



**Lions Club International
District 5M7
Application for 100%
Lioness Secretary Award
2013-2014**



*To receive the 100% Secretary Award, this form must be completed, signed and sent to the District Governor **before July 1, 2014**. The Club President, Secretary and Lioness Associate must sign.*

Date: _____ **Club Name:** _____

Secretary's Name: _____

Secretary's Address: _____

Check each item completed.

- ☐ 1. Must have submitted membership and club activity reports monthly.
- ☐ 2. PU 101 form must have been received by the District Governor not later than May 1, 2014.
- ☐ 3. All dues to District 5M7 by September 30, 2013.
- ☐ 4. Maintained and kept accurate minutes of all club meetings, attendance records, awards and sponsorship records.
- ☐ 5. Attended Spring School of Instruction in spring of 2014.
- ☐ 6. Attended one of the Lioness Group meetings; ____ fall 2013 ____ spring 2014
- ☐ 7. Attended one of the following: ____ Midwinter Convention
____ Multiple District 5M7 Convention
____ Lions International Convention.
- ☐ 8. Sponsored a new Lioness into your club. Name: _____.
- ☐ 9. Effectively and quickly handled all club correspondence.
- ☐ 10. Arranged for the induction ceremony for all new Lioness Club members.

Signed by Club Secretary: _____

Signed by Club President: _____

Signed by Lioness Associate: _____

**Return form by JULY 1, 2014 to: District Governor Lion Norm Kelzenberg
8482 Monroe St. NE
Spring Lake Park, MN 55432**