

# PROPOSED MD19 CONSTITUTION AND BYLAWS

Based on the LCI Standard Multiple District Constitution and Bylaws  
October 29, 2018, Revised March 29, 2019

## Lions Clubs International

### PURPOSES

**TO ORGANIZE**, *charter and supervise service clubs to be known as Lions clubs.*

**TO COORDINATE** *the activities and standardize the administration of Lions clubs.*

**TO CREATE** *and foster a spirit of understanding among the peoples of the world.*

**TO PROMOTE** *the principles of good government and good citizenship.*

**TO TAKE** *an active interest in the civic, cultural, social and moral welfare of the community.*

**TO UNITE** *the clubs in the bonds of friendship, good fellowship and mutual understanding.*

**TO PROVIDE** *a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.*

**TO ENCOURAGE** *service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.*

### VISION STATEMENT

**TO BE** *the global leader in community and humanitarian service.*

### MISSION STATEMENT

**TO EMPOWER** *volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions clubs.* LA-5 Revised July 4, 2017

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## **ARTICLE I**

### **Name and Territorial Limits**

- Section 1* This organization shall be known as Lions Multiple District No. 19, *International Association of Lions Clubs*, hereinafter referred to as “Multiple District.”
- Section 2* *The territorial limits of this Multiple District shall be confined to the Province of British Columbia, Canada, and the States of Washington and Northern Idaho, United States of America.*
- Section 3.* *These limits shall not be changed until, and unless, authorized by the International Association of Lions Clubs.*
- Section 4.* *This Multiple District shall be divided into Districts, with each District divided into Zones, as designated by the By-Laws of this Multiple District. [Copied from Article I of our Constitution]*

## **ARTICLE II**

### **Purposes**

The purposes of this Multiple District shall be:

- (a) To provide an administrative structure with which to advance the Purposes of Lions Clubs International in this Multiple District.
- (b) To create and foster a spirit of understanding among the peoples of the world.
- (c) To promote the principles of good government and good citizenship.
- (d) To take an active interest in the civic, cultural, social and moral welfare of the community.
- (e) To unite the members in the bonds of friendship, good fellowship and mutual understanding.
- (f) To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.
- (g) To encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.
- (h). *To increase the fellowship and cooperative efforts of the clubs within the Multiple District.*
- (i) *To cooperate with the International Association of Lions Clubs in organizing new clubs and in educating and strengthening all clubs within the Multiple District.*
- (j) *To promote the participation of the clubs of the Multiple District in general objectives, programs, and policies of the Multiple District and of the International Association of Lions Clubs. [items h, i and j Copied from Article II Section 1 of our Constitution]*

## **ARTICLE III**

### **Membership**

- Section 1* The members of this organization shall be all Lions clubs in this Multiple District chartered by Lions Clubs International in good standing with the Multiple District, and with the International Association of Lions Clubs.

*Section 2 Any member club more than sixty (60) days in arrears for any financial obligation to this Multiple District shall be considered not in Good Standing. [Copied from Article III Sections 1 and 2 of our Constitution]*

*Section 3 This Multiple District shall consist of 9 sub-districts, designated as District 19A, 19B, 19C, 19D, 19E, 19F, 19G, 19H, and 19I [from Bylaw VI BL Section 1 of our existing constitution] with boundary lines as adopted by a Multiple District convention and approved by the International Board of Directors of Lions Clubs International.*

#### **ARTICLE IV**

##### **Emblem, Colors, Slogan and Motto**

Section 1. **EMBLEM.** The emblem of this association and each chartered club shall be of a design as follows:



Section 2. **USE OF NAME AND EMBLEM.** Use of the name, goodwill, emblem and other logos of the association shall be according to the guidelines established from time to time in the by-laws.

Section 3. **COLORS.** The colors of this association and of each chartered club shall be purple and gold.

Section 4. **SLOGAN.** Its Slogan shall be: Liberty, Intelligence, Our Nation's Safety.

Section 5. **MOTTO.** Its Motto shall be: We Serve.

#### **ARTICLE V**

##### **Supremacy**

The Standard Form Multiple District Constitution and By-Laws shall govern the Multiple District unless otherwise amended so as not to conflict with the International Constitution & By-Laws and policies of Lions Clubs International. Whenever there may exist a conflict or a contradiction between the provisions set out in the Multiple District constitution and by-laws and the International Constitution and By-Laws, then the International Constitution and By-Laws shall govern.

#### **ARTICLE VI**

##### **Officers and Council of Governors**

Section 1. **COMPOSITION.** There shall be a Council of Governors composed of *a Chairperson of the Multiple District who shall also be Chairperson of the Council of Governors, a Vice Council Chairperson, Immediate Past Council Chairperson, a District*

*Governor for each District of the Multiple District, and the Immediate Past District Governor from each of the Districts of the Multiple District. The Multiple District Executive Director is an ex officio non-voting member of the Council of Governors.* [copied from our existing Constitution Article IV Section 1]

- Section 2. **OFFICERS.** The officers of the Council of Governors shall be a chairperson and vice-chairperson, *the executive* director and such other officers as the Council of Governors shall deem necessary, all of whom shall be elected annually by the Council of Governors.
- Section 3. **POWERS.** Except where inconsistent with and contrary to the provisions of the articles of incorporation and constitution and by-laws of Lions Clubs International, the powers granted therein to the board of directors of said association, and the policies and acts of said board of directors, the Council of Governors shall:
- (a) Have jurisdiction and control over all officers and agents, when acting as such, of the Council of Governors and all committees of the Multiple District and Multiple District convention;
  - (b) Have management and control over the property, business and funds of the Multiple District;
  - (c) Have jurisdiction, control and supervision over all phases of the Multiple District convention and all other meetings of the Multiple District;
  - (d) Have original jurisdiction, when authorized under policy of the International Board of directors and under rules of procedure prescribed by said board, to hear and rule upon any complaint of a constitutional nature raised by any sub-district or Districts, and Lions club, or any member of a Lions club, in the Multiple District. All such rulings of the Council of Governors shall be subject to review and decision by said International Board;
  - (e) Have control and management of all budgetary matters of the Multiple District and committees of the Multiple District and Multiple District convention. No obligation may be approved or made which shall effect an unbalanced budget or deficit in any fiscal year.
  - (f) Each member of the Council of Governors, including the Council chairperson, shall have one (1) vote on each question requiring action of the Council of Governors. The Council chairperson shall serve for a one-year term only and cannot serve in that capacity again. (Note: Article II, Section 4 of the International By-Laws permits the Multiple District, by provision in its constitution and by-laws, to include certain other Lions as members of the Council of Governors.)
- Section 4. **TERM:** *The officers of this Multiple District shall take office at the close of the Annual Convention of the International Association of Lions Clubs next succeeding their election, and shall serve for a period of one year, or until their successor shall be duly elected and enter upon his/her duties of office.* [copied from Article IV Section 12 of existing Constitution]
- Section 5. **REMOVAL.** At the request of the majority of the Council of Governors, A Special Meeting of the Council may be called for the purpose of removal of the Council Chairperson. Regardless of the manner in which the Council Chairperson is selected or elected, the Council Chairperson may be removed from the Council for cause by an affirmative vote of 2/3 of the entire number of the Council of Governors.



## **ARTICLE VII Finance**

Section 1. **DUES.** *As Multiple District dues, there shall be paid by every member club a per capita tax for each and every member carried upon its rolls, and reported to Lions Clubs International upon its monthly report under "Members at Close" for June and December. All new members reported on MMR's subsequent to the June and December MMR's shall be assessed on a pro-rated basis. This sum shall be billed in U.S. Funds for clubs located in the U.S. and in U.S Funds or the Canadian currency equivalent for clubs located in Canada. This sum shall be paid semi-annually on or before the last day of August and the last day of February. The dues payment shall be made payable to "Multiple District 19", and shall be payable in US Funds by clubs located in the U.S., and in U.S. Funds or the Canadian currency equivalent by clubs located in Canada, as billed by the Multiple District Executive Director.*

Section 2. **FUNDS FOR ANNUAL CONVENTION.** *A percentage of the Multiple District dues levied upon each member per month is hereby appropriated for defraying the expenses of the Annual Convention of the Multiple District. The percentage of the Multiple District dues appropriated for the Convention Fund shall be specified in the Policy Manual. A registration fee may be charged those attending any Convention or District Conference held in this Multiple District.*

Section 3. **INVOICING DUES.** *The per capita tax for Multiple District 19 dues shall be levied semi-annually. The cost per member semi-annually shall be nine dollars and thirty cents (\$9.30). The per capita tax shall be apportioned as prescribed in the Policy Manual.*

[copied from Article VII of our existing constitution]

## **Article VIII**

### **Multiple District Convention**

Section 1. **TIME AND PLACE.** *An Annual Convention of this Multiple District shall be held in each year prior to the International Convention at a place selected by the delegates of a previous Annual Convention of this Multiple District and at a date and time fixed by the Council of Governors in accordance with the Multiple District 19 Policy Manual. Invitations by prospective convention cities shall be addressed to, and received by, the Multiple District Council of Governors. The Multiple District Council of Governors shall report its decision(s) concerning future convention cities to the Annual Convention not less than two years prior to the date of Convention(s). In the event no invitations are received, the Multiple District Council of Governors shall select a convention city not less than two years prior to date of Convention. [copied from Article VI Section 1 of existing Constitution]*

Section 2. **CLUB DELEGATE FORMULA.** *Each chartered club in good standing in Lions Clubs International, and its district, and this Multiple District shall be entitled in each convention of this Multiple District to one (1) delegate and one (1) alternate for each ten (10) members, who have been enrolled for at least one year and a day in the club or major fraction thereof, of said club as shown by the records of the international office on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be five (5) or more members. Each certified delegate present in person shall be entitled to cast one (1) vote only for each office to be filled by, and one (1) vote only on each question submitted to, the respective convention. Unless otherwise specified herein, the affirmative vote of a majority of the delegates*

voting on any question shall be the act of the convention. All eligible delegates must be members in good standing of a club in good standing in this district. *Any Lions clubs chartered less than 12 months preceding the MD19 Annual Convention are entitled to one delegate and one alternate delegate. All Multiple District 19 seated and Past International Directors shall have an automatic vote in elections, in addition to those allocated to his/her club, in accordance with the Lions Clubs International Constitution and By-Laws.* [copied from Article VI Section 7 of existing Constitution]

Delinquent dues may be paid and good standing acquired up to fifteen (15) days prior to the close of credential certification, as such closing time shall be established by the rules of the respective convention.

- Section 3. **QUORUM.** A majority of the delegates in attendance at any session of a sub- or Multiple District convention shall constitute a quorum.
- Section 4. **SPECIAL CONVENTION.** *A Special Convention of the clubs of the Multiple District may be called by the Chairperson of the Multiple District upon receipt of written requests of a majority of the member clubs in good standing, or upon* [copied from Article VI Section 11 of existing Constitution]*-a two-thirds vote of the Council of Governors at such time and place as they shall determine; provided that such Special Convention shall conclude no less than 15 days prior to the convening date of the International Convention. Written notice of the Special Convention setting forth the time, place and purpose thereof, shall be provided to each club in the Multiple District by the Multiple District Council Executive Director, no less than 30 days prior to the convening date of the Special Convention.*
- Section 5. **RULES AND REGULATIONS.** The Multiple District Council of Governors may establish rules and regulations for the control and financing of any convention of this Multiple District, subject to the Constitution and By-Laws of the Multiple District.*
- Section 6. **REPORT OF PROCEEDINGS.** Within sixty (60) days after any convention, the Multiple District Executive Director shall make a written report of the proceedings, comprising a synopsis of all action taken thereat, and shall transmit a copy thereof to the Secretary of each member club and to the Secretary of the International Association of Lions Clubs.*
- Section 7. **NOTICE OF SPECIAL CONVENTION OR MULTIPLE DISTRICT SPECIAL COUNCIL MEETING.** All member clubs of this Multiple District and members of the Council of Governors must be in receipt of written notice of any Special Convention or Multiple District Special Council Meeting fifteen (15) days prior to such convention or meeting.* [copied from Article VI Sections 12, 13, and 14 of existing Constitution]

#### **ARTICLE IX Amendments**

- Section 1. **AMENDING PROCEDURE.** This constitution may be amended only at a Multiple District convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by the affirmative vote of two-thirds (2/3) of the votes cast.
- Section 2. **AUTOMATIC UPDATE.** When amendments to the International Constitution and By-Laws are passed at the International Convention, any amendments that would have an effect on this Multiple District Constitution and By-Laws shall automatically be updated in this district constitution and by-laws at the close of the convention.

Section 3. **NOTICE**—*Proposed amendments, other than those submitted by the Constitution and By-Laws Committee, shall have the written approval of at least one club of the Multiple District over the signature of the Club President and at-tested by its Secretary, and a two-thirds (2/3) majority vote of the certified voting delegates present at the district annual conference of which the submitting club is a member. All proposed amendments shall be submitted to the district Cabinet Secretary with the reasons sixty (60) days prior to the district conference. The District Cabinet Secretary shall then submit the proposed amendments to the Secretary of each club within the District at least thirty (30) days prior to the opening date of the District conference.*

*The Multiple District Executive Director of the Multiple District shall submit all proposed amendments to the Secretary of each club. All proposed amendments must be received by the club Secretary at least thirty (30) days prior to the opening date of the Annual Multiple District Convention. Amendments, unless dated otherwise, so proposed and adopted shall become effective at the close of the convention. [copied from Article VIII Sections 2 and 3 of existing Constitution]*

Section 4. **EFFECTIVE DATE.** Each amendment shall take effect at the close of the convention at which adopted unless otherwise specified in the amendment.

# BY-LAWS

## ARTICLE BL I

### Nominations and Endorsement Third Vice President and International Director Nominees

- Section 1. **ENDORSEMENT PROCEDURE.** Subject to the provisions of the International Constitution and By-Laws, any member of a Lions club in the Multiple District seeking endorsement of the convention of the Multiple District as a candidate for the office of international director or third vice-president shall:
- (a) Deliver (by mail or in person) written notice of intention to seek such endorsement to the Multiple District Council Executive Director no less than 30 days prior to the convening date of the convention (sub- or multiple) at which such question of endorsement is to be voted upon;
  - (b) Deliver with said notice of intention evidence of fulfillment of the qualifications for such office set forth in the International Constitution and By-Laws.
- Section 2. **NOMINATION.** Each notice of intention so delivered shall be transmitted forthwith by the Council chairperson and Council secretary-treasurer to the Nominating Committee of the respective convention, which shall review and perfect the same by obtaining from each prospective candidate any additional evidence of such intention and qualifications as may be necessary under the International Constitution and By-Laws, and shall place in nomination at the respective convention the name of each such prospective candidate who has fulfilled said procedural and constitutional requirements.
- Section 3. **SECONDDING SPEECH.** Each such nominee for endorsement shall be entitled to one seconding speech of no more than three (3) minutes in duration.
- Section 4. **VOTE.** The vote on the question of endorsement shall be by secret written ballot, unless there shall be only one nominee seeking the same, in which event a voice vote may be taken. The nominee receiving a majority of the votes cast shall be declared endorsed (elected) as the candidate of the Multiple District convention. In the event of a tie vote, or failure of one nominee to receive the required majority, on any ballot, balloting shall continue with respect to the two nominees only who received the largest number of votes on the previous ballot until one receives the required majority of the votes cast.
- Section 5. **SUB DISTRICT ENDORSEMENT.** Any candidate seeking endorsement at the Multiple District Convention must first have secured the endorsement of his/her sub-district.
- Section 6. **CERTIFICATION OF ENDORSEMENT.** Certification of endorsement by the Multiple District convention shall be made in writing to the international office by the Multiple District officials designated, and in accordance with the requirements set forth, in the International Constitution and By-Laws.
- Section 7. **VALIDITY.** No endorsement of any candidacy of any member of a Lions club in this Multiple District shall be valid unless and until the provisions of this Article have been met.

## **ARTICLE BL II**

### **Council Chairperson and Vice Council Chairpersons**

Section 1: **COUNCIL CHAIRPERSON QUALIFICATIONS:** *Every Council Chairperson shall:*

- a. Be an active member in good standing in a Lions Club in good standing in Multiple District 19.*
- b. Have served or will have served at the time he/she takes office, as Vice Council Chairperson for a full term or major portion thereof. Provided, however, in the event the incumbent Vice Council Chairperson does not stand for election as Council Chairperson, a Lion member who fulfills the qualifications for Vice Council Chairperson is also eligible. [Copied from Article IV Section 4 of the existing Constitution]*
- c. As President of a Lions Club in good standing for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;*
- d. As Zone Chairperson for a full term or major portion thereof;*
- e. As First Vice District Governor for a full term or major portion thereof. Provided, however, in the event the incumbent First Vice District Governor does not stand for election as District Governor, any club member who fulfills the qualifications of the International Constitution and By-laws and who is currently serving or has completed one (1) additional year as a member of the District Cabinet is also eligible; and*
- f. With none of the above being accomplished concurrently.*

[Copied from Article IV Section 6 of the existing Constitution]

Section 2: **VICE COUNCIL CHAIRPERSONS QUALIFICATIONS:** *The Vice Council Chairpersons of the Multiple District shall have served, or will have served at the time he/she takes Office as Vice Council Chairperson:*

- a. As a Past District Governor for two (2) or more years,*
- b. As a Multiple District Committee member for one (1) or more years or as a member of a Board of Directors of an M.D.19 Foundation for one (1) or more years; provided that serving as a member of an MD19 Committee or as a member of an MD19 Foundation Board of Directors is not done concurrently with his/her term as a member of the Council of Governors. [Copied from Article IV Section 5 of the existing Constitution]*

## **ARTICLE BL III**

### **Election of Council Chairperson and Vice Council Chairpersons**

Section 1: **SUBMISSION DEADLINES.** *Candidates for the Offices of Council Chairperson and Vice Council Chairperson shall have their announcements and endorsements filed with the MD19 Office by December 31 of the Lions year in which the election for these offices is held.*

Section 2: **VOTING FOR COUNCIL CHAIR and VICE COUNCIL CHAIR.** *Voting for these Officers shall occur at each District's Spring Conference. The ballots will be deposited into sealed official MD19 ballot boxes that will be collected at the close of the elections at each District Conference. The sealed ballot boxes shall be delivered by a Lion representing the MD19 Office to the MD19 Office. The ballot boxes shall not be opened until the voting at all District Spring Conferences has taken place. The*

*ballots shall be counted in the presence of the Council Chairperson and/or the Immediate Past Council Chairperson, the MD19 Election Chairperson, two Lions selected by the Council Chairperson, and the MD19 Executive Director. The counting of the ballots will be observed by the scrutineer of each of the candidates and will take place at the close of the final District Conference. Should two District Conferences be scheduled on the same and last weekend, the counting of the ballots will be within seven (7) days of these last District Conferences. [copied from Article IV Section 3a and 3 b of our existing Constitution]*

#### **ARTICLE BL IV**

##### **Vacancy in the Office of Council Chairperson, Vice Council Chairpersons or an Officer of the Council of Governors**

*Section 1. **Vacancy in the office of Council Chairperson.** In the event of a vacancy in the office of Multiple District Council Chairperson, the Vice Council Chairperson shall serve the remaining portion of the term as Chairperson as well as his/her own term for which elected. In the event he/she is unable, or unwilling, to serve, the Council of Governors shall select one of the Immediate Past District Governors on the Council of Governors to fill the unexpired term as Chairperson. [Copied from Article IV Sections 14 of the existing Constitution]*

##### *Section 2. **Vacancy on the Office of the Vice Council Chairpersons***

- a. Should a seated Vice Council Chairperson find it necessary to resign his/her position, he/she shall send written notification of such resignation immediately to the seated MD19 Council Chairperson and to the MD19 Executive Director.*
- b. The Council Chairperson must notify the MD19 Council of Governors, all Vice District Governors and each of the Lions Club secretaries in MD19 by email, fax, and/or letter of the vacancy in the office of Vice Council Chairperson. This communication must be sent within five (5) business days of receiving the vacancy notification from the resigning Vice Council Chairperson.*
- c. In the event of a vacancy in the Office of Vice Council Chairperson, the MD19 Council of Governors shall at a regularly scheduled Council Meeting fill by election the vacancy in this office. The election shall be held only after a candidate(s) for the office of Vice Council Chairperson has declared his/her candidacy in writing to the Council Chairperson and the Executive Director, obtained by resolution the endorsement of his/her club and his/her zone, and has obtained by vote, his/her district's endorsement per ARTICLE BL III Section I-Said resolutions must be submitted in writing to the Council Chairperson and Multiple District 19 Office at least 30 days prior to the Council of Governors' Meeting at which the election shall occur, or within 24 hours of the close of a candidate's District Conference in the event that his/her district conference occurs less than 30 days prior to the Council Meeting.*
- d. Any Candidate for the Office of Vice Council Chairperson must meet the qualifications stated in ARTICLE BL 1, Section 2 of the Multiple District Constitution and By-Laws.*
- e. The MD19 Executive Director must notify each member of the Council of Governors by email, fax, and/or letter of the declared candidates for Vice Council Chairperson with notice of the selection process. [Copied from Article IV Sections 15 of the existing Constitution]*

*Section 3*      ***Vacancy in the Office of the Council of Governors of an Immediate Past District Governor***

*a. In the event of a vacancy on the Council of Governors of an Immediate Past District Governor, the next preceding Past District Governor, in line as a member in good standing in that District and willing to serve, shall be appointed to the Council as a replacement by the Council Chairperson. [Copied from Article IV Section 17 of the existing Constitution]*

**ARTICLE BL V**

**Duties of Multiple Council of Governors and Committees**

**Section 1. MULTIPLE DISTRICT COUNCIL OF GOVERNORS.**

The Council of Governors shall:

- (a) Make all contracts and approve all bills relating to Multiple District convention administrative expenses.
- (b) Designate a depository for Multiple District funds.
- (c) Determine the amount of surety bond for the Council Executive Director, and approve the surety company issuing said bond.
- (d) Receive financial reports, semi-annually or more frequently, from the Council Executive Director, and provide for a review or audit at the end of the fiscal year of the books and accounts of the Council secretary- treasurer.

**Section 2. MULTIPLE DISTRICT COUNCIL CHAIRPERSON.** The Multiple District Council chairperson shall be the administrative facilitator of the Multiple District. All actions are subject to the authority, direction and supervision of the Multiple District Council of Governors.

In cooperation with the Council of Governors, the Council Chairperson shall,

- (a) Further the Purposes of this association;
- (b) Serve as the Global Action Team Multiple District Chairperson to administer and promote membership growth, leadership development and humanitarian service throughout the Multiple District by:
  - (1) Ensuring the selection of a qualified Lion leader for the positions of GST Multiple District coordinator, GMT Multiple District coordinator and GLT Multiple District coordinator.
  - (2) Ensure regular meetings to discuss and advance initiatives established by the Multiple District Global Action Team.
  - (3) Collaborate with area leaders and district Global Action Teams
- (c) Assist in communicating information regarding international and Multiple District policies, programs and events;
- (d) Document and make available the goals and long range plans for the Multiple District as established by the Council of Governors;
- (e) Convene meetings and facilitate discussion during Council meetings;
- (f) Facilitate the operations of the Multiple District convention;
- (g) Support efforts initiated by the International Board of Directors or the Council of Governors that are intended to create and foster harmony and unity among District Governors;

- (h) Submit reports and perform such duties as may be required by the Multiple District constitution and by-laws;
- (i) Perform such other administrative duties as may be assigned by the Multiple District Council of governors; and
- (j) Facilitate, at the close of his/her term of office, the timely presentation of all Multiple District accounts, funds, and records to his/her successor in office.

Section 3. **MULTIPLE DISTRICT VICE COUNCIL CHAIRPERSON.** The Multiple District Vice Council Chairperson shall

- (a). In the event that the Council Chairperson is unable to perform his/her duties the Vice Council Chairperson will be responsible to assume the duties of the Council Chairperson.

Section 4. **MULTIPLE DISTRICT EXECUTIVE DIRECTOR.** Under the supervision and direction of the Council of Governors, the Council secretary-treasurer shall:

- (a) Keep an accurate record of the proceedings of all meetings of the Council of Governors, and within ten (10) days after each meeting forward copies to all members of the Council of Governors, and the office of Lions Clubs International.
- (b) Assist the Council of Governors in conducting the business of the district, and perform such other duties as are specified or implied in the constitution and by-laws, or as may be assigned to him/her from time to time by the Council of Governors.
- (c) Receive and give proper receipts for all dues and taxes required to be paid over to him/her by the sub-district cabinet secretary-treasurers, deposit the same in a bank or banks designated by the Council of Governors, and disburse the same under the supervision and control of the Council of Governors by checks drawn against said deposits signed by himself/herself and countersigned by the Council chairperson or other duly authorized Council member.
- (d) Keep accurate books and records of accounts and minutes of all Council of Governors and Multiple District meetings, and permit inspection of the same by any member of the Council of Governors or any club in the Multiple District (or any duly authorized agent of either) at any reasonable time for any proper purpose.
- (e) Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the Council of Governors.
- (f) Deliver, in a timely manner, at the conclusion of his/her term in office, the general and/or financial accounts, funds and records of the Multiple District to his/her successor in office.
- (g) *The Multiple District Executive Director shall provide an up-dated Policy Manual on the Multiple District 19 website reflecting the actions and decisions of the Multiple District Council of Governors at each Council of Governors' Meeting.  
The current up-dated Multiple District 19 Constitution & By-Laws will be posted on the MD19 website following the Annual Convention of Multiple District 19. Constitution and By-laws amendments shall be voted on at the Multiple District 19 Annual Convention.*
- (h) *The Multiple District Council of Governors shall have general management of the property and funds of the Multiple District with power to expend the funds, subject to the provisions of the Constitution and By-Laws of this Multiple*



*District, but shall not have the power to create, or incur, indebtedness exceeding the normal income of the Multiple District during the period for which such indebtedness is incurred.*

- (i) The Multiple District Council of Governors shall secure a financial review of the books and accounts of the Multiple District Executive Director annually or biannually. Such a financial review shall be conducted by an independent accountant.*
- (j) Regular meetings of the Multiple District Council of Governors shall be held at least twice a year, one in connection with the Annual Convention of the Multiple District, and another at such time and place as may be determined by the Council of Governors or, in event of their failure to act, as designated by the Chairperson of the Multiple District Council of Governors. The Vice Council Chairperson (Incoming Council Chairperson) may convene a special meeting of the following year's Council of Governors at the regularly scheduled Spring Council of Governor's Meeting for the primary purpose of approving the appointments of the MD Committee Chairpersons and members and approve the Multiple District Budget for the following year.*  
[items g, h, i and j are copied from Article V Sections 3, 4, 5, and 6 of our Constitution]
- (k) In the event that separate offices of Council secretary and Council treasurer are adopted the duties herein are to be attributed to each of the officers according to the nature of the duties.*

Section 5. **MULTIPLE DISTRICT PROTOCOL CHAIRPERSON.** The Council of Governors shall appoint annually a protocol chairperson for the Multiple District. Under the supervision and direction of the Council of Governors, the protocol chairperson shall:

- (a) At all events attended by visiting dignitaries, provide seating charts in keeping with the association's official protocol; insure that spoken introductions are based on the same. Insure that dress requirements are clear for all events.
- (b) Arrange for proper airport (or other arrival) greetings; arrange suitable transportation to hotel or other lodging, inspect hotel room in advance to insure its suitability, and provide appropriate amenities (flowers, fruit, etc).
- (c) Arrange for the proper escort of visitors to each function on the schedule.
- (d) Arrange courtesy calls on local government leaders (or regional and/or national leaders if the location suggests this as a possibility), as the visitor's schedule permits.
- (e) Coordinate public relations media exposure such as television, radio and print media, as necessary.
- (f) Coordinate departure from hotel, and transportation to airport (or other

## **ARTICLE BL VI**

### **District Officers**

Section 1. *Every District Governor shall have served*

- a. As President of a Lions Club in good standing for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;*
- b. As Zone Chairperson for a full term or major portion thereof;*

- c. *As First Vice District Governor for a full term or major portion thereof. Provided, however, in the event the incumbent First Vice District Governor does not stand for election as District Governor, any club member who fulfills the qualifications of the International Constitution and By-laws and who is currently serving or has completed one (1) additional year as a member of the District Cabinet is also eligible; and*
- d. *With none of the above being accomplished concurrently.*

*[Copied from Article IV Section 6 of the existing Constitution]*

*Section 2. Every First Vice District Governor shall:*

- a. *Be an active member in good standing in his/her respective District; and*
- b. *Have served or will have served at the time he/she takes Office as First Vice District Governor:*
  - 1. *As President of a Lions Club for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;*
  - 2. *As Zone Chairperson for a full term or major portion thereof;*
  - 3. *As Second Vice District Governor for a full term or major portion thereof. Provided, however, in the event the incumbent Second Vice District Governor does not stand for election as First Vice District Governor, any club member who fulfills the qualifications of the International Constitution and By-laws and who is currently serving or has completed one (1) additional year as a member of the District Cabinet is also eligible; and*
  - 4. *With none of the above being accomplished concurrently. [Copied from Article IV Section 7 of the existing Constitution]*

*Section 3 Every Second Vice District Governor shall:*

- a. *Be an active member in good standing in his/her respective District;*
- b. *Have served or will have served at the time he/she takes office as 2nd Vice District Governor:*
  - 1. *As President of a Lions Club for a full term or a major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;*
  - 2. *As Zone Chairperson for a full term or major portion thereof; [Copied from Article IV Section 8 of the existing Constitution]*

*Section 4. The official voting delegates from each District shall nominate and elect a District Governor and 1st and 2nd Vice District Governors at their Annual District Conference held during the months of March, April or before the third week of May of the Lions year preceding taking office. Each club, in good standing, shall be entitled to cast its vote for District Governor and 1st and 2nd Vice District Governors in accordance with the provisions of ARTICLE VI, Sections 6 to 8 inclusive of this Constitution. [copied from Article IKV Section 10 of the existing Constitution]*

*Section 5. Every Zone Chairperson shall:*

- a. *Be an active member in good standing in his/her respective club;*
- b. *Be an active member in good standing in his/her respective Zone;*
- c. *Have served, or will have served at the time of taking office, as President and/or Secretary of a Lions Club for a full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years*

*d. Be limited to two terms consecutively [copied from Article IV Section 9 of the existing Constitution]*

*Section 6. The designated delegates of each Zone shall nominate and elect a Zone Chairperson for their Zone at a specially designated Zone Meeting fixed within the limits of practical planning to precede or coincide with the District Conference. Each Lions Club in good standing shall be entitled to two delegates to the Zone Meetings, each with 1 vote and such delegates shall be the President and the Secretary, or their official representatives, in case of their in-ability to be present. It shall be the duty of each Lions Club in good standing to be represented by their delegates at all Zone Meetings. [Copied from Article IV Section 11 of the existing Constitution]*

**Section 7. Vacancy in the Offices of District Governors, Vice District Governors or Zone Chairpersons:**

- a. In the event of a vacancy in the office of District Governor, it shall be filled in accordance with the provisions of Sections 5 Article II of the Standard District Constitution and Bylaws.
- b. In the event of a vacancy in the office of Vice District Governors, it shall be filled in accordance with the provisions of Sections 6 Article II of the Standard District Constitution and Bylaws.
- c. In the event of a vacancy in the office of Zone chair, it shall be filled in accordance with the provisions of Sections 9 Article II of the Standard District Constitution and Bylaws.

## **ARTICLE BL VII**

### **Multiple District Committees**

Section 1. **CREDENTIALS COMMITTEE.** The Credentials Committee of the Multiple District convention shall be composed of the current District Governors, first and second vice District Governors and cabinet-Directors. The chairperson of this committee shall be the council chairperson. Each such Credentials Committee shall have the powers and perform the duties set forth in ROBERT'S RULES OF ORDER, NEWLY REVISED.

Section 2. **MULTIPLE DISTRICT CONVENTION COMMITTEES.** The Council of Governors shall appoint, designate the chairperson of, and fill any vacancies occurring in the following Multiple District convention committees: Resolutions, Nominations, Elections, Constitution and By-Laws, Rules and International Convention. Each sub-district shall have at least one representative on each such committee. These committees shall perform such duties as the Council of Governors shall designate.

Section 3. **OTHER COUNCIL COMMITTEES.** The Council of Governors may create and appoint such other committees and positions as it deems necessary and appropriate for efficient operation of the Multiple District.

## **ARTICLE BL VIII**

### **Meetings**

Section 1. **COUNCIL MEETINGS.** The Council of Governors shall hold a regular meeting within sixty (60) days after the date on which the District Governors officially take office, and such other meetings as it deems advisable. The Council chairperson, or the Executive Director at the chairperson's direction, shall issue a written call for each meeting of the Council of Governors, with

the time and place to be set out in the call and to be determined by the chairperson. The date of any meeting save the first, which shall be set by the chairperson, shall be determined by the Council of Governors.

- Section 2. **ALTERNATIVE MEETING FORMATS.** Regular and/or special meetings of this Council may be held through the use of alternative meeting formats, such as teleconference and/or web conference. Such action may be initiated with approval of the majority of the Council of Governors
- Section 3. **QUORUM.** The personal presence of a majority of the Council of Governors shall constitute a quorum at any meeting
- Section 4. **BUSINESS TRANSACTED BY MAIL.** This Council of Governors may transact business by mail (including letters, electronic mail, facsimile transmission, or cable), provided that no such action shall be effective until approved in writing by two-thirds (2/3) of the entire number of the members of the Council of governors. Such action may be initiated by the Council Chairperson or any three (3) members of said Council.

## **ARTICLE BL IX**

### **Multiple District Convention**

- Section 1. **CONVENTION SITE SELECTION.** The chairperson of the Council of Governors shall receive invitations in writing from places desiring to entertain the Annual Convention. All invitations shall set forth such information as the Council of Governors shall from time to time prescribe and shall be delivered to the chairperson no later than thirty (30) days prior to the convening date of the convention at which the convention site shall be voted upon by the delegates of said convention. Procedure to be followed in investigation of bids and in presentation of the same to conventions, as well as action to be taken by a convention in the event no bids are acceptable to or so received by the Council of Governors shall be determined by the Council of Governors.
- Section 2. **OFFICIAL CALL.** The Council of Governors shall issue an official printed call for the annual Multiple District convention not less than thirty (30) days prior to the date fixed for holding the same, stating the place, day and hour thereof.
- Section 3. **SITE CHANGE.** The Council of Governors shall retain, and have, absolute power to change at any time, for good reason, the convention site chosen by a Multiple District convention, provided that such convention site shall be located within the boundaries of the Multiple District, and neither the Council of Governors nor the Multiple District nor any sub-district or sub-districts shall incur any liability thereby to any club or sub-district. Notice of this site change shall be furnished in writing to each club in the Multiple District no less than sixty (60) days prior to the convening date of the Annual Convention.
- Section 4. **OFFICERS.** The members of the Council of Governors shall be the officers of the annual Multiple District convention.
- Section 5. **ORDER OF CONVENTION BUSINESS.** The Multiple District Council of Governors shall arrange the order of business for the Multiple District convention, and the same shall be the order of the day for all sessions.
- Section 6 **CONVENTION PROCEDURE**
- a.. *A program prepared by the Council of Governors, under the direction of the Chairperson of the Multiple District Council of Governors, shall be the order of the day at all sessions of the Convention. Changes in the program may be made by a two-thirds (2/3) vote of the Convention.*

- b. *This program shall specify the time for opening and closing of registration, the deadline for receiving Resolutions, the time for nominations of officers, and the time for election of officers.*
- c. *All reports of Committees, communications to the Convention, and all monies, save such as are known to general parliamentary practice as "not debatable", may be debated from the floor, unless by a Two-thirds (2/3) vote, the Convention decides to dispose of them without debate.* [copied from Article V BL of our existing Bylaws]

- Section 7. **RULES OF ORDER AND PROCEDURE.** Except as otherwise specifically provided in this constitution and by-laws, or in the rules of procedure adopted for a meeting, all questions of order and procedure in any convention, any meeting of the Council of Governors, or Multiple District committee shall be determined by ROBERT’S RULES OF ORDER, latest edition
- Section 8. **SERGEANT-AT-ARMS.** A convention sergeant-at-arms and such assistant sergeant-at-arms as it deems necessary shall be appointed by the Council of Governors.
- Section 9. **OFFICIAL REPORT.** Within sixty (60) days after the close of the Multiple District convention, an official report shall be forwarded to Lions Clubs International and each club in the Multiple District by the Council of Governors, or, at its direction, by the Council secretary.
- Section 10. **SUB-DISTRICT CONVENTION.** A meeting of the registered delegates of a sub-district in attendance at a Multiple District convention may constitute the Annual Convention of said sub-district.

## **ARTICLE BL X**

### **Multiple District Convention Fund**

- Section 1. **CONVENTION FUND TAX.** In lieu of or in addition to a Multiple District convention registration fee, an annual Multiple District convention fund tax may be levied upon each member of each club in the Multiple District and shall be collected and paid in advance by each club, except newly chartered and reorganized clubs, in two (2) semi-annual payments per club member on September tenth of each year to cover the semi-annual period July 1 to December 31; and per club member on March tenth of each year, to cover the semi-annual period January 1 to June 30, with billings of said tax to be based upon the roster of each club as of the first days of September and March, respectively. Any club which is chartered or reorganized in a current fiscal year shall collect and pay said tax for said fiscal year on a pro-rata basis from the first day of the second month following the date of its organization or reorganization, as the case may be.

This tax shall be remitted by the clubs in each sub-district by, and remitted to the Multiple District Executive Director. The fund so collected shall be used exclusively for defraying expenses of Multiple District conventions and shall be expended only by Multiple District checks drawn and signed by the Council’s Executive Director and countersigned by the Council Chairperson or other duly authorized member of the Council of Governors.

- Section 2. **REMAINING FUNDS.** In any fiscal year, any balance remaining in the convention fund after payment of all convention administration expenses in that year shall remain in said convention fund and become available for future convention expenses and be treated as income in any fiscal year in which expended or made available solely for payment of such expenses.
- Section 3. **FEE COLLECTION.** Such fee as the Council of Governors shall set may be collected, under procedures set by the Council of Governors, from each delegate, alternate, and guest attending the Multiple District convention to defray the actual cost of convention meals and entertainment.

#### **ARTICLE BL XI**

##### **Multiple District Administration Fund**

- Section 1. **MULTIPLE DISTRICT REVENUE.** To provide revenue for approved Multiple District projects and to defray the administrative expenses of the Multiple District, an annual Multiple District administrative fund tax of is hereby levied upon each member of each club in the Multiple District and shall be collected and paid in advance by each club in two (2) semi-annual payments as follows: per club member on September tenth of each year to cover the semi-annual period July 1 to December 31; and per club member on March tenth of each year, to cover the semi-annual period January 1 to June 30, with billings of the same to be based upon the roster of each club as of the first days of July and January, respectively. Said tax shall be paid to the Council Executive Director by each club in the Multiple District, except newly chartered and reorganized clubs, which shall collect and pay said tax on a pro-rata basis from the first day of the second month following the date of their organization or reorganization, as the case may be. Said tax shall be disbursed only for administrative expenses of the Multiple District and only upon approval by the Council of Governors. Disbursement therefrom shall be by checks drawn and signed by the Council Executive Director and countersigned by the Council chairperson.
- Section 2. **REMAINING FUNDS.** In any fiscal year, any balance remaining in the Multiple District administrative fund after payment of all Multiple District administration expenses in that year shall remain in said administrative fund and become available for future Multiple District administrative expenses and be treated as income in any fiscal year in which expended or made available solely for payment of such expenses.

#### **ARTICLE BL XII**

##### **Miscellaneous**

- Section 1. **COMPENSATION.** No officer shall receive any compensation for any service rendered to this Multiple District in his/her official capacity with the exception of the Council Executive Director whose compensation, if any, shall be fixed by the Council of Governors.
- Section 2. **FISCAL YEAR.** The fiscal year of this Multiple District shall be from July 1st to June 30th.
- Section 3. **AUDIT OR REVIEW.** The Council of Governors shall provide for an annual or more frequent audit or review of the books and accounts of the Multiple District.

**ARTICLE BL XIII**

**Extension**

Section 1. **COST SHARING.** *All Clubs within the Multiple District shall share the cost, on a per capita basis, of paraphernalia purchased for new clubs within the Multiple District. All clubs will be billed by the Multiple District Executive Director.*  
*[copied from Article IX BL of our existing Bylaws]*

**ARTICLE BL XIV**

**Amendments**

Section 1. **AMENDING PROCEDURE.** These by-laws may be amended only at a Multiple District convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by a majority of the votes cast

Section 2. **AUTOMATIC UPDATE.** When amendments to the International Constitution and By-Laws are passed at the International Convention, any amendments that would have an effect this District Constitution and By-Laws shall automatically be updated in this district constitution and by-laws at the close of the convention.

Section 3. **NOTICE.** No amendment shall be so reported or voted upon unless the same shall have been published by regular post or electronic means to each club no less than thirty (30) days prior to the convening date of the Annual Convention with notice that the same will be voted upon at said convention.

*The Multiple District Executive Director of the Multiple District shall submit all proposed amendments to the Secretary of each club. All proposed amendments must be received by the club Secretary at least 30 days prior to the opening date of the Annual Multiple District Convention. Amendments, unless dated otherwise, so proposed and adopted shall become effective at the close of the convention.**[copied from Article XI Section 3 of our existing Bylaws]*

Section 4. **EFFECTIVE DATE.** Each amendment shall take effect at the close of the convention at which adopted unless otherwise specified in the amendment.

**IT IS RECOMMENDED THAT THESE ARTICLES TO BE MOVED FROM LCI STANDARD BYLAWS TO POLICY MANUAL**

<b>ARTICLE BL V– Duties of Multiple Council of Governors and Committees</b>	<b>12</b>
SEC. 6 – Global Service Team (GST) Multiple District Coordinator	14
SEC. 7 – Global Membership Team (GMT) Multiple District Coordinator	15
SEC. 8 – Global Leadership Team (GLT) Multiple District Coordinator	15
SEC. 9– LCIF Multiple District Coordinator	16
Policy manual as LCIF makes changes to these regularly	
<b>ARTICLE BL VII – Multiple District Committees</b>	<b>18</b>
SEC. 2 – Multiple District Global Action Team	
Policy Manual	18

Section 6. **GLOBAL SERVICE TEAM (GST) MULTIPLE DISTRICT COORDINATOR.** The GST Multiple District coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:

- (a) Develop and execute an annual Multiple District action plan and monitor progress toward goals. Support districts and offers motivation to reach district goals.
- (b) Collaborate with GMT and GLT Multiple District coordinators and the Global Action Team Multiple District Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth, and expanding humanitarian service.
- (c) Support local community service projects that create a sense of belonging and pride to the Lions and Leos in the Multiple District.
- (d) Collaborate with GMT and GLT to provide retention strategies to districts.
- (e) Communicate regularly with GST district coordinators to inform them of LCI and LCIF programs, partnerships and grants.
- (f) Serve as a resource and content expert for regional best practices in service project implementation for LCI initiatives.
- (g) Encourage GST district coordinators to promote service projects that attract multiple generational participant, including the integration and leadership development of Leos.
- (h) Increase LCIF coordinator collaboration at the Multiple District and district level to maximize LCIF resources and fundraising.
- (i) In coordination with the LCIF Multiple District coordinator, monitor LCIF Grants given to the Multiple District.

Section 7. **GLOBAL MEMBERSHIP TEAM (GMT) MULTIPLE DISTRICT COORDINATOR.** The GMT Multiple District coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:



- (a) Collaborate with the GLT and GST Multiple District coordinators and the Global Action Team Multiple District Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual Multiple District membership development plan.
- (c) Communicate regularly with the GMT district coordinators to ensure that they are aware of available membership programs and resources.
- (d) Monitor each district's progress towards membership goals. Offer motivation and support to help district reach their goals.
- (e) Encourage GMT district coordinators to include diverse populations to participate in Global Action Team initiatives.
- (f) Respond quickly to prospective member leads provided by LCI, track recruitment and provide status report of the lead.
- (g) Complete requirements and submit applications to receive Multiple District funding from LCI for membership development activities.
- (h) Provide retention strategies to districts in collaboration with GLT and GST Multiple District coordinators.
- (i) Motivate districts to charter specialty clubs.

Section 8. **GLOBAL LEADERSHIP TEAM (GLT) MULTIPLE DISTRICT COORDINATOR.** The GLT Multiple District coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:

- (a) Collaborate with your GMT and GST Multiple District coordinators and Global Action Team Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual Multiple District leadership development plan.
- (c) Communicate regularly with GLT district coordinators to ensure they are aware of leadership development programs and resources available.
- (d) Provide ongoing motivation to and monitors progress of GLT district coordinators, zone chairpersons and club leadership to achieve leadership development goals.
- (e) Encourages GLT district coordinators to include diverse populations to participate in Global Action Team initiatives.
- (f) Promote leadership development opportunities that encourages participation all levels of the association.
- (g) Organize and facilitate instructor-led and web-based training in coordination with LCI.
- (h) Collaborate with GMT and GST Multiple District coordinators to provide retention strategies to districts.
- (i) Include diverse populations to participate in Global Action Team initiatives.
- (j) Identify potential and new leaders to participate in service, membership and leadership development opportunities.

- (k) Complete requirements and submits applications to receive Multiple District funding from LCI for leadership development activities.

Section 9. **LCIF MULTIPLE DISTRICT COORDINATOR.** The LCIF Multiple District Coordinator is appointed by the LCIF chairperson and LCI president to serve for a three-year term. This position serves as an ambassador for Lions Clubs International Foundation and reports directly to LCIF chairperson and LCIF Board of Trustees. His/her responsibilities include:

- (a) Identify, recruit and train a Lion in each district to serve a three-year term as the LCIF district coordinators.
- (b) Be familiar with LCIF initiatives and educate Lions within the Multiple District on the various grants and projects supported by LCIF. Assist District Governors with grant applications to LCIF, as needed.
- (c) Promote foundation initiatives in Multiple District publications, during district and Multiple District events and to the public at large.
- (d) Ensure that LCIF-funded projects within the Multiple District receive proper promotion and follow grant-criteria guidelines.
- (e) Encourage all Lions within the Multiple District to contribute to LCIF and promote recognition programs as incentives to donate to LCIF.
- (f) Identify potential major gift donors, local foundations, corporations, and businesses with the potential to support LCIF and, and when appropriate, be involved in the gift-request process.
- (g) Assist with the submission of LCIF funds, MJF applications, and other donation information when necessary.
- (h) Report progress quarterly to the area LCIF Trustee.

**ARTICLE BL VII – Multiple District Committees**

Section 2. **MULTIPLE DISTRICT GLOBAL ACTION TEAM.** Chaired by the Council chairperson and includes the GMT Multiple District coordinator, GST Multiple District coordinator and GLT Multiple District coordinator. Develops and initiates a coordinated plan to help expand humanitarian service, achieve membership growth, and develop future leaders within the Multiple District. Meets regularly to discuss the progress of the plan and initiatives that may support the plan. Collaborates with area leaders and members of district Global Action Teams to share best practices, achievements and meet challenges.

**IT IS RECOMMENDED THAT THESE ARTICLES TO BE MOVED FROM EXISTING MD19  
CONSTITUTION TO POLICY MANUAL**

Article IV of the Constitution

Section 16 A vacancy in the Office of Multiple District Executive Director shall be filled by the Council of Governors in the following manner:

- a. A preliminary selection and screening committee shall be appointed by the Chairperson of the Council of Governors consisting of four (4) other members of the Council in addition to himself/herself. The Council Chairperson will be the Chairperson of this committee.
- b. All Clubs in the Multiple District will be advised of the impending vacancy by a noticed published in the Multiple District 19 bulletin/newspaper or equivalent.
- c. The position will be advertised in the Multiple District 19 bulletin/newspaper or equivalent, and any other additional advertising as may directed and authorized by the Council of Governors.
- d. Following an established deadline for receipt of applications, the committee will meet to review the applications to determine which candidates they would like to interview. Following the interview, they will select three (3) finalists to be presented to the Council of Governors for final selection.
- e. The criteria for screening and selection shall be based on the candidate's ability to administer and perform the du-ties outlined in Article II "BL" Section 5.

Article VII of the Constitution

Section 3. ***FINANCIAL OBLIGATION.*** *No financial obligation, other than as specified herein above, shall be placed upon the clubs by this Multiple District, unless approved by a majority vote of a convention of the Multiple District, or by a vote of the Multiple District Council of Governors. Nothing contained herein shall preclude acceptance by Multiple District 19 of gifts, donations or contributions from Lions, Lions Clubs or other entities.*

**IT IS RECOMMENDED THAT THESE ARTICLES TO BE MOVED FROM EXISTING MD19 BYLAWS TO POLICY MANUAL**

**Article IV BL**

**Section 2. FUNDING CONVENTIONS.** Conventions of this Multiple District shall be financed as follows:

- a. By the Convention Fund as specified in Article VII of this Constitution and By-Laws, and as approved by the Council of Governors in their annual budget.
- b. All guests registering at the Convention shall be charged such amount as the Council of Governors may determine.
- c. All Lions and Guests shall pay only the actual cost for luncheons, dinners, banquets, trips, or other Convention functions which they may attend, such costs to be fixed by the Host Club, with the approval of the Council of Governors. All the funds so collected shall be applied toward payment of the expenses of the Convention.
- d. The Host Club, with the approval of the Council of Governors, shall plan all details of the Convention. Such details shall be planned, as near as may be, to the end that those attending shall receive from the Convention Fund the fullest value in entertainment and service consistent with good business practice.
- e. At the Winter Council of Governors' Meeting, the Host Club/Convention Committee shall prepare and present an annual Convention budget. The budgeted Multiple District 19 Convention Reserve will provide for any emergency expenses not provided for in the Convention planning.
- f. The Multiple District Executive Director is authorized to lend the Host Club, upon its request, the sum of \$2,000.00 from the budgeted amount for the Annual Convention, to cover preliminary expenses incident to the planning, preparation, and conduct of the Annual Convention.
- g. As soon as possible, and not later than sixty (60) days following the close of the convention, the Host Club shall submit a complete statement of income and expenses on account of the convention, to the Multiple District Executive Director and upon approval of the same by the Council of Governors, the Host Club shall receive from the Multiple District Executive Director such amount from the Convention Fund 3% Reserve as may be necessary to balance its accounts. In no event, however, shall the Host Club receive from the Convention Fund any amount in excess of the total budgeted for the Convention.
- h. Immediately after final settlement with the Host Club by the Council of Governors, any balance in the hands of the Host Club and in the Convention Fund in reserve shall be paid into the General Fund of the Multiple District.

*Section 4. ALLOCATION OF FUNDS TO DISTRICTS. A percentage of the Multiple District dues levied upon each member per month is hereby appropriated for, and shall be made available to, the respective Districts from which levied, for use by such District. No District or Zone shall levy upon, or collect, any dues or assessments in lieu thereof from its Clubs or Zones. The percentage of the Multiple District dues appropriated for the District Operations Fund shall be specified in the MD19 Policy Manual.*

*These funds shall be used for the administration of the affairs of the individual Districts, including its annual District Conference. Expenditures shall be made on bills presented and authorized by the District Governor to the Multiple District Executive Director to the extent that funds accrue in the District Operations account. Bills for amounts in excess of funds in the District Operations account shall be returned to the District Governor for payment or for District Cabinet authorization to pay from the District Escrow account to its accrued amount. Bills in excess of the total; of both accounts shall be returned to the District Governor for payment. Any unused funds remaining to the credit of any individual District at the close of its year shall become a part of the District's Escrow Account. Expenditures from this account must be authorized by a vote of the individual District's Cabinet. At no time will these funds become a part of the General Fund of the Multiple District without a vote of the individual District's Cabinet. These funds cannot be used for personal expenses of any District or Zone Officer, with the exception of those instances listed in the MD19 Policy Manual.*

*Section 6. **FUNDS FOR STUDENT MEMBERSHIP PLAN.** The per capita administrative tax of Multiple District 19 shall include provisions for a Student Membership Plan as adopted by the International Board of Directors. Eligible students who are less than 30 years old at the semi-annual billing date, as members shall pay a semi-annual per capita tax equal to one half (1/2) of the total amount of the dues. Documentation of student members shall be made through Lions Clubs International utilizing the approved criteria and application form.*

#### Article IV of the Constitution

Section 16 A vacancy in the Office of Multiple District Executive Director shall be filled by the Council of Governors in the following manner:

- a. A preliminary selection and screening committee shall be appointed by the Chairperson of the Council of Governors consisting of four (4) other members of the Council in addition to himself/herself. The Council Chairperson will be the Chairperson of this committee.
- b. All Clubs in the Multiple District will be advised of the impending vacancy by a noticed published in the Multiple District 19 bulletin/newspaper or equivalent.
- c. The position will be advertised in the Multiple District 19 bulletin/newspaper or equivalent, and any other additional advertising as may directed and authorized by the Council of Governors.
- d. Following an established deadline for receipt of applications, the committee will meet to review the applications to determine which candidates they would like to interview. Following the interview, they will select three (3) finalists to be presented to the Council of Governors for final selection.
- e. The criteria for screening and selection shall be based on the candidate's ability to administer and perform the duties outlined in Article II "BL" Section 5.

**IT IS RECOMMENDED THAT THIS ARTICLE FROM THE LCI STANDARD CONSTITUTION BE RE- WRITTEN TO COMPLY WITH MD19 PROCEDURES AND PLACED IN THE PLOICY MANUAL**

**EXHIBIT A**

**SAMPLE RULES OF PROCEDURE**

*These Sample Rules of Procedure are guidelines and may be amended by the Council of governors and adopted by the delegates of the convention.*

**MULTIPLE DISTRICT \_\_\_\_\_ CONVENTION**

- Rule 1.** The Multiple District Council of Governors shall arrange the order of business for the Multiple District convention. Except for registration and certification hours, which may not be changed, deviation from the announced order of business shall be made only by consent of three-fourths (3/4) of the certified delegates assembled at any session at which a quorum is present. A majority of those certified delegates present in person at any session shall constitute a quorum.
- Rule 2.** Except as otherwise provided in the Lions Clubs International Constitution and By-Laws, the Multiple District \_\_\_\_\_ Constitution and By-Laws, national custom and practice or these rules, Robert's Rules of Order, Newly Revised shall govern all questions of order and procedure.
- Rule 3.**
- (a) The credentials committee shall be composed of the Council chairperson, as chairperson, the current District Governors, first and second vice District Governors and cabinet-secretary treasurers. The credentials committee's primary responsibility shall be to verify club delegate credentials. In carrying out this responsibility, the credentials committee shall have the powers and shall perform the duties as established by national custom and practice or as set forth in Robert's Rules of Order, Newly Revised.
  - (b) The registration and certification of delegates shall occur on the day(s) of \_\_\_\_\_ between the hours of \_\_\_\_\_ and \_\_\_\_\_.
  - (c) The number of certified delegates shall be announced to the convention upon close of certification and prior to the commencing of voting.
- Rule 4.**
- (a) Sixty (60) days prior to the convening date of the convention, the Council chairperson, unless otherwise provided, shall appoint, and designate the chairperson of, a nominations committee consisting of three (3) members. It shall be the committee's responsibility to review the qualifications of each nominated candidate within 5 days prior to the election and rule on the eligibility of the same.
  - (b) Candidate may withdraw from the contest at any time prior to the issuance of the final report of the nominations committee.
- Rule 5.** Replacement of delegates and alternate delegates.
- (a) To replace a delegate and/or alternate delegate already certified, the replacement must surrender the copy of the credential certificate issued to the member he/she is replacing

(b) On the day of voting, a duly certified alternate delegate shall be allowed to obtain a ballot and vote in lieu of a duly certified delegate from the same Lions club by presenting his/her copy of his/her alternate credential certificate together with the copy of the certified delegate's credential certificate to the voting personnel at which time the voting personnel will make the necessary notation on the credential records marking that a substitution has been made on the respective club's delegate entitlement. Alternate delegates who were not certified cannot replace a certified or uncertified delegate.

**Rule 6.**

(a) Prior to the convention, the Council chairperson shall appoint, and designate the chairperson of, an elections committee consisting of three (3) members. Each duly nominated candidate shall also be entitled to designate one (1) observer through his/her club. The observers may oversee election procedures only, but may not participate directly in the committee's decision making.

(b) The elections committee shall be responsible for preparation of elections materials, vote tabulation, and resolving questions concerning the validity of individual ballots. The committee's decision shall be final and binding.

(c) The elections committee shall prepare a comprehensive report of the election results containing the following components: date, time and place of election; specific voting results by candidate; signature of each committee member and observer. The District Governor, Council chairperson and all candidates shall be provided a copy of the committee's report.

**Rule 7. Voting.**

(a) Voting will take place at a predetermined location and time.

(b) To secure a ballot card, the delegate shall present his/her credential certificate to voting personnel for verification. Once verified, the delegate shall be issued a ballot.

(c) The voter shall indicate his/her vote by placing a mark in the appropriate location by the name of the candidate of his/her choice. The mark must be placed in the proper location to constitute a valid vote. Any ballot containing votes for more than the specified number of offices to be filled in any section shall be declared invalid to that particular section.

(d) A majority vote shall be necessary to endorse a Third Vice President and International Director. If a majority vote on the question of endorsement is not received then the nominee is not endorsed

(e) A majority vote shall be necessary to elect all other candidates. In the event any one candidate shall fail to receive the required number of votes to be elected, additional balloting shall take place as outlined in this section until such time as one candidate secures a majority vote

**IT WAS RECOMMENDED THAT THESE ALTERNATIVE PROCEDURES BE DELETED.**

Suggested alternatives to existing Articles

~~Section 1. Candidacy Requirements for District Governor shall fulfill the requirements as specified in Article IX Section 4 of the Lions Clubs International Constitution.~~

~~Section 2. Candidacy Requirements for 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governor shall fulfill the requirements as specified in Article IX Section 5 of the Lions Clubs International Constitution.~~

- ~~Section 3. **Candidacy Requirements for Zone Chairman** shall fulfill the requirements as specified in Article II Section 7 of the Bylaws of the Lions Clubs International Standard District Constitution and Bylaws Constitution and~~
- ~~a. Have served, or will have served at the time of taking office, as President and/or Secretary of a Lions Club for a full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;~~
  - ~~b. Be limited to two terms consecutively~~
- ~~Section 4. **Election Procedures for the Offices of District Governor, First and Second Vice District Governors** shall comply with the procedures as specified in Article IX Section 1 of the Bylaws of the Lions Clubs International and Article II Sections 2 and 3 of Standard District Constitution and Bylaws.~~
- ~~Section 5. **Duties and Responsibilities of District Officers:** The District Officers shall fulfill the responsibilities of their respective offices as specified in Section 2, Article X of the Bylaw of the Lions Clubs International Constitution and Bylaws.~~