

**District 5M-2 Cabinet Meeting Minutes  
October 27, 2019  
St. Peter Community Center, St. Peter, MN**

**Call to Order:** DG Brian Thies called the meeting to order at 4:15 p.m.

**Pledge of Allegiance:** Led by 2<sup>nd</sup> VDG Glenn Kaufmann.

**Invocation:** 1<sup>st</sup> VDG Anna Wickenhauser gave the invocation.

**Establishing Protocol:** DG Brian Thies established protocol.

**Welcome:** DG Brian Thies welcomed everyone.

**Roll Call:** Taken by Lion Cindy Walters, showing 36 in attendance, 19 absent, 5 guests.

**Introduction of Guests:** DG Brian Thies introduced guests: Lion Don Wickenhauser, Lion Lisa Kaufmann, Lion Evelyn Grimm, Lion Darlene Breamer and Patti McCarthy.

**Adoption of the Agenda:** Additions to the agenda under Old Business - Policy change to Leos reimbursement and New Business – MyLion. Motion to approve agenda Lion Dave Sebesta; seconded by PDG; **MC**.

**Secretary's Report:** Motion to approve by Lion Brian Rhykus, seconded by Lion Janet Knakmuhs, **MC**.

**Treasurer's Report:** Lion Sue Vos sent her report. Motion by PDG Marvin Grimm and seconded by Lion Emmy Koch to accept the Treasurer's Report., **MC**. Copy is attached at the end of this report.

**Council of Governor's Report and Comments:** DG Brian reported that Bert Nelson threw his hat in to become an International Director. That will move forward unless someone from Manitoba wants to throw their hat in. Good time was had at the Council of Governor's meeting. Multiple District 5M has started a GAT meeting prior to the Council of Governor's meeting where all DGs have to report on their activities and movement toward the set goals. Everyone and club should have a MyLion account. All activities should be reported on the MyLion site. The DG is being held accountable for these goals which then causes the Cabinet to be held accountable as well. There are clubs that still do not have a MyLion account. Still working on the privacy policy at the Multiple Level. MD5M recently created a New Voices cabinet position and are looking for applicants. The New Voices also works on Leo to Lion transitions. There will be a large change upcoming in the Constitution and By-Laws at the mid-winter convention also to ensure alignment.

**Comments:** DG Brian Thies – USA/Canada Forum was a good conference. NAMI is still a work in progress, however. DG Brian also attending the Leo Leadership Camp where he observed students on the ropes course and participated in an Escape Room. DG Brian has been very busy with Club Visits and Zone meetings. He attended Thanksgiving for Vision yesterday and gave a report about what he learned. The DGs bought the pumpkin and donated it back to the hospital for the kids to see.

**Communications:** Nothing

**Old Business:**

- **Update on LCIF Grant for Camp Sweet Life:** It has been processed, the bank account has been set up. Waiting on funds from René to obtain the matching funds.
- **2019-2020 Budget:** Lion Sue Vos – Copy of the budget is located at the end of this report. Motion to adopt the budget made by Lion Kathleen Bleckeberg, seconded by PDG Eunice Rucks. **MC**.

- **Updates to 5M2 Policy Manual/Privacy Policy:** PDG Steve Wasserman – He thanked his committee for their work on the recommended policy. Recommended policy in its entirety is located at the end of these minutes. The main difference between our recommended policy and the MD5M policy is that our policy is an opt out policy and not an opt in policy. PDG Steve made a motion to adopt the policy as written and add to 5M policy manual, seconded by Lion Gary Koch. Discussion followed. **MC.** DG Brian Thies asked PDG Steve Wasserman to come back to the Mid-Winter Cabinet Meeting with the needed policy manual changes.

- **2021 MD5M Multiple Convention Report:** PDG Nancy Mathwig and PDG Mike Vos – The 2021 MD5M Host Convention committee met on August 28, 2019. Continued discussion from the previous meeting was held regarding the possibility of service projects during or before the convention.

Questions regarding the hotel contracts were sent back to the three hotels. Answers with adjustments to the contract have been received from the Hilton Garden Inn. That contract is now ready to forward to MD5M legal consultant for final review before signing. Continue to work with the other 2 hotels on adjustments to their contracts.

A theme for the convention was decided and will be rolled out at the 2020 MD5M Convention in Rochester during pre-registration. Members continue to work on the registration process – both online and traditional hard copy with the goal of having pre-registration available at the 2020 MD5M Convention in Rochester.

Our biggest disappointment since the last Council of Governors meeting was the news that then International President Judge Haynes Townsend will not be our International guest for the weekend. It is our understanding at this time that we will have PIP Frank Moore and his wife, Rita, as our International guests for the MD5M Convention in Mankato. Frank was President in 2001-02, but has been our current LCI Executive Administrator and Secretary in Oakbrook for the past numerous years. Lion Frank is current on what is happening with all divisions in LCI and is able to speak on where LCI is headed in the future. I believe PIP Frank was our International guest for the 2001 MD5M Convention in Duluth when he was 1<sup>st</sup> International Vice President.

We also discussed again having a silent auction/raffle room as has been traditional the past several conventions. For the past 5 years, the Host Convention Committee has chosen the Foundation/project that will set-up and receive the proceeds from the “raffle room” each year. The Host Committee only provided an area/room for the auction. We suggested at the October Council of Governors meeting that the COG discuss a means of rotation for the raffle rooms that would give all MD5M Foundations, and/or approved projects, equal opportunity to participate. The proposal has been directed to the MD5M DG Convention Committee for discussion, which will be brought back to the March COG meeting. To date since the set-up and running of the raffle/silent auction room has been independent of the Convention Host Committee, the following groups have hosted the raffle rooms:

- 2015, Bloomington – MD5M Lions Hearing Foundation & Camps
- 2016, Mankato – MN Lions Vision Foundation & Camp Confidence
- 2017, Bemidji – ? Camp Confidence
- 2018, Winnipeg - ? Canadian Foundations
- 2019, Mahanomen – MN Lions Vision Foundation

There have also been raffles, either in a hospitality room, or a separate raffle room, for International Director and/or International Vice President.

To date:

- Convention will be April 30, May 1 & 2, 2021
- Hotels will be Hilton Garden Inn (Headquarters Hotel), City Center Hotel and Courtyard by Marriott.
- Venue location will be the Mankato Civic Center.

- **Update on Jungle Days Task Force:** PDG Nancy Mathwig and Lion Dave Sebesta – Committee met via go to meeting on Sunday, October 6<sup>th</sup> with DG Brian Thies, 1<sup>st</sup> VDG Anna Wickenhauser, PDG Nancy Mathwig, Lion Dave Sebesta, and Lion Julie Beckius participating. Absent: Lion Chris Lund and

2<sup>nd</sup> VDG Glenn Kaufmann. There was lengthy discussion on the viability of Jungle Days and the reasons attendance is down (only 14 teams in 2019 and several of those were non-Lions). Reasons discussed were: increased number of clubs having individual golf tournaments, location of Jungle Days, not as many members who are golfers, day of week and need to take off work. Conclusions were:

1. The 2020 Jungle Days tournament was voted on at the 2019 Midwinter Convention by the voting delegates and awarded to the Hamburg Lions. Jungle Days has always been a golf tournament and the vote taken at Midwinter was assumed to be for a golf tournament. DG Brian stated any change to that vote would need to be done at Midwinter this year (2/2020) and made by the delegates at that convention.
  - o Also, the final decision on Jungle Days, as currently held, would be made at Midwinter also.
2. Going forward – the task force recommends we look at other options for a District 5M2 **SOCIAL/FUN** event, maybe during the summer. The idea behind the event was a way for Lions in 5M2 to gather together for an outing and to meet other Lions in the district. Jungle Days was a carry-over event with the redistricting of 5M5 and 5M6 in 1978. The first District 5M2 Jungle Days, was held on August 6, 1979 (40 years ago) and hosted by the Faribault Lions Club, at the Faribault Golf & Country Club. The Task Force felt it should remain a Lions event, not advised to the general public or as a fund raiser, although family members would be welcomed.

Lion Dave Sebesta made a motion to discontinue Jungle days in 2021, seconded by PDG Mary Spille.

**MC.** In regard to 2020 Jungle Days it would continue in Hamburg unless they ask to be on the Midwinter Agenda to rescind their bid. If they withdraw their bid, the Jungle Days would be cancelled due to having no bid. PDG Diana Kroells will talk with the Hamburg Club at their upcoming Board meeting.

- **2020 5M2 Midwinter Convention:** Lion Brian Rykhus – The clubs in Zone 5 are busy planning a fun and informative convention. Plan to spend time with your Lion's family to celebrate Valentines Weekend at the City Center Hotel in Mankato. The convention theme is "Driven to Serve.....Loads of Fun". We are fortunate to have the Tuxedo Band on Friday night and ask that you dress as your favorite trucker. On Saturday, there will be informative seminars and further information coming soon on an afternoon activity in the afternoon.

Club needs at convention:

- Prior to the convention, please send in a photo or two that demonstrate a service project or fundraising event held in the community.
- Door prize \$15 or above
- Club Placemats (Let Lion Lori Klein or Lion Brian Rykhus know) about 10-15
- Parade of Green donations (list will be in the December newsletter)

A flyer about the convention, along with registration forms are included in the November newsletter. The Clubs of Zone 5 hope to see you in Mankato.

- **Youth Exchange Family Expense Reimbursement:** IPDG Diana Kroells – The committee met on Monday, September 16<sup>th</sup> the committee was comprised of PDG Diana Kroells, 2<sup>nd</sup> VDG Anna Wickenhauser, YE Chair Jim Walters. Their recommendation was for host families to receive \$200 per student hosted in the family. If YE fund goes too low the situation will be revisited. PDG Diana Kroells made a motion for this to occur and be retroactive to July 1, 2019. Lion Wanda Breimhorst seconded the motion. Discussion followed. **MC.**
- **Joint District Project for Feed My Starving Children:** Lion Dar Mondor – This year it will be on Monday, April 20, 2020. Three locations and three sessions. You can individually register or clubs can register together. Schedule is located in the Newsletter. It is a fun, fun time.
- **Lion Leader Dog Lady:** Hero Dog Finalist – She did not win but received many votes. There will be an article in the December newsletter

- Changes in the Policy Manual – PDG Nancy Mathwig; PDG Nancy handed out the changes that were missing from the Policy Manual from April 2018. There are some changes that didn't make it into the Manual due to a computer crash and incomplete minutes. Need to make sure the changes get entered into the Policy Manual this year. The Changes that were to be made are in red at the end of these minutes. Lion Kathleen Bleckeberg made a motion to make the changes that are in red on the Policy Manual at the end of the minutes to include the correct Liberty day amount, seconded by Wanda Breimhorst. **MC.**

#### **New Business:**

- **Parade of Green: Quest Question** – Could we drop Quest from Parade of Green right now since there is \$44,000 in Quest budget right now. PDG Steve Wasserman made a motion to suspend Quest from the Parade of Green at the present time; seconded by Lion Kathleen Bleckeberg. Discussion followed. There was a training done recently. It is a great program but the dollars have not been utilized. **MC.**
- **District Bird Pin:** There has been discussion as to the future of the District Bird Pin. Lion Sandy Schneider made a motion to discontinue the District Bird Pin, seconded by Lion Deb Koehnen. Discussion followed. Lion Kathleen Bleckeberg made a motion to table this motion, seconded by Lion Rose Theis. **MC. Motion was tabled until next meeting.**
- **MyLion:** Districts can have an administrator to oversee the MyLion accounts in the District. DG Brian has the authority to appoint a District Administrator to take care of MyLion. DG Brian is appointing 2<sup>nd</sup> VDG Glenn Kaufmann as the District Administrator. District Goal for MyLion is 100% club participation and compliance. Questions arose regarding how to estimate number of people impacted by projects and donations. Use your best judgement.

#### **Zone Reports:** 2<sup>nd</sup> VDG Glenn Kaufmann

**Zone 1: Lion Jan Sebesta** - In August Zone 1 had our First Zone mtg. We coupled with Zone 3 and held it in Winthrop. Presidents and Secretaries discussed My Lion, and other issues they might have had in their clubs.

She visited Lester Prairie Club, in September, and had the honor of pinning a new member for their club, plus pin a Lion for his recruiting new members. Lester Prairie is working on recruiting Veterans into their club, She was able to get them 2 membership applications.

In October she visited Zone 2 Fall Meeting in Victoria, she will be visiting Zone 4's Zone meeting in Belle Plaine next month and will be attending ELLI in Detroit Lakes next week. Zone 1 will have their meeting on November 13 in Lester Prairie. Invitations have been sent out. Lioness has been approached to become a Lions group, still not interested. Lost two Lions in Hutchinson club due to death. 10 clubs, members this year 261, added 4, dropped 10, closing balance is 255 as of this month, net loss -6.

**Zone 2: Lion Deb Koehnen** - So far for the month of October Zone 2 is down 4 members for a total of 480 members. She visited NYA West Carver, Cologne, Victoria, and Watertown clubs with visits scheduled with NYA, Waconia, and Chanhassen in 2020. Still need to schedule the visit with Mayer. Victoria hosted the Zone 2 Fall meeting on Wednesday, October 23. Mayer will host the Zone 2 spring meeting date TBD.

**Zone 3: Lion Chuck Toltzman** – He had the joint Presidents and Secretaries meeting with Zone one Chairperson Jan Sebesta in August. They had a good turnout considering they were up against the State Fair. The main topic of the meeting was the "MyLion" rollout and all the situations the secretaries were having with it. They had a breakout session with the secretaries meeting all together and discussing the situation. While the Presidents were discussing other issues together with the District Governor.

He held the first new Zone Three fall meeting in Courtland with a great turnout of thirty eight Lions attending. Seven of the eight clubs were represented. It was a great evening of fellowship and club sharing. He thanked the Courtland Lions for hosting the meeting and on pretty short notice. Also a big thank you to Lions Charlotte and Lowell for putting it together.

The new Zone Three district is looking good at this time. He will have to start setting up club meetings, as he has not yet done so.

**Zone 4: Lion Julie Beckius** – Zone 4 has a total of 8 clubs and 391 members; which is a net gain of 2 for the year. Jordan Lions added a new member and the Shakopee Valley Lions dropped one member this month.

New members: Carver +3; Shakopee Valley +2

Dropped Members: Jordaness -2; Shakopee Valley -1

The President/Secretary meeting was held September 5<sup>th</sup>. Zone 2 + 4 joined together for this meeting. The Jordaness Lions hosted the meeting in Jordan. Great discussion was had on various topics including MyLion, member orientation & onboarding, membership needs, club visits, District calendar events, and DG Brian’s goals.

The fall Zone 4 meeting is scheduled for November 7<sup>th</sup> with the Belle Plaine Lions hosting the meeting

**Zone 5: Lion Gerald Ziskovsky** – The total membership of Zone 5 is 224 members, down 1 for year, he has made club visits to N.E.W. and Montgomery with visits scheduled in next two months to the other clubs. The fall Zone meeting is scheduled for this Wednesday, October 30<sup>th</sup> with the Prior Lake club hosting, we expect 60 Lions from the clubs and cabinet to attend. attended Montgomery’s breakfast and Lonsdale’s and plan on going to Veseli’s breakfast the first Sunday in November.

**Zone 6: Lion Mary Pegram – Membership total-267**

- **Eagle Lake** – 27 members; Helped with Diabetes Rally, Sponsoring a free meal for vets in November
- **Lake Crystal** – 42 members; Help with Halloween activities at the Rec Center, pasta feed, usher at MSU Basketball
- **LeCenter** – 38 members; Reroof picnic shelter, help with Holly Dazzle parade after Thanksgiving, scholarships and sight grants for kids
- **LeSueur** –51 members; Fly-in breakfast, KidSight preschool screening, Christmas raffle and tree sales
- **Mankato** – 17 members; Helped at Pioneer Power, St. Peter car show, and concert wristbands; highway clean up, planning breakfast at Wow Zone
- **Mankato Key City** – 10 members; Hot dog stands: Pioneer Power (raised \$2167), St. Peter car show (\$958), North Mankato Fun Days (\$2737), chili stand at Diabetes Rally
- **Mankato Sunrise** –28 members; Host Diabetes Rally, \$ still coming in (\$13,500 currently), Civic Center wristbands, highway clean up.
- **St. Peter** – 54 members (1 new); Tent at Rock Bend Folk Festival, Collected over 4000 pairs of glasses at the 4<sup>th</sup> of July parade, planning holiday kid’s party and selling poinsettias

**Zone 7: Lion Troy Wetzel** – 8 clubs with a total membership of 221 members.

People Served	People Served Per Member	Service Activities	Volunteer Hours
2645	65	11	160

Recent Club Activities

- Amboy: No activity recorded.
- Blue Earth: Purchased t-shirts for Community Ed. Track & Field Day, annual donation to the Town & Country Players, annual donation to the Faribault County cancer walk, gave out dictionaries to 3<sup>rd</sup> graders.
- Minnesota Lake: No activity recorded.
- New Richland: No activity recorded.
- Waseca: No activity recorded.

- Waterville: Served two pancake breakfasts as well as helped serve pancakes for the fire department's open house, ditch clean up on Hwy. 13, annual shred truck community service project, volunteered for a pillowcase project.
- Wells: No activity recorded.
- Winnebago: No activity recorded.

#### Other Activities

- Fall Zone meeting was held in Waseca on October 21<sup>st</sup> with 24 in attendance.
- Six club visits made. The remaining two visits are scheduled to be completed in the next two weeks.

**Zone 8: Lion Meg Tibodeau** – We had our Zone 8 club meeting on Oct 8. Albert Lea Lions were the hosting club.

We had a report given by all 8 club presidents as well as Cabinet members reporting as well. DG Brian addressed the group regarding service and our worldwide and local impact. We had 53 people at the meeting,

Our Zone 8 membership is at 251. We had a loss of 4 members.

**Cabinet Reports:** 1<sup>st</sup> VDG Anna Wickenhauser facilitated.

**Can Do Canines:** Lions Andrea and Tony Oldenburg reported that since May 2019, they have done nine club visits, and will be attending two zone meetings in October and November. They have two more club visits scheduled in November. They also have visits scheduled in 2020 already. With one of the visits scheduled in November, Tony and Andrea will have visited every club we are responsible for.

Lion Kathleen Bleckeberg reported that since her last report she: is working on doing club visits, attended Zone 8 meeting on October 8<sup>th</sup> in Albert Lea and attended Zone 7 meeting on October 21<sup>st</sup> in Waseca.

Upcoming Events include: Woofaroo September 14, 2019 ~ raised \$85,000 this year

Fall Graduation October 26, 2019 at 1:00 p.m.

Fetching Ball will be held on February 8<sup>th</sup> in Bloomington

**Constitution & By-Laws:** PDG Steve Wasserman – **Activities since August Cabinet Meeting:**

- Worked with members of the ad-hoc committee appointed to develop a Privacy Policy for the District to be presented at this Cabinet Meeting.
- Began review of the 5M2 Constitution and Bylaws in preparation for the Midwinter Convention.

**District Activities:** PDG Eunice Rucks and Lion Rose Thies: PDG Eunice has bird pins for sale for \$2.50. She also has previous bird pins from other years along with snowman pins from previous years.

Lion Rose and PDG Eunice have started working on the Memorial Service. They ask that you continue to remind your clubs to make sure that they get info into either of the co-chairs as soon as possible. A letter went out to all of the presidents this past week reminding them also.

**Environmental:** Lion Kate Pattison and Lion Gary Koch – No report.

**GLT:** PDG Nancy Mathwig reported that Since the August Cabinet meeting, she has either participated in or been made aware of the following regarding GLT:

1. I participated in the October MD5M GLT Go to Meeting call on Sunday, October 13<sup>th</sup>. Several online ideas being used in other districts may be useful in moving our District GLT trainings forward.
2. I have attended several of the Fall Zone meetings to promote the upcoming events – ELLI and Northern Pride Lions Forum as well as the district Mentorship program. Please encourage your clubs to utilize the district Membership program for new members. Copies of the form to complete can be found on the district website under the Forms tab.

3. 1<sup>st</sup> VDG Anna and I met to discuss the Zone Chair and new Officer training for next spring. An application for grant money of up to \$500 for Zone Chair training from LCI was applied for and accepted. The next step is to send in receipts after the event.
4. MD5M received authorization to host an ELLI (Emerging Lions Leadership Institute). The dates will be the evening of Thursday Nov. 7<sup>th</sup>, ending Saturday night Nov. 9<sup>th</sup> in Detroit Lakes. To date we have 5 Lions who will be attending. There is still time to register if you or a club member is interested. See either DG Brian or myself ASAP though.
5. ALLI (Advanced Lions Leadership Institute) be held in Chicago on November 9–11, 2019. 2<sup>nd</sup> Vice District Governor Glenn Kaufmann has been accepted into the program.
6. FDI (Faculty Development Institute) applications available. Due date is November 4, 2019. To be held in Houston, TX on January 18-20, 2020. See LCI for additional information.
7. Save the Date - Northern Pride Lions Forum, March 27 & 28, 2020 in St Cloud, MN. Watch for more information in future newsletters and at Zone meetings. DG Brian's goal is to have 20% of 5M2 clubs (13) represented at the Forum so put it on your calendar today.
8. DG Brian's goal of "Two qualified candidates will attend local & LCI sponsored institutes during 2019-2020" will be met following the ELLI and ALLI institutes. Several District 5M2 members attended the USA Canada Leadership Forum in Spokane this past September.

**GLT Orientation:** PDG Joan Blank Lion Christy Trutnau – "The Magic of Service" will be a new orientation session at DG Brian's Mid-Winter Convention. It will be offered at 8:00 AM on Saturday morning, February 15<sup>th</sup>. Lion Christy Trutnau and PDG Joan will be presenting an event offered to newer Lions members and their sponsors, along with any Lion who may want to know more about the workings of Lions. Lion Christy and PDG Joan have been attending the zone meetings, putting on a little "magic" show to market this new session. They promote our session as "hearing magic moments and magic facts about Lionism that will leave you feeling inspired to help make magic within your own Lions Club and District". The session is limited to the first 50 Lions that register (we are hoping this will entice Lions to register early).

They have super drawings – gift cards, Twins tickets and Wild Tickets to help encourage Lions to attend. Lion Christy and I have 3 more zone meetings to attend and promote the event. After that, we will work on a mass email to all club presidents and secretaries.

PDG Joan is still presenting orientation Jeopardy or a more basic orientation slideshow. Lions Christy, Kevin Blank and PDG Joan presented Jeopardy to a fun crowd at the Chanhassen Lions on September 23<sup>rd</sup> and she will be presenting the orientation slideshow to the Arlington Lions on Thursday, November 7<sup>th</sup>.

**GMT:** PDG Marvin Grimm – He has sent letters to the 5M2 clubs with less than 20 members to encourage them to try to add new members. He would be willing to visit with these clubs to help them increase membership. He has visited some area towns without Lions Clubs to see if there is some interest in starting new clubs. This is an on-going process.

**GST:** Lion Dar Mondor – Date to remember for our great opportunity to help feed many, many people – **Feed My Starving Children (FMSC) date is April 20, 2020.** Information to register for any of the three sessions either individually or as a club was listed in the October newsletter. If any of your clubs need this information, please have them contact her.

Lion Dar is working with a school nurse from another Lions club, who worked with their local Lions club to create and put together Diabetes Kits for each classroom and bus in their school district. Once she gets all the details and the cost of these kits, which appears to be about \$6.00 per kit, she will be sharing this information with her personal club first and then with all the Lions club in our district. Recently she received a spreadsheet of activities in our district, which showed NO Diabetes activities. If you are having problems recording your activities on MyLion there is a U-tube program that shows you step by step instructions and she is also getting a Power Point program that is helpful.

Also met the SW Metro Coordinator and found out that there could be some great service opportunities for our Lions clubs. Once she gets more details on these projects or things that need help or to get done, she will also share that with all the clubs.

It was really stressed that we need to tell the stories of the lives we have changed as Lions. This will show people what we do for others and they will want to be a part of this great organization.

**Historian:** DG Nancy Mathwig – Nothing new to report this month.

**Journey for Service:** PDG Mike Vos – Looking forward to another successful journey on April 1-3, 2020.

**LCIF:** PID Debra Wasserman – PID Debra participated in training for LCIF District Coordinators to update Campaign 100 accomplishments, goals, information etc.

DG Brian's LCIF goals and her plan to assist in accomplishing them:

1. 100% of clubs in District 5M2 will understand impact of LCIF and demonstrate support with a donation to LCIF by June 30, 2020.
  1. Monthly articles will appear in the newsletter on timely topics and information about LCIF.
  2. She will speak about LCIF at any and all District meetings when the opportunity presents.
  3. She will seek invitations to present a program about LCIF at club meetings.
 

Waseca and Northfield Cannon Valley received presentations in September. No further club presentations are scheduled.
2. Promote members giving \$2 each week to Campaign 100: LCIF Empowering Service.
  1. Personal contact will be made with clubs after the Midwinter Convention if they did not donate during the Parade of Green.
  2. The July District newsletter contained an article on this concept.
  3. Club presentations will include the concept.
3. District 5M2 will raise \$30,000 during fiscal year 2019-2020 to support Campaign 100: LCIF Empowering Service.
 

As of October 25, 5M2 has recorded donations of \$5,062.66.

Diabetes Grant – At the August LCIF Board of Trustees meeting the Diabetes grant submitted by Camp Sweet Life was approved. District fundraising for the matching requirement is going on now.

**Leader Dogs for the Blind:** Co-Chairs Lions Loretta Klenke and Emmy Koch: Thank You everyone who supported “Lady” Leader Dog for the Blind nominated hero dog for the year. Winners will be announced on the Hallmark Channel on October 25. Lion Loretta continues to write and place newsletter articles about Leader Dog in our district's newsletter. She plans to attend Zone meetings so she can to promote Leader Dog and offer club visits. Her goals include: increasing the number of clubs visits this year and continuing to promote donations for Leader Dog for the Parade of Green. Lion Emmy presented October 21 to the Winthrop Lions.

**LEO Clubs:** Lion Anna Wickenhauser: Cologne Leos had 4 Leos attend the Leo Conference. They raised money during the Carver County Fair working the parking lot. They are selling baked goods at 2 upcoming Bingos. They are sponsoring a car at Trunk or Treat. They are currently working on donating Vouchers for meals, gas, etc. to families that have medical stays at Waconia Hospital. They served and provided the meal for the Cologne Lions at their Peace Poster night and have supported Project Pillowcase. Like them on Facebook CologneLeos

Northfield: Has a program set up for Veterans Day.

Shakopee: They are going to be making Tie Blankets at their October Meeting.

Sibley East: Sell “Pig Wings” at school concessions. Working with the Chamber of Commerce on a Spook House. Making and selling tie blankets for a fundraiser and making mats for the homeless. Had 6 attend the Leo Conference.

Watertown: Volunteering at Freedom Ridge. Volunteered at Tour De Tonka. Having a Halloween Dance and Food Drive. Had 5 attend the Leo Conference. Did yard cleanup at with Impact Care at Riverside Terrace Mobile Home Park. Had their largest fundraiser-Peach Sales. Like them on Facebook WatertownLeos.



**Liberty Day:** Lion Denny Hewitt and Lion Dave Sebesta reported that both Co-chairs have attended the Zone Meeting to date and have distributed many of the Liberty Day Booklets to participating District Lions Clubs. Club visits and further booklet distribution will continue as requested.

**Lions Quest:** Lions Janet Knakmuhs and Janet Hall – Big things have happened with Quest. We did a training on October 4, 2019 in Arlington for staff from Sibley East and a few from of Arlington Lions, Cabinet Members, and Waterville and Winthrop. We have 2 presentations set up: 10-28 at Waterville and 11-18 at Winthrop.

**Long Range Planning:** PDG Harry Klenke – Try something new. Have a membership night. Have all your members invite someone to a meeting where you tell the people about your Lions club and the organization. Don't get too detailed. Keep it simple and of a reasonable amount of time. Have membership applications available. Show them you have fun. Try to make this a yearly event. Have current members critique what you did that night. Help your Membership Chair make it a success.

**Mid-Winter Convention:** Lion Brian Rykus and Lion Lori Klein – Report located under new business.

**MN Lions Diabetes Foundation:** Lion Brian Rykus and Lion Wanda Breimhorst – MLDF participated in the State Fair Booth along with the Vision and Hearing Foundations.

Lion Wanda and Lion Brian attended the quarterly Trustees' meeting October 5 in St. Cloud, MN. The new MN Director of American Diabetes Association addressed the Trustees, providing information about some restructuring of their leadership and providing assurance that steps are being taken to address the issues related to their Walmart Wellness Days. The Foundation is taking steps to have another raffle fundraiser this Lions year, with the drawings to be held at the MD5M Convention in Rochester.

Lions Wanda and Brian are trying to schedule at least one 5M2 Trustee to attend each Fall Zone Meeting. They attended the Mankato Area Lions Diabetes Rally at the Wow Zone Oct. 5. While it was a cool morning the event was very successful.

**MD5M Lions KidSight Foundation:** PDG Harry Klenke and Lion Pam Koehnen reported: KidSight is starting to pick up now as kids are back in school and day cares are more settled in. With Plusoptics help we have completed the new update, not as big a change as last time. But the big news is that we have now printers that will print out the 8 ½ by 11 sheets that we printed off our home computers. PDG Lion Dennis Kelly purchased them for us through the KidSight Foundation money. We needed help from our fellow KidSight Board member from 5M6. We had to add another file on the SD Card to get it in our camera's. Not a hard process when you have someone who knows what they are doing explaining it to us. We had to rewrite the screening guidelines adding the new printing guidelines. These will be in the camera bags as before. We also purchased Laptop bags to transport the printers in. We set all the bags up the same even for N.E.W. and Chaska who purchased their own cameras. We will have to give a lesson to everyone on how to connect the printers to the camera. We are hoping to get another training session set in the southern part of the District to get more clubs involved and to show people the new printers. Lion Harry is available to help get clubs started. We need to get our paperwork to Lion Harry so it can be sent off to Multiple District coordinator Lion Dennis Kelly.

We had a very successful time at the State Fair. Over 3000 kids were screened during the 12 days. Thanks to everyone from our District that helped- out on our day at the fair. Lion Dennis was really impressed with how well our people took to the task and worked together even though many of them were meeting each other for the first time. That shows we have many great Lions in our District. We will put our name on a date again next year.

**MN Lions Childhood Cancer Foundation, Inc.:** Lion Tom McCarthy and Lion Sandy Schneider– From our incorporation in January 2019, through June 30, the Foundation has received over \$40,000 in donations! District 5M2 has stepped up with over \$8300 in donations! Thank you to all the clubs and members who have been so generous.

The Foundation has adopted a logo, Plans are underway to use this logo on lapel pins, awards, etc.



Co-chairs have visited several clubs, and are looking for more invitations to present. Also have or will visit most Zone Meetings.

Our matching grant campaign continues in full force. Each of the University of Minnesota Foundation and the Children's Cancer Research Fund have pledged to match our contributions, dollar for dollar, up to \$100,000 to benefit the University of Minnesota Masonic Children's Hospital program for services to childhood cancer survivors. That means the \$100,000 we will raise this Lions year will turn into \$300,000 for this terrific program. We are more than 40% toward our goal! Again, thank you for your support!

The Green Isle Lions Club has donated a beautiful quilt as a fundraiser for the Childhood Cancer Foundation. We are trying to come up with a plan to raise some serious money with this generous gift, made with the five colors representing the most common childhood cancers.



Be sure to check out the Childhood Cancer Foundation Facebook page: [https://www.facebook.com/MN-Lions-Childhood-Cancer-Foundation-106271427419671/?modal=admin\\_todo\\_tour](https://www.facebook.com/MN-Lions-Childhood-Cancer-Foundation-106271427419671/?modal=admin_todo_tour) Let us know of any club activities involving childhood cancer, with photos, if you have them. We'd love to include them on the FB page!

The Foundation does not yet have a 501(c)(3) designation, so if that is necessary for your donation (charitable gambling...), contact Tom for a memo on the proper procedure to make the donation and get credit toward your Lions donation. (Several copies will be available at the Cabinet meeting.)

After the Foundation board's last meeting, the directors toured Crescent Cove, one of only three children's hospice programs in the nation. It is very likely the Foundation will be supporting this great program once our commitment to the University of Minnesota Masonic Children's Hospital has been fulfilled.

We are looking for comments and suggestions, so if you have any, please do not hesitate to contact either of us.

**MN Lions Hearing Foundation:** Lion Vern Bremer, PDG Marvin Grimm: At the October 5<sup>th</sup> Foundation meeting, the trustees approved \$107,000 for several research project at the university of MN Hearing center. The Trustees want to encourage 100% of the Clubs to give to the parade of Green. Your trustees plan to attend all Fall Zone meetings as well as club visits when invited. Remember the name change. Checks should be made out to **Minnesota Lions Hearing Foundation**. Not the old name of MD5M Lions Hearing Foundation.

**MN Lions Vision Foundation:** PDG Mary Spille and Lion Christy Trutnau – Lions Mary and Christy

attended the quarterly fall board meeting in St Cloud on October 5<sup>th</sup>, 2019.

Meeting information highlights:

- Two new foundation members were introduced at this meeting one from 5M11 and one from 5M3. We are still down one foundation member from 5M1.
- Usual reports were given by Dr. Van Kuijk, other members of the Department of Ophthalmology and Neurosciences, and staff of Lions Gift of Sight.
- We continue to work hard with MN Legislators.
- Reports were given by the Finance, Legal, Public Relations, and Long Range Planning committees.
- Lions Gift of Sight has been able to expand tissue collection efforts in parts of ND and Galveston, TX.
- We are now close to expanding into parts of Montana as well!
- Clubs should have received a letter sign by Lion Lyle Goff Board Chair of MLVF, this letter is to let clubs know what their donations have been used for and also to let know what we are still in need of so when they are planning for Parade of Green or if they are thinking of donating to the MLVF they can earmark it to something one of those items if they so choose.
- MLVF sponsored an Eye Ball Gala on Friday evening, October 25. The night before Thanksgiving for Vision at Earle Brown Center. MLVF is hoping to make this an annual event.
- Thanksgiving for Vision was held on October 26, 2019, same location and format. Each district provided two silent auction items.
- Looking into doing a Spring Tour this year, more to come on this.
- Please like us on Facebook Minnesota Lions Vision Foundation
- Lion Mary and Lion Christy have been attending Fall Zone meetings.
- Next quarterly meeting set for February 1<sup>st</sup>, 2019 East Side VFW, St Cloud.

**Newsletter Editor:** Lion Cindy Walters reported that the newsletter has been out on time each month. Keep the information coming. Please direct any feedback pro or con to her directly. Thank you.

**Project New Hope:** Chair Lion Darlene Wondra reported that Project New Hope sponsored a Family Day at the Hastings Veterans Home Friday August 9<sup>th</sup> in the afternoon, about 60 family members attended. The retreat in Ironwood Springs - Stewartville, was well attended. It is always good to hear the attendees get a lot out of our retreats just by talking to other attendees. They don't feel so alone knowing others are going through the same as themselves.

They are always looking for new places to host retreat. We have a retreat coming up in December in Inspiration Point, Clitheral, MN.

**Protocol:** PDGs Tom and Mary Ferleman - Look for "PROTOCOL PLEASE!!" each month in the 5M2 Newsletter. They advised Zone Chairs on the difference between "Introductions" and "Official Protocol" before the Fall round of Zone Meetings. They are always available to answer questions about protocol for Lions & Clubs.

**Public Relations:** PDGs Tom & Mary Ferleman and Lion Troy Feltmann sent the schedule of when the kits are scheduled to be used. It is located at the end of these minutes.

**Special Olympics:** PDG Joan Blank, Lion Doni McQuiston, Lion Elizabeth Truman - It is that time of year where DG Joan has been attending zone meetings encouraging Lions to join the 5M2 District Team for the Special Olympics Polar Plunge on: Saturday, February 1<sup>st</sup>; Time: 1:00; Place: Hallet's Pond – St. Peter

This will be the 5<sup>th</sup> year of plunging as a 5M2 District Team so they are hoping for 50 participants. Last year we raised over \$8,000 and this year we will try to exceed that amount.

PDG Joan will also be volunteering at Special Olympics Bowling Tournament in Mankato on Sunday, November 24<sup>th</sup>.

The Co-Chairs have not met to discuss any other strategies. Hopefully we can do this before the end of the year.

**Technology:** PDG Steve Wasserman – **Activities since the last Cabinet Meeting:**

- District Laptop:
  - Upgraded the old district laptop to Windows 10, delaying the need to purchase a new laptop. While the laptop is by no means very fast, it is adequate for using PowerPoint, and has VGA and HDMI ports making it quite sufficient for doing presentations.
  - Updated Windows 10 to latest version and set active hours to prevent downloading updates when people are likely to be doing presentations.
  - Installed Norton Security Premium including “Safe Web” that provides some protection against phishing and other malware infected websites.
  - Installed TeamViewer 14 to enable remote troubleshooting.
- District Communications
  - Posted Newsletter on the 5M2 Website each month.
  - Emailed District Newsletter to my distribution list including at least one member of each club and the District Cabinet.
  - Emailed other communications as requested by cabinet members. Email's now are configured with the sender's name and email address as the “reply to” address.
  - Wrote two articles on cybersecurity for the District Newsletter.
- Privacy Policy
  - Worked with the ad-hoc committee on Privacy Policy to develop a policy to present to the District Cabinet at this meeting for approval and inclusion into the Policy Manual.

**Write Off:** Lion Deb Koehnen – This year's theme is “We Serve through Diversity.” Zone chairs and club presidents received the information regarding the contest in August. Entries for each club are due to zone chairs by 11//10/2019 and a winner selected from each zone by 11/20. Winning zone entries are to be sent to district chair by Dec 5 and will be judged by Dec 20. The top 3 entries from the district will be invited to the Mid-winter convention.

**Youth Exchange/Youth Camp:** Lion Jim Walters reported that Lion Cindy presented at the recent Leo conference about the incoming and outgoing program for Youth Exchange. There seemed to be quite a bit of interest which was encouraging. Plans are underway for this year's exchange. As always there is a need for host families and monetary contributions! Thank you.

**Youth Outreach, LCI Essay Contest:** PID Debra Wasserman reported the contest is currently in progress and she is hopeful essays will be submitted later this week. The Council Chair asked every Multiple District program Chair to submit goals for the year. Below is a report on progress toward my goals.

**Goal 1:** Place a notice about the LCI Essay Contest on the ListServe for teachers of the blind and visually impaired, by September 1, 2019.

**This goal was completed on time as verified by an email on August 28, 2019 from the ListServe administrator. Further, a second email to Teachers of the Blind and Visually Impaired was submitted for posting on October 1.**

**Goal 2:** Email a notice about the LCI Essay Contest to State Services for the Blind for distribution to stakeholders, by September 1, 2019.

**This goal was completed and verified by an email on August 18, 2019 from the Outreach Coordinator at State Services for the Blind.**

**Goal 3:** To have an article about the LCI Essay Contest available for District Newsletters by August 15, 2019.

**An article was emailed to every District Governor on August 16, as verified by an email in my “sent items” folder. They were asked to forward the article to their newsletter editor. I sent the article directly to Lion Cindy since I have her contact information.**

She will be working with teachers, clubs and District Governor Brian to facilitate essay submission and recognition of essay participants and the District winner.

**Youth Outreach/Peace Poster:** Co-Chairpersons are Lion Paula Stevens and Lion Shirley Hesperheide – Co-chairs reported that the Peace Poster Program is in full swing. A number of clubs are gathering the posters and judging them. Lion Paula has received one poster already. Lion Shirley has been out to Zone Meetings reminding clubs to get them in, judged and forwarded to Lion Paula.

**Comments:**

- PID Debra Wasserman – elaborated on International Director position. PCC Bert Nelson announced his candidacy. They are expecting several others to come forward seeking the nomination as well.
- 2<sup>nd</sup> VDG Glenn Kaufmann – Please talk with your clubs if they are not reporting on MyLion. He is ready, willing and able to assist.
- 1<sup>st</sup> VDG Anna Wickenhauser – No comments.
- DG Brian Thies – Thank you for coming.

**Adjournment:**

Lion Gary Koch made a motion to adjourn the meeting; Lion Brian Rykhus seconded. Meeting adjourned at 6:34 p.m.

Respectfully Submitted – Lion Cindy Walters

Upcoming Cabinet Meetings:  
Friday, February 14<sup>th</sup>, 2020  
Spring, TBD

**Privacy Policy Draft**

Modified August 13, 2019

This Privacy Policy applies to information that District 5M2 of Lions Clubs International collects and processes on Lion Members of Clubs in the District.

YOUR PRIVACY IS IMPORTANT TO US. PLEASE READ THIS PRIVACY POLICY TO LEARN ABOUT THE INFORMATION THAT 5M2 COLLECTS FROM YOU AND HOW WE USE THAT INFORMATION.

1. SCOPE

This Privacy Policy describes the information that 5M2 collects, why we collect it, what we do with the information we collect, and how you can manage our use of your Personal Data.

2. INFORMATION WE COLLECT

Member information collected is limited to that provided on the MyLCI Website or otherwise furnished by the

member, including:

- a. Name
- b. Member number
- c. Join Date
- d. Gender
- e. Date of Birth
- f. Partner/Spouse name
- g. Address
- h. Telephone numbers
- i. Email addresses
- j. Club
- k. Offices held

### 3. HOW WE COLLECT INFORMATION

We download membership information from the MyLCI website. This information is made available by Lions Clubs International to Lions Club and District Officers based on the office or position held in compliance with its Privacy Policy.

Information is originally provided to Lions Clubs International by Club Secretaries who enter membership information provided by the member on the membership application and is updated periodically by the Club Secretaries as changes come to their attention.

### 4. HOW WE PROCESS PERSONAL DATA

District 5M2 produces an electronic directory containing member information of all Lions in the district who have provided such information to Lions Clubs International through their Club Secretary.

District 5M2 uses the full electronic directory to produce electronic (Filemaker, Excel, and PDF) and printed versions of a directory containing only District and Club Officer information.

The information is used solely to further 5M2 Lions purposes including that "to unite the clubs in bonds of friendship, good fellowship, and mutual understanding", and to conduct its necessary operational activities including:

- a. Dues and other billings.
- b. Distribution of the 5M2 Newsletter.
- c. Meeting planning to facilitate 5M2 events and training.
- d. Furtherance of Public Relations activities and Cooperative Alliances.
- e. Support of Lions Clubs International Foundation.
- f. Support of Multiple District 5M Projects as approved by the Council of Governors.
- g. Support of District 5M2 Projects as authorized by the District Cabinet.
- h. Disclosure of information as required by law or that is pertinent to judicial or governmental investigations.

### 5. HOW WE SHARE INFORMATION

District 5M2 prohibits furnishing any Lions contact information to any person/organization for personal advantage or gain.

District 5M2 provides a PDF and printed copies of District and Club Officer Information to each member of the District Cabinet upon request. It is clearly stipulated that such information is to be used for Lions purposes only.

District 5M2 provides a PDF copy of District and Club Officer information to each Lions Club in the District. It is clearly stipulated that such information is to be used for Lions purposes only.

District 5M2 provides subsets of the District and/or Club Officer Information in Excel or PDF label or list format as requested by District and Multiple District Officers and Program Chairs at the direction of the District Governor.

### 6. SECURITY OF YOUR PERSONAL DATA

District 5M2 takes precautions intended to help protect information that we process but no system or electronic data transmission is completely secure. No Club Officer or member information is provided on any public website or other publicly available electronic medium. Any information provided via public websites is done so with the permission of the individual whose information is provided.

Any payment information collected shall be protected by software during transmission, which encrypts all personal information so that it can be safeguarded over Internet channels. We reveal only a limited part of credit card numbers when confirming an order.

Visitors should be aware that when they are on the website, they could be directed to other websites beyond our control. If they visit a website that is linked to our website, they should consult the privacy policy of that website before providing any personal information.

#### 7. RETENTION OF YOUR PERSONAL DATA

5M2 retains the information collected for the duration of the Lions' year (July 1 – June 30) it is collected.

#### 8. YOUR CHOICES ABOUT YOUR PERSONAL DATA

According to the LCI Policy Manual, Chapter XV, Legal,0 Exhibit C. Lions Clubs International Privacy Policy:

“By providing your email address, you are consenting (opting in) to receive information from Lions Clubs International and its family of programs.”

District 5M2 interprets LCI Policy to imply that members opt-in to receive information from District 5M2 when they provide their contact information to Lions Clubs International through their Club Secretary.

Any Lion may “opt-out” of having their personal information processed in any way by District 5M2 by making a request in writing to the District Governor. Such a request will be forwarded to the Technology Chair or other person responsible for the collection and processing of personal data. Such a request shall be considered to be in force until rescinded in writing by the lion making the request.

#### 9. Compliance

In compliance with the Children's Online Privacy Protection Act of 1998 (COPPA), site operators should never knowingly request personal information from anyone under the age of 13. If such personal information is inadvertently collected, it will be deleted from the systems.

District 5M2 encourages its member Lions/Leo/Lioness Clubs to consider their privacy practices and follow similar guidelines when collecting and processing the personal information of members, donors, recipients of their humanitarian assistance, or other individuals obtained in the course of conducting their activities.

#### 10. Consistency

This policy shall be consistent with Federal and State Law, and the Constitution, By-Laws and Policies of Lions Clubs International, Multiple District 5M, and District 5M2. If any part hereof is found not to be consistent with such Laws, Constitution, By-Laws or Policies only the inconsistent part shall be voided, and such inconsistency shall not affect the validity of this policy as a whole.

8/7/18	Lester Prairie Lions	Troy Feltmann	troyfeltmann@gmail.com	320-282-6520	North	
8/29/18	Lester Prairie Lions	Troy Feltmann	troyfeltmann@gmail.com	320-282-6520	North	
9-20-18	Nicollet Lions	Joan Blank	lionjoanblank@gmail.com		North	
9-24-18	Plato Lions	Lanette Dammann			North	Troy speech
10-4-18	Nicollet Lions	Joan Blank	lionjoanblank@gmail.com		South	
10-6-18	Wells Lions					
10-13-18	Mankato Sunrise Lions	Richard Wheeler	richard.wheeler@mnsu.edu	507-389-1011	South	
10-30-18	Lake Crystal Lions	Taylor Gronau	taylow.gronau@gmail.com	507-430-1650	North	Troy Speech
11-11-18	Winthorp Lions	Chuck		701-269-0950		
11-11-18	Carver Lions	Marvin & Evelyn Grimm		952-448-9465		
11-24-18	Alden				South	
12-1-18	West Carver Lions				North	
12-2-18	Lester Prairie Lions		troyfeltmann@gmail.com	320-282-6520	North	
1-1-19	Plato Lions	Lanette Dammann	lanettedmnn@gmail.com		North	
1-13-19	BLue Earth Lions	Lars Bierly		507-526-7394	South	
1-20-19	Hamburg Lions	Diana Kroells	dianakroells@gmail.com	952-290-3677	North	
2-3-19	Faribault Lions	Debra Wasserman			South	
2-16-19	Minnesota Lake	Darlene Breamer	vbreamer@bevcmm.net	507-462-3518	South	
2-22-19	Arlington Lions	Nancy Mathwig	nancy.mathwig@gmail.com		North	
3-3-19	Hutchinson Lions	Dave Sebesta	dave_sebesta@hotmail.com		North	
3-17-19	Alden Lions				South	
3-23-19	Mayer Lions	Anna Wickenhauser	lionannaw@gmail.com			
4-20-19	Lester Prairie Lions	Troy Feltmann			North	
5-5-19	Courtland Lions				South	
5-6-19	New Prague Lions	Ulrich Ettlin	theettlinscafe@gmail.com	952-594-9613	North	
5-17-19	Blue Earth Lions	Lars Bierly	lars@minniowa.com	507-526-7394	South	
6-9-19	Albert Lea Lake View & Cloverleaf				South	
7-16-2019	West Carver Lions	Lavonne Kreolls	lkroells@outlook.com		north	
8-1-19	Nicollet Lions	Denny Hewitt			South	
8-7-19	Lester Prairie Lions	Troy Feltmann			North	
8-14-19	Hutchinson Lions	Dave Sebesta	McLeod County Fair		North	
9-12-19	Nicollet Lions	Denny Hewitt			South	
10-8-19	Zone 8 Meeting	Tom & Mary Ferleman			South	
10-12-19	Mankato Sunrise Lions	Richard Wheeler	richard.wheeler@mnsu.edu	(507) 389-1011	South	



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## Lions International District 5M2

## Balance Sheet

10/13/19

As of September 30, 2019

Accrual Basis

	Sep 30, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	37,246.39
Money Market	
Activities Youth	9,596.74
Adult Companion	717.27
Diabetes	6,035.19
District Conventions	1,886.81
Interest Income	2,247.93
International Convention	1,403.23
Journey For Service	8,309.55
Kid Sight	2,058.00
Light on for Life	1,455.48
Multiple Convention	3,303.69
Quest	44,416.35
Special Olympics	1,500.00
Youth Exchange	13,967.66
Money Market - Other	1,179.31
Total Money Market	98,077.21
Total Checking/Savings	135,323.60
Total Current Assets	135,323.60
<b>TOTAL ASSETS</b>	<b>135,323.60</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	112,685.81
Unrestricted Net Assets	28,021.48
Net Income	-5,383.69
Total Equity	135,323.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>135,323.60</b>

7:45 PM

10/13/19

Accrual Basis

**Lions International District 5M2  
Profit & Loss Budget vs. Actual  
July 2019 through June 2020**

	Jul '19 - Jun 20	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Activities Income</b>		
Can Do Canines	0.00	0.00
Diabetes	0.00	0.00
<b>Journey For Service- Income</b>		
Journey for Service-2017	0.00	0.00
Journey For Service-2018	0.00	0.00
Journey For Service-2019	0.00	12,000.00
<b>Total Journey For Service- Income</b>	0.00	12,000.00
Kids Sight	0.00	1,000.00
Leader Dog	0.00	100.00
Lions Quest	0.00	0.00
Project New Hope	0.00	200.00
Special Olympics	0.00	600.00
Youth Activities	0.00	6,000.00
Youth Exchange	0.00	4,000.00
<b>Total Activities Income</b>	0.00	23,900.00
<b>Diabetes Income</b>	0.00	0.00
<b>Dues</b>		
<b>District 5M2 Dues</b>		
5M2 Administrative Fund	6,680.40	13,600.00
5M2 Adult Companion Fund	586.00	1,200.00
5M2 Intl Convention Fund	1,172.00	2,400.00
5M2 Special Fund-Mid Winter Con	1,640.80	3,300.00
District Club Bond	416.00	500.00
District Pins	1,600.00	1,800.00
District 5M2 Dues - Other	0.00	0.00
<b>Total District 5M2 Dues</b>	12,095.20	22,800.00
<b>MD5M Dues</b>		
GLT/GMT Training & Orientation	304.72	600.00
MD5M Administrative Fund	5,672.48	12,000.00
MD5M Campaign Fund	304.72	600.00
MD5M Convention Fund	586.00	1,200.00
MD5M GAF	539.12	1,800.00
MD5M International Parade Band	304.72	600.00
Multiple Excess Liability Ins	542.08	1,000.00
<b>Total MD5M Dues</b>	8,253.84	17,800.00
<b>Total Dues</b>	20,349.04	40,600.00
GLT- Officer Training-Income	0.00	400.00
Governor Visits	0.00	0.00
Grants	0.00	0.00
<b>Investments</b>		
Interest-Savings, Short-term CD	277.39	600.00
<b>Total Investments</b>	277.39	600.00
Kids Sight Income	0.00	0.00
Mid Winter Convention-payback	0.00	0.00
Misc Income	0.00	0.00
Project New Hope Bike A Thon	0.00	0.00
Quest Income	0.00	0.00
Youth Activities Income	0.00	0.00
Youth Exchange Income	0.00	0.00
<b>Total Income</b>	20,626.43	65,500.00

7:45 PM

10/13/19

Accrual Basis

**Lions International District 5M2  
Profit & Loss Budget vs. Actual  
July 2019 through June 2020**

Expense	Jul '19 - Jun 20	Budget
<b>Activities Expense</b>		
Diabetes Expense	0.00	4,000.00
Environment	0.00	250.00
Journey For Service Exp 2018	0.00	500.00
Kids Sight Expense	836.42	1,000.00
Project New Hope Expense	0.00	0.00
<b>Youth Activities Expense</b>		
Essay Contest Expense	0.00	500.00
Leo Expense	400.00	5,400.00
Liberty Day Expense	2,531.44	2,400.00
Peace Poster Expense	0.00	1,000.00
Quest	0.00	0.00
Write Off	0.00	2,200.00
Youth Exchange Expense	4,000.00	4,000.00
Youth Activities Expense - Other	0.00	0.00
<b>Total Youth Activities Expense</b>	<b>6,931.44</b>	<b>15,500.00</b>
<b>Total Activities Expense</b>	<b>7,767.86</b>	<b>21,250.00</b>
<b>Cabinet Expenses</b>		
GLT	119.14	650.00
GMT	0.00	650.00
GST	0.00	650.00
Meeting Expense	0.00	600.00
Program Chairs	0.00	2,600.00
Secretary	0.00	100.00
Treasurer	0.00	100.00
Zone Chairs	0.00	2,700.00
<b>Total Cabinet Expenses</b>	<b>119.14</b>	<b>8,050.00</b>
<b>Capital Expenditures</b>		
Equipment	0.00	1,000.00
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Contract Services</b>		
Accounting Fees	1,097.00	1,200.00
<b>Total Contract Services</b>	<b>1,097.00</b>	<b>1,200.00</b>
<b>Contributions</b>	<b>0.00</b>	<b>0.00</b>
Diabetes Expense	0.00	0.00
District Awards	0.00	750.00
District Supplies & Operating	162.00	1,500.00
<b>Dues Expense</b>		
District Dues Expense	0.00	0.00
District Bond Expense	0.00	0.00
<b>Total District Dues Expense</b>	<b>0.00</b>	<b>0.00</b>
<b>MD5M Dues-Expense</b>		
GLT/GMT Training Expense	585.76	1,000.00
MD5M Adminstrative Fund Expense	5,670.06	12,000.00
MD5M Campaign Fund Expense	0.00	600.00
MD5M Convention Fund Expense	585.75	1,200.00
MD5M GAF Fund Expense	538.89	1,200.00
MD5M Intl Parade Band Expense	292.88	600.00
MD5M Liability & Bond	1,265.08	1,000.00
MD5M Dues-Expense - Other	0.00	0.00
<b>Total MD5M Dues-Expense</b>	<b>8,938.42</b>	<b>17,600.00</b>
<b>Total Dues Expense</b>	<b>8,938.42</b>	<b>17,600.00</b>
Grant Expense	0.00	0.00
IPDG Expense	0.00	250.00

7:45 PM

10/13/19

Accrual Basis

**Lions International District 5M2  
Profit & Loss Budget vs. Actual  
July 2019 through June 2020**

	Jul '19 - Jun 20	Budget
<b>Journey For Service Expense</b>		
Journey 4 Service Expense 2019	0.00	12,000.00
Journey For Service Expense - Other	0.00	0.00
<b>Total Journey For Service Expense</b>	<b>0.00</b>	<b>12,000.00</b>
<b>Kids Sight expense</b>	0.00	0.00
<b>Mid Winter Convention</b>	0.00	4,500.00
<b>Officer Training- Expense</b>	0.00	0.00
<b>Photo &amp; Enviornment</b>	0.00	0.00
<b>Pins</b>		
District Bird Pins	0.00	1,500.00
Governor Award Pins	663.00	500.00
Governor Pin	0.00	800.00
Multiple Pins-Snowman	0.00	500.00
<b>Total Pins</b>	<b>663.00</b>	<b>3,300.00</b>
<b>PNH-Expense</b>	0.00	0.00
<b>Travel Expenses</b>		
<b>1st Vice District Governor Expe</b>		
1st VDG Expense Other	524.24	1,800.00
1st VDG Multiple Convention	0.00	1,000.00
1st VDG USA/Canada Forum Expens	1,500.00	1,500.00
1st Vice District Governor Expe - Other	48.90	0.00
<b>Total 1st Vice District Governor Expe</b>	<b>2,073.14</b>	<b>4,300.00</b>
<b>2nd VDG Elect Expenses</b>		
2nd VDG Elect Multiple Conventi	0.00	1,000.00
2nd VDG Elect Expenses - Other	23.90	
<b>Total 2nd VDG Elect Expenses</b>	<b>23.90</b>	<b>1,000.00</b>
<b>2nd VDG Expense</b>		
2nd VDG Expense-other	175.87	1,800.00
2nd VDG Multiple Convention Ex	0.00	1,000.00
2nd VDG USA/Canada Forum	1,500.00	1,500.00
2nd VDG Expense - Other	0.00	0.00
<b>Total 2nd VDG Expense</b>	<b>1,675.87</b>	<b>4,300.00</b>
<b>District Governor Expense</b>		
DG Adult Companion Fund-DGE	1,250.00	1,250.00
DG Expense Other	739.79	2,500.00
DG International Convention	0.00	2,500.00
DG USA/Canada Forum	1,500.00	1,500.00
District Governor Expense - Other	0.00	0.00
<b>Total District Governor Expense</b>	<b>3,489.79</b>	<b>7,750.00</b>
<b>Total Travel Expenses</b>	<b>7,262.70</b>	<b>17,350.00</b>
<b>Write Off</b>	0.00	0.00
<b>Total Expense</b>	<b>26,010.12</b>	<b>88,750.00</b>
<b>Net Ordinary Income</b>	<b>-5,383.69</b>	<b>-23,250.00</b>
<b>Net Income</b>	<b>-5,383.69</b>	<b>-23,250.00</b>

# LIONS DISTRICT 5M-2 POLICY MANUAL

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2017-08-07

The purpose of this Policy Manual shall be to assure uniformity of policy within Lions District 5M-2. Lions District 5M-2 hereby adopts by reference, all Lions International, Lions Multiple District 5M Policy Manual excerpts and all supplements thereto.

In addition, all chapters, paragraphs, etc. contained herein, or as may be amended from time to time.

## **SECTION I DISTRIBUTION:**

This manual shall be printed and distributed to each member of the Lions District 5M-2 Cabinet by the Cabinet Secretary. This manual shall be reprinted in the event of a change in policy and distributed to each member of the Lions District 5M-2 Cabinet. This manual along with the 5M-2 Constitution and By-Laws shall be kept by the Cabinet Secretary.

## **SECTION II ADOPTION AND AMENDMENTS:**

This manual shall be adopted and can only be amended at a regular Lions district 5M-2 Cabinet meeting by a two-thirds vote of the cabinet members then present.

## **SECTION III UPKEEP AND EXPENSES:**

This manual shall be maintained by the Lions District 5M-2 Cabinet secretary. The expenses of printing, mailing, upkeep, etc. shall be a proper expense of Lions District 5M-2.

## **SECTION IV CONTRAVENTION:**

This manual shall in no way supersede or contravene the Lions District 5M-2 Constitution and By-Laws and in all matters affecting same, the Lions District 5M-2 Constitution and By-Laws will prevail.

## **SECTION V INCLUSIONS:**

This Policy Manual shall include the following chapters and any other chapters that may be adopted according to Section II above.

Chapter 1 Convention

Chapter 2 Finances

Chapter 3 Lioness

Chapter 4 Leos and Other Youth Activities

## ***Chapter 1. District Convention:***

### **A. DISTRICT CONVENTION CHAIR.**

The First Vice District Governor shall select the Convention Chair(s) for the Convention that will be held during his/her time in office as District Governor.

### **B. DISTRICT CONVENTION PLANNING COMMITTEE.**

1. The District Convention will be hosted by all of the Clubs in a Zone, as provided for in Article VI, Section 1 of the By-Laws.
2. Each club in the Zone that will be hosting the Convention shall be asked by the Convention Chair(s) to provide at least one member to serve on the District Convention Planning Committee.
3. The First Vice District Governor and his/her Convention Chair(s) shall be invited to attend the Planning Committee meetings for the purpose of becoming familiar with the duties of the Committee.
4. The incoming convention chairperson shall engage the band(s) or entertainment for Friday and Saturday night as early as possible.
5. The Convention Chair(s) and District Governor shall have responsibility for communicating with convention site personnel.
6. The Registration committee shall make every effort to register all convention attendees upon arrival. Incentives shall be used to encourage pre-registration. Every person attending shall register for the convention at the registration table.
7. Visiting Dignitaries (visiting DG Team Members, Council Chair, or Current or Past International Directors) will not be required to pay a registration fee.

### **C. CONVENTION COMMITTEES**

1. The District Governor shall appoint the chairperson of, and fill vacancies occurring in, the following District Convention committees: Resolutions, Nominations and Elections, Rules, Constitution and By-Laws, Sergeant-at-Arms and Assistant and two additional credentials committee members, as set forth by Article VIII, Section 3 of the 5M2 Constitution.

### **D. CONVENTION SEMINARS.**

Convention seminar topics shall be selected by the District Governor with concurrence with the Convention Planning Committee.

### **E. ORDER OF BUSINESS.**

The District Governor with the concurrence of the convention Planning committee sets the order of business for the convention.

### **F. HOSPITALITY ROOMS.**

1. The Convention committee and District Governor shall approve all convention hospitality rooms. Displays and fund raisers must be approved by the District Governor.
2. Hospitality rooms shall be closed during the Opening Ceremony, Memorial Service, Seminars, Business Meeting, and all meals.

**G. SUNDAY BRUNCH.**

The Sunday brunch is for special awards and the Parade of Green. A total amount donated to each dedicated fund and the grand total donated shall be announced.

**H. PARADE OF GREEN.**

The District will encourage all clubs to make a donation to each area of the Parade of Green at the District Convention. Parade of Green areas are to include:

1. Lions Club International Foundation (LCIF) – 501(c)(3)
2. Minnesota Lions Vision Foundation – 501(c)(3)
3. MD5M Lions Hearing Foundation – 501(c)(3)
4. Leader Dogs for the Blind – 501(c)(3)
5. Can Do Canines – 501(c)(3)
6. Diabetes (Can be given to either or both)
  - a. MN Lions Diabetes Foundation (501(c)(3))
  - b. 5M-2 Diabetes – funds stay in 5M-2, NOT a 501(c)(3)
7. Lions Quest
8. Youth Exchange (Can be given to either or both)
  - a. MD5M Youth Exchange Foundation – 501(c)(3)
  - b. 5M-2 Youth Exchange – funds stay in 5M-2, NOT a 501(c)(3)
9. 5M-2 Youth Outreach (Leos, Peace Poster Contest, Lions International Essay Contest, Liberty Day and Write-Off contest)
10. Project New Hope Lions Foundation of Minnesota – 501(c)(3)

## ***Chapter 2 Finances:***

The Cabinet Treasurer or Secretary/Treasurer shall transfer all funds to the new District administration at the end of the fiscal year.

All funds received by District 5M-2, from whatever source and for whatever purpose, shall be accounted for by the Cabinet Treasurer or Secretary/Treasurer in the General Ledger. All such funds shall be deposited in the official bank, as designated by the District Governor as required by the By-Laws. Checking accounts and other deposits and investments shall be maintained only by the Cabinet Treasurer or Secretary/Treasurer with the District Governors approval.

When designating the official bank as the depository for all the Districts funds, it is expected by this article that accounts would be maintained in the same bank for a reasonable time, to facilitate immediate transfer of the books, records, and funds to the new administration, and allowing a reasonable amount of time for checks to clear.

### **EXPENSE REIMBURSEMENT**

Expense reimbursement to Cabinet members, including the District Governor, shall be made only for expenses incurred in carrying out official duties. Reimbursement shall be limited to current budget, actual expense or LCI District Governor Reimbursement Policy, whichever is less.

Current reimbursement amounts are:

Mileage: \$.50 per mile

Lodging: Actual cost of a double room (Note: This is an exception to the DG Reimbursement Policy enacted by the 5M2 Cabinet).

Meals: Actual amount spent, not to exceed \$25 per meal, excluding alcoholic beverages.

Expenses payable by Lions International, Lions Multiple District 5M, Lions Multiple District Foundations or local Lions Clubs shall not be paid by Lions District 5M-2.

Cabinet members shall not be reimbursed for expenses for attending Lions club chartering, Leo club charter, club officer installation, social events, fund raisers, etc.

The District Governor shall be allowed expenses to the USA/Canada Forum, limited to 4 days, . All expenses shall be limited to LCI District Governor Reimbursement Policy plus registration fees. At the end of the District Governors term, expenses will be paid for 5 days to the International Convention. These expenses shall be limited to LCI District Governor Reimbursement Policy.

The First and Second Vice District Governors shall be allowed expenses to the USA/Canada Forum, limited to 3 days. All expenses shall be limited to the LCI District Governor Reimbursement Policy plus registration fees.

Zone meeting expenses for Region Chairs, Zone Chairs, and Cabinet Chairs shall be allowed if within the budgeted amount.

All expenses not specifically covered by the District 5M-2 Constitution and By-Laws, the annual District 5M-2 budget or this policy manual must have prior District 5M-2 Cabinet approval before reimbursement will be made.

## ***Chapter 3 Lioness***

It shall be the policy of District 5M-2 to promote and encourage Lioness activities.

Adopted 2017-08-07



### **Chapter 4 Leos and other Youth Activities**

- A. It shall be the policy of District 5M-2 to promote and encourage Leo Clubs and other Youth Activities.
- B. Annual Budgets:

#### **Leos**

Midwinter Convention	2000/1000 - discussed by committee
MD5M Convention	1000
MD5M Leo Conference	2500 - discussed by committee
USA Leo Conference	1000 - discussed by committee
<b>Total Leo Budget</b>	4000/5500 - m/s/p 4/29/18

#### **Liberty Day**

Program Materials	1200
<b>Total Liberty Day Budget</b>	1200 2400 - amount discussed by committee

#### **Lions International Essay Contest**

District 1 <sup>st</sup> Place Award	300
Plaque for District 1 <sup>st</sup> Place Award	50
Meals at Midwinter Convention for District Winner and up to 3 guests	80
<b>Total LCI Essay Contest Budget</b>	430

#### **Peace Poster Contest**

District 1 <sup>st</sup> Place Award	300
Plaque for District 1 <sup>st</sup> Place Award	50
District 2 <sup>nd</sup> Place Award	200
District 3 <sup>rd</sup> Place Award	100
Meals at Midwinter Convention for District Winners and up to 3 guests each (12 total)	240
Miscellaneous framing and printing expenses	200
<b>Total Peace Poster Contest Budget</b>	1090

#### **Write-Off Contest**

Adopted 2017-08-07

District 1 <sup>st</sup> Place Award	500	
Plaque for District 1 <sup>st</sup> Place Award	50	
District 2 <sup>nd</sup> Place Award	300	
District 3 <sup>rd</sup> Place Award	200	
Meals at Midwinter Convention for Region Winners and up to 3 guests each (12 total)	240	
Zone 1 <sup>st</sup> Place Awards (\$100 each)	900	
<b>Total Write-Off Contest Budget</b>		<b>2190</b>

C. Guidelines:

- The goal of these budgets is to encourage greater participation by the youth of our communities in each of the activities. In so doing, we encourage and inspire youth to be of greater service.
- These budgets should be approved by the District Cabinet and become part of the budget as printed by the Treasurer and distributed to all cabinet members.
- Monies used from these budgets should also be reflected in budget reports as made by the Treasurer to the District Cabinet.
- Project Chairs may spend up to their budget within the guidelines set without special permission of the Cabinet or District Governor.
- If additional funding is desired, the Project Chair may make a request of the District Cabinet.
- Midwinter Convention meals should come from Youth Activities Budgets not from the Convention Committee Budget.
- Best practice is to have all judging of contests done by non-Lions. Program chairs should endeavor to abide by this best practice.

CI. Additional Guidelines for Leo Budget:

- Leo funds are budgeted separately for each of the events. If more money is needed for any specific event, a request should be made to the District Cabinet.
- Leos attending the Midwinter or Multiple District Conventions for the first time will be subsidized at a rate of 100% for meals. 75%
- Leos attending the MD5M Leo Conference for the first time will be subsidized at a rate of 100% of the cost, which includes both meals & lodging in one fee. 75%
- Leos attending a convention or conference subsequent times will be subsidized at a rate of 50% for meals or registration cost, if all inclusive such as the Leo Conference.
- No lodging costs for Midwinter or Multiple District Conventions will be covered.
- A maximum of \$150.00 per attendee will be reimbursed for attendance at a USA Leo Forum.
- All Leo expenses for attendance at an event noted in the Leo budget and requesting reimbursement by the District Youth Activities fund, will be submitted on a Leo Reimbursement form completed by the specific Leo Club Advisor after completion of the event. The completed form will be forwarded to the District Leo Chair for verification and then forwarded to the District Treasurer.