

The Structure of Inner Wheel

International Inner Wheel Governing Body

The Executive Committee which includes:-

IIW President
Vice-President
Immediate Past President
Treasurer
Chairman of Constitution Committee

Plus
The Board Directors

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The International Editor (is not a member of the IIW Governing Body)
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Association or National Governing Body

National President
Vice President - Immediate Past President
Treasurer - Chairman Constitution Committee
Editor - Chairman Overseas/International Service Committee
One member from each District Committee (Member of Council)

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A National Representative or Communication Coordinator who is the liaison between the Clubs, Districts and National Governing Body (if one exists) in her Country.

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District Committee (District Governing Body)

District Chairman
Vice-Chairman or Chairmen - Immediate Past Chairman
Secretary – Treasurer - Member of Council
Editor - Overseas/International Service Organiser - Extension Organiser
Two Voting Delegates from each Club

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Club Executive Committee (Governing Body)

President
Vice-President/s - Immediate Past President
Secretary – Treasurer - Correspondent
Overseas/International Service Organiser
no more than 6 other members

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The Constitution

Gives the principles, or rules, by which Inner Wheel is organised and governed. Within the framework of the Constitution, National/Association Governing Bodies may have their own Bye-laws. These Bye-Laws enable members to enjoy their membership according to the customs and traditions of their own country.

Below is a glossary of some of the terms used at each level in Inner Wheel. Not every country has the same kind of event, so some of the terms given below, may not apply to everyone.

Club

Club - The minimum number of Active Members to form a Club is 10.

Active Member - Women from any of the three categories of membership (listed on page 3 of the C&H).

Honorary Member - A person whom the Club wishes to honour by making them an Honorary Club Member for a limited time.

Honoured Active Member - An Active member who has done outstanding service, which the Club members recognise and wish to honour by paying her subscriptions for a limited time.

Subscriptions - Capitation Fees – Dues - These are the Annual membership fees, which cover the expenses of running the Club, the District Committee, the National Governing Body and the International Inner Wheel Governing Body, as well as the printing of District, National and International Magazines.

Charter Anniversary Lunches/Afternoon Teas/Dinners -These are social events held to celebrate the Club's Birthday, or the date they received their Charter. Other Clubs may be invited.

Friendship Lunches/Afternoon Teas/Dinners - These are the same as Charter Anniversary lunches.

Correspondent - Sends out letters/bulletins, giving information/news and /or the Minutes to all Club members.

International Service Organiser - I.S.O. or Overseas Service Organiser - O.S.O - These offices are both the same; they inform members about Overseas Charities and organise help to areas, throughout the world, where there is a need.

Overseas/International Service meetings or Rallies - Other Clubs are usually invited to attend these meetings and the speaker talks about a particular International Charity.

Directory - This gives the names/addresses/telephone and e-mail information of Committee and members.

District

District - The minimum number of Clubs to form a District is 4.

District Executive Committee - consists of the Officers elected by the Club members and headed by the District Chairman.

District Committee - This is formed by members of the District Executive and the two Voting delegates from each Club. This is known as the District Governing Body.

District Committee Meeting – This is held at least twice a year and attended by the District Executive, Club Voting delegates and any Club members, to discuss any relevant business.

District Assembly - A meeting held at the beginning of the new Inner Wheel year, attended by all new Club Officers, to learn about their office and be given any necessary information and training.

District Rally - A meeting of all Clubs in the District to which any member may attend. The National President is usually Guest of Honour.

Member of Council - A former member of the District Executive elected to be the District representative on the National Governing Body.

District Directory -This gives contact information for all Club and District Officers. Produced annually.

National Representative (Communication Coordinator) - The liaison between the International Inner Wheel Governing Body and Clubs, Districts and the National Governing Body (if one exists) in her country. She ensures information is sent to and from Clubs and Districts and is responsible for translating all correspondence into the language of her country. She is only a member of the District or National Committee if she is an elected Officer or Official of that committee

Association Governing Body or National Governing Body.

The word 'Association' was a term used in GB&I when the first 79 Inner Wheel Clubs, from 8 Districts, were united. Association meaning 'joined together with the same ideals.'
Association Governing Body and National Governing Body are the same

The National/Association Governing Body - This can be formed when there are 2 or more Districts within a country – each National Governing Body elects a National Council.

A National/Association Council includes the elected members of the Executive Committee and an elected representative from each District.

The National/Association Executive Committee consists of the Officers elected by all the Clubs in that country and is headed by a National President.

Annual Assembly - This is a training workshop, held at the beginning of the new Inner Wheel year. It is organised by the National Executive and attended by all the Officers from each District, to learn about their duties and information they should give to their Club Officers.

National/Association Council Meeting – or National/Association Governing Body Meeting. A business meeting where all aspects of Inner Wheel are discussed and voted on.

Annual Conference – The Annual General Meeting takes place and all members may attend. The International President can be invited as a Guest of Honour.

National/Association Directory This gives information on all National and District Officers and Club Presidents and Secretaries. Produced annually.

International Inner Wheel Governing Body

Headquarters The office of IIW, where the IIW Administrator and staff are based.

Address:-

Suite 2.3, 20 Market Street, Altrincham, Cheshire, WA14 1PF United Kingdom.

IIW Executive This consists of 5 members - the President, Vice-President, Immediate Past President, Treasurer and the Constitution Chairman.

The International Governing Body This consists of the IIW Executive, and the Board Directors. As elected representatives, they have the control and management of the affairs and funds of International Inner Wheel. They consider all aspects of Inner Wheel worldwide.

The Constitution Chairman is responsible for interpreting and explaining the Constitution, and ensuring that all changes are done correctly. As her work is highly specialised, she has to be nominated by Clubs, but elected by the International Inner Wheel Governing Body.

Board Director Elected by Clubs to represent Inner Wheel worldwide, not one individual country.

Convention This is a congress held every three years, in a different part of the world, and all members are entitled to attend. At the Convention delegates vote on changes to the Constitution.

Proxy Vote Holder A member who has been elected to vote on behalf of Clubs, the District or Past Officers with Voting rights, if they are not able to vote themselves at Convention. No more than 70 Proxy votes can be held, except in the case of the Official Proxy Vote Holder, appointed by IIW, where the number is unlimited.

The International Inner Wheel Website is kept up-to-date with news about Inner Wheel Clubs around the world. www.internationalinnerwheel.org