

The International Association of Lions Clubs
District 305-N1, Pakistan



District
Constitution and By-Laws

Effective July 1, 2012

ARTICLE - I

Name

Section 1

The Organization shall be known as District No.305-N1 of The International Association of Lions Clubs (hereinafter referred as "Lions Clubs International")

ARTICLE - II

Objects

Section 1

To provide an administrative structure with which to advance the purpose and objects of Lions Clubs International in this District

ARTICLE - III

Membership

Section 1

The members of the Organization shall be all Lions Clubs in this District Chartered by Lions Clubs International. The boundary lines of this District shall be Lahore, Sheikhpura, Shahkot, Faisalabad, Sargodha, Sadiqabad, Bahawalpur, D.G Khan, Multan, Vehari, Burewala, Sahiwal, Kasur, and areas around cities noted above in the province of Punjab, as demarcated by Government of Pakistan.

ARTICLE - IV

District Organization

Section 1

Cabinet & Officers:

A. The District Governor shall have a District Cabinet composed of the District Governor, the Imm. Past District Governor, the First Vice District Governor, Second Vice District Governor, the cabinet Secretary, the cabinet Treasurer, the Region Chairperson the Zone Chairperson, the District Chairperson. The members of the District Cabinet shall be the officer of the District Cabinet. Each such officer shall be a member in good standing of a Lions Club in a good standing in the District.

B. (i) District Governor, First Vice District Governor, and Second Vice District Governor shall be elected each year at the annual convention of the District and that the term of the office of District Governor, First Vice District Governor, and Second Vice District Governor shall be one year only effective 1st July next following his/her election and shall terminate at the mid night of 30th June next following the Calendar year of his election.
(ii) District Governor, First Vice District Governor, and the Second Vice District Governor shall be elected by the Delegates of the clubs in good standing in District at the Annual District Convention of the District 305-N1

C A Candidate for the office of District Governor shall:-

- (a) Be an active member in good standing of a Chartered Lions Club in good standing in the District**
- (b) Secure the endorsement of his/her Club or a Majority of Clubs in the District**
- (c) Have served or will have served at the time he/she takes offices as District Governor**
 - (i) As President of a Lions Club for a full term of major portion thereof and A Member of the Board of Directors of a Lions Club for not less than two (2) additional years and ,**

- (ii) As Zone Chairperson or Region Chairperson or Cabinet Secretary or Cabinet Treasurer for a full term or major portion thereof, and one (1) additional year as Member of the District Cabinet.
Currently be serving as First Vice District Governor in the District.
- (iii) With none of the above being accomplished concurrently.
- (iv) Even if the District in a particular year is not in good standing in the Convention (i.e. minimum of 35 Clubs with total membership of less than 1250 member in good standing), the District Governor shall be elected in that Convention by delegates of Clubs in good standing in the Convention.
- (v) In the event a vacancy occurs in the office of the District governor, the First Vice District Governor shall automatically advance to the office of District Governor of the District, provided, however, there shall be no automatic advancement if First Vice District Governor expresses a timely written desire to complete his/her term. In such event, the vacancy in the office of District Governor shall be filled by appointment of the International Board of Directors in the time and manner of the term set forth in the Constitution of The International Association of Lions Clubs.

D. (1) A Candidate for the office of First Vice District Governor shall:

- (a) Be an active member in good standing of a Chartered Lions Club in good standing in his District.
- (b) Secure the endorsement of his/her Club or a majority of Clubs in the District.
- (c) Have served or will have served at the time he/she takes office as First Vice District Governor.
 - (i) As President of a Lions Club for a full term or Major portion Thereof, and as a member of the Board of Directors of a Lions Club for no less than two (2) additional years; and
Currently be Serving as Second Vice District Governor in the District.
 - (ii) As Zone Chairperson or Region Chairperson or Cabinet Secretary or Cabinet Treasurer for a full term or major portion thereof and one(1) additional year as Member of the District Cabinet.
 - (iii) With none of the above being accomplished concurrently.

The candidature requirement for the office of Second Vice District Governor shall be same as for First Vice District Governor

(iv) Even if the District in a particular year, is not in good standing (viz 35 Clubs and 1250 members in good standing), the First Vice District Governor shall be elected in the Convention by the Delegates of Clubs in good standing in the District.

(V) If for any reason, the office of First Vice District Governor falls vacant during a fiscal year, the Second Vice District Governor shall take office of the First Vice District Governor and the District Cabinet shall elect the Second Vice District Governor from any other person amongst the Area who fulfills the requirements for election of Second Vice District Governor for the remaining period of the fiscal year.

E. The District Governor shall appoint by the time he takes office, the District Cabinet Secretary, the District Cabinet Treasurer, One Region Chairman for each Region, One Zone Chairman for each Zone and as many District Chairmen as he deems necessary in the District. Provided, however, that any appointee by the District Governor to a post other than referred to herein above shall not be deemed to be an officer of the Cabinet.

F. The Qualification for appointment in District Cabinets posts shall be as follows:-

I. **DISTRICT CHAIRMAN:**

The appointment of District Chairman shall be subject to the following conditions:-

- a) Be an active Member for two years in good standing of a Chartered Lions Club in good standing in the District
- b) Should have completed one year as President or Secretary of a Club in Good Standing.

II. **ZONE CHAIRMAN:**

The qualification for appointment to the post of Zone Chairman shall be as follows:-

- a) Be an active Member for three years in good standing of a Chartered Lions Clubs in good standing in the District
- b) Should have served either as President or Secretary of a Club in good standing, and as District Chairman for a full term or major portion thereof.

III. **REGION CHAIRMAN:**

The qualification for appointment to the post of Region Chairman shall be as follows:-

- a) Be an active Member for four years in good standing of a Chartered Lions Club in good standing in the District.
- b) Should have served as Zone Chairman for a full term or major portion thereof.

IV. **CABINET SECRETARY/TREASURER:**

The qualification for appointment to the post of District Cabinet Secretary and/or District Cabinet Treasurer shall be as follows:-

- a) Be an active Member for two years in good standing of a Chartered Lions Club in good standing in the District.
- b) Should have served as President or a Secretary of a Lions Club in good standing.

G. (i) Any vacancy in any District office except that a District Governor and Vice District Governor shall be filled by appointment by the District Governor for the unexpired term thereof
(ii) If any District Officer, except the District Governor & the Vice District Governor shall cease to reside in the Area. Zone or Region, as the case may be, to which he was appointed his term of office shall thereupon cease and the District Governor shall appoint a successor to fill the said office

H. (i) The District Governor may relax the condition of Cabinet appointment laid down in Section - 1 Clause - F, if he deem necessary
(ii) No Salary shall be paid to any officer of the District

Section 2

District Cabinet Meetings

- A. Regular:** A Regular meeting of the Cabinet shall be held in each quarter of the fiscal year, which the first to be held with in sixty (60) days after the adjournment of the preceding International Convention Twenty (20) days written notice of meetings setting forth a date, time and place determined by the District Governor shall be given to each member by the Cabinet Secretary.

- B. Special:** Special meetings of the Cabinet may be called by the District Governor at discretion, and shall be called upon written request made to the District Governor or the Cabinet Secretary by a majority of the members of the Cabinet. Not fewer than five (5) nor more than ten (10) days written or telegraphic notice of special meetings, setting forth the purpose thereof and a date, time and place determined by the District Governor, shall be given to each member by the Cabinet Secretary.

- C. Quorum and Vote:** The attendance of a majority of the voting members of the Cabinet shall constitute a quorum for any meeting thereof. The Voting privilege in a meeting shall extend to the District Governor, the Immediate Past District Governor, the Vice District Governor, the Region Chairman, the Zone Chairman, the Cabinet Secretary and the Cabinet Treasurer.

Section 3

Regions and Zones

- A** The District Governor shall divide the District into Regions of no more than sixteen (16) and no less than ten (10) Lions Clubs and each such Region into Zone of no more than eight (8) and no less than four (4) Lions Clubs, giving due regard to the geographical locations of the Clubs. All such Regions and Zones shall be subject to change by the District Governor, when in his sole discretion, he shall deem the same necessary to the best interests of the Association.

- B Regional Meetings:** Meetings of representatives of all Lions Clubs in Region, which the Region Chairman presiding, shall be held at least twice during the fiscal year at times and palaces fixed by the Region Chairman of the respective Region.

C Zone Meetings: Meetings of representatives of all Lions Clubs in a Zone, which the Zone Chairman presiding, shall be held during the fiscal year at times and places fixed by Zone Chairman of the respective Zones.

Section 4

District Committees:

A. District Governor's Advisory Committee:

In each Zone, the Zone Chairman and the Presidents and Secretaries of the Clubs in the Zone shall compose a District Governor's Advisory Committee, with the Zone Chairman as Chairman thereof. At a date, time and place called by the Zone Chairman, this Committee shall hold a first meeting within sixty (60) days after the adjournment of the preceding International Convention; a second meeting in the month of November; a third meeting in the month of February or March; and a fourth meeting approximately thirty days prior to the District Convention.

B. District Governor's Honorary Committee

The District Governor may appoint a District Governor's Honorary Committee composed of Past International Directors and Past District Governors who are members in good standing of Clubs within the district. The Committee shall meet when and as called upon by the District Governor and attend Cabinet meetings.

ARTICLE -V

District Administration Fund

Section 1

(a) To provide revenue to defray the non-Convention Administrative expenses of the District, an annual District Administrative Fund per Capita Tax of Rs.400/- per annum (inclusive of Rs.50/- for Multiple District Dues) is hereby levied upon each member of each Club in the District. It shall be collected and paid in advance by each Club in one yearly payment by September tenth of each year to cover the annual period July 01 to June 30 with the billings of the same on the bases upon the roster of each Club as on the First day of July. The Said dues shall be so paid to the District Cabinet Treasurer by each Club.

- (b) Newly chartered and re-organized clubs will pay Rs.400/- per member to the District irrespective of the month, they are formed, chartered or reorganized.
- (c) For new member, per Capita Tax @ 400/- will be paid to the District by the Club irrespective of the month, they are enrolled as New Members.
- (d) If the Club or Clubs do not pay the current District dues the Outstanding Amount will be debited in their account. The Club or Clubs in bad standing shall have to pay the outstanding amount with the next year dues.
 - i- The Club/Clubs do not pay the District dues for two years, the District Governor may recommend that the Club/Clubs be placed ON Status Quo (S.Q) by Lions Clubs International.

Section- 2

- (a) The said per Capita Tax shall be incurred only for non-Convention Administrative Expenses of the District and only upon approval by the District Governor. Disbursement therefrom shall be by Cheques drawn and signed by the District Cabinet Secretary/ Treasurer and counter signed by the District Governor.
- (b) The District Cabinet Treasurer will ensure that the amount of Rs. 50/- per member of each Club collected, as Multiple Dues is sent to the Multiple District to defray the administrative expenses of the Multiple District.

Section- 3

The District Governor and his Cabinet shall not incur obligations in any fiscal year which will effect an unbalanced budget or deficit in said fiscal year.

Section- 4

The District Governor shall present the audited accounts for the period of 9 months (July to March) at the Annual District Convention and shall take its approval for estimated expenditure for 3 months (April to June)

Section- 5

The District Governor shall provide for an annual audit of the books and accounts of Cabinet Treasurer, and a statement of financial condition of the District shall be send to Lions Clubs International and each club in the District within thirty (30) days after the close of fiscal year by the District Governor then in office.

ARTICLE VI

District Convention

Section 1

Annual Convention of the District shall be held annually prior to the Multiple District Convention at such date, time and place as determined by the District Cabinet. A meeting of the registered delegates of the District in attendance at a Multiple District Convention may constitute the annual convention of the District.

Section 2

The District Governor shall receive invitations in writing from place desiring to entertain the annual convention. All invitations shall set forth such information as the District Governor shall from time to time require and shall be delivered to him not later than thirty (30) days prior to the convening date of the convention at which they are to be voted upon. Procedure to be followed in investigation of bids and presentation of the same to conventions, as well a action to be taken by a convention in the event no bids one acceptable to, or received by the District Governor, shall be determined by the District Governor.

Section 3

The District Governor shall appoint an officer or officers of the Annual District Convention including Convention Sergeant-At-Arms at least 30 days prior to the Convention.

Club delegate Formula:

Each chartered club in good standing in the Association and its District (Single, Sub and Multiple), shall be entitled in each annual Convention of its District (Single, Sub and Multiple) , to one (1) delegate and one (1) alternate for each ten (10) members who have been enrolled for at least one year and a day in the Club, or major fraction thereof, of said Club as shown by the records of the International Office of the first day of the month last preceding that month during which the Convention is held PROVIDED, however, that each such Club shall be entitled to at least one (1) delegate and one (1) alternate; and FURTHER PROVIDED, that each District (Single, sub and Multiple), may, by express provision in its respective Constitution and by-Laws, grant full delegate status to each Past District Governor who is a member of a Club in such District independent of the Club delegate quotas hereinabove specified. Each Certified delegate present in person shall be entitled to cast one (1) vote of his/her choice for each office to be filled by and one (1) vote of his/her choice on each question submitted to, the respective Convention. The major fraction referred to in this section shall be five (5) or more members any Club which is newly Chartered and any other Chartered Club which takes in new members prior to the convening of any such Convention, Shall have its delegate quota determined on the basis of members who have been enrolled in the Club for at least one year and a day as shown on such record date in the records of the International office. Delinquent dues may be paid and good standing acquired at any time prior to the close of Credential Certification, as such closing time shall be established by the rules of the respective Convention.

4 - A

Each Past District Governor, who is member of an active Lions Club in the District, shall enjoy the status of a delegate to the Convention independent of the Club delegates quota specified in Section 4.

4 - B

FURTHER PROVIDED that to achieve the delegate status each club must be in good standing having at least 15 members in good standing, enrolled in the Club on or before one year and a day of the District Convention and shown on the records of the International office or such record date, also shown on the first day of the month last preceding the month of District Convention. (Amended on 15th Annual District Convention District 305-N1, 2011-12 on Saturday, 28th April, 2012 at Pearl Continental Hotel, Lahore.)

Section 5

The attendance in person of a majority of the delegates registered at a convention shall constitute a quorum at any session of the convention.

Section 6

The District Governor shall have power to change the convention site chosen by a previous District Convention at any time for good reason and neither the host club/clubs, nor the District Governor nor the District, nor any member of the District Cabinet shall incur any liability thereby to any club or club member in the District.

Section 7

Within sixty (60) days after the close of the Convention an official report of the convention proceedings shall be mailed to Lions Clubs International and each club in the District by the Cabinet Secretary.

ARTICLE VII

District Convention Fund

Section 1

The host club/clubs will bear the entire expenses of the convention, however, the host club/clubs shall be entitled to collect convention/hospitality fee to defray the cost of the convention with the consent of the District Governor.

ARTICLE VIII

Amendments

Section 1

This Constitution may be amended only at a District Convention by resolution reported by the Convention Committee on Constitution and Bye-laws and adopted by the affirmative vote of two third (2/3) of the votes cast.

No amendment shall be so reported or voted upon unless the same shall have been furnished in writing to each club no less than thirty (30) days prior to the convening date of the Annual Convention with notice that the same will be voted upon at said Convention.

Section 3

Each amendment shall take effect at the close of the Convention at which adopted unless otherwise in the amendment.

Section 4

In case the District Constitution and By-Laws is silent on any matter, the Constitution and By-Laws of Lions Clubs International shall apply to that particular matter.

Section 5

In case of any dispute and / or Interpretation of Provisions of the Constitution & By-Laws, the matter be referred to the District Governor Honorary Advisory Committee by the parties to the dispute the decision / ruling of the committee shall be binding on all parties to the dispute.

BY --- LAWS

ARTICLE I

District Nominations and Elections

Section 1

Each District Governor shall appoint a Nominating Committee of not more than five (5) members, each of whom shall be a member in good standing of a different Lions Club in good standing in the District. The names and addresses of Lions so appointed shall be sent to all Clubs in the District at least thirty (30) days prior to the convening day of the District Convention.

Any member of lions Club in the District seeking the office of District Governor shall:-

- (a) File (by mail or in person) his nomination papers with the Nomination committee, no less than fifteen days (15) prior to the District Convention day at which is to be held
- (b) Deliver with said nomination papers evidence of fulfillment of the qualification for such office set forth in the District and International constitution and By-Laws
- (c) File his reconfirmation of intention with the nomination Committee one(1) day before the Convention day.
- (d) The Nomination Committee shall review the same and obtain from any prospective candidate, any additional evidence of such intention for qualification as may be necessary under the District and International Constitution and By-Law and shall place it report to District Governor at the District Convention, the names of all candidates so qualified.
- (e) That if no nominations are received or so qualified then, but then only, nomination for the office may be made from the floor of the house.
- (f) That each candidate shall be allowed one nominating speech of not more than five minutes duration, and one seconding speech of nor more than three minutes duration.

Section 3

The election shall be by secret written ballot, unless there shall be only one nominee, in which event a voice vote may be taken. The candidate receiving the largest number of the votes cast shall be declared elected. In case of a tie on any ballot, balloting shall continue on the tied candidates until one is elected.

Section 4

The provision of section 2 and 3 of this Article shall also apply to the Nominations and Election to the office of the First Vice District Governor and Second Vice District Governor.

ARTICLE II

Duties

Section 1

District Governor: Under the general supervision of the International Board of Directors, he shall represent the Association in his District. In addition, he shall be the Chief Administrative officer of this District and shall have direct supervision over the Region Chairmen, the Zone Chairmen, the Cabinet Secretary and Cabinet Treasurer (or Secretary - Treasurer) and such other Cabinet members as may be provided for this Constitution & By Laws. His specific responsibilities shall be to:

- (a) Further the purposes and objects of this Association.
- (b) Supervise Organization of new Lions Clubs;
- (c) Preside, when present, over cabinet, convention and other District meetings during any period he is unable to so preside, the presiding officer at any such meeting shall be the Vice District Governor or in his absence the Region Chairman selected by the District Governor, but if none is selected the District Officer chosen by the attending members shall preside
- (d) Promote cordial relations among the chartered Lions Clubs
- (e) Endeavour to visit each Club at least once during his term of office.
- (f) Exercise such supervision and authority over Cabinet Officers and District Committee appointees as is provided in this Constitution.
- (g) Submit a current itemized statement of total District receipts and expenditures to his District Convention or annual meeting of his District at a Multiple District Convention.
- (h) Deliver, forthwith, at the termination of his term of office, all District accounts, funds and records, to his successor in office
- (i) Report all known violations of the use of the Association name and emblem;
- (j) Perform such other function and acts as shall be required of him by the international Board of Directors through the District Governor's Manual and other directives.

First and Second Vice District Governor: The First and Second Vice District Governor, subject to the supervision and direction of the District Governor shall be Chief Administrative Assistant to the District Governor. His/her specific responsibilities shall be to;

- (a) Further the purposes and Objects of the Association.**
- (b) Familiarize themselves with the duties of the District Governor so in the event of a vacancy in the office of District Governor, First Vice District Governor will be better prepared to assume the duties and responsibilities of the said office.**
- (c) Perform such administrative duties as may be assigned to them by the District Governor and**
- (d) Perform such other functions and acts as may be required of them by the International Board of Directors through the First and Second Vice District Governor's Manual and other directives.**

Section 2.

CABINET SECRETARY: Under the supervision and direction of the District Governor, the Cabinet Secretary shall:

- (a) Keep an accurate record of the proceedings of all meetings of the Cabinet, and within ten (10) days after each meeting forward copies of the same to all members of the Cabinet, Presidents and Secretaries of each Club in the District and the office of Lions Clubs International;**
- (b) Take and keep minutes of the District Convention and furnish copies of the same to Lions Clubs International, the District Governor and the Secretary of each club in the District.**
- (c) Assist the District Governor and the Cabinet in conducting the business of the District and perform such other duties as are specified or implied in this Constitution and By-Laws, or as may be assigned to him from time to time by the District Governor or the Cabinet**
- (d) Sign all notices and documents issued by the District.**

- (e) Make an annual report to the Cabinet at its meeting immediately preceding the annual District Convention and such other reports at such other times and the District Governor or Cabinet may require.

Section 3

CABINET TREASURER: Under the supervision and direction of the District Governor, the Cabinet, the Cabinet Treasurer shall:

- (a) Collect and receipt for all per capita taxes levied hereunder on members and Clubs in the District, deposit the same in such bank or banks as the District Governor shall determine and disburse the same by order of the District Governor.
- (b) Remit and pay over to the Multiple District Council Secretary / Treasurer, the Multiple District Convention Fund per Capita Tax, collected in the District, and secure a proper receipt thereon
- (c) Keep accurate books and records of account, and permit inspection of the same by the District Governor, any Cabinet member and any Club (or any authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of District Governor or the Cabinet, he shall furnish any such books and records as requested to any auditor appointed by the District Governor;
- (d) Secure bond for the faithful performance of his duties in such sum and with such sureties to be required by the District Governor.

Section 4.

REGION CHAIRMEN: He shall:

- (a) Attend the regular and special meeting of the Cabinet.
- (b) Assist the District Governor in promoting Lionism in his Region by performing such duties as may be delegated to him from time to time by the District Governor.
- (c) Endeavour to have every club in his Region operating under a duly adopted Club Constitution and By-Laws

- (d) Promote representation at International and District (Sub and Multiple) Convention by at least the full quota of delegates to which clubs in his Region are entitled.
- (e) Supervise and assist the Zone Chairmen of his Region in the performance of their official duties and co-operate with them in arranging the holding zone meetings and District Governor's Advisory Committee meetings.
- (f) Make a report of each Regional Meetings and send copies within 10 days thereafter to the District Governor & District Cabinet Secretary.

In the event, the Region Chairmen for any reason cannot or does not, in the Judgment of the District Governor, perform the duties of his office, or in the event, the office is for any reason vacated, the District Governor shall appoint a successor to serve for the unexpired term..

Section 5

ZONE CHAIRMAN: Under the control and supervision of the District Governor and his Region Chairman, he shall:

- (a) Make a report of each District Governor's Advisory Committee meeting and send copies within ten (10) days thereafter to Lions Clubs International, and to the District Governor and Region Chairman.
- (b) Endeavour to have every club within his Zone operating under a duly adopted Club Constitution and By-Laws;
- (c) Arrange, with the co-operation of his Region Chairman regularly scheduled Zone meeting;
- (d) Ensure that Clubs in his Zone pay their International & District dues within 60 days of the receipt of the bill.
- (e) Encourage Inter-Club meetings and social activities;
- (f) Promote attendance at charter nights of newly organized clubs;
- (g) Promote representation of International and District Convention by the full quota of delegates to which clubs in his Zone are entitled.

In the event, the Zone Chairman for any reason cannot or, in the judgment of the District Governor, does not perform the duties of his office, or in the event, the office is for any reason vacated, the District Governor shall appoint a successor to serve for the unexpired term.

Section 6.

DISTRICT GOVERNOR'S CABINET: The District Governor's Cabinet shall:

- (a) Assist the District Governor in the performance of his duties and in the formulation of administrative plans and policies affecting the welfare of Lionism within the District.
- (b) Serve in an advisory and administrative capacity only;
- (c) Receive, from the Region Chairman, reports and recommendation which concern the Clubs and Zones.

Section 7.

DISTRICT GOVERNOR'S ADVISORY COMMITTEE:

It shall assist the Zone Chairman in an advisory capacity; procure recommendations affecting the welfare of Lionism and the clubs in the Zone, and relay the same through the Zone Chairman to the District Governor and his Cabinet.

Section 8.

DISTRICT GOVERNOR'S HONORARY COMMITTEE:

It shall act under the direction of District Governor in the promotion of harmony throughout the District. The members of this Committee shall attend meetings of the Cabinet when requested by the District Governor.

Section 9.

SERGEANT - AT - ARMS: The Sergeant-at-Arms shall maintain order and decorum at the respective Conventions and meetings and perform such other duties as are incident to his office under Robert's Rules of Order Newly Revised.

ARTICLE III

CONVENTION COMMITTEE

Section 1.

The Credentials Committee of the District Convention shall be composed of the District Governor, as Chairman, the Vice District Governor, District Cabinet Secretary and the District Cabinet Treasurer. The Credentials Committee shall have the powers and perform the duties set forth in Robert's Rules of Order Newly Revised.

Section 2.

The District Governor shall appoint, designate the Chairman and members of, and fill any vacancies occurring in the following District Convention Committee: Credentials, Nomination, Necrology, Resolutions, Elections, Constitution and By-Laws, Rules and Procedures. Each Region shall have at least one representative on each such committee. These committees shall perform such duties as the District Governor shall designate. The District Governor shall also appoint a Sergeant-At-Arms & Master of Ceremony.

ARTICLE IV

Rules for Convention Procedure

Section 1.

The District Governor shall arrange the Order of Business for the District Convention and the same shall be the order of the day for all sessions.

Section 2.

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 or Convention, any meeting of the District Cabinet, a Region, Zone or member club or of any group of Committee of any one of them shall be determined by Robert's Rules of Order Newly Revised.

ARTICLE V

Nomination and Endorsement International Director and Second Vice President Nominees

Section 1.

Subject to the provisions of the International Constitution and By-Laws, any member of a Lions Club in the District seeking endorsement of a District Convention as a candidate for the office of International Director or Second Vice President shall:

- (a) Deliver (by mail or in person) written notice of intention to seek such endorsement to the District Governor and if this District is Sub District of a Multiple District, to the Multiple District Council Secretary, no less than fifteen days prior to the convention at which such question of endorsement is to be voted upon.
- (b) Deliver with said Notice of intention evidence of fulfillment of the qualification for such office set forth in the International Constitution and By-Laws.

Section 2.

Each Notice of intension so delivered shall be transmitted forthwith by the District Governor to the Nominating Committee of the respective Convention, which shall review and perfect the same by obtaining from each prospective candidate any additional evidence of such intention and qualifications as may be necessary under the International Constitution and By-Laws and shall place in nomination at the respective Convention, the names of each such prospective candidate, who has fulfilled said procedural and Constitutional requirements.

Section 3.

Each such nominee for endorsement shall be entitled to one seconding speech of no more than three (3) minutes duration.

Section 4.

The vote on the question of endorsement shall be by secret written ballot, unless there shall be only one nominee seeking the same, in which event a voice vote may be taken. The nominee receiving a majority of the vote cast shall be declared endorsed (elected) as the candidate of the Convention and District. In the event of a tie vote, or failure of one nominee to receive the required majority, on any ballot balloting shall con-

tinue with respect to the two nominees only who received the largest number of votes on the previous ballot until one receives the required majority of the votes cast.

Section 5.

Certification of Endorsement by the respective convention shall be made in writing to the International Office by the District officials designated, and in accordance with the requirements therefore set forth, in the International Constitution and By-Laws.

Section 6.

No endorsement of any candidacy of any member of a Lions Club in this District shall be valid unless and until the provisions of this Article V have been met.

ARTICLE VI

Fiscal Year

Section 1.

The fiscal year of this District shall be from July 01 to June 30

ARTICLE VII

Amendments

Section 1.

These by-Laws may be amended only at a District Convention by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by a majority of the votes cast.

Section 2.

No amendment shall be so reported or voted upon unless the same shall have been furnished in writing to each club no less than thirty (30) days prior to the convening date of the Annual Convention with notice that the same will be voted upon at said Convention.

Each amendment shall take effect at the close of the Convention at which adopted unless otherwise specified in the amendment.

Section 4.

In case District Constitution and By-Laws is silent on any matter, the Constitution and By-Laws of Lions Clubs International shall apply to that particular matter.

Section 5.

In case of any dispute and/or interpretation provisions of the Constitution and By-Laws the matter be referred to the District Governor Honorary Advisory Committee by the parties to the dispute the decision / ruling of the Committee shall be binding on all parties to the dispute.

ARTICLE VIII

The Constitution and By-Laws shall take effect at the close of the District Convention at which the same is adopted by the affirmative votes of two-third (2/3) of the votes cast.