

CONSTITUTION

&

BY-LAWS



*The International Association of Lions
Clubs*

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MULTIPLE DISTRICT C CONSTITUTION

ARTICLE I - Name

This organization shall be known as Lions Multiple District C, hereinafter referred to as "multiple district." The multiple district shall be comprised of the Province of Alberta, a portion of the Province of British Columbia and a portion of the Northwest Territories.

ARTICLE II - Purposes

The purposes of this multiple district shall be:

- (a) To provide an administrative structure with which to advance the purposes of Lions Clubs International in this multiple district.
- (b) To create and foster a spirit of understanding among the peoples of the world.
- (c) To promote the principles of good government and good citizenship.
- (d) To take an active interest in the civic, cultural, social and moral welfare of the community.
- (e) To unite the members in the bonds of friendship, good fellowship and mutual understanding.
- (f) To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by Lions club members.
- (g) To encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.

ARTICLE III - Membership

The members of this organization shall be all Lions clubs, hereinafter called "clubs" in this multiple district chartered by Lions Clubs International. This multiple district shall consist of two (2) sub-districts, with boundary lines as adopted by a multiple district convention and approved by the International Board of Directors of Lions Clubs International.

ARTICLE IV - Emblem, Colors, Slogan and Motto

Section 1. Emblem

The emblem of this association and each chartered club shall be of a design as follows:



Section 2. Use of Name and Emblem

Use of the name, goodwill, emblem and other logos of the association shall be according to the guidelines established from time to time in the by-laws.

Section 3. Colors

The colors of this association and of each chartered club shall be purple and gold.

Section 4. Slogan

Its Slogan shall be: Liberty, Intelligence, Our Nation's Safety.

Section 5. Motto

Its Motto shall be: We Serve.

ARTICLE V - Supremacy

The Standard Form Multiple District Constitution and By-Laws shall govern the multiple district unless otherwise amended, so as not to conflict with the International Constitution & By-Laws and policies of Lions Clubs International. Whenever there may exist a conflict or a contradiction between the provisions set out in the multiple district constitution and by-laws and the International Constitution and By-Laws, then the International Constitution and By-Laws shall govern.

ARTICLE VI - Officers and Council of Governors

Section 1. Composition

There shall be a Council of Governors, hereinafter called "council" composed of all the district governors in the multiple district and shall also include one current or past district governor who shall serve as council chairperson. The officers of this multiple district shall be the members of the council. Each member of the council, including the council chairperson, shall have one (1) vote on each question requiring action of the council of governors. The council may also include Past and Present International Presidents, Vice Presidents and Past and Present International Directors of the Association and vice council chairperson as advisory, but non-voting members.

The council chairperson shall serve for a one-year term only and cannot serve in that capacity again.

Section 2. Officers

The officers of the council shall be a chairperson and vice-chairperson, secretary and treasurer or secretary-treasurer and such other officers as the council shall deem necessary, all of whom, except the vice-council chairperson and chairperson, shall be appointed annually by the Council of Governors. At the annual multiple district convention, the delegates in attendance will elect a vice-council chairperson, from the candidates elected at their sub-district conventions. The elected vice council chairperson will serve on council for one (1) year prior to assuming the role of chairperson for the following year.

Should circumstances exists which do not allow: for election of a vice council chairperson; or there are no candidates for the office of vice council chairperson; or the vice council chairperson or the council chairperson have been removed with cause; (section 4.) then the vice council chairperson or the council chairperson shall be appointed by the district governors of the multiple district, who will be the district governors of the multiple district during the term, the appointee will serve as the council chairperson, provided that such

chairperson shall be a member in good standing of a club in good standing in the multiple district and a current or past district governor, when he/she takes office. The council chairperson shall serve for a one-year term only and cannot serve in that capacity again.

Section 3. Powers

Except where inconsistent with and contrary to the provisions of the articles of incorporation and constitution and by-laws of Lions Clubs International, the powers granted therein to the board of directors of said association, and the policies and acts of said board of directors, the council shall:

- (a) Have jurisdiction and control over all officers and agents, when acting as such, of the council and all committees of the multiple district and multiple district convention;
- (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 and all other meetings of the multiple district;
- (d) Have original jurisdiction, when authorized under policy of the international board of directors and under rules of procedure prescribed by said board, to hear and rule upon any complaint of a constitutional nature raised by any sub-district or districts, and club, or any member of a club, in the multiple district. All such rulings of the council shall be subject to review and decision by said international board;
- (e) Have control and management of all budgetary matters of the multiple district and committees of the multiple district and multiple district convention. No obligation may be approved or made which shall affect an unbalanced budget or deficit in any fiscal year.

Section 4. Removal

At the request of the majority of the council, a Special Meeting of the council may be called for the purpose of removal of the council chairperson. Regardless of the manner in which the council chairperson is selected or elected, the council chairperson may be removed from the council for cause by an affirmative vote of two thirds (2/3) of the entire number of the council.

ARTICLE VII - Multiple District Convention

Section 1. Time and Place

An annual convention of this multiple district shall be held in each year at least thirty (30) days prior to the international convention.

Section 2. Club Delegate Formula

Each chartered club in good standing in Lions Clubs International, and its district, and this multiple district shall be entitled in each convention of this multiple district to one (1) delegate and one (1) alternate for each ten (10) members, or major fraction thereof, who have been enrolled for at least one year and a day in the club 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. The sitting district governors and all past district governors, who are active members of a club, in good standing, in the multiple district, shall be voting delegates over and above their club's quota for all purposes.

The major fraction referred to in this section shall be five (5) or more members. Each certified delegate present in person shall be entitled to cast one (1) vote only for each office to be filled by, and one (1) vote only on each question submitted to, the respective convention. Unless otherwise specified herein, the affirmative vote of a majority of the delegates voting on any question shall be the act of the convention. All eligible delegates must be members in good standing of a club in good standing, in the multiple district.

Payment of delinquent dues of the sub-district and the multiple district, may be paid and good standing acquired up to fifteen (15) days prior to the close of credential certification, as such closing time shall be established by the rules of the respective convention.

Section 3. Quorum

A majority of the delegates in attendance at any session of a sub or multiple district convention shall constitute a quorum.

Section 4. Special Convention

A Special Convention of the clubs of the multiple district may be called by a two-thirds vote of the council at such time and place as they shall determine; provided that such Special Convention shall conclude no less than 15 days prior to the convening date of the International Convention. Written notice of the Special Convention setting forth the time, place and purpose thereof, shall be provided to each club in the multiple district by the multiple district council Secretary, no less than thirty (30) days prior to the convening date of the Special Convention.

ARTICLE VIII - Multiple District Dispute Resolution Procedure

Section 1. Disputes Subject to Procedure

All disputes relative to membership, club boundaries, or interpretation, breach of, or application of the multiple district constitution and by-laws, or any policy or procedure adopted from time to time by the multiple district council, or any other internal Lions multiple district matter that cannot be satisfactorily resolved through other means, arising between any clubs or sub-districts in the multiple district, or any club(s) or sub-district(s) and the multiple district administration, shall be settled by the following dispute resolution procedure. Except as otherwise provided herein, any time limits specified in this procedure may be shortened or extended by the multiple district council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, conciliators or the International Board of Directors (or its designee) upon a showing of good cause. All parties to any dispute subject to this procedure shall not pursue administrative or judicial actions during this dispute resolution process.

Section 2. Complaints and Filing Fee

Any club in good standing or sub-district within the association (the "complainant") may file a written request with the council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, (a "complaint"), with a copy to the Legal Division, asking that dispute resolution take place under this procedure. The complaint must be filed within thirty (30) days after the complainant(s) knew or should have known of the occurrence of the event upon which the complaint is based. The complainant(s) must submit minutes signed by the club or cabinet secretary certifying that a resolution in support of filing the complaint has been adopted by a majority

of the entire membership of the club or district cabinet. A copy of the complaint shall be sent to the respondent(s).

A complaint filed under this procedure must be accompanied by a US\$750.00 filing fee, or its equivalent in the respective national currency, payable by each complainant to the multiple district which shall be submitted to the council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, at the time the complaint is filed. In the event the complaint is settled or withdrawn prior to a final decision by the conciliators, US\$100.00 shall be retained by the multiple district as an administrative fee and US\$325.00 shall be refunded to the complainant and US\$325.00 shall be paid to the respondent (which shall be shared on an equal basis if there is more than one respondent).

In the event the selected conciliators find the complaint to have merit and the complaint is upheld, US\$100.00 shall be retained by the multiple district as an administrative fee and US\$650.00 shall be refunded to the complainant. In the event the selected conciliators deny the complaint for any reason, US\$100.00 shall be retained by the multiple district as an administrative fee and US\$650.00 shall be paid to the respondent (which shall be shared on an equal basis if there is more than one respondent). In the event the complaint is not settled, withdrawn, upheld or denied within the time frames established by this procedure (unless an extension has been granted for good cause), then the entire fee will be automatically retained by the multiple district as an administrative fee and shall not be refunded to any party. All expenses incurred relative to this dispute resolution procedure are the responsibility of the multiple district, unless established multiple district policy provides that all expenses incurred relative to this dispute resolution procedure shall be paid on an equal basis by the parties to the dispute.

Section 3. Response to Complaint

The respondent(s) to the complaint may file a written response to the complaint with the council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, with a copy to the Legal Division, within ten (10) days of receiving notice of the complaint. A copy of the response shall be sent to the complainant(s).

Section 4. Confidentiality

Once a complaint has been filed, communications between the complainant(s), respondent(s), council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, and conciliators should be kept confidential to the extent possible.

Section 5. Selection of Conciliators

Within fifteen (15) days of filing the complaint, each party to the dispute shall select one (1) neutral conciliator, who shall be a past district governor, preferably a past council chairperson, who is currently a member in good standing of a club in good standing, other than a club which is a party to the dispute, in the multiple district in which the dispute arises, and shall be impartial on the matter in dispute and without loyalties to any party to the dispute. The selected conciliators shall select one (1) neutral conciliator who will serve as chairperson, and who shall be a past international director and is currently a member in good standing of a club in good standing in the multiple district in which the dispute

arises, other than a club which is a party to the dispute, and shall be impartial on the matter in dispute and without loyalties to any party to the dispute. In the event there is no neutral past international director who may be selected from within the multiple district in which the dispute arises, the selected conciliators may select one (1) neutral conciliator/ chairperson who shall be a past international director and is a member of a club in good standing outside the respective multiple district. The selected conciliators' decision relative to the selection of the conciliator/chairperson shall be final and binding. Upon completion of the selection process, the conciliators shall be deemed appointed with all authority appropriate and necessary to resolve or decide the dispute in accordance with this procedure.

In the event the selected conciliators cannot agree on the selection of the conciliator/chairperson within fifteen (15) days, then the selected conciliators shall be automatically deemed to have resigned for administrative reasons and the parties must select new conciliators ("the second team of selected conciliators") who shall then select one (1) neutral conciliator/chairperson in accordance with the selection procedures and requirements described above.

In the event the second team of selected conciliators cannot agree on the selection of the conciliator/chairperson from within the multiple district in which the dispute arises, the selected conciliators may select one (1) neutral conciliator/chairperson who shall be a past international director and is a member of a club in good standing outside the respective multiple district. In the event the second team of selected conciliators cannot agree on the selection of the conciliator/chairperson from within or outside the multiple district in which the dispute arises, then the past international director who most recently served on the International Board of Directors from within the multiple district in which the dispute arises or from an adjacent multiple district, whichever is closest in proximity, shall be appointed as conciliator/chairperson.

The time limits in this Section 5 may not be shortened or extended by the multiple district council chairperson or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, or the conciliators.

Section 6. Conciliation Meeting – Decision of Conciliators

Upon being appointed, the conciliators shall arrange a meeting of the parties for the purpose of conciliating the dispute. The meeting shall be scheduled within thirty (30) days of the appointment of the conciliators. The objective of the conciliators shall be to find a prompt and amicable resolution to the dispute. If such conciliation efforts are unsuccessful, the conciliators shall have the authority to issue their decision relative to the dispute. The conciliators shall issue their decision in writing no later than thirty (30) days after the date on which the initial meeting of the parties was held, and the decision shall be final and binding on all parties.

The written decision shall be signed by all the conciliators, with the dissent of any conciliator properly noted, and a copy of the written decision shall be provided to all parties, the multiple district council chairperson, or, in the event the complaint is directed against the council chairperson, the council secretary or council treasurer, the multiple district council of governors and to the Legal Division of Lions Clubs International. The decision of the conciliators must be consistent with any applicable provisions of the

International, multiple district and District Constitutions and By-Laws and policies of the International Board of Directors and is subject to the authority of and further review by the International Board of Directors at the sole discretion of the International Board of Directors or its designee.

Failure to comply with the final and binding decision of the conciliators constitutes conduct unbecoming a Lion and is subject to loss of membership privileges and/or charter cancellation.

ARTICLE IX - Amendments

Section 1. Amending Procedure

This constitution may be amended only at a multiple district convention, by resolution reported by the Committee on Constitution and By-Laws and adopted by the affirmative vote of two-thirds (2/3) of the votes cast.

No resolution shall be reported to the convention unless and until the same shall:

- (a) Have been developed by the Committee on Constitution and Bylaws, in the council or by a club, in good standing in the multiple district and have been endorsed by the committee on constitution and bylaws, the council or in writing by fifteen (15) clubs in good standing.
- (b) Have been prepared as a notice of motion reproduced in the office of the council secretary or council treasurer and distributed, either by electronic means or by mail, as indicated by the club, to the secretary of every club in the multiple district to provide a minimum of thirty (30) days' notice prior to the official opening of the multiple district convention at which the resolution is to be voted upon.

Section 2. Automatic Update

When amendments to the International Constitution and By-Laws are passed at the International Convention, any amendments that would have an effect on this multiple district Constitution and By-Laws shall automatically be updated in this constitution and by-laws at the close of the convention.

Section 3. Notice

No amendment shall be so reported or voted upon unless the same shall have been published by regular post or electronic means to each club no less than thirty (30) days prior to the convening date of the annual multiple district convention with notice that the same will be voted upon at said convention.

Section 4. Effective Date

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

BYLAWS

ARTICLE I - MULTIPLE DISTRICT COUNCIL

Section 1. Authority

Authority to administer the affairs of the multiple district shall be vested in the council except where inconsistent with and contrary to the provisions of the Articles of Incorporation and Constitution and Bylaws of the International Association of Lions Clubs, the powers granted therein to the Board of Directors of said Association, and the policies and acts of said Board of Directors. The council shall:

- (a) Have jurisdiction and control over all officers and agents, when acting as such, of the council and all committees of the multiple district.
- (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 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 by any district, any club, or any member of a club in the multiple district. All such rulings of the council shall be subject to review and decision by said International Board.
- (e) Have control and management of all budgetary matters of the multiple district and committees of the multiple district, multiple district convention.

Section 2. Duties

- (a) The council is the responsible and deliberative body in the formulation of administrative plans and policies affecting the multiple district, including the annual multiple district Convention. Conduct and planning of the annual multiple district convention by the convention advisory committee shall be under the general supervision and control of the council.
- (b) The council shall designate a depository for the multiple district administrative funds, and ensure that the signing officers of the multiple district shall have a criminal check done by a police agency in his/her area each year or as required, with said report to be kept on file at multiple district office, the cost of the criminal check shall be an administrative expense of the multiple district.
- (c) The council shall provide for a financial review and/or audit the books and accounts of the multiple district annually, or at more frequent intervals.

Section 3. Multiple District Council Chairperson

Under the general supervision of the International Board of Directors, the council chairperson shall be the administrative officer of the multiple district. The council chairperson's specific responsibilities shall be to:

- (a) Further the Purposes and Objects of the multiple district;
- (b) Serve as the Global Action Team Multiple District Chairperson to administer and promote membership growth, leadership development and humanitarian service throughout the multiple district by:

- 1) Ensuring the selection of a qualified Lion leader for the positions of GST multiple district coordinator, GMT multiple district coordinator and GLT multiple district coordinator.
 - 2) Ensure regular meetings to discuss and advance initiatives established by the multiple district Global Action Team.
 - 3) Collaborate with area leaders and district Global Action Teams;
- (c) Assist in communicating information regarding international and multiple district policies, programs and events;
 - (d) Document and make available the programs goals and long-range plans for the multiple district as established by the Council of Governors;
 - (e) Convene meetings and facilitate discussion during council meetings;
 - (f) Facilitate the operations of the multiple district convention;
 - (g) Support efforts initiated by the International Board of Directors or the Council of Governors that are intended to create and foster harmony and unity among district governors;
 - (h) Submit reports and perform such duties as may be required by the Multiple District Constitution and By-Laws;
 - (i) Perform such other administrative duties as may be assigned by the multiple district council; and
 - (j) Facilitate, at the close of his term of office, the timely presentation of all multiple district accounts, funds, and records to his/her successor in office.

Section 4. Council Vice-Chairperson

The vice-chairperson shall:

- (a) Assist the council chairperson in the execution of their duties.
- (b) Give direction to multiple district committees as assigned.
- (c) Represent the council chairperson as directed.
- (d) As one of the officers of the multiple district council be empowered to handle business arising between council meetings, subject to approval of the council at its next meeting.
- (e) Perform the duties of council chairperson should the council chairperson be unable to do so.
- (f) Act as chairperson of the multiple district finance committee.

Section 5. Multiple District Protocol Chairperson

The Council of Governors shall appoint annually a protocol chairperson for the multiple district. Under the supervision and direction of the Council of Governors, the protocol chairperson shall:

- (a) At all events attended by visiting dignitaries, provide seating charts in keeping with the association's official protocol; insure that spoken introductions are based on the same. Insure that dress requirements are clear for all events.
- (b) Arrange for proper airport (or other arrival) greetings; arrange suitable transportation to hotel or other lodging, inspect hotel room in advance to insure its suitability, and provide appropriate amenities (flowers, fruit, etc.).
- (c) Arrange for the proper escort of visitors to each function on the schedule.

- (d) Arrange courtesy calls on local government leaders (or regional and/or national leaders if the location suggests this as a possibility), as the visitor's schedule permits.
- (e) Coordinate public relations media exposure such as television, radio and print media, as necessary.
- (f) Coordinate departure from hotel, and transportation to airport (or other departure venue).

Section 6. Global Service Team (GST) Multiple District Coordinator

The GST multiple district coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:

- (a) Develop and execute an annual multiple district action plan and monitor progress toward goals. Support districts and offers motivation to reach district goals.
- (b) Collaborate with GMT and GLT multiple district coordinators and the Global Action Team Multiple District Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth, and expanding humanitarian service.
- (c) Support local community service projects that create a sense of belonging and pride to the Lions and Leos in the multiple district.
- (d) Collaborate with GMT and GLT to provide retention strategies to districts.
- (e) Communicate regularly with GST district coordinators to inform them of LCI and LCIF programs, partnerships and grants.
- (f) Serve as a resource and content expert for regional best practices in service project implementation for LCI initiatives.
- (g) Encourage GST district coordinators to promote service projects that attract multiple generational participant, including the integration and leadership development of Leos.
- (h) Increase LCIF coordinator collaboration at the multiple district and district level to maximize LCIF resources and fundraising.
- (i) In coordination with the LCIF multiple district coordinator, monitor LCIF Grants given to the multiple district.

Section 7. Global Membership Team (GMT) Multiple District Coordinator

The GMT multiple district coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:

- (a) Collaborate with the GLT and GST multiple district coordinators and the Global Action Team Multiple District Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual multiple district membership development plan.
- (c) Communicate regularly with the GMT district coordinators to ensure that they are aware of available membership programs and resources.
- (d) Monitor each district's progress towards membership goals. Offer motivation and support to help district reach their goals.

- (e) Encourage GMT district coordinators to include diverse populations to participate in Global Action Team initiatives.
- (f) Respond quickly to prospective member leads provided by LCI, track recruitment and provide status report of the lead.
- (g) Complete requirements and submit applications to receive multiple district funding from LCI for membership development activities.
- (h) Provide retention strategies to districts in collaboration with GLT and GST multiple district coordinators.
- (i) Motivate districts to charter specialty clubs.

Section 8. Global Leadership Team (GLT) Multiple District Coordinator

The GLT multiple district coordinator is a member of the Multiple District Global Action Team. His/her responsibilities include:

- (a) Collaborate with your GMT and GST multiple district coordinators and Global Action Team Chairperson (council chairperson) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.
- (b) Develop and execute an annual multiple district leadership development plan.
- (c) Communicate regularly with GLT district coordinators to ensure they are aware of leadership development programs and resources available.
- (d) Provide ongoing motivation to and monitors progress of GLT district coordinators, zone chairpersons and club leadership to achieve leadership development goals.
- (e) Encourages GLT district coordinators to include diverse populations to participate in Global Action Team initiatives.
- (f) Promote leadership development opportunities that encourages participation all levels of the association.
- (g) Organize and facilitate instructor-led and web-based training in coordination with LCI.
- (h) Collaborate with GMT and GST multiple district coordinators to provide retention strategies to districts.
- (i) Include diverse populations to participate in Global Action Team initiatives.
- (j) Identify potential and new leaders to participate in service, membership and leadership development opportunities.
- (k) Complete requirements and submits applications to receive multiple district funding from LCI for leadership development activities.

Section 9. LCIF Multiple District Coordinator

The LCIF Multiple District Coordinator is appointed by the LCIF chairperson and LCI president to serve for a three-year term. This position serves as an ambassador for Lions Clubs International Foundation and reports directly to LCIF chairperson and LCIF Board of Trustees. His/her responsibilities include:

- (a) Identify, recruit and train a Lion in each district to serve a three-year term as the LCIF district coordinators.

- (b) Be familiar with LCIF initiatives and educate Lions within the multiple district on the various grants and projects supported by LCIF. Assist district governors with grant applications to LCIF, as needed.
- (c) Promote foundation initiatives in multiple district publications, during district and multiple district events and to the public at large.
- (d) Ensure that LCIF-funded projects within the multiple district receive proper promotion and follow grant-criteria guidelines.
- (e) Encourage all Lions within the multiple district to contribute to LCIF and promote recognition programs as incentives to donate to LCIF.
- (f) Identify potential major gift donors, local foundations, corporations, and businesses with the potential to support LCIF and, and when appropriate, be involved in the gift-request process.
- (g) Assist with the submission of LCIF funds, MJF applications, and other donation information when necessary.
- (h) Report progress quarterly to the area LCIF Trustee.

Section 10. Meetings

The council shall hold at least four (4) regular meetings. The meetings shall be face to face or via electronic means*, except as noted:

- (a) The first shall be a face to face meeting, held within sixty (60) days after the date on which the district governors officially take office.
- (b) The second shall be held in October or November of the current Lionistic year.
- (c) The third shall be held in February of the current Lionistic year.
- (d) The last shall be a face to face meeting, held in conjunction with the multiple district convention.
- (e) Additional meetings of the council may be called by the council chairperson at his or her direction, or upon written request made either to the council chairperson or to the multiple district secretary or secretary-treasurer by a majority of the members of the council. No less than five (5) days written notice, fax or electronic notice of such meeting shall be given to each council member by the multiple district secretary or secretary-treasurer.

* Electronic means includes: conference calls, GoToMeetings, webinars, video conference, etc.

Section 11. Quorum

The personal presence of a majority of the council shall constitute a quorum at any meeting.

Section 12. Business Transacted by Mail

This Council of Governors may transact business by mail (including letters, electronic mail, facsimile transmission, or cable), provided that no such action shall be effective until approved in writing by two thirds (2/3) of the entire number of them members of the council of governors. Such action may be initiated by the Council Chairperson or any three (3) members of said council.

Section 13. Officers' Compensation

All officers shall serve without compensation; however, they may be reimbursed for expenses reasonably related to and incurred in the discharge of the duties of their offices in accordance with the rules of audit established by the multiple district policy manual.

ARTICLE II - COUNCIL SECRETARY-TREASURER OR COUNCIL SECRETARY OR COUNCIL TREASURER

Section 1. Appointment

The council may appoint a council secretary-treasurer council secretary and council treasurer who will be a non-voting member of the council and shall fix the duties, terms of office and compensation by written contract or agreement. Approval of two-thirds (2/3) of the council shall be required to appoint or remove the council secretary-treasurer or council secretary and/or council treasurer.

Section 2. Duties

Under the supervision and direction of the council, the council secretary-treasurer or council secretary and/or council treasurer shall:

- (a) Keep an accurate record of the proceedings of all meetings of the council and shall within thirty (30) days after each meeting forward copies of the minutes of same 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 shall perform such duties as are specified or implied in this Constitution and Bylaws, or as may be assigned to him/her from time to time by the council.
- (c) Have control of disbursements and receipts subject to the supervision of the council. The council secretary-treasurer shall deposit all monies received in the bank, or banks designated by the council, and shall disburse same by order of said council.
- (d) Keep accurate books and records of accounts and minutes of all Council of Governors and multiple district meetings, and permit inspection of the same by any member of the Council of Governors or any club in the multiple district (or any duly authorized agent of either) at any reasonable time for any proper purpose.
- (e) The council secretary-treasurer shall have a criminal check done by a police agency in his/her area each year or as required, with said report to be kept on file at multiple district office, the cost of the criminal check shall be an administrative expense of the multiple district.
- (f) In the event that separate offices of council secretary and council treasurer are adopted the duties herein are to be attributed to each of the officers according to the nature of the duties.

Section 3. Compensation

Compensation, if any, shall be that agreed upon by the council and the council secretary treasurer at the time of contractual or agreement signing. It shall include, but not be limited to, just compensation for services and expenses when representing the multiple district when required by the council, at meetings, sub-district conventions, multiple district conventions and the International Lions convention. Expenses incurred at other meetings shall be the responsibility of the host organization.

Section 4. Evaluation

An annual evaluation shall be done by the council chairperson and the vice council chairperson and shall be based upon the job specifications agreed upon at the time of the council secretary-treasurer's or council secretary and council treasurer appointment. A written evaluation shall be completed by the council chairperson and the vice council chairperson no later than December 1st of each year and shall be provided to the council and the council secretary-treasurer or council secretary and council treasurer on or before the 15th of January each year.

Section 5. Contract Renewal

During the first quarter of the calendar year, the council chairperson, the vice council chairperson and the district governors shall meet, in camera, to discuss the current contract or agreement covering the position of council secretary-treasurer or council secretary and council treasurer. This discussion shall be the basis of a review and/or renegotiation of the contract or agreement to be conducted by council chairperson and the vice council chairperson with the council secretary-treasurer or council secretary and council treasurer.

Following the above discussion, the council chairperson and the vice council chairperson shall meet with the council secretary-treasurer to review and/or renegotiate terms of the contract for the contract year which follows.

The council chairperson and the vice council chairperson shall recommend action to be taken by Council for their consideration. Any recommendation by council chairperson and the vice council chairperson shall be open to appeal by the council secretary treasurer or council secretary and council treasurer before the council at an in-camera meeting.

Section 6. Vacancy

- (a) A temporary vacancy in the office of council secretary-treasurer or council secretary or council treasurer during the term of a contract shall be filled by the council until a permanent council secretary treasurer or council secretary or council treasurer is selected.
- (b) When the office of council secretary-treasurer or council secretary or council treasurer is vacated, or a declaration of vacancy is announced, said vacancy shall be announced, if timely, in the multiple district newsletter or by a special notice to all clubs in the multiple district.
 - a. Applications from candidates to fill the vacancy shall be accepted by a three-member selection committee appointed by the council. Said committee shall be comprised of an immediate past district governor, a district governor, and a past council chairperson. The committee shall allow thirty (30) days to advertise and give notification of the vacancy and shall allow fifteen (15) days to review the applications and to make recommendations to the council.
 - b. The selection committee shall submit no more than three (3) and no less than two (2) applications to the council for consideration. No later than thirty (30) days after receiving the report of the selection committee the council shall appoint a council secretary-treasurer or council secretary or council treasurer.
 - c. Should only one application be received, the council may:

- i. Accept the application provided that the selection committee recommends the applicant for the position.
 - ii. Or, call a second time for applications and extend the allotted time by thirty (30) days.
- (c) In order to provide an orderly transition, the outgoing council secretary-treasurer or council secretary or council treasurer may work with the newly appointed council secretary-treasurer or council secretary or council treasurer for a reasonable time. The reasonable expenses incurred by the outgoing council secretary treasurer or council secretary or council treasurer during the transition period shall be approved by the council.

ARTICLE III - COMMITTEES

Section 1. Appointed Committees

The council shall appoint, as early as practical in their year, the following multiple district committees:

- (a) **CREDENTIALS COMMITTEE.** The Credentials Committee of the multiple district convention shall be composed of the current district governors, first and second vice district governors and cabinet-secretary treasurers. The chairperson of this committee shall be the council chairperson. Each such Credentials Committee shall have the powers and perform the duties set forth in ROBERT'S RULES OF ORDER, NEWLY REVISED.
- (b) **MULTIPLE DISTRICT GLOBAL ACTION TEAM.** Chaired by the council chairperson and includes the GMT multiple district coordinator, GST multiple district coordinator and GLT multiple district coordinator. Develops and initiates a coordinated plan to help expand humanitarian service, achieve membership growth, and develop future leaders within the multiple district. Meets regularly to discuss the progress of the plan and initiatives that may support the plan. Collaborates with area leaders and members of district Global Action Teams to share best practices, achievements and meet challenges.
- (c) **MULTIPLE DISTRICT CONVENTION COMMITTEES.** The Council of Governors shall appoint, designate the chairperson of, and fill any vacancies occurring in the following multiple district convention committees: Resolutions, Nominations, Elections, Constitution and By-Laws, Rules and International Convention. Each sub-district shall have at least one representative on each such committee. These committees shall perform such duties as the Council of Governors shall designate.
- (d) Finance Committee
- (e) International Convention & Promotion
- (f) Long Range Planning
- (g) Constitution, Bylaws, Policy & Convention Manual
- (h) Lions Foundation of Canada

The term shall begin at the date of appointment and continue until a new committee is appointed for the following year. Notice of such appointments shall be furnished to the appointee and to all clubs in the multiple district.

Section 2. Committees

The council shall have the authority to appoint additional multiple district committees as in their judgment may be necessary.

Section 3. Chairpersons

The council shall, with the exception of the multiple district convention advisory committee which is covered under [Article VII, Section 1](#) of the Multiple District C Bylaws, appoint the chairpersons of multiple district committees and shall have the power to fill any vacancies in said committees that have been appointed by them.

Section 4. Additional Committees

Additional multiple district or convention committees may be ordered by any convention assembly.

Section 5. Ex-Officio Members of Standing Committees

The vice-council chairperson and present and past International presidents and international directors who are members in good standing of a multiple district club shall be ex-officio members of all standing committees.

ARTICLE IV - RECEIPTS AND DISBURSEMENTS

Section 1. Per Capita Tax

Multiple District Administration Account

- (a) An annual per capita tax established each year at the annual multiple district convention shall be levied on each member of each club in the multiple district. Each sub-district shall be invoiced twice a year in accordance with Lions Clubs International billing policies. The first invoice, for one half of each member's multiple district per capita tax, shall be sent out not later than July 25th of each year and the invoice amount shall be based on the end of June multiple district healthy club report provided by Lions Clubs International. The second invoice, for one half of each member's multiple district per capita tax, shall be sent out not later than January 25th of each year and the invoice amount shall be based on the end of December multiple district healthy club report provided by Lions Clubs International.

Billing period will be July 1st to June 30th.

- (b) The annual per capita tax shall be based upon the membership of each club as shown by its June and December multiple district healthy club membership report or the most current billing information provided by Lions Clubs International. Such tax shall be collected from each respective sub-district, with the full amount owing to the multiple district, with no allowance for outstanding accounts, being forwarded to the multiple district office. Accounts delinquent in excess of ninety (90) days, may be subject to a service charge.
- (c) New or reorganized clubs shall pay the pro-rated per capita tax beginning the first day of the second month following their organization or reorganization.

Section 2. Per Capita Tax Review

The multiple district council will present a detailed budgetary expenditure plan, for the next Lionistic year, at the multiple district convention, outlining where the funds are to be

spent and the contingency fund amounts. This presentation will establish the multiple district per capita tax to be charged. The resulting per capita tax, if changed from the previously approved amount, shall be approved by a vote of the membership. The per capita tax review is not required annually, but there will be no more than 5 years between each review.

Section 3. Allocation of Per Capita Tax

The Multiple District Administrative Account, Budget

An annual budget shall be prepared by the vice council chairperson and council secretary treasurer or council treasurer and shall include, but not be limited to, the following:

- (a) Multiple District Operations
- (b) Office Administration
- (c) Outgoing District Governors to International Convention, or
- (d) USA/Canada Forum
- (e) Capital Reserve Account
- (f) Global Leadership, Global Membership and Global Service Programs
- (g) Multiple District Communication Package
- (h) Multiple District Convention
- (i) International Participation
- (j) International Convention Participation Multiple District Campaign Expense
- (k) Multiple District Friendship Committee
- (l) Contingency Items

This budget shall be prepared and presented to the finance committee for its review and presentation to council at the final council meeting of the year preceding that for which the budget is designed. Final draft of this budget must be adopted no later than the first council meeting of the year for which the budget is designed. The approved budget shall be available for distribution 30 days after the first council meeting, upon written request, to the clubs in the multiple district, by electronic means or by mail. The budget shall then be published and distributed to each club requesting same, by September 10th of each year.

Section 4. Finance Committee

The council, in prior consultation with the incoming multiple district governors, shall, at its final meeting of the year, will determine if the finance committee will meet as the whole council or appoint a multiple district finance committee to serve in the ensuing year. If the multiple district finance committee is to be appointed, the members shall be:

- If the multiple district finance committee is to be appointed, the members shall be:
- * the incoming Vice Council Chairperson (Chair of the Committee)
- * the incoming Council Chairperson
- * those members of Council appointed to the committee by Council

These above noted Lions shall be full voting members of said committee with all rights and responsibilities as set out in the Multiple District C Bylaws and the Multiple District C Policies.

The multiple district finance committee may select one advisor to its committee from the current multiple district advisors and said advisor shall be a non-voting member of this committee. The council secretary treasurer or council secretary and council treasurer shall be ex-officio to this committee.

Functions of this committee shall include:

- (a) Review of the annual budget prepared by the vice council chairperson and the council secretary-treasurer or council treasurer for approval by the council.
- (b) Regular review of extraordinary vouchers for approval by the council.
- (c) Monitor actual receipts and expenditures to budget and alert council to deviations.
- (d) Review and recommend for council approval, budgets and financial statements of all multiple district committees and approved programs.
- (e) Investigate such other financial matters as directed by council.

Section 5. Expense Claims (Vouchers)

All disbursements from the multiple district administrative account shall be supported by expense claims (vouchers) prepared by the payees and approved by the council.

Section 6. Expenses

Said per capita tax ([Section 1 \(a\)](#)) collected shall be distributed for expenses of the multiple district as are approved by the council; except disbursements as directed otherwise by this Constitution and Bylaws. All approved payments will be made:

- a) By cheque and will require signing by two (2) of the following: MDC Council Chair; MDC Vice Council Chair; or MDC Secretary-Treasurer or MDC Treasurer (any cheques made payable to any signee cannot be signed by that person).
- b) Where the technology allows for electronic transfer of funds, this is acceptable provided it is authorized in dual custody/authorization.

Section 7. Expenses for Multiple District Officers 1st & 2nd Vice District Governors

- (a) District governors, 1st vice district governors, 2nd vice district governors, vice council chairperson, and council chairperson may be reimbursed for their attendance at council meetings. Such reimbursement shall be in accordance with the approved budget and the multiple district rules of audit as contained in multiple district policies.
- (b) In addition, the district governors, the vice council chairperson and the council chairperson may claim additional expenses, to defray un-reimbursed expenses while attending multiple district leadership seminar or travel costs incurred within the district or multiple district during their term of office. The claim shall not exceed the approved budget amount.
- (c) The council chairperson and vice council chairperson may claim expenses while attending either the International Convention or the USA/Canada Forum and/or a multiple district leadership seminar. Such reimbursement, to defray the expenses while attending the said events. The claim shall not exceed the approved budget amount.

NOTE: No individual will receive more than one allowance in any one fiscal year. All claims must be supported by receipts and/or mileage statement based on multiple district rules of audit.

Section 8. Excess Expenses

The council shall not incur expenses in excess of the anticipated income from the annual per capita multiple district tax plus any accumulated surplus.

Section 9. Financial Review

At the close of each fiscal year, a statement of financial condition shall be available to the clubs, in the multiple district, at their written request. The statement shall be available, once accepted and approved by Council.

Section 10. Carry-Over Funds

At the end of the fiscal year, funds held in the multiple district convention account shall be placed in the convention reserve account and used only as authorized in [Article VI, Section 3](#) of the By-Laws. All surplus money remaining in the campaign fund shall remain therein and shall be used only as authorized in [Article X, Section 1](#) of the By-Laws of the multiple district.

Section 11. Carrying Charge

Accounts delinquent in excess of ninety (90) days, may be subject to a service charge.

ARTICLE V - MULTIPLE DISTRICT CONVENTION

Section 1. Official Call

The Council of Governors shall issue an official printed call for the annual multiple district convention not less than thirty (30) days prior to the date fixed for holding the same, stating the place, day and hour thereof.

Section 2. Officers

The members of the Council of Governors shall be the officers of the annual multiple district convention.

Section 3. Convention Chairperson

The Council of Governors shall select the Convention Chairperson for each Multiple District Convention. The Convention chairperson does not necessarily need to be a member of the convention host club(s).

Section 4. Proposals to Host the Multiple District Convention

The Multiple District C Office shall receive all proposals, in writing, from clubs desiring to host the multiple district convention in their area. The submissions shall be received 30 days prior to the last scheduled council meeting of the year, 2 years prior to the proposed date of the convention and shall conform to the criteria as defined in the Multiple District Policy manual.

The site shall be selected by the council from the proposals received.

In the event no such proposal is received, the location of the annual multiple district convention shall be determined by the council. Every effort shall be made to alternate the convention site between the districts.

Section 5. Registration Fee

A fee fixed by the council may be collected from each delegate, alternate and guest attending the multiple district convention.

Section 6. Change of Site

The council shall retain and have the absolute power to change at any time, for good and sufficient reason, without the multiple district incurring any liability whatsoever, the city or place of holding the multiple district convention.

Section 7. Convention Rules/Convention Program

The council shall publish the Rules of Convention, for acceptance by the delegates, arrange and publish the program for the multiple district convention, and the same shall be the order of the day for all sessions.

Section 8. Rules of Order

Robert's Rules of Order, newly revised, shall govern all parliamentary procedure except as otherwise provided in the Rules of Procedure adopted by the Convention.

Section 9. Sergeant-at-Arms

A convention sergeant-at-arms and such assistant sergeant-at-arms as it deems necessary shall be appointed by the Council of Governors.

Section 10. Sub District Convention

A meeting of the registered delegates of a sub-district in attendance at a multiple district convention may constitute the annual convention of said sub-district.

ARTICLE VI - MULTIPLE DISTRICT CONVENTION OPERATIONS

Section 1. Multiple District Operations

Council shall defray expenses involved in reporting, printing and mailing the report of the proceedings of the multiple district convention, prizes authorized by the council, printing of credential certificates and ballots as required, invitations, and such other expenses as are, in the opinion of the council, legitimate convention expenses.

Section 2. Multiple District Convention Funds

The multiple district convention funds may be advanced to the convention committee for payment of deposits.

Section 3. Convention Reserve Account

In the event the convention, in any year, has a balance left after payment of all multiple district convention expenses, half of the balance shall be distributed to the convention host club(s) and the other half of the balance shall be placed in a multiple district convention reserve account and all monies in this account shall be administered, invested, or disbursed at the discretion of the council. Disbursement of all monies in this account shall be limited to multiple district convention expenses, including subsidies.

Section 4. Financial Deficit

Should a financial deficit arise from the operation of the multiple district convention caused by a failure of the Council's due diligence, then such deficit shall be the responsibility of the council and taken from our convention reserves after thorough investigation by council. Should a deficit arise as a result of the host club's actions, such deficit shall be regarded as the sole responsibility of the host club. It shall be the responsibility of the host club to make good such deficit and render to the council a balanced financial statement. The host club shall have the right to appeal to the council

for redress. The appeal must detail circumstances out of which the deficit arose. The decision of the council shall be final as to the amount of redress, if any, allowed.

Section 5. Convention Registration Fee

A convention registration fee, approved by the council, shall be collected from each delegate, alternate or guest attending the multiple district convention, who participates in the official convention activities. Said fee shall be collected by the multiple district, under the supervision of and for the council. The fee shall be used to defray the actual costs incurred in the operation of the convention, approved by the council.

Section 6. Convention Committee Financial Report

The multiple district convention committee shall within forty-five (45) days from the adjournment of the multiple district convention, furnish the council secretary-treasurer or council treasurer a complete financial statement of the convention, detailing the source and amounts of all revenue and the expenses of the convention, providing a true and accurate account of the financing of the convention and the surplus or deficit arising from the operation.

Section 7. Official Convention Report

An official report of the multiple district convention shall be prepared by the council secretary-treasurer or council secretary, under the supervision of the council, and distributed, either by electronic means or by mail, to the clubs in the multiple district, upon written request, within ninety (90) days of the close of the multiple district convention.

ARTICLE VII - CONVENTION ADVISORY COMMITTEE

Section 1. Convention Advisory Committee

The Past International Officers nearest the convention site will be appointed by council to act as advisors to the multiple district convention host committee

Section 2. Expenses

Expenses of the convention advisory committee incurred in the performance of their duties shall be reimbursed, if budgeted for, in accordance with the multiple district rules of audit for no more than three (3) meetings per year and not to exceed one (1) days expenses plus mileage per meeting.

Section 3. Meeting Schedule

The convention advisory committee shall meet with the council at the first council meeting following the International Convention to submit preliminary plans and budget for the next multiple district convention. These plans and budget, on approval of the council, shall be immediately confirmed by the chairperson of the convention advisory committee, to the host club's convention committee, to be, utilized in organizing and staging the multiple district convention.

ARTICLE VIII - MULTIPLE DISTRICT VOTING PROCEDURES

Section 1. Nominations

Should a vacancy occur, in a sub-district, for the office of District Governor, any Lions member of a club in the sub-district seeking the office of district governor shall file his/her intention to so run, in writing, with the multiple district nominating committee prior to the

day of that committee's report to the multiple district convention, and shall furnish therewith evidence of his/her compliance with the qualifications for said office as set out in the Lions Clubs International Constitution and Bylaws. The multiple district nominating committee shall place in nomination at the multiple district convention the names of all candidates so qualified. Each candidate shall be allowed one nominating speech of no more than two (2) minutes duration and one seconding speech of no more than (1) minute. Each nominee shall be allowed to speak for no more than (3) three minutes.

Section 2. Voting

The voting shall be by secret ballot, unless otherwise provided. The candidate or bid receiving a majority of votes cast shall be declared elected. In the event of a tie vote, or failure of one candidate to receive the required majority, on any ballot, balloting shall continue with respect to the two (2) candidates only, who received the largest number of votes on the previous ballot, until one receives the required majority of votes cast.

Section 3: In Person Voting - The MDC Council Chair together the District Governors may appoint a Member in Good Standing of MDC to act on their behalf as Election Head to oversee and arrange for in person voting as outlined in the MDC Policy Manual.

Section 4: Electronic Voting - The MDC Council Chair together with the District Governors may appoint a Member in Good Standing of MDC to act on their behalf as Electoral Officer to oversee and arrange for electronic voting should the need arise as outlined in the MDC Policy Manual.

ARTICLE IX - CANDIDATES FOR INTERNATIONAL OFFICE

Nominations and Endorsement Third Vice President and International Director Nominees

Section 1. Endorsement Procedure

Subject to the provisions of the International Constitution and By-Laws, any member of a club in the multiple district seeking endorsement of the convention of the multiple district as a candidate for the office of international director or Third vice-president shall:

- (a) Deliver (by mail or in person) written notice of intention to seek such endorsement to the multiple district council secretary-treasurer or council secretary no less than 30 days prior to the convening date of the convention (sub- or multiple) at which such question of endorsement is to be voted upon;
- (b) Deliver with said notice of intention evidence of fulfillment of the qualifications for such office set forth in the International Constitution and By- Laws.

Section 2. Nomination

Each notice of intention so delivered shall be transmitted forthwith by the council chairperson and council secretary-treasurer or council secretary 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 name of each such prospective candidate who has fulfilled said procedural and constitutional requirements.

Section 3. Speeches

Members seeking endorsement for office in the International Association of Clubs, as per [Article IX](#), shall be allowed a five (5) minute nominating speech and a seconding speech of no more than three (3) minutes.

Section 4. Vote

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 votes cast shall be declared endorsed (elected) as the candidate of the multiple district convention. In the event of a tie vote, or failure of one nominee to receive the required majority, on any ballot, balloting shall continue 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. Sub District Endorsement

Any candidate seeking endorsement at the multiple district convention must first have secured the endorsement of his/her sub-district.

Section 6. Certification of Endorsement

Certification of endorsement by the multiple district convention shall be made in writing to the international office by the multiple district officials designated, and in accordance with the requirements set forth, in the International Constitution and By-Laws.

Section 7. Validity

No endorsement of any candidacy of any member of a club in this multiple district shall be valid unless and until the provisions of this Article have been met.

ARTICLE X - MULTIPLE DISTRICT CAMPAIGN EXPENSE FUND

Section 1. Fund Criteria

The multiple district campaign expense fund is to be used to assist the financing of any campaign for International Office. The campaign expense fund shall be kept in a special account. The amount to be used in a campaign for an endorsed candidate for International Office from the multiple district campaign expense fund shall not exceed an amount indicated by a budget prepared in detail by the candidate and his campaign committee and approved by the council. Expenditures made by the candidate or campaign committee prior to such approval shall not be collected or reimbursed. Upon approval of the budget and upon receipt at the multiple district office of certified expenses, the council shall authorize the council secretary-treasurer or council treasurer to reimburse the campaign committee amounts incurred on behalf of the candidate seeking International Office. An advance or payment of campaign expense funds will be made to the candidate or his campaign committee only after certification of the candidate is so made and received by the International Office.

Section 2. Candidate Removed from Ballot

Should a candidate or the campaign committee remove the candidate's name from the ballot at the designated International Convention, the candidate or the campaign committee shall present to the council, the reasons for such removal and the council shall decide if such reasons are acceptable, before approving expenditures submitted for final payment.

Section 3. Candidate's Expenses

A candidate for International Office shall not be entitled to claim expenses for lodging or meals for himself or herself, his/her spouse, or members of the campaign committee. Travel expenses to and from the designated International Convention at which the election is to be held may be claimed for the candidate, his/her spouse, and the campaign committee chairperson provided that such claim is not more than the amount equal to two-thirds (2/3) of the economy airfare for each of the aforementioned persons.

Section 4. Campaign Committee Report

The candidate or his/her campaign committee shall, following the International Convention at which the election occurred, submit to the office of the council secretary treasurer or council treasurer a complete financial report including certified receipts, bills, and other evidence of campaign expenses with explanations of expenses together with a brief report of campaign procedures. Such receipts, bills, and explanations to be presented to the office of the council secretary-treasurer or council secretary in time to be dealt with, if possible, by the council at the meeting following the International Convention. Upon authorization by the council, the council secretary-treasurer or council treasurer shall pay to the candidate or campaign committee the balance substantiated by the approved receipts and bills within the budget approved by the council under [Article XI, Section 2](#).

Upon the filing of the financial statement by the candidate or the campaign committee and the approval of the financial statement by the council, the campaign committee shall finally be discharged.

Section 5. Council Secretary-Treasurer's Report

The council secretary-treasurer or council secretary shall within thirty (30) days following the conclusion of the council meeting at which the campaign financial statements were approved, make the statements available for distribution, to the clubs in the multiple district, upon the written request, either by electronic means or by mail.

ARTICLE XI - CAMPAIGN COMMITTEE

Section 1. Committee Structure

Whenever there is an endorsed candidate for the office of International Third Vice President or International Director from the multiple district, the candidate shall name a campaign committee not over seven (7) in number with the chairperson to be the candidate's campaign director. The membership of the campaign committee shall be approved by the council and the committee shall submit, in writing, to the council the budget and plan of campaign in detail.

Section 2. Budget

The campaign of any endorsed candidate shall be managed by the campaign committee but the expenditures so far as the multiple district funds are involved shall be based on the plan and budget submitted. The campaign committee shall have the power to make expenditures based on transfer from one item to another of its budget. In so far as applicable, rules of audit of Lions Clubs International will be followed by the candidate and the campaign in making payment reimbursing expenditures by any individual.

ARTICLE XII - FISCAL YEAR

The fiscal year of this multiple district shall be from July 1st to June 30th, inclusive.

ARTICLE XIII - MULTIPLE DISTRICT HALL OF FAME

Section 1. Hall of Fame

The purpose of the Multiple District Hall of Fame is:

- (a) To bestow honor upon outstanding Lions and/or Lioness in the multiple district who have given unselfishly of their time, talent and means to further the cause of humanitarian service.
- (b) To recognize those Lions and/or Lioness of the multiple district who exemplify the high ideals and tenets of Lionism.

Section 2. Recognition

A medal shall be presented to the hall of fame inductee at an appropriate ceremony held during the multiple district convention.

ARTICLE XIV - AMENDMENTS

Section 1. Written Resolutions

These Bylaws may be amended only at a multiple district convention, by resolution reported by the committee on constitution and by-laws and adopted by the affirmative vote of a majority of votes cast. The By-Laws shall be updated annually to automatically reflect the changes approved at the immediately preceding Convention of the International Association of Lions Clubs.

Section 2. Resolution Criteria

No resolution shall be reported to the convention unless and until the same shall:

- (a) Have been developed by the committee on constitution and bylaws, in the council or by a club, in good standing in the multiple district and have been endorsed by the committee on constitution and bylaws, the council or in writing by fifteen (15) clubs in good standing.
- (b) Have been prepared as a notice of motion reproduced in the office of the council secretary-treasurer or council secretary and distributed, either by electronic means or by mail, as indicated by the club, to the secretary of every club in the multiple district to provide a minimum of thirty (30) days' notice prior to the official opening of the multiple district convention at which the resolution is to be voted upon.

ARTICLE XV - EFFECTIVE DATE

These By-Laws shall take effect at the close of the multiple district convention at which adopted unless otherwise specified.