

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

March 9, 2024

The meeting was called to order by DG Maria Herndon at 10:30 am

The invocation was given by PCC Bob Selle

The pledge was led by PCC Ron Smith

Introductions DG Lion Maria Herndon. She recognized the PDG's and PCC's in attendance. We were also pleased to have PCC Holly Rutherford Allen and Lion Allen in attendance.

Attendance was taken by PCC Dr. Ron Smith. Fourteen Lions from four clubs attended including two presidents and three secretaries. See attachment 1.

BUSINESS ITEMS:

Minutes: Minutes were emailed from the meeting held on November 18, 2024. 1st VDG made a motion to accept the minutes as presented. Lion Jon Stone seconded the motion. The motion passed unanimously.

Financial Reports Lion Jon Stone – Lion Jon Stone presented the financial reports and told the cabinet that 90% of the clubs are current on their dues. A motion to donate \$1000 to the Colorado School for the deaf and blind was made by DG Maria Herndon. The motion was seconded by PCC Ron Smith.

Policy Manual – The district has not had a policy manual and so DG Maria drafted one which needs to be approved by the cabinet. Lion Jon Stone made the motion to accept the manual. 1stVDG Lisa seconded the motion. Motion carried. See attachment 2.

NOMINATIONS FOR POSITIONS:

Upcoming elections for District 6SE DG Lion Maria

Colorado Lions Foundation (1 position, incumbent running), Schuyler Education Scholarship Committee (1 position, incumbent running), Colorado Lions Camp (1 position), Colorado Kidsight (2 positions)

REPORTS:

District Governor 6SE DG Maria Herndon – Peace Poster contest was won by Mariah Bechle sponsored by the Pueblo Charter Lions Club. Maria is continuing to visit clubs. She was also elected to be the Council Chairperson for MD 6 for the 2024-2025 Lions year. Congratulations Maria.

1st Vice District Governor 6SE Lisa Schlotterhausen – Attended the training for incoming governors in St. Charles. She is working with the Las Animas club to save them and is also working in Trinidad to get another club going. See attachment 3.

Global Leadership Team coordinator PDG Cathy Valenzuela – absent –

Global Service Team coordinator IPDG Geoff Clothier – absent -

Global Membership Team coordinator PDG Sharon Agun – absent -

Zone Chairs – no report

Lion Fran Holliday – no report submitted –

LCIF District coordinator PCC Bob Selle – written report submitted – see attachment 5

Past District Governor Association PDG Cathy Valenzuela -see attachment 6

Elected Representatives:

Colorado Lions Camp Lion Jim Hitt ('24)/Lion Art Unwin ('24) – no report –

Colorado Lions Foundation Lion Jon Stone ('24) - see attachment

Schuyler Scholarship Committee Lion Tomalee Young ('26)/Lion Suzanne Cooper ('24) –

Colorado Lions Kidsight Vacant ('24)/Lucille Reimer ('24) – absent –

Rocky Mountain Lions Eye Bank (RMLEB) – PCC Ron Smith – oral report submitted –

Rocky Mtn Lions Eye Institute Foundation (RMLEIF) Lion Danielle Van Esselstine ('25)/PDG Betsy Denney ('26) – absent – no report submitted – Lion Steve Allen gave a report on RMLEIF. He is the representative of district 6 SE and is the treasurer.

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

Committees:

Childhood Cancer Lion Catherine Tempel – absent - no report –

Colorado School for the Deaf & Blind Liaison – Lion Terry Darby – submitted a written report

Diabetes Awareness – no report

District Convention – Will be in Calhan – April 12-13th.

Environment – no report

Eyeglass Collection Lion Steve Herndon

Hunger – PCC Bob Selle – written report submitted

With no further business, DG Maria adjourned the meeting at 11:45 am

Respectfully submitted,

PCC Lion Ron Smith

Cabinet Secretary

Attachment 1.

Attendance 3rd Cabinet Meeting

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

Club	Pres	Secretary	others	Total
CLUB				
Avondale/Vineland	0	0	0	0
Calhan	0	1	3	4
Can. City Noon	0	1	5	6
Colo City/Rye	0	0	2	2
CS Downtown	0	0	0	0
CS Nob Hill	0	0	0	0
CS Security	0	0	0	0
Cotopaxi	1	0	0	1
El Paso Tri-Lakes	0	0	0	0
Flagler	0	0	0	0
Florence	0	0	0	0
Hugo	0	0	0	0
Lamar	0	0	0	0
Las Animas	0	0	0	0
Limon	0	0	0	0
Olney Springs	0	0	0	0
Pueblo Charter	0	0	0	0
Rocky Ford	0	0	0	0
Springfield	0	0	0	0
Swink	0	0	0	0
Wiley	1	0	0	1
Woodland Park	0	0	0	0
Totals	2	2	10	14

LIONS OF COLORADO

District 6SE POLICY MANUAL

Table of Contents

MANUAL UPDATE AND READINESS	1
PURPOSE	1
DISTRICT 6SE CABINET AND CABINET MEETINGS	1
DISTRICT CABINET MEETING SPONSORS AND DATES	2
DISTRICT CONVENTION DATES	2
DISTRICT BUDGET	2
RULES OF AUDIT	3
Attachment A DISTRICT 6SE EXPENSE REPORT	A District 6SE

Policy Manual

Page | 1 Adopted March 9, 2024

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

ANNUAL UPDATE AND READINESS

Changes in the Policy Manual can be made during a regularly convened cabinet meeting with a 2/3 vote of approval from the Cabinet.

Approved action to change the manual shall be made and presented at the Cabinet meeting following the meeting where such a vote was taken. The full manual will be revised and provided on the 6SE web site. Maintaining currency of any hardcopy or softcopy print of the manual will be the responsibility of the individual holding copy (i.e., the current document is always on the governance web site (<https://www.colions6se.org/>)).

PURPOSE

The primary purpose of the 6SE Policy Manual is to set forth the present policies and requirements of the District 6SE Cabinet, by defining its operation. The duties of the District Governor, 1st Vice District Governor, 2nd Vice District Governor, Secretary and Treasurer are documented in the District 6SE Constitution and By-Laws.

Additional duties and the duties of the appointed committee positions will be documented in this policy manual. This manual will provide the list of committees and groups that from time to time may be organized and appointed by the 6E District Governor, to carry out the necessary functions of the District.

This manual will set forth time schedules and deadlines to meet by providing the necessary information that includes all preliminary and follow-up information to the District Convention Committee and others as may be appropriate. It will be the duty of subsequent Policy Manual Committees to review the Manual at least once a year, and recommend to the 6SE Cabinet necessary revisions, and update according to conditions at that time.

It is expected that the District 6SE Cabinet communicate between the Cabinet members and the district club leaders in order to maintain healthy relationship between District and Clubs. This communication will be done through whatever means are available to those involved.

DISTRICT 6SE CABINET AND CABINET MEETINGS

It is the responsibility of the cabinet members to participate and help run the 6SE District. The Cabinet and Officers of the district are identified in the Constitution, Article VI, Section 1. Their duties are described in Article III Sections 1 – 15. The District Governor is responsible for ensuring the ability of the cabinet members to participate in meetings. The District Cabinet meetings are described in the By-Laws, Article V, Section 1, along with the alternative meeting formats in Article V, Section 2. These articles allow the District Governor some latitude in ensuring cabinet members are able to participate.

Per Article V, Section 1.C. of the District 6SE Bylaws, a quorum is the attendance of the majority of the members of the Cabinet and voting privileges extend to the District Cabinet as defined in Article VI, Section I.B of the 6SE District Constitution. When available, any person attending a Cabinet meeting via online or electronic means will be counted as attending for quorum purposes. **District 6SE Policy Manual**

Page | 2 Adopted ???

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

DISTRICT CABINET MEETING SPONSORS AND DATES

The District 6SE Cabinet Meeting dates will be selected by the DGE after they have returned from St. Charles 1st Vice District Governor/DGE training in February/March and before the MD6 State Directory is to be sent to print. This normally occurs in early June. Hence the dates and locations need to be selected early. Communication with district clubs is mandatory for selecting a location for cabinet meetings. A club that sponsors a cabinet meeting is NOT required to provide a meal. The club will provide a location for the meeting. If a meal is provided, the District Budget must have line items to help the club. The club may request donations to defray the costs.

DISTRICT CONVENTION DATES

The District Convention dates will be selected by the 1st Vice District Governor/ DGE early enough that the club/clubs that have been approved by previous District Convention election or that are considering sponsoring a district convention has time to plan.

There are time requirements in the LCI Constitution and Bylaws and in the MD6 Constitution and Bylaws that affect the date of the 6SE District Convention. These requirements have to do with the endorsement of International Directors and 3rd Vice Presidents. (See Article II, International Board Elections, Section 4, item (a) of the LCI By-Laws [up to 90 days] and Article I, Nominations and Endorsement Third Vice President and International Director Nominees, Section 1.(a). [30 days].)

Given that LCI holds the LCI Conventions in June or July, the MD6 State convention, in order to endorse a 3rd Vice President, must occur prior to March 15th. In order for the district to endorse a candidate up to the state ballot, the district convention must occur prior to February 13th.

DISTRICT BUDGET

The District 6SE Budget will be put together in anticipation of the 1st Vice District Governor/District Governor Elect's (DGEs) term to begin in July of each year. The Budget development process will begin in April of the 1st Vice District Governor's year and end with the adoption of the Budget at the 1st Cabinet meeting. The Rules of Audit will be used to help identify budget targets. The intent of starting early is to anticipate early training and budget needs of the Global Leadership Team and Global Membership Team coordinators. The location of the next Lion Clubs International (LCI) Convention may also warrant discussion if there are scholarships made available through the administration dollars. (Note: The 1st Vice District Governor/DGE's travel and accommodations are paid for by LCI; their companion's travel is not paid for as District 6SE is a provisional district and has been for over 20 years. There is a possibility of the companion's travel being paid if at the end of the DGE's year, there is net membership gain in the district, LCI may consider reimbursing the companion's travel. See LCI Board Policy Manual, Chapter IX, Section C.3. & 4. for details.)

Good financial practice shall be used by District 6SE. Fundraising dollars shall be maintained separate than the administration dollars in order to ensure 100% fundraising dollars go to the causes supported and endorsed by Lions International. **District 6SE Policy Manual**

Page | 3 Adopted ???

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

The District 6SE Budget may be addressed/adjusted at any regular Cabinet meeting by being placed on the agenda. Working meetings will be arranged when discussion is necessary to determine appropriate dollar figures.

RULES OF AUDIT

This will define the Rules of Audit used to put together the District 6SE Budget and hold accountable individuals requesting reimbursement from the district. Documentation supporting the Rules of Audit will be required for payout not to exceed budgeted amounts. All District personnel to utilize the District 6SE Expense Report to request reimbursement (Attachment A).

Reimbursement Rates:

Meals None

Hotel \$50.00 per night: Maximum 1 night (unless adjusted by vote)

Mileage \$0.50 per mile (If one-way mileage is over 200 miles)

USA/Canada Fees and

Travel Expenses Not to exceed budgeted amount

Training Fees and expenses Not to exceed budgeted amount

Scholarships Not to exceed budgeted amount

Application of Rules of Audit:

District Governors: All District Cabinet, State Council, District and State Convention expenses should be covered by Lions Clubs International and the MD6 Budget. In the event these items are not covered, complete Rules of Audit apply. For the USA/Canada Forum or Regional Trainings, complete Rules of Audit apply, not to exceed budget line item, when attending and when reporting training highlights to Cabinet meeting.

1st and 2nd Vice District Governors: Complete Rules of Audit apply when attending Club visits not covered by Lion Clubs International. For the USA/Canada Forum or Regional Trainings, complete Rules of Audit apply, not to exceed budget line item, when attending and when reporting training highlights to Cabinet meeting.

GAT members: Complete Rules of Audit apply when providing reports and when attending USA/Canada Leadership Forum, not to exceed budget line item, when attending.

Scholarship awardee: Complete Rules of Audit apply when attending events.

District 6SE Policy Manual

Page | A Adopted ???

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

Attachment A DISTRICT 6SE EXPENSE REPORT

Name _____ Office _____

Mailing Address _____

Travel to _____ Date of Travel _____

Reason for Travel _____

Car Miles Traveled _____ X \$.50 per mile = \$ _____

Hotel Room days _____ X \$50.00 per night = \$ _____ (See Rules of Audit)

Event Registration fees _____ = \$ _____

Other Expenses (explain) _____

_____ = \$ _____

Total = \$ _____

Signature _____

For Office Use Only:

Authorizing Signature _____

Date Authorized _____ Date Paid _____ Amount Paid _____

Attachment 3

District 6SE First Vice District Governor Report – February 2024

I have been attending club visits and various training courses. I attended the following club meetings.

1. El Paso Tri Lakes
2. Flagler
3. Lamar

I have been meeting with club officers for 2 clubs that need help and trying to find solutions with them for declining members.

All the clubs are doing great events to serve their communities. The Flagler club is holding a reverse raffle this spring and is supporting children in their community through a contribution to the Dolly Parton library. The Lamar club is donating to a food pantry and the Fort Lyon facility. And they gained a new member. Wiley held a diabetes screening event and also gained a new member.

Yours in service,

Lisa Schlotterhausen

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

Attachment 4 –

Lions Clubs International Foundation District 6-SE Cabinet Meeting

March 9, 2024

Since the founding of the Lions Club International Foundation (LCIF) in 1968, LCIF has awarded 20,000 grants, valued at \$1,200,000,000. Awards granted by cause in 2022-2023 from highest to lowest are Humanitarian, Hunger, Disaster Relief, Vision, Diabetes, Youth, Childhood Cancer, and Environment. Through LCIF, 9.7 million cataract surgeries have been performed, 20 million students impacted by Lions Quest, \$140,000,000 spent to help disaster victims, 5 million diabetics helped, and vision care for 50 million children.

The funding goal for LCIF last Lions year was 50 million dollars; actual funds raised was 68 million dollars. These funds were used to provide grants in the 8 cause areas. In reflecting on the challenges and triumphs of the past year, it is evident that LCIF plays a pivotal role in addressing pressing issues around the world and in our own communities. The unwavering commitment of LCIF to our motto “We Serve” has inspired positive change in communities everywhere.

For District 6-SE to do its part; \$13,000 is needed. So far this year, \$6,153 have been donated – almost halfway there. I am asking every club to donate at least \$10 per member and each member to donate at least \$5. All money donated to LCIF is tax deductible.

I would like to visit your club and your LCIF Club Coordinator. I can provide your club with the amounts each member has donated toward a Melvin Jones Fellow (MJF) Award, the number of MJFs past and present from your club, and how much money your club has in undesignated funds toward a MJF Award. Many clubs have enough undesignated funds to present an award to a deserving member. My contact information is listed below – call, text or email me.

PCC Bob Selle, LCIF Coordinator, District 6-SE

Home -719 347 2873

Cell 719 351 4421

bndselle@yahoo.com

Attachment 5

6SE Past District Governor Association

Cathy Valenzuela

Report March 9, 2024

The MD PDGA has traditionally had a get-together on the Thursday night preceding the State Convention, but there has been interest in having a breakfast on Sunday morning instead so an additional night's stay at a hotel is not necessary. I have asked for an update but no details are available at this time.

Minutes

3rd 6SE CABINET MEETING, Cañon City, Colorado

A reminder that there is a mentoring program for PDGs to participate in on the LI website, and I invite you all to take a look for some ideas:

<https://www.lionsclubs.org/en/resources-for-members/resource-center/mentoring-program>

We also ask all PDGs to share the emails, FB posts, and other information coming from LCI that discuss the resources and information available to support everyday Lions in their clubs and club officer positions.

If there are other activities anyone has in mind for the District 6SE PDGA, please let me know!

Thank you.

PDG Cathy

Attachment 6