

**LIONS CLUBS
INTERNATIONAL**



**Council of Governor's Business
Meeting Minutes of Multiple District 5
Saturday, August 22nd, 2020**

The 1st Business meeting – [Electronic Zoom Meeting] was held On-line being called to order at 11:00 AM CST by Council Chair John Emmett

In attendance were 32 (counter on Zoom Screen):

CC John Emmett	C/S Ken Peters	C/T Kevin Vannett
DG Richard Waits	DG Don Morris	DG Grant Kahlbaugh
DG Kevin Bean	DG Marvis Wilm	DG Krisha Stroschine
1 st VDG David Pigors	1 st VDG Geraldine Ray	1 st VDG Joe Sowokinos
1 st VDG Scott Ressler	1 st VDG Doug Ross	1 st VDG Marianne Kramchynsky
2 nd VDG Robyn Tyler	2 nd VDG Ron Bunnell	2 nd VDG Scott Hilde
2 nd VDG Jeanette Bean	2 nd VDG Alvin Matechuk	IPID Pat Vannett
PID Robert Littlefield	PID Marvin Chambers	PID Bruce Schwartz
PID Garnet Davis	PCC Marie Anne Ben	PDG Sherry Fetch
PCC Rick Pockett	PDG Rob Lein	PDG Tim Thueson
PDG Mel Olson	Lion Del Hager	

Not in Attendance: (5)

PDG Kathy Clements, PDG Dave Czywczynski, PCC Mike Brand,
2nd VDG Kyle White Lion Crystal Dueker

Guests: (2)

PDG Terry McAleese Lion James Treloar

Correspondence:

Only thing received is the USA/Canada Lions Leadership newsletter (received by everyone)

Secretaries Report:

Minutes of May 23rd, 2020 were emailed out to Council

MOTION: PDG Ken Peters / DG Krisha Stroschine to approve CRD,

Minutes of May 23rd, 2020 Annual General Meeting of MD5 were also emailed out last week for review

MOTION: PDG Ken Peters / DG Krisha Stroschine to approve CRD

Treasurer's Report:

2019-2020 Final Review

C/Treasurer Kevin sent this out via email approximately 1 week ago.

PDG Kevin gave a short explanation of the document

Treasurer's Financial Statement

This document also was sent out earlier for review by Council members and was reviewed briefly. Both documents are on file. Suggested that the MD pay the printing costs of the Peace Poster calendars this year.

MOTION: by C/T Kevin / DG Don Morris to approve the Financial reports
CRD

2020-2021 Budget Proposal:

There were a few recommendations that came out of Finance meeting earlier this morning. C/T Kevin needs to adjust the proposed budget to accommodate these additions and a couple of items need cost factors provided to complete.

Recommendation that the proposed budget be set over to November meeting for presentation to Council.

Discussion from the Finance committee as to whether we use Go To Meeting or the Zoom platform for our future Virtual meetings and Zoom was agreed to be the better option.

A MOTION Presented by DG Don Morris / DG Kahlbaugh that the Multiple District provided \$10,000.00 to each geographical region for their Conventions [Saskatchewan, North Dakota & South Dakota]

The motion was defeated and referred to the Finance committee once all three have presented convention budget costs.

Peace Poster Calendars:

It was reported that last year appeared to be a successful project. Each of the 6 Districts distributed the calendars in different manners.

Each District committed \$1,000.00 and as a result could notify C/T Kevin of who their choice for a Melvin Jones Fellow candidate to be named.

CC John Emmett gave a timeline for the Districts to have their choices to him for printing and distribution

MD5 2021 Convention – Lion Del Hagar (Grand Forks)

At this time COVID 19 is creating all kinds of issues.

A written report was received and questions were brought forward as how to proceed. It was suggested that the Convention committee proceed planning for both IN PERSON & Virtual at this time and hopefully November Council meeting will present a clearer picture how to go. PID Robert & PID Pat will try to work with the committee to assist.

Committee Confirmation:

CC John Emmett advised he has a candidate for Youth Exchange Chair position. Lion Shannon Grimmond of 5SE is willing to take on the job.

Request that MD5 Chair Application form be forwarded to CC John to complete. There is also another Lion's International form for Youth Exchange to be completed and approval by LCI required

Council Chair Comments:

1. Looking at a special virtual Zoom meeting for the recognition of recipients with later presentation of last years Multiple District awards that he received last spring from Council Secretary Ken. This will help us stay current with these awards.
2. CC John also explained the purpose of the Executive Committee. It is a guide and assistance to the Council Chairs with question, procedures etc. that CC needs to be prepared for. There is no MD5 business done at this meeting, strictly discussion and ideas.
3. Council Chair will be holding virtual meetings once a month with District Governors to help and implement goals.
4. District Convention attendance cannot be done with border closures and Covid 19 pandemic continuing. Council Chair will attend virtually.

Reports:

GLT (Global Leadership)

PCC Ben has had discussions with District GLT chairs already

Virtual training for Guiding Lions will start over next few months.

Certification only valid for 3 years so many can take this opportunity to re certify.

A written Leadership report was received and distributed to Council prior to the meeting

Vice Governor training:

The VDG's have started their training yesterday (Friday, August 21st)

2nd VDG's 4-6 pm and the 1st VDGs in the evening. We got off to a good start.

MD5 RLLI:

We have scheduled the Leadership Institute for March 12-13-14, 2021
Working on agenda and presenters. Still not clear if will be in person or if it will land up virtual.

MD Zone Chair Training:**GMT (Global Membership)**

This report was given as combined Membership NAMI report.
A combined presentation with CC John & PDG Sherry was given using a Power Point to aid for Council (approx. 32 minutes in length)

GST (Global Service)

PDG Kathy Clemens unavailable for meeting and did not provide a report to Council.

A District 5NE GST Report was received along with the New Voices report and both were sent out to Council about a week prior to meeting.

Pin Report**Media Report****LOFY Report**

All were sent in as written report and Chairs advised nothing to add at this time

Protocol & International Guests - PID Pat Vannett**THE INTERNATIONAL VISITOR****A Hosting & Protocol Guide for Virtual Conventions**

Every year, present and past officers and international directors travel to districts and multiple districts around the world to deliver informational and motivational speeches, discuss matters of interest with local leaders, and meet as many Lions as possible. **During COVID-19, your international guests may be unable to travel. However, you can still invite them and have them speak at your convention.** This guide was developed to assist you in making their visit to your area as pleasant and worry-free as possible. It contains hosting tips as well as the association's Official Protocol.

A Word About Protocol

The association's Official Protocol is designed to eliminate confusion regarding the proper recognition of Lion dignitaries. Whether for purposes of introduction or head table seating, it provides a simple and definitive answer to the question: "Who comes first?" You should not stray from it without good reason. One of those "reasons" might be a deep-seated cultural tradition in your country that would, for example, find it unacceptable to give precedence to the most recent past holder of an office, rather than to the one with the most seniority. One needs to

be flexible in such situations, but where they do not exist, it is much easier to simply follow the Official Protocol. While there is no hard and fast rule, introductions usually commence with those lowest on the Order of Precedence and end with the highest-ranking Lion present. When non-Lion dignitaries are present, a combination of local custom and common sense should be used in deciding at what point they should be introduced. If the event is a multi-day convention or conference, try to avoid introducing all the dignitaries at every event. Once at a general session and once at a banquet is sufficient. Nor is it necessary to give a full introduction to your principal guest more than once; indeed, this can be both embarrassing to your guest and boring to your attendees.

When your guests are attending virtually, you should introduce them when they are present, and schedule sessions for them. For example: a question and answer session, a session with club officers, a session with your cabinet or district leaders. Providing opportunities for engagement in smaller groups is highly beneficial and preferred.

Clubs, districts and multiple districts are required to extend the same rights and privileges as required under official protocol to resident officers as they would extend to officers visiting from other districts, multiple districts or constitutional areas, irrespective of local custom.

Flags, Anthems and Toasts

If your guest is from a country other than your own and flags are going to be displayed, the guest's should also be displayed in accordance with the flag protocol in your country. The Speakers kit sent when the speaking engagement is officially confirmed includes a small table flag and stand. It also includes a recording of the speaker's national anthem in the event anthems will be played. **In a virtual setting, a special slide can be put on the screen depicting the guest's national or state flag. The words to the national anthem can be put on the screen when the anthem is played.**

At some events, toasts will be proposed. For example, in countries that are members of the British Commonwealth of Nations, it is customary to toast the Queen. To toast the association, it would be appropriate to use the following: "Ladies and gentlemen, please join me as I toast our beloved association. I give you The International Association of Lions Clubs."

Tips for a Successful Visit *Before the Visit*

- Provide advance information including:
 - an agenda (make it clear what events your guest is expected to attend)
 - suggested attire or dress code (formal, business, etc.) for each event; **be sure to let your guest know if you are planning any themes or variations.**
 - weather conditions in your area. **This is not an issue for virtual contentions.**
 - background information (newsletters, bulletins)
- Communicate fully and often
- Keep in mind that local expenses, including special events (tours, golf, etc.), are the host's responsibility

Meeting and Greeting Your Guest

For Air Travel:

- The chairperson of the meeting or convention (council chairperson, district governor, etc.) should head the group meeting your guests. **Arrange for a virtual greeting before your event.**

- Plan on meeting your guests at the gate. If this is not possible, plan a meeting place in advance.
- Make sure you are readily identifiable with Lions clothing and badges.
- Plan on carrying your guests' luggage.
- Make sure your car is large enough to accommodate all guests and their luggage. Many times your guests may have been away from home for awhile and have more luggage than you expect. Having an extra car available in case of extra luggage is prudent.

For Car Travel:

- If your guests are driving, provide them with complete directions, including a map.

Make the Stay an Enjoyable Experience

- Before your guests' arrival, handle check-in and inspect the room thoroughly. Deal with any problems prior to your guests' arrival. **This will be unnecessary.**
- Amenities are always a nice touch — the personal preference sheet sent by International Headquarters before your guests' arrival will give you ideas for these items. **Order a gift basketed and have it shipped to your international guest to arrive on the day they would have arrived in your district.**
- Prepare a welcome packet with the final agenda for your meeting or convention, information about the area and some regional publications. **Mail the welcome packet to your guests so they know what to expect when the actual convention starts.**
- Once you bring your guests to their room, plan a time to go over their schedules in detail. Review pick-up times and proper dress for all events.

Review the schedule ahead of the convention.

- Give your guests time to settle in. **Contact your guests the day before the convention to make sure they are set and to find out if they have any questions.**
- Appoint a full time host and hostess to the couple. This is usually best handled by a past international director and spouse. This will ensure your guests' needs are taken care of and that they arrive at events on time.

Encourage your host couple to exchange texts with the guest frequently to make sure needs are met.

- Provide some free time for rest in the schedule.

Program Suggestions

- Your guest's address should be the centerpiece of the banquet or event. In most cases, this means directly after dinner and before any entertainment or other presentations.
- Your guest should only be expected to make one major address.
- It is appropriate to present your guest with a gift at the banquet or other major event. Please keep in mind space and travel considerations. **Because the guest is attending virtually, a donation in the guest's name to LCIF is always welcome. If possible, offer to mail larger gifts.**
- If you expect your guest to assist in giving out awards during the event, make sure a script is prepared, including background information on recipients.

This is also expected when your guest is virtual.

Departure

- Attend to your guests' departure with the same care you gave their arrival. Handle check out for your guests and arrange for luggage pick-up.
- Escort them from their hotel room all the way to the airport gate.
- Check that your guests' flight is leaving on time. If there is a serious delay, make necessary transportation and hotel arrangements.

Some Final Notes

- Treat your guests as you would a family member or close friend. Ask yourself: how would I wish to be treated if I was the guest? Act accordingly.
- While a gift is optional, remember that a sincere thank you note is not.

This should be sent in the mail, if possible.

General Comments—When a Lion holds more than one title, he or she shall be recognized for the highest one. In areas that have positions in addition to those listed above, they should be recognized in accordance with local customs, provided that elective officers always have precedence over appointive ones. It is recommended that Melvin Jones Fellows be recognized as a group. In introducing speakers, their status as Fellows should be mentioned.

Non-Lion Dignitaries

Non-Lion dignitaries should be given precedence in accordance with local protocol and/or custom, keeping in mind that if the non-Lion is the principal speaker, then he or she should be seated directly to the right of the chairperson (see below).

Head Table Seating

The presiding officer or meeting chairperson must always be seated at the most central seat at the table when there is no central podium, shown as seat number one in the following diagram (Figure 1). The principal speaker would occupy seat number two, then other Lion dignitaries in accordance with the general order of precedence. If possible, there should be the same number of seats to the right and left of the chairperson or presiding officer (who would normally be the club president, district governor, council chairperson or international president).

7 5 3 1 2 4 6

(Audience) **Figure 1**

As shown in figure 2, seating at a head table with a podium is essentially the same, except the meeting chairperson or presiding officer is always seated at the left of the podium (facing the audience) and the principal speaker at the right.

7 5 3 1 Podium 2 4 6 8

(Audience) **Figure 2**

When spouses are present, they should be seated to the member's left when on the left side of the table, on the member's right when on the right side of the table.

Master of Ceremonies and Meeting Secretaries

At some events, the Master of Ceremonies (emcee) will be someone other than the chairperson or presiding officer. In such cases, he or she should be seated in accordance with local customs, or at one end of the head table. If, however, his or her place in the general order of precedence dictates a specific seat (e.g., he or she is a past international president at a district function), then that should rule. On rare occasions, there will be a meeting secretary; again, local customs should rule.

Multi-Head Tables

If there is more than one head table, the table at the highest level shall be considered the primary one. Care should be taken not to seat Lions of the same rank at different tables.

Head Table Introductions

Introduction of the head table should begin with the meeting chairperson or presiding officer, then continue from the person with the lowest rank on the order of precedence to the person with the highest. When spouses are present at the head table, they should be introduced with the member first (e.g., “Past International Director John Doe and his wife Jane”).

National Anthems

When official representatives of the International Board of Directors (whether or not currently serving on the board) from another country are present at an event where national anthems are normally played, they should be extended the privilege of having their anthem played.

International Guest Speakers & Conventions

PID Vannett also addressed the District Governors and the First Vice District Governors about International Guests and State & District Conventions, That documentation was sent out to this group for future referral.

International Awards:

PID Pat & PID Robert Littlefield stressed the issue of District Governors & both Vice District Governors getting together to identify possible recipients and to be sure to give written information why they should be considered,

International Convention – Montreal Canada – PID Robert Littlefield

Reviewed his report and indicated that LCI is strongly hoping to proceed as they need to Elect an International President and Board members.

The LCI International Convention being this close to our Multiple, gives us the opportunity to have a very strong representation of Lions attend.

LCIF (Lions Clubs International Foundation)

Written reports were received from both PID Garnet Davis & PCC Rick Pockett. No report from Lion Dave Czywczynski was received.

Both PID Davis & PCC Pockett stressed a request to members to also make personal contributions to LCIF.

They also urged Districts to get their choices for the Peace Poster calendars in early so they can be properly prepared for the printer.

Future Council Meetings:

The November Council meeting was to be in Swift Current on Thursday, November 5th prior to Saskatchewan Provincial Convention.

PCC John will have to decide if we revert back to original date of Saturday, November 21st for a virtual Council meeting as borders are still closed. The Saturday of November 7th will be the Virtual Saskatchewan convention and we would not want to clash.

Council Chair John Emmett will advise date.

To date we are hoping for an in person meeting on March 27 & 28th, 2021 should borders open up and Covid settles down. As we follow situation, notices will be sent out.

Meeting was adjourned at 2:35 pm CST