, associate members.
 3. Guatemala and Colombia, affiliate members.
5. According to the new Statutes, all National Associations must have their Statutes approved and National President in office no later than October 25, 90 days after the closing of our International Convention.
6. It was established that each National Association shall grant the awards it deems convenient and for the awards to be granted by the International Organization, Dr. Manuel Molina G., Active 20-30 National President of Panama, is making the respective study.

7. Each National Association shall send a monthly report to the International President and Vice President and to the Office in Sacramento. They shall also submit a detailed report every six months prior to the mid-year meeting and to the outgoing Council meeting prior to the International Convention.

XXII International Convention. Adopted by the Council of Officers of the new Organization from 1982. Sacramento, California, U.S.A

1. Headphones for instantaneous and simultaneous translation shall be provided to all delegates during the assembly at International Convention and International Board meetings. The cost of this service shall be paid by the host club.
2. All International Presidents, International Presidents-elect, Secretaries-Treasurers shall submit an estimated operating cost or operating budget for the period to the International Council of Presidents.
3. All immediate past presidents shall be listed in the Directory and sent pamphlets, newsletters and other pertinent information.
4. All National Presidents shall send their monthly reports to the International President, Vice President and Secretary-Treasurer in both English and Spanish.
5. Authorization for withdrawal of funds from any Active 20-30 International bank or savings account shall be made with either two (2) signatures, either that of the President, PIE or the International Secretary-Treasurer.
6. The agenda shall be sent to all Council members 30 days prior to all meetings.
7. In the absence of the outgoing National President at the International Convention, the incoming National President shall position himself or herself as the official Representative of the association.

International Council Mid-Winter Meeting Miami 8/11/83

The following International Trophies are approved:
Public Speaking - Advertising, Public Relations, International Distinguished Club, International Distinguished Project, Expansion and Development, National Distinguished President

Consejo Internacional de Presidentes Entrantes. Cancún. Julio 1983.

1. Juan P. García R... Active National President 20-30 Mexico, proposes: That the host club of the International Convention take over the hotel and registration for the Convention of the President and International President-Elect (approved and ratified in Edmonton 1984).



2. It is recommended that each National Association appoint or formalize the position of an international relations officer (IRO).
3. Names are assigned to the International Trophies.

AWARD

International Distinguished Project
 International Distinguished Club
 Expansion and Development
 Speech Contest
 Public Relations / Advertising

NAME

Ernest Axland
 Paul Clairborne
 Ray Fletcher
 Ken Helling
 Norman Morrison

International Council Midwinter Meeting Cuernavaca, Mexico. January 1984

1. It was approved that the jury for the awarding of the International trophies shall consist of five (5) members: three (3) appointed by the International President and two (2) by the International President Elect.
2. It was approved to amend the International Constitution at :
 - Title VII: International President: Article 55, Subsection B.: to read b) Have been a National President or Area Director.
 - Title VIII: International Vice President, Article 60, Subparagraph B.: to read b) Have been National President or Area director.

International Council Mid-Winter Meeting New York. February 1985.

Randy Tomilson. National President of Active 20-30 U.S./CAN. Proposes:

That the International Council ask National Associations to develop a National Fund for the National President (or his representative) to attend international meetings (Midwinter and International Convention).

XXVI International Convention: Eugene OR. USA July 1986

1. The United States and Canada propose:
Limit interventions by Clubs interested in hosting International Conventions to ten (10) minutes.
2. National Presidents should submit their reports in the official languages and should be circulated in good time prior to the international convention.

XXVII International Convention: Acapulco, Mexico August 21, 1987.

1. Erasmo Rojas. Active National President 20-30 Costa Rica. Proposes: That the Presidency and International Secretariat always include in the agenda an item for the ratification by the General Assembly of the International Convention of the agreements taken in the International Council.
2. Erasmo Rojas, National President of Active 20-30 Costa Rica, proposes: That the Speech Contest be carried out in the most serious way and with the enthusiasm of true friends and that the situation be provided with the value it deserves and that the jury be integrated with the associations that are not represented in the Contest, or that there be a judge for each Association.

Outgoing International Council Acapulco, Mexico August 19, 1987.

1. Edgar Araujo. Active National President 20-30, El Salvador/G., proposes: That the outgoing National President provide the International Council with information on incoming Officers and Clubs of his Association.
2. Frank Crespo, Acting National President 20-30, Dominican Republic, proposes Adopt the policies in this guide as presented, such as the International Policy Guide.

XXVIII International Midterm Council, Santo Domingo, Dominican Republic 1988

Erasmo Rojas. Costa Rica, proposes:

To accept as international policy that every time a club of any National Association requests and obtains funds from WOCO for any project, immediately its The National President shall report to the International Council within his or her Official Monthly Report.

Phoenix AZ International Convention - USA July 16, 1988.

1. The Club Active 20-30 of Guatemala, proposes: That it be accepted as international policy that the Host Club at the International Convention shall be responsible for displaying the flags of all countries where there is an Active 20-30 Club in a visible place at all meetings of the International Convention.
2. Proposal submitted as International Policy by the Association of El Salvador/Guatemala: That the Youth Club regulations presented as the Organization's Policy be accepted.

Midterm International Council San Francisco, California, USA January 1989

1. Manuel Batista. National President of Activo 20-30, Mexico, proposes: To create the policy requiring the Association(s) to request the WOCO Conference



Headquarters to be approved by the International Council of Presidents.

2. That only two (2) reports be made to the International Convention: One by the International President Elect, who will give a summary of the achievements of the National Presidents during the period. The second report shall be given by the International President, who shall report on the accomplishments of the International Council of Presidents during the term.

Outgoing President's Council San Salvador. July 19, 1989

1. True Age Interpretation.

The Council reviewed the amendments to the Constitution in Articles 11 and 12.

It was proposed, seconded and approved that the council will not support or refer to the amendment of Article 11.

A policy of interpretation for Article 11 was proposed, seconded and approved. On his or her 40th birthday, an Active Member shall lose his or her Active membership status, but shall be eligible for Senior or Ex-Active Membership as provided in Articles 12 and 13, as applicable.

It was proposed, seconded and approved that the Council will support or refer to the amendment of Article 12.

2. Regulation of Standards.

It was proposed, seconded and approved to accept the change to the policy on regulation of banners.

International Council of Mid-Term Presidents, Mexico City Mexico 1 February 1990

1. Position of National President-Elect.

It is agreed that the International Council of Presidents shall submit a proposal to amend the Bylaws so that each Association shall incorporate in its Bylaws the position of National President- Elect as held by Mexico and the United States/Canada.

2. International Convention Report.

Bill Bennett proposes that this Board adopt as policy that the National President of the association hosting an International Convention be responsible for a financial and activity report and submit it to the International Board by September 1st , to be used primarily by the host club of subsequent International Conventions. Eduardo Hütt requests Gonzalo to deliver the financial report and comments within 30 days.

3. International Rules of Protocol.

Bill Bennett proposes the motion to be accepted as a framework (guide) and Boris seconds, is voted and approved. Eduardo Hütt asks Daniel to write a letter of thanks to Manuel Molina on behalf of the International Council of Presidents for his contribution to this Protocol Handbook.

4. Expansion

We must work on three terms: Out. Medium and long term.

Short term:

1. First put the Association and the clubs in order.
2. Strengthen the associations.
3. Growth of current or existing clubs (example: "Incentive Pin" strategies used by US/ Canada and El Salvador associations)
4. Sell Active 20-30 to nearby communities to attract more members

Medium Term:

1. Promote youth clubs at the school level.
2. Conduct joint projects with other similar associations or community groups.
3. Develop a training program to train educators.

Long term:

1. In the United States, encourage joint projects with high schools.
2. Opening in nearby cities and/or provincial capitals.
3. Focus on other countries.
4. Basic concepts for "Selling" Active 20-30
 - More friends
 - Strengthen fellowship
 - Opportunity to serve (give "something" back to the community)
 - Business relationship opportunity
 - Personal development (civility, professional morality, etc.)
 - Opportunity to belong to an international organization (contacts, friends in other countries)
5. National Office Daniel Carrillo proposes that the International Council of Presidents agrees to establish as a policy, that each Association has a National Office coordinated by its National President. Seconded Boli. It is approved unanimously.
6. Bill proposed that the Statutes Review Committee be asked to prepare the necessary corrections to the Statutes. Seconded Boris. Approved unanimously.

International Council of Outgoing Presidents. Calgary. Canada. July 18, 1990.

The Rules of Procedure for Ladies' Clubs International and Youth Auxiliary Clubs International are authorized and approved. .

XXX General Assembly; Calgary, Canada, July 20, 1990.

The Women's and Youth Clubs International By-Laws are ratified.

Incoming International Council of Presidents; Calgary, Canada, July 20, 1990.

1. Active 20-30 International Fund.
The Active 20-30 Fund is approved as presented by the International President. Proposed by Gonzalo Henriquez and Seconded by Tristan Pinzon.



International President Manuel Bautista, in an effort to encourage clubs to become more involved in the Active 20-30 International Fund, proposed that a \$20,000.00 fund be established to receive interest from this fund each year at the International Convention.

The idea is that a Club will request this fund, and that this Club will be the winner of the Child Protection Trophy at the national level in its Association, that there will be a Delegate from this Club at the International Convention, that the National President will be qualified with his obligations to International and the Club will be qualified in Treasury with the Organization.

The International President Elect shall be the officer in charge of administering the Fund. The funds shall be deposited in an account in the United States and the award shall be made after the minimum of \$20,000.00 has been reached.

The minimum percentage for the fund to be given to the winning club shall be 80%. The idea is not to increase dues or request any extemporaneous assistance from each association. Rather, the idea is for each club or association to contribute directly to this fund through special events for this purpose.

2. International Education Committee.

Proposed by Jorge Brenes from Costa Rica and Secunda Andrés Veloz from Dominican Republic. The proposal is accepted:

The International President comments that we all need an Active 20-30 permanent education, it would be and prepared, since at all levels we lack it, so he suggests and requests that all National Presidents propose to their clubs the analysis of an article of the National or International Statutes in each meeting that the clubs carry out.

Jorge Brenes, National President of Costa Rica, proposes that the initiative be taken that the clubs, at each of their meetings, read and discuss an Article of the National or International Statutes. Seconded by Andrés Veloz, National President of the Dominican Republic.

Incoming International Council, Panama July 15, 1993

1. The constitution of a new International Active 20-30 Club, whatever the country where it is founded, must be notified in writing to all the Associations of the Organization. This information shall be provided by the association which is establishing the club. Passes Unanimous.
2. As of this date, the Associations shall donate a minimum of 5% of the profits obtained each year in the International Christmas Card Project, to swell the "International Active 20-30 Fund". This donation must be settled at the International Mid-Term Council and the Associations will be free to make contributions greater than 5% if they so wish. Passes (7 in favor: 0 against): 1 abstention).
3. From this moment on, the Chairman of the Americas will be the International Vice President, until other organizations different from Active 20-30 International join MOTA. It is proposed with the objective of not hypertrophying this organization and to avoid overloading the budget of the Associations of Active 20-30 International unnecessarily with an additional fee for the operation of an additional Officer. Passed unanimously:

XXXVI International Convention, San Salvador, El Salvador, July 1996.

The modification of the International Statutes was approved (See reforms in the same Statutes).

Council of Mid-Term Presidents, Sacramento California, USA, March 1997

1. Creation of the award for the Best Collection Project for the Fund. Juan McKay suggests a different name for the award than Manuel Molina, since it was originally proposed by the International President. Representative Ricardo Guerra suggests that the basic investment of the project should be fixed, not divided by inhabitants. The International President urges sponsorship of creativity, Juan McKay recalls that following Article 73, the Chairman of the Council is the entity that approves the creation of this prize. The President of Panama, supported by Marvin Villalobos of Costa Rica, suggested that the Best Collection Project for the Fund should be evaluated based on
 - Originality; the amount collected should not be evaluated
 - Effectiveness
 - Per capita income.
 - This proposal was unanimously approved.

2. Juan McKay proposes that the Prize for the Best President, which has not yet been named, should be called "Manuel Molina" to honour his great and continuing contribution to our Organization over 23 years. This proposal was supported by Jorge Botero from Colombia and was approved unanimously. The President thanks the Council of Presidents for this approval and confirms that Manuel Molina is a True Example for all the coming generations. Manuel Molina has continuously offered his altruistic cooperation to all persons interested in obtaining some advice or recommendation for the organization. The Award will be honored with the name of Manuel Molina.

XXXVII International Convention. Panama, Panama September 1997

1. Rubén Salas of the Costa Rican Association proposed that each country that wishes the visit of the International President should finance the costs of the trip. Juan McKay of the Association of Panama seconded the proposal and explained that this would apply except for associations in emergency, Manuel Molina supported the initiative saying that previously there was this custom.
It was decided to approve the proposal as a policy for each National Association to include this item.

2. The President's Council authorized the International President Elect, Juan B. McKay, to open a savings account that would generate interest with the money from the Active 20-30 Fund established several years ago.



XXXVIII International Convention Santiago de Cali, Colombia July 1998.

1. Increase of Quota

It is proposed to increase the fee to the sum of US 4.00 per member per year.

2. Sale of Bonds.

It is proposed to put up for sale an initial amount of two hundred and fifty (250) non-refundable institutional bonds, with a value of US \$1,000 each. The sale of these bonds will be the responsibility of the National Associations, in proportion to the number of clubs and members registered, and the potential of each in their country. The proceeds shall be placed in trust and the proceeds shall be used to finance the operation of the International Organization in accordance with a budget approved by the International Council of Presidents, with an emphasis on the operation of an international office under the direction of an Executive Director. This office may use the resources as approved by the Council of Presidents on a pro rata basis among all Associations or on a rotating basis between the Latin American and U.S./Canada Associations.

3. Management of an Estate

It is proposed that the organization obtain the sponsorship of a multinational company that will contribute the sum of one hundred thousand dollars in a medium term agreement, through which the organization will use 50% in its administration and 50% in charity campaigns that will be executed by the clubs, giving adequate exposure to the sponsoring company.

4. Agreement with UNICEF

It is proposed that the Organization seek a partnership agreement with UNICEF, through which this organization will subsidize the administration or management of the organization, with the commitment that the clubs will use a portion of their charitable resources to support UNICEF projects in our countries.

The proponents believe that the last three proposals can be jointly approved and implemented by appointing special committees to prepare the documents and marketing strategies for each.

International Council of Mid-Term Presidents, David, Panama January 1999

1. Rubén Salas S. from Costa Rica, proposes to give a prize to the best web page of each Association, the second one being Panama and Nicaragua. It was unanimously approved.

International Midterm Council, Ensenada, March, 2003

1. Rubén Salas Salguero; International President, reads and explains one by one his proposals to be adopted as international policies, and they are approved as follows: Promote the formation of Youth Clubs in all countries where there are Active 20-30 Internationals, as they are the seed for the formation of new members. "Rosa Ramírez proposes it, and the second one, Álvaro Urrea, National President of the National Association Active 20-30 International of Colombia, is submitted to a vote,

and it is approved by majority since Miguel Gruñón, National President of the National Association Active 20-30 International of the Dominican Republic was out of the room. “

2. To promote the participation of youth clubs at the Active 20-30 International Convention by arranging for a meeting of the youth attendees coordinated by the International President Elect prior to the G.M.A., at which the youth will report on the activities of their country and plans for the following year. The International President Elect, will give a detail of the meeting during his report to the A.G.M. “ is proposed by Álvaro Urrea, National President of the National Association Active 20-30 International of Colombia, the second Ricardo José Córdova, National President of the National Association Active 20-30 International of El Salvador - Guatemala; It is approved by majority because Miguel Gruñón, National President of the National Association Active 20-30 International of Dominican Republic is out of the room;
3. To promote the incorporation of 40 plus clubs, in all countries where there is Active 20-30 International, with membership being limited to those former members, active alumni or senior citizens who are at peace with the clubs to which they belonged. The reason for this is to keep within our saw the experience that these members have gained and that it is transmitted to the active members. These clubs will meet once a month in camaraderie sessions, being able to carry out activities of social good in coordination with the Active 20-30 International club that will sponsor them in their formation. They shall send a monthly report of the activities carried out to the sponsoring club. Julio Linares, National President of the National Association Active 20-30 International of Panama proposes that after they meet, it should be read “at least once a month” instead of “once” with the requested modification proposed by Álvaro Urrea, National President of the National Association Active 20- 30 International of Colombia, the second Rosa Ramírez is submitted to vote, it is approved unanimously.
4. That during the Active 20-30 International Convention a meeting be held by the members of the 40 plus clubs of the various countries where these clubs exist, prior to the holding of the A.G.M. “ is proposed by Francisco Gurrola, National President of the Association Club Activo 20- 30 Internacional of Mexico, and the second Álvaro Urrea, National President of the National Association Activo 20-30 Internacional of Colombia, is submitted to a vote and is approved unanimously. At four forty-five minutes p.m., the Presidency of Rubén Salas Salguero, International President, changes to Carlos Orillac, International President Elect.
5. The new International Award Manual is approved and will be attached to the International Convention Manuals.
6. Alvaro Urrea, National President of the National Association Active 20-30 of Colombia, moves that agreement be reached to have the Headquarters Club for the International Councils, except during the International Convention, in which case it will be determined whether or not a visit by the Convention attendees to a project on behalf of children carried out by the host Club will be included in the agenda; Second Rosa Ramirez of Costa Rica; Miguel Gruñón, National President of the National Association Active 20-30 of the Dominican Republic indicates that it should be on the agenda of the Convention; Alvaro Urrea, National President of the National Associations Active 20-30 of Colombia requests that a report of the visit be included in the minutes of the respective Council or Convention. It is submitted to a vote and is unanimously approved



7. Rosa Ramírez, representing Costa Rica, requested that no abbreviations should be included in the minutes, that the issues dealt with should be listed by article and that a general commentary on the points dealt with should be made, rather than being recorded.
8. It was approved that on April 7, the National Presidents would vote via e-mail on the points transcribed below, with the International Secretariat receiving the votes of all the Presidents except for the representatives of Mexico and Nicaragua. (The agreements taken are transcribed)
The proposal presented by the International President Elect, Carlos Orillac, is transcribed below, with the corrections requested by the National Presidents.
9. A 10% of the budget plus the surplus in positive of the Presidents during their period of management will be deposited in a savings account, to increase the fund every year.

That the interests generated by this savings account, initially will be is awarded to the best project that wins at the international level, as a way to support the work of the clubs, the rest of the money, the Association International may allocate it to what the Presidents agree Nationals.
10. That year by year the signatures of the people responsible for the fund, and that we are sure that being registered by statute, that Panama is the seat of Active 20-30 International, July Linares could make the changes annually if requested through its Tapia Linares y Alfaro Law Firm, the same commits to not collect, but the legal costs of paperwork, or who the Association International designate.
11. That the deposit remains in dollars, thus the risk of devaluation would be much less.
12. The new Awards Manual was approved, and will be included in the International Convention Workbook and on the international organization's website.
13. Rosa Ramirez, representing Costa Rica, reads the proposal sent by Activo 20-30 International of Costa Rica, which includes the following forms:



National Association of

I....., in my capacity as National President, certify that to date the National Association has duly registered the clubs and that each club has the following membership:

- Active Club 20-30 of members
- Active Club 20-30 of members
- Active Club 20-30 of members
- Active Club 20-30 of members
- Active Club 20-30 of members

In total for the National Association of there are partners.

The membership list of each club in the Association is attached to this note for verification. In this way, I would like to state that the following clubs are eligible to exercise their right to speak and vote:


- Active 20-30 club of members
- Active 20-30 club of members
- Active 20-30 club of members
- Active 20-30 club of members

It authenticates the veracity of the information provided.

 National President
 National Association Active 20-30 of”

 National Secretary

And the following form:

NATIONAL ASSOCIATION ACTIVE 20-30 OF 

Active 20-30 Club of __Delegates__ Number of members representing _____

Active Club 20-30 of __Delegates__

Number of members represented _____.

Active Club 20-30 of __Delegates__ Number of members represented _____

Active Club 20-30 of __Delegates__ Number of members represented _____

Active Club 20-30 of __Delegates__

Number of Members Represented _____

Active Club 20-30 of __Delegates__ Number of members represented _____

We, the undersigned, certify that the information provided is true and correct. Attached are letters of accreditation from delegates of each club registered in this document.

 National President

 Secretary

National Association Active 20-30 of”

N a t i o n a l



International Council of Outgoing Presidents, Panama, July 2003

Rubén Salas Salguero; International President, reads and explains one by one his proposals to be adopted as international policies, which are discussed and approved as follows:

1. That Active 20-30 International become a Group Member of WOCO, World Council, so that the International President may represent Active 20-30 International member associations in cases where they are unable to attend the WOCO Convention. Decisions on monetary matters affecting the Associate Directors may not be made by the International President. This will NOT involve an additional fee.
2. That the fee for WOCO be paid along with the International fee, at the beginning of the International Convention, for the International President to remit or bring with him to the WOCO Convention of the respective year, and to avoid handling charges for transfers to the member countries of Active 20-30 International, as well as to make timely payments from these organizations.
3. That on the date of the International Convention AGM; no other activities, projects, meetings or similar events are held by the clubs of the international organization, in order to achieve greater participation in the maximum annual meeting of Active 20-30 International.
4. No activity, meeting, project, or similar activity shall be held in the country on the day of the national convention for the purpose of increasing participation in the national convention by members of that country.
5. The dates of National Conventions shall be coordinated by the International Council of Incoming Presidents and shall not coincide with the same dates, in order to ensure that the International President can attend them, in compliance with the Policy established in this regard.

XLV International Convention, San Jose, Costa Rica, August 2005

A reading was given of the proposal made by Active 20-30 from Sacramento #1 which extends the idea of WOCO being divided into two parts.

1. WOCO that would function as a purely social entity and would be funded as such. The creation of the WOCO Foundation, which would be an entity that would collect money from donor entities, to which a fee of 300 Euros would have to be paid by each association in order to belong. The proposal was seconded by James Koch from USA. The proposal was discussed with the participation of those present, and details and data on the creation of the new foundation were clarified. Gustavo Gnecco reminded that the members of WOCO are the associations and not the clubs. The proposal was then put to a vote and was approved.
2. To adopt the motion to donate the financial obligations to be paid to WOCO for this year to the sister organizations in the countries that were affected by the Tsunami. Proposes: Rene de Hermoso from Panama, Seconded: Gilberto Sepulveda from Mexico.
3. The proposal was seconded by Dallas Sweeney and then put to a vote. It was approved.

International Council of Presidents Santo Domingo, Dominican Republic, July 22, 2006

Miguel Rosario proposes to initiate the legal process to formalize the legal status of the International Active 20-30 Organization and to access the strategic funds of the Association if necessary. Seconded by Jennifer Norman. Unanimously approved.

Aquilino Sieiro, says that Panama is committed to put lawyers to be able to do the registration of the International Organization and get funds and resources for it if necessary.

XLIX Active International Convention 20-30, Hotel Playa Blanca, Panama July 18, 2009

The alternative of changing the use of the organization's slogans from "youth to be served must serve" and "man never stands as high as when he kneels to help a child" to "one never stands as high as when he kneels to help a child" was approved. Clubs in Active 20-30 will have the option to use whichever one they wish.

International Council of Outgoing Presidents, Armenia Colombia July 2011

Life Member Gustavo Gnecco suggests that a fine be levied on those clubs that fail to send their accreditation to the International Convention where they designate a delegate to represent them in the deliberations and voting of the international convention; he also suggests a fine be levied on the Associations of Presidents that fail to attend the 1st Council of Presidents; the proposal is seconded by the President of the National Association of El Salvador and approved by a majority.

LIII Active International Convention 20-30, Punta Cana, D.R. July 2013

1. Reform of the International Statutes

The International President commented that these reforms to the International Statute have been on the table for more than two years, so they should have been studied extensively by the Clubs and National Associations.

He gave the floor to the International Secretary, who proceeded to read each of the provisions subject to reform, and the following were approved:

The three amended articles are worded as follows:

Article 3: The objectives of Active 20-30 INTERNATIONAL are

- a) To train leaders for community service;
- b) To serve the community and especially children;
- c) To develop friendship and promote fellowship among members; d) To promote the highest human, moral and civic principles.

Article 13: The Active Member who has served as International President will have the status of Life Member in ACTIVE 20-30 INTERNATIONAL. These members may exercise their right to vote exclusively in their Club, as well as in the Convention of their National Association and in the Assembly of the International Convention as long as they are duly registered and present.

Article 20: The Ex-Active Member shall have the following rights



- a) To publicly display their status as Ex-Active Member of the ORGANIZATION;
- b) Attend your Club meetings where you will only have the right to speak.
- c) Attend all the activities organized by his Club, his National Association or THE ORGANIZATION, fulfilling the same requirements as an Active Member.
- d) Not paying ordinary fees to his Club, Association and THE ORGANIZATION.

2. The National Association Active 20-30 of Panama, proposes “To create a web page of professional character, by means of which a data base would be created accessible to the members of Active 20-30 International (in all its categories) that contains the professional information of the members of all the Clubs, that could be grouped by commercial area, country, and expertise of the member”. APPROVED unanimously.

International Council of Incoming Presidents, Punta Cana, Dominican Republic, July 2013.

An expansion plan was presented to Ecuador, and a budget of US\$5,100 was proposed for the expansion of Active 20-30 in that country. Approved by the Council.

LVI Active 20-30 International Convention, Guadalajara, Mexico, July 2016

The active 20-30th Club of San Jose proposes that the Best International Website Award, which has not yet been named, should be called “Ruben Salas” Approved.

LVII Active 20-30 International Convention, Eugene USA, July 2017

1. The approval of the nomination for the “Erick Guillermo Arauz” International Ecology Prize is hereby confirmed
2. It is proposed to declare the Ecuador-Peru Association in a state of emergency and to form an investigative committee to study the situation for 6 months. Approved.

LVIII Active International Convention 20-30, Chitré, Panama, July 2018

1. The National Association of Active 20-30 Clubs of the Dominican Republic proposes that the Code of Ethics and Conduct be adopted as a guide for all Active 20-30 Clubs, as a complement to the statutes of each club, National Association and the International Organization in order to ensure the fulfillment of our fourth objective “to promote the highest human, moral and civic principles. It was approved by 1320 votes in favour.
2. The National Association of Active 20-30 Clubs of Costa Rica presents a motion to approve the Corporate Image Manual that was worked on during the 2017-2018 administration with a period of 4 years so that the Associations can make the transition with the colors and typography of the Active 20-30 range registered in the United States and Canada. It was approved with 1343 votes.

LIX Active Convention 20-30 International, Bogotá, Colombia, July 2019

1. The Active 20-30 National Board of Directors of the United States and Canada submits a proposal to change the name of the Active 20-30 International Code of Ethics to the Active

20-30 Suggested Guidelines. It was approved with 1478 votes in favor.

2. Manuel Molina and Juan McKay, Life Members, propose the creation of a new international award that would recognize a club's efforts in the education, practice and/or promotion of civic, ethical and moral values.

3. At the suggestion of the International Board of Directors, the Active 20-30 Association of Panama proposes that the International Education Award be called the Jorge Mario Hernandez Moreira International Education Award. It was approved with 1694 votes in favor

4. Active 20-30 Association of the Dominican Republic proposes that Midterm International Councils and International Conventions be bilingual, with at least two reports in each language from the International Board of Directors and the international officers. Unanimous approval is given.

5. The National Board of Directors of Active 20-30 United States and Canada submits the proposal to name the Remembrance Album Award the "Best Remembrance Album - Geoffrey Cheung". It was approved by 1357 votes.

6. The Association of Active 20-30 Clubs of Mexico proposes that Mario Reyes and Nuria Rojas be approved as delegates at the international level to work with the U.S. committees for the Centennial celebration. The National Board of Directors of Active 20-30 United States and Canada presents the proposal that \$10,000 be allocated from the international reserve for the celebration of the Centennial in 2022.

LXI Active Convention 20-30 International, Panama City, Panama, July 2021

1. Active 20-30 USA and Canada, seconded by the International Board, moved to add a chapter on harassment and discrimination, a chapter on education and training, a chapter on the process for filing complaints, and to modify the table of sanctions to complement the new chapter and add a form for filing complaints regarding violations of the Ethics and Conduct guidelines. Approved by majority vote.
2. The National Association of Costa Rica moved to approve the Manual for the Formation and Opening of Active 20-30 Youth Clubs or Committees as a guide for the formation and opening of Youth Clubs in all Active 20-30 countries. Approved by majority vote.

PROCEDIMIENTOS PARLAMENTARIOS SIMPLICADOS



RULES OF ORDER

GENERAL RULES

The member should stand when addressing the chair and expect to be recognized. When addressing the chair, say, "President".

The chairperson shall "recognize" the member by announcing the member's name.

The chairman shall not recognize a member a second time to speak on the same subject if other members who have not already spoken wish to address the assembly.

PARLIAMENTARY PROCEDURE

Article 96 of the International Constitution of the Organization provides that Roberts Rules of Order shall be the parliamentary guide of the Organization.

Roberts Rules allow for some flexibility, depending on the nature of the Organization using them. Briefly, Roberts Rules of Order provide the following with respect to motions. Generally, those of us who join Active 20-30 are not familiar with these parliamentary rules. In Active 20-30 we learn them and then they will not be very useful because they are universally accepted. Those who have mastered these rules have an advantage over their opponents on the floor where they must be followed.

Presentation of a motion before an assembly

Only duly accredited delegates and officers have the right to request to speak through their Club delegate.

If a member wishes to speak, he/she must request to speak through his/her Club delegate. The member making the motion must rise upon being given the floor by the chairperson, state his or her name and the name of his or her club, and state his or her motion.

All motions must be seconded to be valid. If it is not seconded, it is considered failed. To second the motion, the seconding member must follow the same procedure as if he/she were making the motion.

The proposer or any other person is not permitted to comment on the motion until the motion has been seconded and put to discussion by the chairperson.

Unless a motion is withdrawn, the seconder may not withdraw his or her support after seconding the motion.

The chairman shall call the floor for discussion in the following order:

- The mover of the motion;
- Someone who has not spoken before;
- Between two persons who have spoken less frequently;



- Alternatively, when opinions are opposed.

Depending on the type of motion, in order to be approved it requires a special number of votes in favor: simple majority, two thirds (2/3), etc

PRINCIPAL MOTIONS AND AMENDMENTS THERETO PRINCIPAL MOTIONS

1. Main Motion

The purpose of the main motion is to place a matter before the Assembly for consideration: amendment of by-laws, articles to be incorporated into the By-laws, agenda, etc.

2. Amendment Motion.

It is to change, add or delete words in the main motion and requires to be seconded, debated and approved by a majority vote.

3. Amendment of Amendment.

Is a motion to change, add or omit words to the main motion to amend and requires to be seconded, debated and passed by a majority vote.

The order of voting shall be:

Amendment Motion of the Amendment of the Amendment Motion

Main Motion

PRIVILEGED MOTIONS

These are motions that take precedence over all other motions.

1. To set the hour of adjournment.

Requires limited debate before being voted on.

2. To adjourn without requirements.

Refers to requesting a recess or adjournment of the discussion. It does not require debate and may or may not be accepted by the Chairman.

3. To take a recess.

This motion must have limited debate before being approved and may not be made while a person is speaking, or a vote is being taken, or immediately after a vote is taken, or while business is being transacted that should not be abruptly interrupted.

4. To raise a point of order.

This is the same as a request for "clarification". This motion may interrupt the person speaking, does not require a second or debate, and must be accepted by the person speaking.

SUBSIDIARY MOTIONS

It is based on a Main Motion that is under consideration by the Assembly.

1. For the motion to be postponed: It does not require debate.
2. To have the motion superseded: Also, does not require debate. To limit debate

(I move those five minutes be allowed per speaker; I move that the time of each speaker be increased by three minutes; I move that debate be limited to an additional one-half hour, etc.) This motion requires limited debate and approval by two-thirds.

3. To postpone or indefinitely.

This motion requires limited debate and approval by two-thirds.

INCIDENTAL MOTIONS

Incidental motions arise incidentally to the business being transacted in the session and do not have priority. In addition, they cannot be used to amend the Bylaws.

1. To object to a vote on a matter.

This motion may interrupt the floor, does not need to be seconded, does not require debate but must be approved by a two-thirds vote when the President asks: "Those in favor of the objection"?

2. To suspend some regulation.

Does not require debate but must be approved by two thirds.

3. To appeal a decision of the Chair.

May interrupt the speaker, does not require debate or second, but must be admitted by the Chairman.

4. To withdraw a motion

Does not require second or debate, unless a member or seconder objects to the withdrawal of the motion, in which case it must be put to a vote and the withdrawal of the motion approved by a majority vote.

5. To appeal a ruling of the Chair.

It may interrupt the speaker and must have a limited debate. Once the appeal has been presented, the Chair must submit the vote by saying: "An appeal has been made from a ruling of the Chair. Those in favor of the decision of the Chair..."

6. To request that a motion be divided. It does not require debate and must be approved by majority vote.

TABLE OF PARLIAMENTARY MOTIONS

Privileged Motions (according to priority)	Debate	Votes
To fix place, date and time of meeting	No	M
To adjourn or close the meeting	No	M
To declare a recess	No	M



Question of Privilege	No	@
To follow the order of business	No	@
Subsidiary Motions (according to priority)		
To lay on the table	No	M
To call for previous question	No	2/3
To limit or extend debate	No	2/3
To postpone until a certain time	Yes	M
Refer or send a matter to committee	Yes	M
Amend and sub amend	Yes	M
To postpone indefinitely	Yes	M
Incidental Motions		
To request the order (point of order)	No	@
To appeal a ruling of the Chair	Yes	M
Amend or suspend rules of procedure	No	2/3
To oppose consideration of a matter	No	2/3
To divide the motion	No	M
Determine method of voting	No	M
To divide the meeting	No	
To obtain permission to read documents or to withdraw a motion or to request information.	No	M
Determine method for nominations.	No	M
Miscellaneous or miscellaneous motions		
To rise from the table	No	M
Reconsider	Yes	M
To annul or rescind	Yes	M
Ratify	Yes	M

M = Majority @ = Not required

The motion to amend is not debatable when a non-debatable motion applies. This is also true with respect to the motion to sub amend. When the motion under reconsideration is not debatable, the motion to reconsider is not debatable.