

THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS

DISTRICT 371

CONSTITUTION AND BYLAWS

INTERPRETATION

Words importing the singular shall include the plural, and vice versa, and words importing the masculine gender- shall include females

ARTICLE I

SECTION 1; This Organization shall be known as District No. 371 of the International Association of Lions Clubs (hereinafter referred to as Lions Clubs International).

ARTICLE I I; OBJECTS

SECTION 1; To provide an administrative structure with which to advance the purpose and objects of Lions Clubs International in this District,

ARTICLE III; MEMBERSHIP

SECTION 1; The members of the organization shall be all Lions Clubs in the District chartered by Lions Clubs International and in good standing with Lions Clubs International and with Multiple District 37,

SECTION 2; District 371 shall consist of that portion of the Multiple District as set from time to time by Multiple District 37,

ARTICLE IV; DISTRICT ORGANIZATION

SECTION 1; CABINET AND OFFICERS;

(a) The District shall have a District Cabinet composed of a District Governor, the Immediate Past District Governor, the Vice Governor, the Region Chairman, the Zone Chairmen and a Cabinet Secretary - Treasurer, The members of the District Cabinet shall be the *Officers* of the District. Each such Officer shall be a member in good standing of a Lions Club in good standing in the District.

(a)(1)Revised **10/04** The District Governor when present shall preside over Cabinet, Convention and other District Meetings. During any period he/she is unable to so preside, the presenting officer at any such meeting shall be the Vice District Governor, but if he/she is not available, the most immediate Past District Governor present shall preside, failing this the District Officer chosen by the attending members shall preside.

(constitution)

2 ; Have served, or will have served, at the time of taking office as Region or Zone Chairman, as President of a Lions Club for a full term or major portion thereof, and as a member of the Board of Directors of a Lions Club for no less than two (2) additional years.

(t) Any vacancy in any District office, except that of District Governor and Vice Governor shall be filled by appointment by the District Governor for the remaining term thereof.

(g) If any Region Chairman or Zone Chairman shall cease to be a member of a Club in his Region or Zone, as the case may be, to which he was appointed, his term of office shall there upon cease and the District Governor shall appoint a successor to fill said office.

(h) No salary shall be paid to any officer of the District,

(i) Revised 8/04 The District Cabinet shall levy a fee of two (2) dollars US. per member of all Lions Clubs in the District for the purpose of helping to defray the out of pocket expenses of the District Governor., to aid in the disbursement of reasonable expenses incurred in and related to the discharge of the duties of his office within the District not covered by Lions Clubs International. The District Governor may be allowed to claim for out of pocket expenses to the Multiple District Convention and the Multiple District Conference and Council of Governor meetings, from the District Governor's Expense account. Said fees to be collected by the District Cabinet Secretary — Treasurer / Treasurer and for deposit in the District Administrative Account.

(j) The Cabinet of District 37! shall levy a fee of one Dollar (1.00) US. per member of all Lions Clubs in the District per year until such time as the District is no longer classed as a transitional District, Such funds shall be collected by the District Treasurer and shall be kept in a separate account and used to defray the expenses of the District Governor's Elect Spouse / Companion to attend the International Convention. Claims are not to exceed funds available and must be supported with receipts . Any surplus in funds at the end of each Lionistic Year is to be transferred to the General Administration Fund and may not be accumulated or carried forward.

SECTION 2; DISTRICT CABINET MEETINGS

(a) A REGULAR MEETING of the District Cabinet shall be held in each quarter of the fiscal year, with the first to be held within sixty (60) days after the adjournment of the preceding International Convention . Ten days written notice of meetings setting a date, time and place determined by the District Governor shall be given to each member of the Cabinet by the Cabinet Secretary - Treasurer. Refer Section 5, below;

(Constitution)

(b) A SPECIAL MEETING of the District Cabinet may be called by the District Governor at his discretion, and shall be called upon written request made to the District Governor or the Cabinet Secretary Treasurer by a majority of the members of the District Cabinet. Not fewer than five (5) nor more than ten (10) days written or electronic notice of special meetings, setting forth the purpose thereof and a date, time and place determined by the District Governor, shall be given to each member by the District Cabinet Secretary . Treasurer.

(c) QUORUM AND VOTING The attendance of a majority of the members of the Cabinet shall constitute a quorum for any meeting thereof. In all such meetings the voting privilege shall extend to the Immediate Past District Governor, the Vice Governor, the Region Chairmen the Zone Chairman ,Cabinet Secretary Treasurer and all Committee members as appointed by the District Governor. In the event of a tie vote the District Governor shall cast the deciding vote.

SECTION 3; REGIONS **and** ZONES

The District Governor shall divide the District into regions and zones, giving due regard to the geographical locations of the Clubs. All such regions and zones shall be subject to change by the District Governor when, in his sole discretion he shall deem the same necessary to the best interest of Lions Clubs International and the District.

SECTION 4; DISTRICT GOVERNOR’S ADVISORY COMMITTEE

In each Zone, the Zone Chairman and the President and Secretaries of the Clubs in the Zone shall comprise a Governor’s Advisory Committee, with the Zone Chairman as Chairman thereof. At a date, time and place called by the Zone Chairman, this Committee shall hold a meeting within one hundred and ten (110) days after the adjournment of the preceding International Convention. A second meeting in the month of November-, a third meeting in the month of February or March and a fourth meeting may be held prior to the end of the Lionistic year,

SECTION 5; Revised 10/05 **DISTRICT COMMITTEE CHAIRMAN and MEMBERS**

District Committee Chairpersons, Project Chairpersons ~| the Committee and Project Members shall be considered members of the District Cabinet with full voting rights. Refer Policy Section 1 Subsection 4.

SECTION 6; REPORTING

Within sixty (60) days after the close of the District Convention an official report of the Convention proceedings shall be mailed to Lions Clubs International, the Secretary - Treasurer of the Multiple District each Club in the District and all Cabinet Members by the Cabinet Secretary Treasurer.

ARTICLE V II DISTRICT CONVENTION FUND

SECTION 1; EXPENSE

All administrative expenses of District Conventions shall be defrayed from fees charged those attending.

SECTION 2; PAYMENT

District Convention Administrative expenses shall be paid only by Cheques drawn up and signed and countersigned by the Chairman and Secretary of the Convention Host Committee.

SECTION 3; CONVENTION RESERVE ACCOUNT

In any fiscal year, any balance remaining after payment of all District Convention expenses shall be remitted to the Cabinet Secretary - Treasurer, who shall deposit said balance in a special account in a bank or other depository chosen by the District Governor. Funds accumulating in this Convention Reserve Account may be used to defray expenses of subsequent District Conventions under procedures set by the District Cabinet.

SECTION 4; REGISTRATION FEE

Such fee as set by the Host Club and approved by the District Cabinet may be collected from each delegate, alternate, and guest attending the District Convention to defray the actual cost of the Convention, meals and entertainment

SECTION 5; Revised 10/05 DEFICIT/SURPLUS

DEFICIT; Any or all deficits that may occur from the District Convention shall be divided, 50% to the Host Club or Clubs equally divided and 50% to the District Convention Fund. Providing there has been no unauthorized expense incurred by the Host Club or Clubs in accordance with the approved budget that was approved by the District Convention Advisory Committee, the District Cabinet and the Host Club or Clubs as set in the District Convention Manual.

SURPLUS; Whereas a surplus arises from said Convention, the Host Club or Clubs shall share in the surplus with the District. At a rate of 50% of surplus to remain with the Host Club or Clubs equally divided and ~0% to be returned to the District Convention Fund.

SECTION 6; ACCOUNTING

The Host Club or Clubs shall provide the District Governor with a complete accounting of expenditures, receipts, billings, invoices and other documents, together with a complete financial statement covering all aspects of the Convention within thirty (30) days following the close of the Convention, and should be placed in the next District Governor's Bulletin.

(Constitution)

SECTION 7; Reimbursement

In the event of a deficit, the District Governor and his Cabinet may, after reviewing the financial statement provided in accordance with the immediately preceding Section, reimburse all or part of the deficit, to the Host Club or Clubs, provided the Host Club or Clubs show extenuating circumstances have occurred to cause a deficit.

SECTION 8; ROOM & CONVENTION PACKAGE EXPENSE

The room and Convention Package for the District Governor, the Vice District Governor, the Cabinet Secretary / Treasurer or the Cabinet Secretary and the Cabinet Treasurer and their Spouses / Companions for attending the annual District Convention shall be considered a District Convention Expense

SECTION 9; FINANCIAL REPORTING

The District Governor shall provide for an annual or more frequent statement of the financial condition of the District Convention account and shall give an annual financial report of the said account to each annual District Convention.

SECTION 10; SURPLUS

In the event of a surplus of more than three thousand dollars (\$3000.00) in the Convention Reserve Account such excess funds may be transferred to the District Administrative Account to supplement this Account,

ARTICLE VIII AMENDMENTS

SECTION 1; MAJORITY

This Constitution may be amended only at a District Convention by resolution reported by the Committee on Constitution and Bylaws and adopted by a two thirds (2/3) affirmative vote of the delegates casting ballots at a District Convention.

SECTION 2; Revised 10/05 NOTICE

No amendment shall be so reported or voted upon unless the same shall have been furnished in writing via the District Bulletin, no less than thirty (30) days prior to the convening date of the annual District Convention, with notice that the same will be voted upon at the said Convention,

SECTION 3; MOTIONS

A motion or motions to amend this Constitution can, be made by any Club in good standing in the District by submitting a copy of the motion passed at a Club's general meeting and signed by the Club President and Secretary and sent to the Chairman of the Constitution and Bylaws Committee or to the District Governor at least sixty (60) days prior to the opening of the District Convention at which the motion would be voted upon, (CONTINUED PAGE 9)

(Constitution)

SECTION 3; MOTIONS (continued)

Any member of the District Cabinet can also submit amendments to the District Cabinet and they must be approved by a majority vote of members of said Cabinet present in person at a Cabinet meeting and presented to the Chairman of the Constitution and Bylaws Committee prior to the aforementioned sixty (60) days.

SECTION 4; CONFORMITY

The Constitution of District 37! shall be automatically amended to conform to any amendments to the Constitution of the International Association of Lions Clubs and/or

Multiple District 37, immediately after such amendments are adopted to the above Constitutions which govern the operations of this District.

SECTION 5; ADOPTION

Each amendment shall take effect at the close of the District Convention at which it is adopted unless otherwise specified in the amendment.