

## DISTRICT 14-C DISTRICT DUES

### FUNCTION

Lions clubs in District 14-C are assessed per capita dues, which are used to reimburse Vice District Governors for expenses incurred as part of their training and duties. The purpose of this procedure is to establish the policy for District 14-C dues.

### REFERENCES

1. LA-1: Lions International Constitution and By-Laws
2. LA-4: Lions International Standard District Constitution and By-Laws
3. DA -CSCTEB.EN: Cabinet Secretary/Treasurer E-Book

### GENERAL

1. Each Lions Club shall be assessed \$2.00 per member payable by September 30<sup>th</sup> of each year.
2. These dues shall be used only to help defray the expenses incurred by the 1st and 2nd Vice District Governors (VDGs) during the Lions year served. When all funds are depleted, no further reimbursements shall be made.
3. Rates shall be in accordance with the current Multiple District 14 approved PA General Reimbursement Policy.
4. Reimbursable event days are determined by Multiple District 14 or LI for the function being attended.
5. The District Treasurer will deliver a dues assessment invoice to each Club Secretary or Treasurer by Sept. 15 using the most effective and efficient means of delivery available.
6. Any club not submitting district dues to the District Treasurer by October 30<sup>th</sup> will be reported to the District Governor for determination of action in accordance with the referenced documents. The District Treasurer/ or District Governor should make direct contact with the club's secretary, treasurer and/or president to address the means of payment.
7. The District Treasurer shall provide the VDGs an Expense Claim Form in July for use in submission of expenses.
8. VDG receipts must be submitted to the District Treasurer by the 20<sup>th</sup> of the month following the month during which the expenses were incurred. Claims received after this timeframe will be referred to the District Cabinet for their approval at the next scheduled meeting.
9. Unused funds shall be carried to the following Lions year's District Administrative, Dues sub-account.
10. District reimbursements are not allowable where funds are provided by LI or Multiple District 14. Only expenses that exceed reimbursements from LI or Multiple District 14 may be reimbursed.

### ALLOWABLE REIMBURSEMENTS:

**MD 14 Council Meetings:** Maximum \$100 each.

**MD 14 State Convention:** Maximum \$300 each.

**USA/Canada Forum:** Maximum \$700 each.

**Required Multiple District 14 or LI approved training sessions:** Two occurrences each - Maximum \$50 per occurrence.

**Procedure Change History**

April 25, 2007

April 25, 2009

April 25, 2015

February 18, 2017

August 9, 2025