

MISSISSIPPI DISTRICT, PILOT INTERNATIONAL STANDING RULES

Revised as of 2023 District Convention

1. DISTRICT ORGANIZATION

The Executive Committee of Pilot International shall have general supervision of the District plan of organization and the work of the District.

The Mississippi District of Pilot International was incorporated under the laws of the State of Mississippi on December 12, 1988. The Corporation name is MISSISSIPPI DISTRICT, PILOT INTERNATIONAL. The Corporation identification number is 0559425.

The District Administrative Council, composed of the elected officers, will direct the activities of the District within the authority granted to it by the Pilot International Bylaws, Pilot International Policies, District Standing Rules, and District Policies and Procedures.

2. DISTRICT FINANCES

All District monies (i.e., District dues, Anchor dues, Pilot International Founders Fund contributions and surplus from District meetings) are to be deposited in the appropriate accounts and administered under the direction of the District Administrative Council with the exception of the Pilot International Officer Account. A designated treasurer has been appointed through 2030.

All monies collected in the Pilot International Officer Account will be disbursed by a designated treasurer that has been voted on and elected by the District Documents Review Committee. The funds collected by the DAC should be mailed to the treasurer appointed by the District Documents Review Committee within 30 days after Fall Council and District Convention.

2A. DISTRICT DUES

The annual District dues shall be in the amount of \$20.00 as specified in the District Budget.

The outgoing treasurer of each Pilot Club in the District shall pay annual dues in advance to the district treasurer by July 1 for each active member on roll as of June 1.

Pro rata annual dues shall be paid in advance for each new member within 30 days of the official date of membership according to the remaining months in the club year. A pro rata dues schedule shall be sent by the District Treasurer to each incoming club treasurer no later than June 1.

Clubs chartered after July 1 shall be exempt from payment of District dues for the remainder of the club year.

A Pilot who has been a member for at least 50 years and Emeritus members shall no longer pay District dues.

2B. DISTRICT BUDGET

Allowable costs of transportation, food, and lodging shall be the amount approved by current Pilot International Policy. Reimbursement shall be for actual expenses with receipts only.

The District, in addition to items specified by Pilot International Bylaws and Policy, shall budget and pay for the following:

1. Expenses for official meetings of the District Administrative Council and for authorized committees.
2. Other operational expenses, as approved by the District Administrative Council, including postage, etc.
3. Expenses for District Officers to attend the Council of Leaders and the Pilot International Annual Convention and Leadership Conference.

Governor-Elect, Secretary, and Treasurer: Receipted expenses, in accordance with Pilot International Policies, for registration fee, transportation and hotel double occupancy, provided 1) the officer attends all required meetings, and 2) the officer is not the duly elected delegate for his/her club.

(Note: Expenses for District Governor to attend the Council of Leaders and the Pilot International annual Convention and Leadership Conference are paid by Pilot International.)

A \$50 per day allotment for receipted food not included in the registration fee will be given to the Governor, Governor Elect, Secretary and Treasurer.

In the case of an officer also serving as a club delegate, the following district reimbursements will apply:

1. One-half (1/2) of travel expenses; one-half (1/2) of convention registration fee; one-half (1/2) room expenses during the pre-convention meetings; and one-half (1/2) of expenses incurred during the convention. Each officer will be given a \$50 per day allotment for food with receipts.

A donation to the Pilot International Founders Fund will be made in honor of the Executive Committee Representative (cost not to exceed budgeted item) in the amount of \$50.00.

Cost of Past Governor's Pin for Past Governor.

Cost of District Awards for the Awards jury.

Cost of chartering fees for any Anchor or Pilot Club as specified per Pilot International Bylaws and Policies chartered after January 1, 2000.

Travel and training expense of the District Club Officers Training Team will be paid by the requesting club. (Actual mileage expense and meals where applicable.)

All District funds will be audited by the Audit Committee. Audit to be completed by August 31 and a copy of the audit will be mailed or emailed to all clubs in the District.

3. DISTRICT OFFICERS

Officers of the Mississippi District shall be a Governor, Governor Elect, Treasurer, and Secretary according to the Pilot International Policies.

Vacancies in District office shall be filled according to the Pilot International Bylaws.

3A. QUALIFICATIONS FOR DISTRICT OFFICERS

A nominee for District office shall be a dues paying member of a club in the District and have the following qualifications:

1. Have served as president of a club.
2. The nominee for Treasurer must be familiar with bookkeeping and handling of financial matters. The Treasurer shall not assign the keeping of District books to another person.
3. Pilot will not serve as a district officer, international officer, and/or a club president at the same time.

3B. NOMINATIONS FOR DISTRICT OFFICE

The District Nominating Committee shall be comprised of three members with no two members from the same club.

The Governor shall provide a list of the members of the Nominating Committee and the address of the Chair to all clubs in the District by December 1.

4. DISTRICT MEETINGS

All clubs in the District shall serve as a co-hostess for District Convention and Fall Council on a rotational basis according to the attached schedule. New clubs shall be assigned by the District Administrative Council. The District Administrative Council is authorized to make any necessary changes in club assignments. The District Administrative Council with the host clubs will decide on the site for the District Convention and Fall Council. All clubs will receive a schedule of club assignments.

4A. DISTRICT CONVENTION

Each club in the Mississippi District is required to send one (1) delegate to District Convention or pay the cost of one (1) full registration if no club member can attend.

Actual cost of meals as registration at District Convention will be paid for the District Officers and Executive Committee Representative if serving on the program (such determination will be made by the District Administrative Council).

The District Convention Committee, composed of the District Administrative Council, Convention Chair, and Vice-Chair(s) shall approve the District Convention Budget.

The District Convention Budget, in addition to items required by the Pilot International policy, shall include other expenses as determined by the Convention Committee.

All approved expenses incurred in connection with the District Convention shall be paid from the receipts of the Convention within 15 days, unless otherwise specified.

Any surplus funds from the District Convention shall be deposited in the Pilot International Officer Account to be used to fulfill District responsibilities for a Pilot International officer from the Mississippi District.

A District Convention Reserve Fund of no less than \$300 shall be included in the District Budget to offset possible deficits.

The District Administrative Council will set partial registration prior to each convention for non-delegates. Delegates will pay full registration.

The District Administrative Council will determine any registration refunds to be issued after the close of each District Convention based upon receipts and disbursements. All requests must be made within thirty (30) days of the close of convention in writing to the District Treasurer. There will be no refunds given for Pilot International Founders Fund (PIFF) activities.

Voting Body. The voting body will be the Club delegates, District officers, and former Governors of the Mississippi District, provided the former Governor is an active member of a Club in the Mississippi District, or is a member of Pilot International and a member of the Mississippi District.

4B. FALL COUNCIL

Each club in the Mississippi District should be represented at Fall Council or pay the cost of one (1) full registration if no club member can attend.

The purpose of Fall Council is to promote friendship and fellowship and provide an opportunity for sharing Pilot information, principles, and procedures.

The Fall Council Committee composed of the District Administrative Council, Fall Council Chair, and Vice-Chair(s), shall approve the Fall Council Budget.

All approved expenses incurred in connection with the Fall Council shall be paid from the receipts of the Fall Council within 15 days, unless otherwise specified.

Actual cost of meals as registration at Fall Council will be paid for District Officers.

Any surplus funds from Fall Council shall be deposited in the Pilot International Officer Account to be used to fulfill District responsibilities for a Pilot International officer from the Mississippi District.

A Fall Council Reserve Fund of no less than \$200 shall be included in the District Budget to offset possible deficits.

The District Administrative Council will determine any registration refunds to be issued after the close of each Fall Council based upon receipts and disbursements. All requests must be made within thirty (30) days of the close of Fall Council in writing to the District Treasurer. There will be no refunds given for Pilot International Founders Fund (PIFF) activities.

5. DISTRICT AWARDS

A District Awards Jury shall be appointed by the District Governor, who shall advise all Clubs of the name and address of the Awards Jury Chair. The deadline for entries to be received by the Awards Jury Chair shall be March 1.

Criteria and procedural information shall be included in the District Awards Manual and furnished to all Clubs in the President's Manual.

The District Awards Jury shall select winners in the following categories: Mississippi District Yearbook Award, Mississippi District Newsletter Award, Brain Related Disorders Project Award, Outstanding Community Service Award, Pilot Club of the Year, and Anchor Club of the Year.

Entries for the Mississippi District Yearbook Award, Mississippi District Newsletter Award, Brain Related Disorders Project Award, Outstanding Community Service Award, and Pilot Club of the Year shall be judged according to the criteria set forth in the Awards Manual, which shall be included in the President's Manual.

The Mississippi District Membership Award and Mississippi District Convention Attendance Award shall be determined on the criteria set forth in the Awards Manual.

Criteria for the Anchor Club of the Year Award shall be the criteria for the Pilot International Outstanding Anchor Club of the Year Award, as published on the official Pilot International website. The District Anchor Club of the Year winning entry will be

returned to the winning Club by April 1 so that the winning Anchor Club can submit to Anchor International. (Note: Postmark deadline as set by Anchor International)

District Award winners shall receive first, second, and third place certificates and cash prizes as described for each award. Honorable Mention Certificates may be awarded at the discretion of the Awards Jury. The Awards Jury Chair shall provide a list of the winners to the District Governor by April 1.

6. ANCHOR REGIONAL MEETING

Any joint and/or regional meeting of the Anchor Clubs in the District shall be under the supervision of the District Administrative Council and in accordance with the Pilot International Policies.

7. AMENDMENTS

These standing rules may be amended at the District Convention of the Mississippi District by a majority vote provided the proposed amendment shall have been presented by a club, a club Executive Board, the District Administrative Council, or a District division or special committee. Proposals to change the Standing Rules by clubs or committees must be to the Governor 45 days before convention.

An amendment to the Standing Rules shall be in effect at the close of the District Convention at which a favorable majority vote is cast, unless a later date is specifically stipulated by the voting body.

Changes in Pilot International Bylaws or Policies shall automatically mandate corresponding changes in the District Standing Rules.

**CLUB ASSIGNMENTS FOR HOSTING
DISTRICT CONVENTION AND FALL COUNCIL
(DAC and host clubs will determine convention site with convention responsibilities)**

New Albany and Holly Springs
2021 Fall Council

Louisville and Starkville
2022 District Convention

Mantachie and West Point
2022 Fall Council

Booneville and Houston
2023 District Convention

Oxford and Iuka
2023 Fall Council

Grenada and Fulton
2024 District Convention

Indianola and Houston Community
2024 Fall Council

New Albany and Holly Springs
2025 District Convention

Louisville and Starkville
2025 Fall Council

Mantachie and West Point
2026 District Convention

Booneville and Houston
2026 Fall Council

Oxford and Iuka
2027 District Convention

Grenada and Fulton
2027 Fall Council