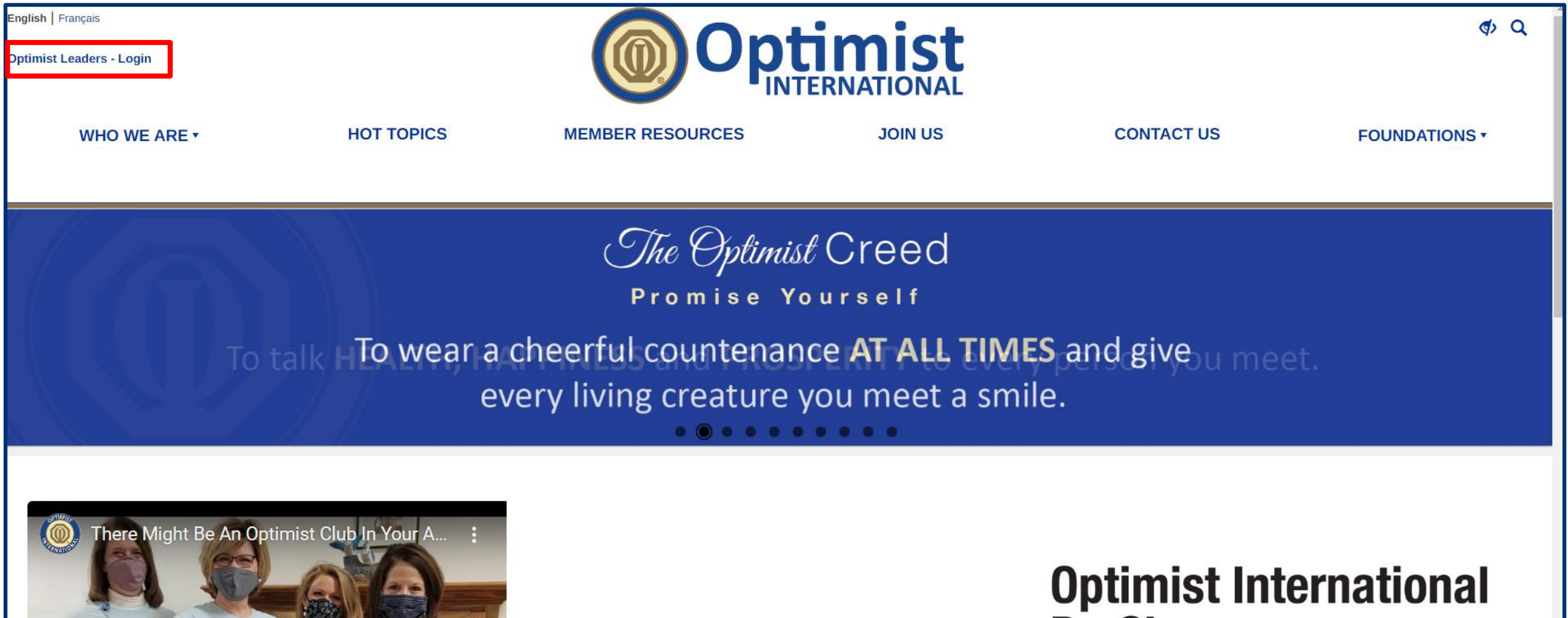
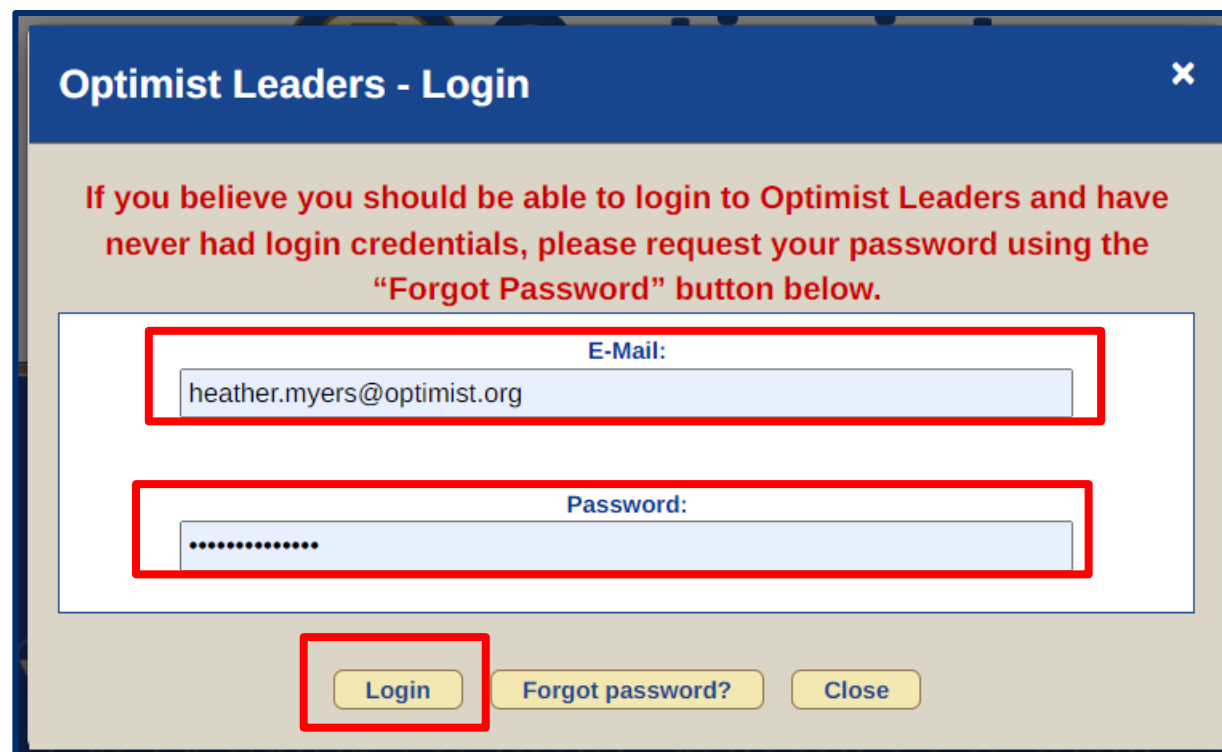


Please Note: ALL Club Bylaws should be changed online to best benefit your Club!

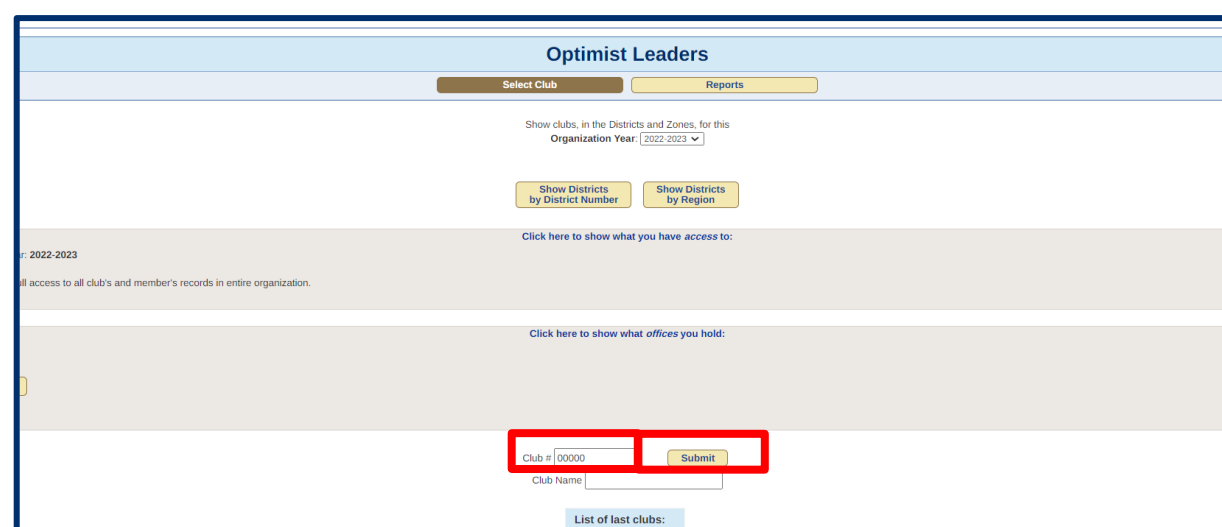
On the Optimist International website (<https://www.optimist.org>), click Optimist Leaders - Login (in the top left corner).



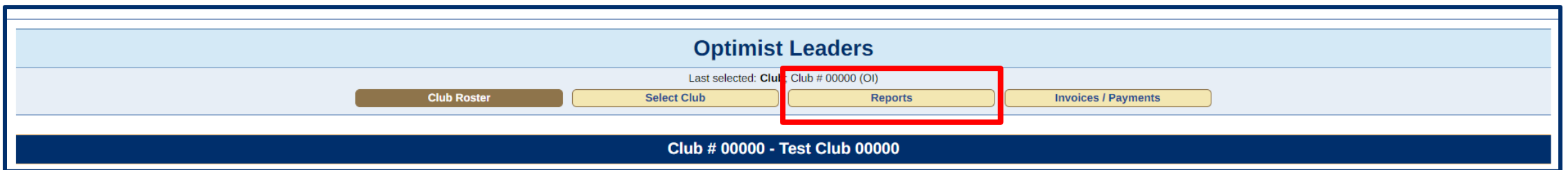
Enter your email and password. Click Login.



Once you are logged in, scroll down the page until you see the box to enter your Club Number. Enter your 5-digit Club Number and click Submit.



Once on your Club's page, click Reports.



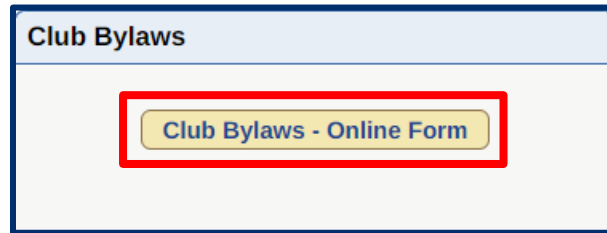
Optimist Leaders

Last selected: Club # 00000 (OI)

Club Roster Select Club Reports Invoices / Payments

Club # 00000 - Test Club 00000

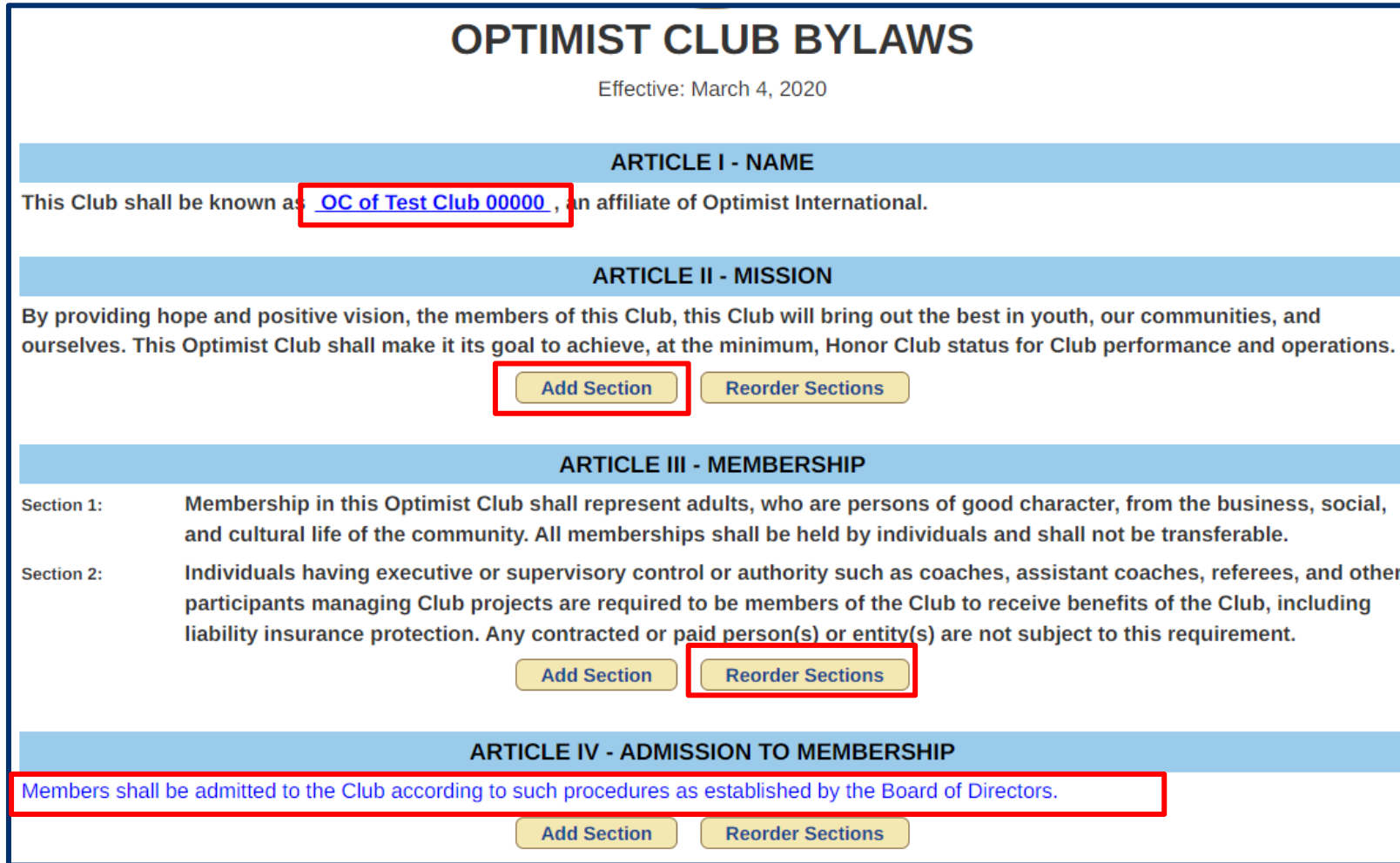
On the reports page, scroll down until you find the section labeled Club Bylaws and click Club Bylaws – Online Form.



Club Bylaws

Club Bylaws - Online Form

As you scroll down through the Bylaws, anything in blue can be changed. Under any given Article, if you need to add an additional section, click Add Section. Under any given Article, if you need to reorder the sections, click Reorder Sections.



OPTIMIST CLUB BYLAWS

Effective: March 4, 2020

ARTICLE I - NAME

This Club shall be known as [OC of Test Club 00000](#), an affiliate of Optimist International.

ARTICLE II - MISSION

By providing hope and positive vision, the members of this Club, this Club will bring out the best in youth, our communities, and ourselves. This Optimist Club shall make it its goal to achieve, at the minimum, Honor Club status for Club performance and operations.

Add Section Reorder Sections

ARTICLE III - MEMBERSHIP

Section 1: Membership in this Optimist Club shall represent adults, who are persons of good character, from the business, social, and cultural life of the community. All memberships shall be held by individuals and shall not be transferable.

Section 2: Individuals having executive or supervisory control or authority such as coaches, assistant coaches, referees, and other participants managing Club projects are required to be members of the Club to receive benefits of the Club, including liability insurance protection. Any contracted or paid person(s) or entity(s) are not subject to this requirement.

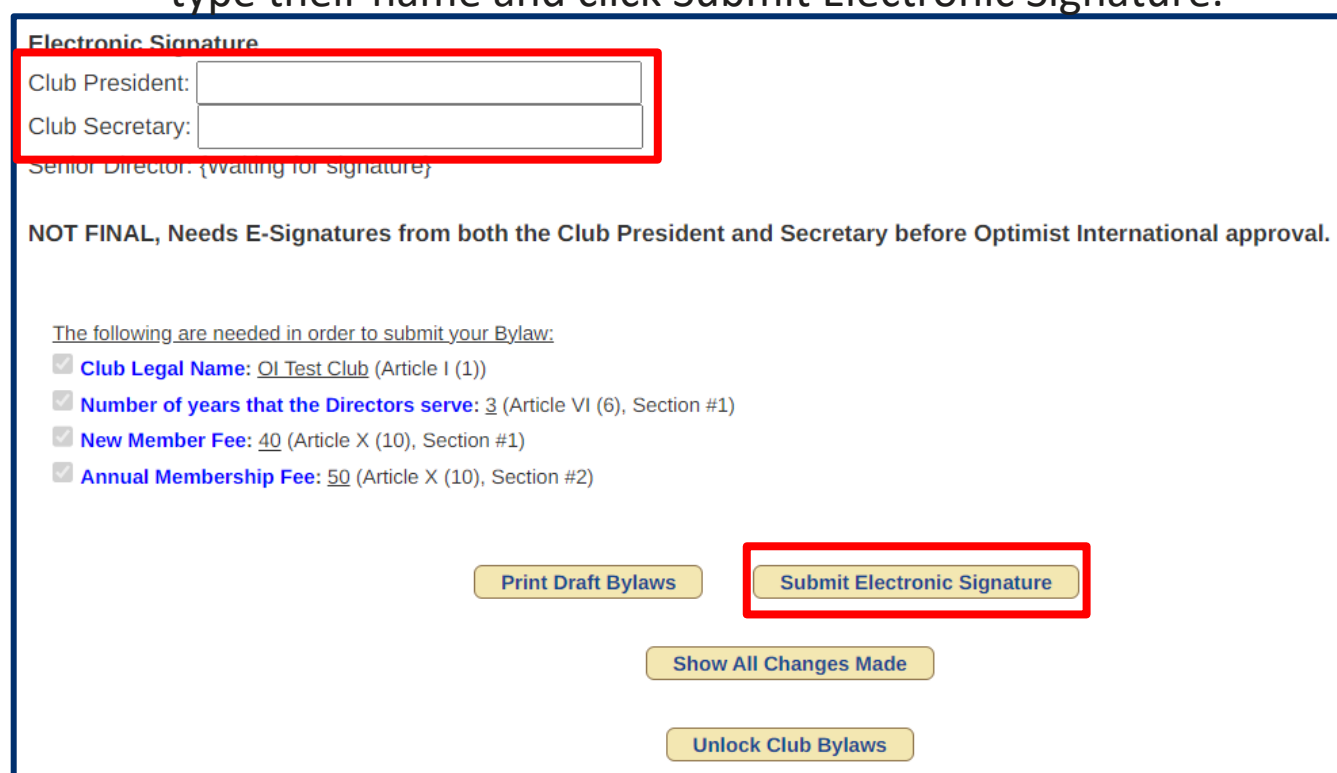
Add Section Reorder Sections

ARTICLE IV - ADMISSION TO MEMBERSHIP

[Members shall be admitted to the Club according to such procedures as established by the Board of Directors.](#)

Add Section Reorder Sections

Once complete, scroll to the bottom of the Bylaws and, under Electronic Signature, type your name in the box of the Officer position you hold. Click Submit Electronic Signature. The person holding the other Officer position will then need to log in and type their name and click Submit Electronic Signature.



Electronic Signature

Club President:

Club Secretary:

Senior Director: {waiting for signature}

NOT FINAL, Needs E-Signatures from both the Club President and Secretary before Optimist International approval.

The following are needed in order to submit your Bylaw:

- Club Legal Name: [OI Test Club](#) (Article I (1))
- Number of years that the Directors serve: [3](#) (Article VI (6), Section #1)
- New Member Fee: [40](#) (Article X (10), Section #1)
- Annual Membership Fee: [50](#) (Article X (10), Section #2)

Print Draft Bylaws Submit Electronic Signature

Show All Changes Made

Unlock Club Bylaws

Once both Officers have submitted their signatures, an OI Staff Member will approve your updated Club Bylaws. To print a signed copy of your approved Club bylaws, please check back periodically until all approvals have been completed.



Questions about changing Club Bylaws online?

Email: membership@optimist.org