

LIONS CLUBS INTERNATIONAL MULTIPLE DISTRICT 22 CONSTITUTION AND BY-LAWS

Multiple District 22

Serving Delaware, Maryland, and District of Columbia

Map of Multiple District 22



As Amended April 21, 2024

MD22 CONSTITUTION AND BY-LAWS

Adopted By Council of District Governors June 22, 1947

Confirmed By Lions International Board of Directors July 30, 1947

MULTIPLE DISTRICT 22 CONSTITUTION AND BY-LAWS ADOPTED MAY 26, 1972

AMENDED AS FOLLOWS:

MAY 25, 1973

JUNE 1, 1974

MAY 28, 1977

MAY 26, 1978

MAY 23, 1980

MAY 14, 1981

MAY 27, 1982

MAY 7, 1983

MAY 26, 1984

MAY 9, 1985

JULY 1, 1988

MAY 13, 1989

MAY 12, 1990

MAY 9, 1992

MAY 14, 1994

MAY 18, 1996

MAY 16, 1997

MAY 14, 1998

MAY 14, 1999

MAY 13, 2000

MAY 16, 2002

MAY 21, 2006

May 18, 2008

May 21, 2010

May 12, 2012

May 18, 2017

May 16, 2019

April 24, 2022

April 21, 2024

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CONSTITUTION

ARTICLE I

Name

Section 1. This organization shall be known as Multiple District No. 22, State of Delaware, State of Maryland, and the District of Columbia, Lions Clubs International, hereinafter referred to as Multiple District 22.

ARTICLE II

Objects

Section 1. To provide an administrative structure with which to advance the purposes and objects of the International Association of Lions Clubs in the Multiple District.

ARTICLE III

Membership

Section 1. The membership of this organization shall consist of all Lions Clubs in this Multiple District duly chartered by Lions International.

Section 2. This Multiple District shall consist of five Sub-Districts, the boundary lines of which are set by the Multiple District Council as approved by the Board of Directors of Lions International, the five Sub-Districts to be as follows:

District 22-A – Harford County, Baltimore County, Baltimore City, Howard County, Anne Arundel County in Maryland.

District 22-B – Worcester County, Somerset County, Wicomico County, Dorchester County, Talbot County, Caroline County, Queen Anne’s County, Kent County and Cecil County in Maryland.

District 22-C – Montgomery County, Prince George’s County, Calvert County, Charles County and St. Mary’s County in Maryland; and the District of Columbia.

District 22-D – The State of Delaware.

District 22-W – Garrett County, Allegany County, Washington County, Frederick County and Carroll County in Maryland.

ARTICLE IV

Multiple District Officers

Section 1. The officers of this Multiple District shall be the members of the Council of Governors.

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ARTICLE V Council of Governors

Section 1. There shall be a Council of Governors composed of all the District Governors in the Multiple District and shall also include one Past District Governor who shall serve as Council Chairperson. Each member of the Council of Governors, including the Council Chairperson, shall have one (1) vote on each question requiring action of the Council of Governors. The Council Chairperson shall serve a one-year term only and cannot serve in that capacity again.

Section 2. The officers of the Council of Governors shall be a Chairperson, Secretary and Treasurer, all of whom shall be elected annually by a majority vote of the District Governors – Elect immediately following the close of the Multiple District Convention at which they were elected.

Section 3. Council Chairperson.

- a. The Council Chairperson shall be selected on a rotation basis in accordance with the Multiple District Policy and Procedures Manual; provided, however, that no Sub-District shall succeed itself in holding the position. Each Sub-District shall determine its own process for selecting a candidate for the position of Council Chairperson and present this candidate to the incoming Council of Governors by March 1st.
- b. In the event there is a vacancy in the position of Council Chairperson the Sub-District per the rotation schedule will recommend a replacement to the Council of Governors for their approval within 14 days.

Section 4. A majority of the members of the Council shall constitute a quorum of any meeting thereof.

Section 5. The Council shall hold a regular meeting within forty-five (45) days after the date on which the District Governors officially take office for the purpose of receiving the final report of the preceding Multiple District Convention Committee, the International Convention Committee and the report of the preceding Council of Governors. The Council shall hold a meeting (Mid-Winter Conference) between January 1 and the last day of February to review the Multiple District Convention Committee's plans for the next Multiple District Convention. The Council shall hold additional regular meetings at such other times as is deemed desirable upon dates established by the Council of Governors. The Council Chairperson, or the Council Secretary at the Chairperson's direction, shall issue a call for each regular meeting of the Council with the time and place thereof to be set out.

Special meetings may be called by the Chairperson provided a majority of the members of the Council agree to the time and place. Special meetings may be called without written notice.

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Section 6. With respect to powers, except where inconsistent with, and contrary to, the provisions of the Articles of Incorporation and Constitution and By-Laws of the International Association of Lions Clubs, the powers granted therein to the Board of Directors, and to said Association, and the policies and acts of said Board of Directors, the Council of Governors shall:

- a.** Have jurisdiction and control over all officers and agents of the Multiple District when said officers and agents are acting in their officially appointed capacity.
- b.** Have management and control over the property, business, and funds of the Multiple District.
- c.** Have jurisdiction, control, and supervision over all phases of the Multiple District Convention, of the Multiple District's participation in the International Convention, and all other meetings of the Multiple District.
- d.** Have original jurisdiction, when authorized under policy of said International Board and under rules of procedure prescribed by said Board, to hear and rule upon any complaint of a constitutional nature raised in any Sub-District of the Multiple District. All such rulings of the Council shall be subject to review and decision by the International Board.
- e.** Have control and management of all budgetary matters of the Multiple District, Committees of the Multiple District, and the Multiple District Convention. No budget may be established or approved, which will exceed the anticipated receipts of any of the respective funds during any fiscal year. Anticipated Receipts shall include any allocation granted by the Council from the General Administrative Contingency Fund. The Council shall not approve the expenditure of any funds exceeding the contingency indicated in the By-Laws of this document (Article I, Section 1) unless such conditions warrant as indicated in the By-Laws of this document (Article I, Section 1)

ARTICLE VI Council Administrative Fund

Section 1. To cover the administrative costs of the Council of Governors, an annual per-capita tax of \$1.25 shall be levied upon each member of the Clubs in the Multiple District. Twenty-five cents per year of this tax will be used to cover the expenses of the Multiple District Membership and Leadership Development activities. This tax shall be paid in two equal parts, semi-annually by October 1 and April 1, to the appropriate Sub-District Cabinet Secretary-Treasurer (or Cabinet Treasurer) who will forward said tax within 30 days to the Council Treasurer of the Council of Governors. The membership of the Club to be used as a basis for determining the amount due from each club will be its recorded membership as of July 1 and January 1.

Any Club which is chartered or reorganized in a given fiscal year shall collect and pay said per-capita tax on a prorated basis starting from the first day of the second month following its charter or re-organization, as the case may be.

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ARTICLE VII Multiple District Convention

Section 1. An annual convention of Multiple District 22 shall be held each year prior to the International Convention at a place selected by the Council of Governors and announced at the previous annual convention of the Multiple District and at a date and time fixed by the Council.

Section 2. The process and timeline for selection of future MD22 Convention sites is as follows:

- (a) At the meeting of District Governor-Elects immediately following the MD22 Convention at which they were elected, pursuant to Article V, Section 2 of the Constitution (i.e. Whisk meeting), the MD22 Convention Committee will submit to the Council-Elect a list of potential sites for the MD22 Convention to be held three (3) years from the next Lions year MD22 Convention.
- (b) At the first meeting of the newly installed Council of Governors, to be held within 45 days after the date on which the DGs officially take office, pursuant to Article V, Section 5 of the Constitution (i.e., Turnover meeting), the Council will approve 2 or 3 potential sites for the MD22 Convention Committee to investigate.
- (c) The Convention Committee will submit a Request For Bids to each of the approved sites. The Committee will also conduct an inspection of the facilities to ascertain that there are adequate facilities for housing, meals, room reservations, and convention sessions.
- (d) Copies of the Request For Bids received, along with the MD22 Convention Committee's recommendations, will be submitted to the Council by October 31st.
- (e) The Council will evaluate all the bids submitted, review the Convention Committee's recommendations, and select the site for the Convention by December 31st.

The Convention Committee, with the assistance of legal counsel, will finalize a contract with the selected Convention site. The proposed contract will then be submitted to the Council for final acceptance no later than the Mid-Winter Conference, pursuant to Article V, Section 5 of the Constitution.

Section 3. The members of the council shall be the officers of the Annual Multiple District Convention.

Section 4. A convention of each Sub-District in this Multiple District shall be held annually in conjunction with the Multiple District Convention. A meeting of the registered delegates of a Sub-District in attendance at a Multiple District Convention will constitute the annual Convention of a Sub-District.

Section 5. The Council of Governors shall appoint a Sergeant-at-Arms and such assistant Sergeant-at-Arms as determined necessary for the Multiple District Convention. The Council of Governors shall determine what other committees are

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required for the planning and operation of the Multiple District Convention and shall appoint members thereto.

Section 6. Each chartered Club in good standing in Lions Clubs International and its District (Sub-and Multiple) shall be permitted one or more delegates at the annual Convention of its District (Sub- and Multiple) and shall be entitled in each such Convention to one voting delegate and one alternate for each ten members, or major fraction thereof, of said Club as shown by the records of the International Office on the first day of the month last preceding that month during which the convention is held, provided, however, that each club shall be entitled to at least one delegate and one alternate. The major fraction referred to in this section shall be five or more members. Each certified delegate present may cast one vote only for each office to be filled, and one vote only on each issue to be voted on by the delegates of said convention. Unless otherwise specified herein, the vote of a majority of the delegates present and voting on any question shall be the effective decision of the convention.

- a. Each International Officer who is an active member in good standing of a chartered Lions club, by virtue of his/her office shall be an accredited delegate to his/her District (Sub- and Multiple) Convention but shall not be included in the delegate quota of his/her club for any such Convention.
- b. Each Past International Director of Lions Clubs International shall be entitled to full delegate privileges at each Convention of his/her District (Sub- and Multiple) and no such Past International Director shall be included in the delegate quota of his/her club for any such Convention.
- c. A club shall be considered in good standing if all dues are paid to the date of International Certification or if delinquent, a club may be restored to good standing by payment of the delinquent dues up to 15 days prior to the closing of Credential Certification.

Section 7. The registered delegates in attendance at a convention (Sub- and Multiple) session shall constitute a quorum.

Section 8. The Council of Governors, when in their opinion it is in the best interest of the Lions of the Multiple District, shall have the power to change the future convention site and/or date of the Multiple District Convention in the case of a major catastrophe. A major catastrophe is defined as a natural disaster (hurricane, flood, etc.), a major impending financial loss, a change in the facilities offered by the host city, or a declaration of emergency by a state or the Federal Government. The Council shall involve the Vice District Governors fully in the discussions seeking their input and support of the changes. If such a change is necessary, the Council shall notify each Club in the Multiple District of the change immediately. Every effort shall be taken by the Council of Governors to avoid incurring any liability by the change.

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Section 9. Within sixty (60) days after the close of each Single, Sub- and Multiple District Convention, the secretary thereof shall transmit one copy of the complete proceedings thereof to the International Office, and one copy to each District Governor. Upon request from any club in the respective District a copy shall be furnished to said club. Within sixty (60) days after the close of a fiscal year, the respective District Cabinet Secretary-Treasurer or Council Secretary, as the case may be, then in office, shall send one copy of an itemized statement of the receipts and disbursements of the District (Sub- or Multiple) for said fiscal year to each of the following: International Office, District Governor(s) and the Club Secretaries in the respective District (Sub- or Multiple).

Section 10. The Rules of the Convention must conform to the Constitution and By-Laws of Multiple District 22.

ARTICLE VIII Multiple District Convention Fund

Section 1. The Multiple District Convention Fund shall be an annual per-capita tax of \$1.50 per year levied upon each member of the Clubs in the Multiple District and shall be paid in two equal parts. The number of members in each Club, as of July 1 and January 1, shall be used as a basis for determining the amount due from each Club. If the tax collected will not meet the planned budget expenses of the convention, the Convention Committee, with the approval of the Council of Governors, may consider other alternative funding measures to provide a balanced budget. This tax shall be paid to the respective Sub-District Secretary-Treasurer (or Cabinet Treasurer) by October 1 and April 1, respectively. Each Sub-District will then submit said tax to the Council Treasurer of the Council of Governors within thirty (30) days. The Council Treasurer of the Council of Governors shall deposit the money so collected in a special Multiple District account in a bank approved by the Council of Governors for that purpose. This fund shall be used by the Council of Governors for planning and operation of the Multiple District Convention and any activity associated therewith.

Section 2. The balance left in the Multiple District Convention Fund after paying all of the Multiple District Convention planning and operating expenses shall be turned over to the Council Treasurer prior to the Turnover Meeting of the Council of Governors. The balance will be held in the Multiple District General Administrative Fund and shall be used as defined in Article I, Section 1, of the Multiple District 22 By-Laws.

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Section 3. The Multiple District Convention Committee shall have authority to receive, and shall deposit to the Convention Fund account, monies received from (1) the Multiple District Council Treasurer, (2) the sale of Hospitality Books and Tickets, (3) the sale of authorized Lions Merchandise, (4) the collection of Tail Twister 'Fines', (5) the collection of fees from commercial exhibitors and (6) the receipts from other activities pertaining to the Multiple District Convention, as approved by the Council. It shall also have the authority to disburse monies in payment of the Multiple District Convention expenses, which are incurred in line with a budget approved by the Council of Governors.

Section 4. The Council of Governors shall provide for an annual or more frequent audit or review of the Multiple District Convention Fund by a competent accountant. Such audit or review is to be made a part of the annual financial report.

ARTICLE IX

Multiple District International Convention Fund

Section 1. An annual per-capita tax shall be levied upon each member of the Clubs in the Multiple District to cover the participation of the Multiple District in the Lions Clubs International Convention. The membership of a Club will be its recorded membership as of July 1 and January 1. The per-capita rate shall be \$1.00 per year paid semi-annually by October 1 and April 1. Any Club, which is chartered or reorganized in a given fiscal year, shall collect and pay said per-capita tax on a pro-rated basis starting from the first day of the second month following its organization or reorganization, as the case may be. Such tax shall be collected in the same manner and together with the tax set forth in Article VIII.

Twenty-five cents per year of this tax will be held in reserve for the use of such times when Multiple District 22 has a candidate for an International Office. The Multiple District Council of Governors shall only be obligated to advance the equivalent of one year assessed dues per member from the International Candidate's fund to the sole qualified candidate after October 1 of said year. In the event of more than one International Candidate after October 1 of said year, no monies will be advanced to either candidate until he/she is certified at the Multiple District Convention. After certification at the Multiple District Convention, the balance of the International Candidate's fund will be made available.

Section 2. The balance left in the Multiple District International Convention Fund after paying all expenses associated with the Multiple District's participation in the Lions International Convention shall be turned over to the Council Treasurer prior to the turnover meeting of the Council of Governors. The balance will be held in the Multiple District General Administrative Fund and shall be used as defined in Article I, Section 1, of the Multiple District 22 By-Laws.

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Section 3. The International Convention Committee Chairperson shall have authority to receive and shall deposit in said International Convention Fund account monies from (1) the Multiple District Council Treasurer, (2) the sale of tickets, (3) the sale of Lions Merchandise, and (4) the receipts from any other activities pertaining to the Multiple District participation in the International Convention as approved by the Council of Governors. He / She shall also have the authority to disburse monies in payment of the expenses which are incurred and related to the participation of the Multiple District in the International Convention and are within the budget approved by the Council of Governors.

Section 4. The Council of Governors shall provide for an annual or more frequent audit or review of the Multiple District International Convention Fund by a competent accountant. Such audit or review is to be made a part of the annual financial report.

ARTICLE X

District Governor's Honorary Committee

Section 1. In each Sub-District, there shall be a District Governor's Honorary Committee. The membership of this committee shall consist of the Past International Officers, past International Directors, and Past District Governors, who are members in good standing of a Club in the Sub-District. The Immediate Past District Governor may be the Chairperson of the Committee.

Section 2. The District Governor's Honorary Committee shall meet when requested by the District Governor, or at the call of the Chairperson of the Committee. The Committee Chairperson shall call one meeting at least 45 days prior to the convening of the annual Multiple District 22 Convention, and there cause the election of two Honorary Committee members when called upon to serve on the Multiple District Finance Committee permitted under Multiple District By-Laws Article I, Section 1, paragraph 1, with the first election being for one member to be elected for a one year term, and the second member for a two year term, and after which one member shall be elected each year thereafter for a term of two years.

ARTICLE XI

Endorsement of a Candidate for International Office

Section 1. The endorsement of a Candidate for an International Office by the Multiple District shall be in accordance with the Constitution of the International Association of Lions Clubs, including such amendments as are made hereafter, and in accordance with ARTICLE IV of the By-Laws of this Multiple District Constitution and By-Laws.

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ARTICLE XII Amendments

Section 1. This Constitution can be amended only at a Multiple District Convention by Resolution reported by the Committee on Constitution and By-Laws at said Convention and adopted by an affirmative vote of two-thirds of the votes cast. Such votes will be taken by written ballot at the individual District elections. No proposed amendment may be reported by the Committee on Constitution and By-Laws, nor can the vote thereon be effective, unless and until the same shall have been:

- a. Filed, in duplicate, in the form in which it is to read if adopted, with the Chairperson of the Multiple District Council no less than sixty (60) days prior to the convening of the Multiple District Convention.
- b. Approved by either a Sub-District or by the Council of Governors of the Multiple District; and,
- c. Shall be delivered in the form in which it is to read if adopted, to every member Club in the Multiple District, and to the Committee on Constitution and By-Laws. Said delivery shall be no less than thirty (30) days prior to the convening of the Multiple District Convention at which the same is to be voted upon. It shall be the duty of the Chairperson of the Multiple District Council, or his/her designee, to accomplish said delivery.
- d. Read and explained by a member of the Constitution and By-Laws Committee to the members in attendance at the annual Sub-District luncheon meeting(s).
- e. Certified delegates furnished a copy of the proposed resolution by the Registrar at the time of registration.

Section 2. Wherever the male gender or male pronoun presently appears in the MD-22 Constitution and By-Laws, it shall be changed to include both male and female persons. Wherever the term: in writing, US Mail, US Post, postal or Mail presently appears in the MD-22 Constitution and By-Laws, it shall be changed or deleted to allow electronic communications or delivery systems. The correction of spelling or punctuation errors, and renumbering of articles is considered to be a normal part of the editing process at publication. All such changes and corrections are the responsibility of the Constitution and By-Laws Committee and will be done at their discretion.

ARTICLE XIII Adoption

Section 1. This Constitution and By-Laws shall have become in full force and effect, being adopted by a majority affirmative vote of the delegates, registered and voting, in the Multiple District Convention of Multiple District 22, at Atlantic City, New Jersey, May 26, 1972.

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BY-LAWS

ARTICLE I Duties

Section 1. The Multiple District Council shall:

- a. Authorize the Multiple District Convention Committee to make all contracts and approve all bills relating to the planning and operation of the Multiple District Convention.
- b. Designate a depository for Multiple District funds.
- c. Determine the amount of surety bond for the Council Treasurer and for any Multiple District Chairperson handling high sums of money and approve the Surety Company issuing said bond.
- d. Receive financial reports semi-annually, or more frequently if necessary, from the Council Treasurer and provide for an audit or review of the books and accounts of the Council Treasurer by a competent accountant at the end of the fiscal year.
- e. At the same meeting (Constitution Article V Section 2) which is held to confirm the Council Chairperson and elect the Council Secretary and Council Treasurer, appoint the Chairperson, Vice Chairperson, and the Secretary-Treasurer of the Multiple District Convention Committee, the Chairperson and Vice Chairperson of the International Convention Committee, the Chairperson of the Multiple District Constitution and By-Laws Committee, the Chairperson of the Multiple District Research and Long Range Planning Committee, the Lions Clubs International required Multiple District Coordinators, and the Chairperson of the Roaring Lions Committee.
- f. Maintain a Reserve amount in the General Administrative Fund equal to the anticipated dues income for all funds for their year and the amount carried over from prior years in the International Candidates Fund. The Council of Governors shall have the authority to allocate 10% of the difference between the total accumulated balance of the General Administrative Fund and the reserve amount to be maintained. This will be the General Administrative Contingency Fund.
- g. With respect to each Multiple District Fund, make available to the Committee charged with the administration of each fund and/or activity that portion of the Multiple District dues allocated to each fund and/or activity, plus any fees, ticket sales, tail-twister fines, and other miscellaneous income resulting from the activities of the Committee in administering the fund and/or activity, plus any council-approved allocation from the General Administrative Contingency Fund.
- h. Include in its budget and report the monies required to prepare and deliver the required reports.
- i. Establish a budget within the confines of dues collected under ARTICLE VI of the Multiple District Constitution for the current fiscal year in the administrative fund to provide for: stationary, printing and postage expenses; expenses of Council

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meetings; Blanket Bonding, Annual Report preparation and distribution; and other normal administrative expenses of the Council.

- j. When conditions warrant, prepare a motion to be placed before the delegates for consideration at the following Multiple District Convention, requesting a right to disburse more funds than is permitted under ARTICLE I, Section 1(f) of these Multiple District By-Laws. The motion shall be voted on by the certified delegates at the final Multiple District business session. Notice of the intent to submit such a motion with a copy of said motion itself shall be sent to each Club in the Multiple District at least thirty (30) days prior to the Multiple District Convention at which it is to be voted upon. However, in an emergency situation, the Council of Governors may submit such a motion for consideration at the Multiple District Convention without regard to the normal thirty (30) days Club notification requirement if the said motion is read to the delegates attending the Multiple District Convention at two of the business sessions of the Multiple District prior to the convening of the Multiple District business session at which the question shall be considered
- k. When conditions warrant, request and act upon permission from the Multiple District Finance Committee which is called for in sub-paragraph 1 of this Section to disburse more funds than is permitted under ARTICLE I, Section 1 (f) of this Multiple District By-Laws. Action of the Multiple District Finance Committee must be reported to the delegates attending the next Multiple District Convention.
- l. Establish a Multiple District Finance Committee, which shall be composed of two Past District Governors from each Sub-District elected to the Committee upon vote of the Honorary Committee of each Sub-District. The Chairperson of the Multiple District Finance Committee shall be the Chairperson of the Council of Governors who will have no vote. When the Chairperson calls for a meeting of the Multiple District Finance Committee, the Past District Governors elected under ARTICLE X, Section 2, of the Multiple District Constitution, shall become the Multiple District Finance Committee. Action of the Finance Committee shall be upon a majority vote of a quorum of at least seven (7) members of the Finance Committee, either by personally attending a meeting, or by a certified vote.
- m. At the same meeting which is held to confirm the Council Chairperson and elect the Council Secretary and Council Treasurer, choose to appoint a Multiple District Administrative Assistant to assist the Council in certain clerical, secretarial, correspondence, financial record-keeping assignments and perform such other administrative duties at the discretion of the Council of Governors.
- n. Include the position of the Multiple District Administrative Assistant (if appointed) in their annual administrative budget as defined in ARTICLE I, Section 1 (i) of the By-Laws; however, at the discretion of the Council of Governors, funds may be utilized from the accumulated Administrative fund balance for the expenses of this position under the rules of audit found in the Multiple District Policy and Procedure Manual for this position.
- o. Will include the position of Council Chairperson in their annual administrative budget as defined in ARTICLE I, Section 1 (i), of these By-

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Laws. The Council Chairperson will be reimbursed per the same rules of Audit as the District Governors for the meetings the Council Chairperson is required to attend, and other expenses as defined in the Multiple District 22 Policy and Procedures Manual.

Section 2. Multiple District Council Chairperson. Under the general supervision of the Lions Clubs International Board of Directors, he/she shall be the Coordinator of the Multiple District and shall act on behalf of and upon delegation from the Council of Governors. His/her specific responsibilities shall be to:

- a. Further the Purposes and Objects of this Association.
- b. Provide leadership, direction, and initiative for International and Multiple District programs, goals, and long-range planning.
- c. Create and foster harmony and unity among Sub-Districts and assist District Governors to solve issues.
- d. Preside over all Council Meetings and the Multiple District Convention.
- e. Submit reports and perform such duties as may be required by the Multiple District Constitution and By-Laws.
- f. Perform other such administrative duties as may be assigned by the Multiple District Council of Governors, and.
- g. Facilitate, at the close of his/her term of office, the timely presentation of all Multiple District accounts, funds, and records to his/her successor in office.

Section 3. Multiple District Council Secretary. Under the supervision and direction of the Multiple District Council, the Council Secretary shall:

- a. Keep an accurate record of the proceedings of all meetings of the Council and within ten (10) days after each meeting, forward copies thereof to all members of the Council and the Office of Lions Clubs International.
- b. Assist the Council in conducting the business of the Multiple District and perform such other duties as are specified or implied in this Constitution and By-Laws, or as may be assigned to him/her from time to time by the Council.
- c. Keep accurate books and records of accounts and minutes of all Council and Multiple District meetings, and permit inspection of the same by any member of the Council, or by any Club in the Multiple District (or by any duly authorized agent of either) at any reasonable time for any proper purpose.
- d. Collect and prepare final reports and submit them to Lions Clubs International at the end of his/her Council's term of office. (See ARTICLE VII, Section 9, of this Multiple District Constitution).
- e. Following the close of their term of office, at a meeting of the Multiple District Council within forty-five (45) days after the date on which the succeeding District

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Governors officially took office, the Chairperson and Secretary of the Multiple District Council shall turn over to their respective and duly elected successors:

1. All property of the Multiple District entrusted to their care and keeping
2. All permanent records, accounts, and files, both those transferred from prior years, and those of the current year

Section 4. Multiple District Council Treasurer. Under the supervision and direction of the Multiple District Council, the Council Treasurer shall:

- a. Receive and record all per-capita taxes required to be paid over to him/her hereunder by the Sub- District Cabinet Secretary-Treasurers, or Sub- District Cabinet Treasurers, and deposit the same in a bank or banks designated by the Council.
- b. Secure bond for the faithful performance of his/her duties in such sum and with such surety as may be required by the Council.
- c. Following the close of his/her term of office, at a meeting of the Multiple District Council within forty-five (45) days after the date of which the succeeding District Governors officially took office, the Council Treasurer shall turn over to his/her duly elected successor all permanent records, files, and accounts, both those transferred from prior years and those of the current year. He/she shall also turn over to his/her duly elected successor the balance of all monies belonging to the Multiple District, properly designated as to their specific allocation, including any accrued liabilities related thereto.

ARTICLE II Committees

Section 1. The Credentials Committee of a Multiple District Convention shall be composed of the current Sub-District Cabinet Secretary-Treasurers or Cabinet Secretaries. The Chairperson of this Committee shall be appointed by the Council of Governors. At Sub-District business meetings which are held at the Multiple District Convention, the Cabinet Secretary-Treasurer, or Cabinet Secretary, acting as Chairperson, and two other officers of the Sub-District appointed by the District Governor, shall serve as a Credentials Committee. In those cases where a candidate for an International Office is being considered for endorsement, the Council of Governors will assign such Credentials Committees to a Sub-District other than their own to monitor the voting.

Section 2. The Council of Governors at their first called business meeting shall review all budgets submitted by the Committees identified in Article I Section 1(e) and recognized by the Council of Governors.

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ARTICLE III

Rules of Convention Procedure

Section 1. The Multiple District Council shall arrange the order of business for the Multiple District Convention, and the same shall be the order of the day for all sessions.

Section 2. Except as otherwise specifically provided for 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 (Sub and Multiple) meeting or Convention, any meeting of the Council, a Sub-District Cabinet, Region, Zone, or member Club, or any group or Committee of any of them, shall be determined by Robert's Rules of Order newly revised. The rules of the Convention must conform with the Constitution and By-Laws of the Multiple District 22.

ARTICLE IV

Endorsement of an International Office Candidate

Section 1. When the occasion shall arise for the selection of a candidate for International Office, the name of such a candidate shall be submitted to the District Governor of that candidate's Sub-District no later than October 1 prior to the Multiple District Convention at which the endorsement of the Multiple District will be sought. In the case of a contest of two or more candidates for International Office the method of endorsement shall be in accordance with the Lions Clubs International Constitution and By-Laws.

Section 2. Each candidate for an International Office who has been properly endorsed by his/her Sub-District shall be entitled to five (5) minutes for the nominating speech and three (3) minutes for a seconding speech, only one of each being permitted. The nominations will take place at one of the Multiple District Convention business sessions following the Sub-District business meeting of the Convention, at which the formal endorsement of the Sub-District takes place.

Section 3. Voting on the endorsement of a candidate shall be in writing and shall take place at the Sub-District Election of the Multiple District Convention. In case there is no contest a voice vote may be taken to determine if the written ballot shall be waived. The ballot shall include the name of each properly endorsed candidate from all Sub-Districts and include a place for a negative choice if the delegates do not choose to vote for either, or any candidate. To obtain the endorsement of the Multiple District, a candidate must receive a majority vote of all properly certified and registered delegates present and voting. This endorsement will be in effect in accordance with the Lions Clubs International Constitution and By-Laws. In the event that no choice on the ballot secures a majority of the votes cast, the two choices having the highest number of votes shall then be voted upon and balloting will continue until one choice secures a majority of the votes cast. The choice receiving the majority of votes cast shall be declared the will of the Convention and candidate of the Multiple District.

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Section 4. Certification of endorsement of candidacy for all International Offices, other than the Office of District Governor and Council Chairperson, shall be in accordance with the Lions Clubs International Constitution and By-Laws. Certification may be made by telegram or cable, provided the same is confirmed by the required certification letter mailed within three (3) days after the day the telegram or cable is dispatched. An endorsement will be in effect in accordance with the Lions Clubs International Constitution and By-Laws. No Endorsement shall be valid until certification thereof is so made and received by the International Office. Certification of endorsement must specify the single office sought and no candidate may seek election for any office other than the office covered by the certification.

ARTICLE V Fiscal Year

Section 1. The fiscal year of this Multiple District and each Sub-District shall be from July 1 to June 30.

ARTICLE VI Summary of Multiple District Per-Capita Taxes

Section 1. The per-capita taxes currently effective are:

Administrative Fund (incudes for \$.25 Member. & Lead.)	\$1.25
MD Convention Fund	\$1.50
International Convention Fund	.75
<u>International Officer Fund</u>	<u>.25</u>
Total	\$3.75

ARTICLE VII Amendments

Section 1. These By-Laws may be amended only at a Multiple District Convention by Resolution reported by the Convention Committee on Constitution and By-Laws and adopted by an affirmative vote of a majority of the registered delegates voting at such meeting. Such votes will be taken by written ballot at the individual District Elections.

Section 2. No amendment shall be so reported or voted upon unless the same shall have been furnished to each Club of the Multiple District no less than thirty (30) days prior to the convening date of the annual Convention with notice that the same will be voted on at said Convention.

Section 3. Each amendment shall take effect at the close of the Multiple District Convention at which the same is adopted.