



# **DISTRICT A-3**

## **Amendments**

to the

## **Lions International**

## **Standard Dist.**

## **Const. & By-Laws**

February 20, 2016

**Highlights in Blue** refers to the International Standard District Constitution and Bylaws

First letter ie C – stands for Constitution or BL – stands for Bylaws

Next letter is for the Article

Next a back slash

Next letter is for the Section

PG refers to the page number

Example - **Refer to Int. - CVI/2pg7** - C - Constitution;  
VI - Article VI  
2 - Section 2  
pg7 - page7

# **CONSTITUTION**

## **ARTICLE I:                      NAME                      Refer to Int. – CI/pg8**

**SECTION I**      This organization shall be known as District A-3 of the International Association of Lions, and/or Lions Clubs International, hereinafter referred to as Lions Clubs International.

## **ARTICLE II:                      PURPOSES                      Refer to Int. – CII/ pg 8**

**SECTION III:**      To develop and train Club and District Officers, and to provide a liaison among Lions Clubs International, District 'A ' and the Lions Clubs of District A-3.

## **Article IV:                      ORGANIZATION                      Refer to Int. CVI/pg.s9&10**

### **Section II                      DISTRICT CABINET MEETINGS      Refer to Int. BLV/1pg.s24&25**

C)      **VotingMembers:** The voting members of the Cabinet are the District Governor, the Immediate Past District Governor, the Vice District Governors, the Region Chairs and the Zone Chairs. The District Secretary, the District Treasurer or the District Secretary/Treasurer are non-voting members.

### **SECTION IV:                      DISTRICT COMMITTEES                      Refer to Int. –BLIV/pg24**

C)      **Budget Committee:** The Budget Committee shall be comprised of the current Governor, the current Cabinet Treasurer, the District Governor Elect, First Vice District Governor Elect the Second Vice District Governor elect, and the new Cabinet Treasurer.  
The District Governor Elect shall convene a meeting of the Committee as early as convenient to assist in preparing the District's budget for the succeeding year, for presentation at the first Cabinet meeting of the year.

## **ARTICLE V:                      DISTRICT ADMINISTRATION FUND                      Refer to Int. - BLVIII&IX/pg28**

### **SECTION I      PURPOSE**

- A)      To defray the Administration expenses of the District, an annual per capita tax shall be levied on each member of each Lions Club, and shall be collected on or after the first day of September in each year. The membership of each Club, for this purpose, shall be based on the number of members in each Club as of August 1<sup>st</sup> of the current Lions year.
- C)      The per capita tax, or Annual Dues, will be periodically reviewed and voted on at the Annual convention and will be assessed to each club annually on a per member basis.
- D)      The District Governor, the District Secretary, and the District Treasurer shall be the signing authorities for disbursements of the funds. In the event the Cabinet Secretary and the Cabinet Treasurer is the same person, the First Vice District Governor will be the third signing authority.

### **SECTION II                      DISTRIBUTION OF ADMINISTRATION FUNDS:**

- A)      The funds shall be disbursed by the Cabinet, keeping in mind the following aims; the efficiency of the Clubs and the promotion of Lionism within the District.
- B)      Funds shall be disbursed, with the approval of the Cabinet, to provide awards for the various

District Contests, as listed in the District's Policy Manual. These Contests should be such that they contribute to the efficiency of the Lions Clubs within District

- C) The Cabinet may reimburse, from the District Funds, up to 50% of any deficit for any Zone, Region meeting or any other Cabinet approved meeting.
- D) To help defray the cost of the meals, reimbursements may be made to the members of the Honourary Committee; any invited reporting Lion(s), the Cabinet Secretary and the Cabinet Treasurer or Cabinet Secretary/Treasurer attending Cabinet Meetings.
- F) The District Governor shall provide suitable stationery for use by the members of the District Cabinet and Committee Chairs.
- G) A suitably-worded plaque and lapel pin will be presented to the out-going District Governor by the Governor at a convenient occasion.
- H) The registration fees shall be paid from the District Funds, for any new Club President, Secretary and Treasurer who attend the Club Officers Training Session.
- I) All Committee Chairs and/or Treasurers of all District Committees may submit all expenses to Cabinet for their consideration.
- J) The immediate Past District Governor, who is a voting member of the Cabinet, may submit his/her expenses for reimbursement to attend any meeting so assigned to him/her by the District Governor or Cabinet, as per the rules of audit, as outlined in the District constitution and By-Laws.
- K) All reimbursement of expenses shall be as laid down in the MD "A" Constitution and By-Laws, Rules of Audit.
- L) To cover other expenses deemed necessary by the Cabinet.

### **SECTION III: NEW CLUB REGALIA:**

- A) To help defray the cost of regalia for each Newly-Chartered Lions Club, a per capita tax shall be levied on each member of each Lions Club within the District. The assessed amount will be based on the membership of each Club as per its Membership Report for the month previous to the chartering of new Club(s).
- B) The New Club regalia per Capita tax will be assessed in the amount of \$1.00 per member per Club. This assessment will only be requested when a new Club or Clubs are chartered.

## **ARTICLE VI: DISTRICT CONVENTION Refer to Int. - CVII/1pg10**

### **SECTION II: DISTRICT CONVENTION STRUCTURE Refer to Int. - BLVI/4pg26**

- A) The Convention Executive Committee shall be composed of the following: District Governor, The First Vice District Governor, the Second Vice District Governor, the Convention Chair, the Convention Vice Chairman, Convention Secretary and Convention Treasurer and/or a Convention Secretary/Treasurer, and a Club/Group Committee Chair.  
With the exception of the Governor, First Vice Governor, Second Vice District Governor and the Host Committee Chair, all of the above shall be by appointment by the District Governor. No more than two members from any one Club can serve on the Committee simultaneously.

- B) Convention Committee responsibilities:
1. All activities of the Convention.
  2. The venue of the Convention three (3) years in advance.
  3. Carrying out all directives of the District Cabinet, which shall have supervision over all policies and phases of the District A-3 Convention.
- C) The full registration for the District's Convention Executive Convention Committee members, including, the Cabinet Secretary and the Cabinet Treasurer meals and lodging may be reimbursed as per rules of audit.

**SECTION II: CONVENTION HOSTS** **Refer to Int. - VI/1pg25**

- A) Any Lions Club, Zone, Region or Group within District A-3 wishing to act as Hosts, regardless of venue, will submit their request to the District Governor at least 90 days in advance of the Convention at which the vote will be taken. It is recommended that hosts for the Convention be sought for 3 years ahead of the Convention.
- B) In the event that none of the above groups submit a request to host the Convention, the Convention Executive Committee shall make a recommendation to the Cabinet who they suggest should act as hosts.

**SECTION V: VOTING PROCEDURES, ELECTIONS AND DELEGATES** **Refer to Int. - BLVI/5pg26**

- A) At the Annual District A-3 Convention, there shall be elected, from qualified candidates, the District Governor, the First and Second Vice District Governors, a Region Chair for each Region and a Zone Chair for each Zone. In the event of no candidate for an office then the District Governor will make an appointment to fill the office.
- F) A delegates' proof of good standing within a Club, in the form of a signed Delegate Form and current signed Club Membership Card, shall be required before the delegate will be allowed to vote.

**ARTICLE VII: DISTRICT CONVENTION FUND** **Refer to Int. - BLVII/1pg26&27**

**SECTION I:**

- A) Under procedures set by the District Cabinet, a registration fee shall be collected by the Executive Convention Committee from each delegate, alternate, and guest attending the District Convention. This will defray the cost of the Convention.
- B) All delegates and/or alternates voting must be registered and certified prior to voting.

**SECTION III:**

The District Governor shall provide for an annual, or more frequent, audit of the District A-3 Convention Fund.

**ARTICLE VIII: CLUB AND DISTRICT OFFICER TRAINING:**

**SECTION I:**

- A) There will be a Leadership Training session for the newly-elected and/or appointed Zone Chairs, Region Chairs, Vice District Governors, and the District Secretary and District Treasurer and/or the District Secretary/Treasurer between the date of the District Convention and September 1<sup>st</sup> of the following Lions year. All Lions are welcome to attend any of the training sessions.
- B) Full registration and lodging expenses for the attendance at the Club Officers Training shall be paid for the following: the First and Second Vice District Governors elect, the Region Chairs elect, the Zone Chairs elect, the incoming Cabinet Secretary, and the incoming Cabinet Treasurer or incoming Cabinet Secretary/Treasurer, the Conference Chair, Co-Chair and Special Guests. Their expenses shall be part of the cost of the School for Incoming Club Officers.
- C) Full registration shall be paid for the lecturers; and all other reimbursements will be as per the Rules of Audit.
- D) The Chair of the Club Officer Training Committee may pay from collected revenues those expenses which have occurred directly as a result of legitimate committee activity for the District. These may include postage, typing, photo-copying, stationery supplies, etc.
- E) Expenses such as mileage, meals, telephone, or accommodation expenses may be submitted to Cabinet for their consideration. All refunds will be as stated in the Rules of Audit

**BY-LAWS**

**BY-LAW III**

**Refer to Int. – BLVIII/pg28**

**SECTION IV:** All funds raised by a District A-3 Committee must be turned over to the District Treasurer immediately.

**Refer to Int. – BLIV/pg.24**

**SECTION VI** The Club Officer Training Committee shall be appointed by the District Governor.

**BY-LAW IV:**

**RULES FOR CONVENTION PROCEDURES**

**Refer to Int. - BLVI/8pg27**

**SECTION I:** The District Governor shall arrange the Order of Business for the District A-3 Convention and chair or designate a chair for the business sessions, and the same be the order of the day for all sessions.

**SECTION II:** Except as otherwise specifically provided in this Constitution and By-Laws, or in the Rules of Procedure Adopted for a Meeting, all questions of Order and Procedure in any District meeting of Convention, and meeting of the District Cabinet, a Region, Zone, or member Club or any group of Committee of any one of them shall be determined by Robert's Rules of Order (Newly Revised).

**BY-LAW VI:**

**AMENDMENTS**

**Refer to Int. – BLX/pg29**

**SECTION I:** This Constitution may be amended only at a District A-3 Convention, by resolution reported by the District Constitution and By-Laws Committee and adopted by the affirmative vote of two-thirds (2/3) of the votes cast. The vote shall be by secret ballot of the registered voting delegates present at the District A-3 Convention.