

**CONSTITUTION AND BY-LAWS  
DISTRICT 25-A  
LIONS OF INDIANA**

**AS AMENDED AT THE DISTRICT CONVENTION, MARCH 6, 2010 AT  
MERRILLVILLE, INDIANA MARCH 12, 2011 LAPORTE, INDIANA**

**CONSTITUTION**

**ARTICLE 1**

The Constitution for District 25-A shall be the same as the Constitution of Multiple District 25, State Of Indiana, Lions International, as currently amended or revised from time to time.

**BY-LAWS**

**ARTICLE 1**

The By-Laws for District 25-A shall be the same as the By-Laws of Multiple District 25, State of Indiana, Lions International, as currently amended or revised from time to time, except as follows:

**A** A District Convention shall be held annually, the date of which shall be no less than 30 days nor more than 90 days prior to the opening date of the Multiple District 25 State Convention.

**B** Delegates and Alternates to the District Convention must be members in good standing of the local club they represent, and the local club must be in good standing with District 25-A and with Lions International. Identification certificates shall be provided to each eligible local club by the Cabinet Secretary-Treasurer in the number as provided in **ARTICLE VI, SECTION 6**, of the Constitution of Multiple District 25. Certificates shall be signed by the President and the Secretary of the local club, attesting that the Delegate or Alternate named thereon is in good standing with his local club.

**C** The Cabinet Secretary-Treasurer shall notify any local club which may be delinquent in its District Convention or International accounts 30 days prior to the District Convention, including a statement of how the failure to bring the account to order will affect the voting rights of the local club's Delegates.

**D** The business of the District Convention shall consist of the election of the District Governor and all other elective District 25-A Officers and Committeemen, also seminars for the instruction of incoming local club officers, reports of committees, awards and recognition, Necrology Service, and such other business and activities as may be deemed necessary and proper.

**ARTICLE I continued**

**E** District 25-A Election Rules:

1. Ballots to be prepared by nomination committee.
2. Region Chairman of his/her respective region shall distribute and collect all ballots at a specified location and put ballots in a separate container to be turned into the Election Chairman.
3. Each ballot and Delegate card shall be initialed by the Region Chairman and/or his/her appointed assistant at the time of the election.
4. The Election Chairman shall appoint three (3) tellers to assist in the computation of the ballots.
5. Each Lion running for the office of District Governor or Vice Governor (s) may appoint a pole watcher.
6. The Election Chairman will present the results of the election to the current District Governor so that the results may be presented to the Convention prior to adjournment.

**F** The structure of Regions and Zones in District 25-A shall be as follows:

Region 1 to include three (3) Zones: A, B, & C.

Region 2 to include two (2) Zones: A & B.

Region 3 to include two (2) Zones: A & B.

Region 4 to include three (3) Zones: A, B, & C.

**ARTICLE II - NOMINATIONS AND ELECTIONS**

**A** The incoming District Governor shall appoint a Nominating Committee of one member from each Region of District 25-A.

**B** The Nominating Committee shall report a slate of candidates for all Elective District Offices to the business session of the District Convention..

**C** The District Nominating Committee shall receive the written nomination of any active member in good standing of a chartered Lions Club in good standing in District 25-A for District Governor or Vice Governor (s) provided that the

***ARTICLE II Section C continued***

Nominee has secured the endorsement of his/her club or a majority of the Clubs in the District. Further provided that said nomination and endorsement must be received by the Nominating Committee not later than thirty (30) days prior to the District Convention.

1. A Candidate for the office of District Governor shall meet the qualifications as set forth in Article IV, Section 7 of the Constitution of Lions International.
2. A Candidate for the offices of 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governor (s) shall meet the qualifications as set forth in Article IV, Section 8 of the Constitution of Lions International.
3. No Elected District Governor or Vice District Governor (s) shall be permitted to succeed him/herself.

**D** A Candidate for International Office shall be selected as per Article II, Section 1, Paragraph (b), of the Constitution & By-Laws of Indiana Multiple District 25-A.

**E** Nominations for any elective office excepting that of the District Governor or Vice Governor (s) may be made from the floor of the business session of the District Convention.

**F** A Vice Governor (s) shall be elected at the District 25-A Convention. Authorized expenses incurred by said Vice Governor (s) to be paid out of Budget of the District Governor. The Vice Governor is to assist the District Governor in administering his duties in the District when requested to do so by the District Governor.

In addition, the Vice Governor (s) duties specifically include the following:

1. Familiarize himself/herself with the duties of the District Governor so that he/she is capable of discharging the duties of this office if called upon by the District Governor to do so.
2. Assist the District Governor in the administration of his/her duties.
3. Work closely with the District Governor on special projects.
4. Perform such additional assignments as shall be given to him/her from time to time by the District Governor.
5. Serve as chairman or co-chairman of the Leadership Development Committee with direct responsibility for the training of new officers.

***ARTICLE II Section F continued***

6. In the event a vacancy occurs in the office of District Governor, the Vice Governor (s) shall act as District Governor and shall perform the duties of, and have the same authority as, the District Governor until such time as said vacancy is filled by the International Board of Directors for the remainder of the term.
7. In the event of a vacancy in the office of Vice District Governor (s), that position shall remain vacant until the next District Cabinet meeting. If at that time there is more than one (1) candidate to fill said vacancy, an election shall be held by secret ballot, according to the District 25-A Constitution, Article II, Paragraph 6.

**G** In the event of more than one qualified candidate for any elective office, the election shall be by secret ballot.

**ARTICLE III DISTRICT COMMITTEES, DISTRICT COMMITTEES FOR STATE PROJECTS AND STATE COMMITTEES.**

All committees shall elect a Chairperson by May 1; if not completed by May 1, sitting Governor will designate the Chair. The person elected or appointed will have previously served one full year on said committee.

**A** The District 25-A committees on Cancer Control, Leader Dog, Eye and Tissue Bank, Speech & Hearing, and School for the Blind and Visually Impaired shall consist of three (3) members each. Three (3) shall be elected on an at-large basis. These representatives to be elected for a three (3) year term on a staggered basis, as the terms of presently elected and appointed Committee Members expire. District 25-A shall be represented at all times on this committee.

1. The Committee shall elect its Chairman with the Chairman to be elected to have previously served one full year on the said Committee.

Section 1. There is hereby created a Board of Trustees for the Indian Lions Foundation, Inc and the Lions of Indiana Stat Office Holding Corporation, Inc. consisting of three (3) Trustees from each District in the Lions of Indiana Multiple District 25 to serve on the Board of each Corporation.

Section 2. A Trustee shall be elected at the District Convention each year for a term of three (3) years. The term of office shall begin July 1<sup>st</sup> following election. The management of affairs of each Corporation shall be vested in the Board of Trustees.

Section 3. Any vacancy on the Board of Trustees shall be filled by an appointee of the Governor of The District from which the vacancy occurs for the balance of the term.

**B** Ed Paine Care and Helping Hands

Committee shall consist of six (6) members each. Four shall be elected, One (1) to represent Region 1, One (1) to represent Region 2, One (1) to represent Region 3, One (1) to represent Region 4 Candidates must be from respective Regions, Two (2) to be elected on an at-large basis. These representatives to be elected for a three (3) year term on a staggered basis and in such a manner the Regions One, Two, Three, and Four of District 25-A shall be represented at all times on this committee, as the terms of presently elected and appointed Committee Members expire.

**C** In the event of a vacancy occurring in any of the above named Committees through death, resignation, removal, or any other reason, it shall be the duty of the District Governor to appoint a Lion to fill the position for the length of the remaining term.

**D** District 25-A Ed Paine Care and Helping Hand Committee

Funds received by the Ed Paine Care and Helping Hand Committee shall be placed in a secured interest bearing account to be accumulated and accounted for by the Ed Paine Care and Helping Hand Committee and District Cabinet Secretary-Treasurer. This fund shall be administrated by its chairman and committee members.

Request for funds must be submitted in writing to the District 25-A Ed Paine Care and Helping Hand Committee with complete information as to the specific need, use and disposition of funds. Funds, as requested, must be approved by the Ed Paine Care and Helping Hand Committee. Payment cannot be made or withdrawn without their approval.

An annual Audit of all funds and assets shall be made of the District's Ed Paine Care and Helping Hands project by the District's Auditor and a report of the Audit shall be submitted to the delegates at the Business Session of the Convention's Annual Meeting.

All unused funds to be rolled over for future humanitarian and community needs.

**E** Lions District Disaster Relief Fellowship

**A** Committee shall consist of Immediate Past District Governor, 1<sup>st</sup> Vice District Governor, and 2<sup>nd</sup> Vice District Governor. In the event there is no 2<sup>nd</sup> Vice Governor, the District Governor shall appoint a PDG to be the third member.

**B** In the event of a vacancy occurring in any of the above named Committees through death, resignation, removal, or any other reason, it shall be the duty of the District Governor to appoint a PDG to fill the position for the length of the remaining term.

### **C** Lions Disaster Relief

Funds received by the Lions Disaster Relief Committee shall be placed in a secured interest bearing account to be accumulated and accounted for by the said Committee and District Cabinet Secretary-Treasurer. This fund shall be administered by its chairman and committee members. A Club or Individual can make payments over a three year period. After said time if the total amount is not pay the go to the Committee as just a donation.

Request for funds must be submitted in writing to the District 25-A Lions Disaster Relief Committee with complete information as to the specific need, use and disposition of funds. Funds, as requested, must be approved by the said Committee. Payment cannot be made or withdrawn without their approval.

An annual Audit of all funds and assets shall be made of the Lions Disaster Relief project by the District's Auditor and a report of the Audit shall be submitted to the delegates at the Business Session of the Convention's Annual Meeting.

All unused funds to be rolled over for future humanitarian and community needs

### **F** District 25-A Long Range Planning Committee

The District 25-A Long Range Planning Committee shall be a standing committee. The committee will be charged with reviewing the ideas of the Lions of District 25-A and continually update a long range plan to expand the growth of Lionism in District 25-A. Said committee to base their plan on a two-five year time frame.

1. Committee to be made up of District Governor, Vice Governor (s), Immediate Past District Governor, and Three (3) Lions, having Five (5) years experience at District 25-A Cabinet level. These three (3) lions shall be selected for a three (3) year term on a staggered basis with the then current District Governor appointing one Lion for a three (3) year term.
2. Chairman of Long Range Planning Committee to be a Past District Governor and to represent District 25-A Lions of Indiana on the State Long Range Planning Committee.
3. Any funds to operate the committee shall be funded (if applicable) from District Governor's budget.

### **G** District 25-A Lion Tamer

1. The District Lion Tamer shall be a member of the District Cabinet and will be charged with the responsibility of the District's equipment.
2. The Lion Tamer will keep a record of the location of all District equipment and paraphernalia.

3. The Lion Tamer will also keep an active list of equipment owned by the Lions Clubs which could be loaned or rented to another club.
  
4. The District Lion Tamer will be appointed by the District Governor.

#### **H** Leader Dog Emergency Fund

The Leader Dog Committee shall be responsible for over seeing the care and well being of all Leader Dogs assigned to District 25-A From time to time an emergency arises that needs immediate attention, as regards to these Leader Dogs. The Leader Dog Committee shall be allowed an emergency fund as follows:

District 25-A Emergency Fund be established for Leader Dog District 25-A in an amount to have a capped limit of \$ 500.00. Said funds to be accrued by designated donations only. All funds not designated to the fund go to Leader Dog and all funds in excess of \$500.00 designated to the fund go to Leader Dog. Funds will be disbursed by a majority phone poll of the 25-A Leader Dog Committee. The disbursement of funds will be requested from the Governor and the Cabinet Secretary-Treasurer will issue a check as designated. Interest on this money will go to the operation of District 25-A as compensation for administrating the fun

#### **ARTICLE IV - DISTRICT CONVENTION**

**A** The District 25-A Convention Committee shall be a standing committee responsible for organizing, running, and controlling all aspects of the annual convention. Those responsibilities shall include, but not be limited to, the planning, site selection, scheduling, programs, trade and project displays, credentials and elections, protocol, and any and all other factors required to insure successful conventions, with follow-up critiques and plans for improvements in following years. The Committee shall meet no (**later**) than September 1st of each calendar year, and thereafter as required, and shall present initial plans, goals, and budgets at the first Cabinet meeting, and thereafter as required.

##### 1. Membership and Planning

Membership of the committee shall consist of the Governor, Chairman appointed by the Governor, Vice Governor(s), Cabinet Secretary, Cabinet Treasurer, IPDG, Pres Appointee of Host Club and President of last years Host Club and any appointee the Governor shall deem necessary.

Each year the committee will actively seek a club in District 25-A to work with the committee to hold a convention. This Club would be known as the "Host" Club of the convention. In addition, the president or appointee of the "Host" Club: the incumbent Vice Governor; and the president or appointee of last year's "Host" Club shall serve as ex-officio, advisor members.

**B** A separate set of records for the District 25-A convention shall be maintained. Said records shall reflect monies received or expended, and all assets and liabilities, if any, of the District Convention Committee.

1. All monies and properties, in the excess of liabilities, shall be transferred to the next District Convention Committee, said funds not to exceed two thousand \$ 2,000.00 dollars.
2. In the event the fund exceeds two thousand \$ 2,000.00 dollars, said excess shall be equally distributed to the six (7) **State and District Charities: Cancer Control, Indiana Eye Bank, Leader Dog, School for the Blind and Visually Impaired, Ed Paine Care and Helping Hand, Lions Disaster Relief and Speech and Hearing.**
3. The District Convention Committee fund is established so that all Clubs of the the District have an equal opportunity to host the District Convention. It is further provided that each District Convention Committee shall perpetuate a continuing District Convention Fu

#### **ARTICLE V - DISTRICT DUES**

Three Dollars (\$3.00) per member District Dues to be billed to each club to accompany State billing as of July 1, as per membership as taken from M&M reports as of June 30, for each year. Said billing and payment to be made by July 31 of each year, to help defray District expenses including Vice Governor. One Dollar (\$1.00) to replace **REGISTRATION FEE for District Convention.**

#### **ARTICLE VI - RULES OF PROCEDURE**

Unless otherwise provided by this Constitution and By-Laws, or by the Constitution and By-Laws of Multiple District 25, Indiana, or Lions International, or by local statutes or common law, all questions of order or procedure with respect to any meeting or action of the District Governor's organization, District Committees, and committees appointed or operating hereunder, shall be determined in accordance with the most current edition of Robert's Rules of Order.

#### **ARTICLE VII - AMENDMENTS**

**A** These By-Laws may be amended only at regular District Convention, by a majority vote of the Delegates present at the Business Session of said convention. It shall be the duty of the District Cabinet Secretary-Treasurer to mail copies of any proposed amendments no later than thirty (30) days prior to the District Convention. Copies to be sent to the President and Secretary of each Club in the District and also to each member of the District Cabinet and to District Committee Members.

**B** All proposed amendments to District 25-A Constitution and By-Laws shall be submitted in writing to the Chairman of the Constitution and By-Laws Committee not later than sixty (60) days prior to District Convention. The Constitution and By-Laws Committee shall take action and file its report of recommendations to the Cabinet Secretary-Treasurer not later than forty five (45) prior to the District Convention. Cabinet Secretary-Treasurer has fifteen (15) days to print and send out proposed changes to comply with **ARTICLE VII, PARAGRAPH A**

**ARTICLE VIII - NAME**

Wherever the male gender or pronoun appears in this constitution and by-laws, it shall be interpreted to mean both male and female or persons.

**ARTICLE IX - ADOPTION**

This constitution and by-laws, as amended, shall become effective July 1, 1996 Any subsequent amendments shall become effective July 1 of the year immediately following the convention that said changes were approved.