

# **CONSTITUTION AND BY-LAWS**

## **INTERNATIONAL ASSOCIATION OF LIONS CLUBS DISTRICT 4-L6**

2010-2011

Last Revised at the Fourth Cabinet Meeting  
2 May, 2010

### **Article I.**

#### **Name**

Section 1. This organization shall be known as District 4-L6 of the International Association of Lions Clubs hereafter referred to as District.

### **Article II.**

#### **Purpose**

Section 1. The purpose of this organization is the advancement and betterment of the District in full conformity with all the rules and regulations prescribed by the International Association of Lions Clubs.

### **Article III.**

#### **Membership**

Section 1. All Lions Clubs, now existing or hereafter organized, in the Counties of San Diego and Imperial, State of California, shall have membership in this organization and shall hold the same subject to the Constitution and Bylaws of the International Association of Lions Clubs, of Multiple District Four and of this District.

### **Article IV.**

#### **Officers**

Section 1. There shall be a District Governor who shall be elected at the annual District Convention by receiving a simple majority of the affirmative votes cast by secret

written ballot by the delegates present and voting in order to be declared elected. Candidates must be serving as the 1<sup>st</sup> Vice District Governor within the District from which he/she is to be elected, be a member in a chartered club in good standing in the District, secure the endorsement of his/her club or a majority of the clubs in his/her district. Only in the event the current 1<sup>st</sup> Vice District Governor does not stand for election as District Governor, or if a vacancy in the position of 1<sup>st</sup> Vice District Governor exists at the time of the District Convention, can any club member who fulfills the qualifications for the office of Vice District Governor as set forth in Article IV, Section 2 and who is currently serving or who has served one (1) additional year as a member of the District Cabinet shall fulfill the requirement of serving as the 1<sup>st</sup> Vice District Governor (4<sup>th</sup> Cabinet meeting, 1 May, 2009)

(a) If the office of District Governor becomes vacant arising by death, resignation, or disability rendering the District Governor unable to perform the duties of the office, or by any other reason whatsoever, the 1<sup>st</sup> Vice District Governor shall perform the duties of, and have the same authority as the District Governor until such time as the vacancy is filled as prescribed by the Constitution of the Internal Association of Lions Clubs. (4<sup>th</sup> Cabinet meeting 1 May, 2009)

(b) During a period of temporary disability preventing a District Governor from performing the duties of the office after ten (10) days, such duties shall be performed by the 1<sup>st</sup> Vice District Governor. Should the period of disability exceed sixty (60) days, the office shall become vacant. (4<sup>th</sup> Cabinet meeting 1 May, 2009)

2 Section 2. There shall be a 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governor who shall be elected at the annual District Convention by receiving a simple majority of the affirmative votes cast by secret written ballot by the delegates present and voting in

order to be declared elected. Candidates must be members of a chartered club in good standing in the District, be certified by the Nominating Committee as being qualified under the requirements prescribed by the Constitution of the International Association of Lions Clubs. (4<sup>th</sup> Cabinet meeting 1 May, 2009)

(a) If the office of 1<sup>st</sup> Vice District Governor becomes vacant arising by death, resignation, or disability rendering the 1<sup>st</sup> Vice District Governor unable to perform the duties of the office, or by any other reason whatsoever the 2<sup>nd</sup> Vice District Governor shall perform the duties of the 1<sup>st</sup> Vice District Governor. (4<sup>th</sup> Cabinet meeting 1 May 2009)

(b) During a period of temporary disability preventing the 2nd Vice District Governor from performing the duties of that office after ten (10) days such duties shall be performed by the Immediate Past District Governor. Should the period of disability exceed sixty (60) days the office shall become vacant (4<sup>th</sup> Cabinet meeting 1 May, 2009)

Section 3 Before taking office, a District Governor shall appoint a Cabinet Secretary, a Cabinet Treasurer, who shall be bonded, a Region Chair from each region and a Zone Chairman from each zone. Each appointee shall be a member in good standing and shall meet such qualifications for office as may be established by Lions International.

Section 4. The term of office for officers of the District shall be one (1) year commencing on 1<sup>st</sup> of July.

Section 5. The District Governor's Cabinet shall consist of the District Governor, Immediate Past District Governor, 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governors, Region Chairs, Zone Chairs, Cabinet Secretary, Cabinet Treasurer, and such ex-officio members as may be designated by the Governor.

Section 6. The District Governor's advisory committee shall consist of the Zone Chairs and the Presidents and Secretaries of all the Clubs within the District.

Section 7. The District Governor shall appoint a District Public Information Officer who shall serve as an ex-officio member of the District Cabinet (5/05)

(a) The duties of the District Public Information Officer shall be to timely advise the public through the news media of District activities and charitable works and to serve as the District's liaison with the media.

(b) The District Public Information Officer shall, upon request advise individual clubs on public relation

## Article V.

### District Meetings

Section 1 The District Governor, or in the event of the death or disability of the District Governor, the 1<sup>st</sup> Vice District Governor, may call a special District Cabinet meeting upon written or telephone notification to all Cabinet members. A majority of the voting members of the District Cabinet shall constitute a quorum of the purpose of such special District Cabinet Meetings.

Section 2. The District Governor shall convene four (4) District Cabinet Meetings per year. The first District Cabinet meeting shall be held during the first quarter of the District Governor's term and the last meeting may be held at the location of and immediately preceding the annual convention of the District. A majority of the voting members of the District Cabinet shall constitute a quorum for these regular District Cabinet meetings (5/99)

Section 3. The Region Chairs shall hold at least two (2) meetings annually with the Zone Chairs of his/her region. They shall also meet with the Committee Chairs as assigned by the District Governor and shall be responsible for reporting on these committees as may be required at District Cabinet meetings.

Section 4. The Zone Chairs shall hold at least three (3) Zone Advisory meetings annually with the Presidents and Secretaries of the clubs within their zone. The purpose of the meetings is to exchange views and discuss common problems of the clubs along with formulating actions in ways and means of improving the functioning of the clubs. (5/99)

Section 5. In any matter not otherwise ordered by the Constitution and By-Laws, Robert's Rules of Order, newly revised, as revised from time to time shall constitute the rules governing the conventions and all District meetings.

## **Article VI.**

### **Conventions**

Section 1. The District shall hold an annual Convention in March, April, or May to be concluded no later than thirty (30) days prior to the Lions International Convention.

Section 2. The Delegates shall vote on convention sites approved by the Convention Management Committee. Convention sites shall be designated by votes of the Delegates at least three (3) years in advance. Should no place be designated for the holding of such convention or in the case of an emergency, i.e. failure to fulfill contractual agreements such as inadequate housing, excessive rise in prices, date changes to satisfy the convention site without notification to the Convention Management Committee, The District Governor shall have full power to act in selecting the place and time.

### Section 3. Delegates and Alternates

#### (a) Delegate and Alternate Forms

Each club, in good standing in this District is required to submit to the Chair of the Credentials Committee, a form containing a list of its delegates and alternates to the District Convention. A standard form for this list shall be provided to each club by the Cabinet Secretary at least fifteen (15) days prior to the opening of the Convention. Failure on the part of a club to submit this list on or before the opening day of the convention shall preclude their delegates from voting unless the District Governor accredits such delegate/s or alternate/s prior to the close of the Credentials Certification. (05-10)

#### (b) Certification

Accredited Delegates or Alternates as well as the District Governor and each Past District Governor shall be certified by the Credentials Committee and only those so certified shall be eligible to vote on any matter coming before the convention. 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. (05-10)

#### (c) Delegate formula for pre-existing Clubs.

Existing Clubs shall determine their number of allowed delegates and alternates based on the number of members, who have been members of the Club for a year and a day prior to the first day of the month preceding the month in which the Convention is held. In determining their membership numbers, they shall utilize the membership numbers shown on the records of Lions Clubs International as of that date. (05-10)

#### (d) Delegate formulas for new Clubs (chartered since last convention).

Newly chartered clubs (chartered since the last District L-6 Convention or are less than a year and a day at the beginning of the convention) shall be allowed one (1) delegate and one (1) alternate regardless of the number of members shown on their charter or as currently shown on the records of Lions Clubs International. (05-10)

(e) Delegates & Alternates, allowances

For the purpose of determining their delegate and alternate quotas, clubs in sub sections (c) above shall be allowed one delegate and one alternate for each ten (10) members or major fraction thereof, who have been enrolled for at least at least one (1) year and one (1) day in the said club as shown on the records of the Lions Clubs International office on the first day of the month preceding the month during which the convention is held. For these sections the major fraction referred to shall be five (5) or more members. Provided however, clubs with membership of less than the major fraction referred to shall be entitled to one (1) delegate and one (1) alternate. (05-10)

(f) District Governor and Past District Governors

The District Governor and each Past District Governor who is a member in good standing of a club in this district shall have full delegate privileges and are not to be listed on the club's delegate form, nor are they to be counted against their club's delegate quota (05-10)

(g) Voting Rules

Each certified delegate shall be allowed one vote and one vote only for a candidate for the office of District Governor, First Vice District Governor and Second Vice District Governor. A single yes or no vote on any matter brought before the 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. There shall be no proxy voting.(05-10)

Section 4. A voice vote or a showing of hands or a standing vote shall be taken at any convention except where written ballots are otherwise required. The ruling of the Presiding Officer shall be deemed conclusive unless such ruling is challenged by a certified delegate immediately after said ruling is made, in which event the Presiding Officer shall cause further vote to be taken with only those Delegates present and holding proper credentials participating in said voting. A simple majority of the certified delegates shall be sufficient to pass and approve any matter coming before the convention except where a two-thirds vote is required. (5/99).

Section 5. The District shall conduct an open forum at the convention not to exceed one (1) hour.

Section 6. A majority of the certified delegates shall constitute a quorum at any session

Section 7. No money shall be raised at any convention by any person, Club, or organization except for the District Lion Drawings, unless specifically authorized by the District Budget and Audit and Convention Management Committees to defray costs and to assist in financing the convention, should this become necessary.

Section 8. The following rules of procedure at District Conventions shall be printed in each official Convention Program.

(a) A copy of the Official Convention Program shall be furnished to each registered attendee and constitute the order of business of the Convention.



(b) Registration shall be required in order to participate in any Convention function.

(c) With the exception of resolutions of appreciation, no resolution shall be considered at a Convention unless a copy is delivered to the Constitution and Bylaws Committee no later than 6:00 p.m. on the Friday preceding the opening session.

(d) No resolution calling for expenditures not provided in the budget shall be submitted for a vote by the Convention unless first approved by the District Governor and the Budget and Audit Committee. Any such resolution shall specifically set forth the sources of funds to be expended.

(e) The ballot count shall be announced for all ballot propositions except for the election of officers.

(f) All ballots shall be held until the close of the Convention at which time, after approval of a motion, they shall be destroyed.

(g) Demonstrations for any candidate shall not exceed five minutes.

(h) Each candidate shall be entitled to have one District Lion in good standing serve as a monitor in the polling place.

## **Article VII**

### **Regions and Zones**

Section 1. The District shall maintain Zones consisting of not more than eight (8), nor less than four (4) clubs whose territory is contiguous. The District Governor shall have the authority, after consultation with all affected Clubs and for good cause, to vary the number assignment of clubs to Zones or Regions.

Section 2. The District Governor shall have the authority, subject to the limitations of Section 1, to create new Zones and Regions within the District if, in his or her discretion, it is for the best interest of the District.

Section 3. A borderline Club may change from one Region or Zone to another in the following manner:

(a) By a resolution adopted by the Board of Directors of the Club seeking to make a change, approved by a two-thirds vote of the membership of said Club, passed after due notice is given, requesting permission to withdraw from one Region or Zone and affiliate with another.

(b) Said resolution shall be forwarded to the Cabinet Secretary who shall present the same to the District Cabinet for action at its next regular meeting.

(c) When said resolution is approved by the District Cabinet, said Club shall immediately become affiliated with the Region or Zone requested. (5/02)

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**Article VIII.**  
**Finances**

Section 1. The General and Administrative (Operating) Fund expenses of the District shall be met by:

(a) That portion of Multiple District Four per capita tax allocated and paid to the District Governor of the District in accordance with the provisions of the Constitution of Multiple District Four.

(b) The per capita tax on the clubs within the District shall be nine dollars (\$9.00) per annum (\$8.00 for the administrative fund and \$1.00 for the convention fund). The per capita tax shall be billed and collected semi-annually by the Secretary of Multiple District Four.

(c) The Cabinet Treasurer shall receive all monies of the District and keep an accurate accounting thereof.

(d) The expenses of the District Governor, 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governors and District Public Relations Officer shall be budgeted in single line items in the District budget. In no event shall any Lion be reimbursed for expenses in excess of the rules of audit currently in effect at Multiple District Four for District Governors or committee members. (4<sup>th</sup> Cabinet meeting  
1 May, 2009)

(e) No Lion shall receive payment for services or reimbursement for materials in excess of actual cost from District funds for authorized work done on behalf of the District (5/99).

(f) No District Committee shall disburse funds in excess of one thousand (\$1000.00) without the written authorization of the District Governor and the Cabinet Treasurer. (5/99).

## **Article IX.** **Committees**

Section 1. This District shall have the following standing committees:

Budget and Audit

Constitution and By Laws

Convention Management

District Endorsed Projects

District Membership

Long Range Planning and Research

Lions Clubs International Foundation

Lions Peace Poster

Lions Quest/Substance Abuse

Student Speaker

Youth Exchange

(a) Each Standing committee shall consist, of five members, new member (s) to be appointed by the incoming District Governor who shall designate the chair of each standing committee for his/her year in office.

(b) Except as to members appointed to fill the remainder of terms created by death, disability, removal, or resignations, standing committee members shall be appointed to serve for a period of three (3) years. (5/06).

(c) Standing Committee chairs shall report the names of non-participating committee members to the District Governor in order to provide for removal and replacement to improve committee functioning.

(d) All standing Committees shall submit a written report at the District Convention.

(e) A majority of standing committee members shall constitute a quorum for the transaction of business.

## Section 2.

(a) The Cabinet Treasurer shall be an ex officio member of the Budget and Audit Committee and Convention Management Committee. (5/99).

(b) The Chair of the Constitution and Bylaws Committee shall act as District Parliamentarian and, when unavailable, the District Governor shall designate another member of this committee to act in this capacity.

Section 3. Standing Operating Procedures outlining the duties and obligations of standing committees are published in the Bylaws, Article IV (05/06).

Section 4. The District Governor may organize such other District Activity Committees and appoint Chairs for these committees as deemed appropriate. These committees shall expire at the end of the term of the District Governor who created them, unless they are specifically retained by the incoming District Governor. Chairs and members of these ad-hoc committees shall be listed in the official directory. (5/99)

Section 5. The District Governor may remove any committee member for cause. The District Governor shall make interim appointments to fill the remainder of terms of vacated committee positions. (5/99)

## **Article X.**

### **Elections**

Section 1. On or before November 10<sup>th</sup> of each year, the District Governor shall appoint a Nominations Committee consisting of three (3) members whose duty shall be to receive nominations and certify the qualifications of candidates for the office of District Governor and 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governors. Each club is entitled to present to the Nominations Committee the name of an active member in good standing who as a candidate, must submit to the Nominations Committee a letter showing endorsement of his or her club, no later than January 10th. The Nominees must possess the qualifications prescribed by Lions Clubs International. Nominations for said officers shall not be submitted, nor shall candidates officially declare their candidacy, earlier than 1 December of the year preceding the convention, nor later than January 10th of the year in which the convention is held. (4<sup>th</sup> Cabinet meeting 1 May, 2009)

Section 2. The Nominations Committee shall report all nominees at the opening session of the convention. The above procedure shall be the only method for nomination of a District Governor or a 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governor. The presentation of the names of the candidates on the floor of the convention by the Nominations Committee shall constitute nominating speeches. There shall be but one (1) seconding speech of not more than three (3) minutes for each candidate.

Section 3. Except as provided in Article IV of this constitution, all elections held in the District shall be by printed ballot and the nominee receiving the simple majority shall be declared elected. The polls shall be open from 7:30 a.m. to 10:00 a.m. on the last day of the convention. Certification of delegates shall be conducted until closing of certifications on the day prior to the last day of the convention (5/06).

14 (a) Should the election for District Governor or Vice District Governor result in a tie vote, the two candidates receiving the most votes shall have a run-off within one (1) hour after the elections has been declared a tie. (5/06)

## **Article XI.**

### **Amendments and Restrictions**

Section 1. This constitution may be amended at any District convention by two-thirds (2/3) affirmative vote of the delegates present and voting, provided however:

(a) All proposed changes to the District Constitution must originate from the District Cabinet, a standing or District approved committee, or from a District Club. Those originating from within a District Club must have the endorsement of the Club's Board of Directors and the membership of the club. (5/07)

(b) That a copy of the proposed Constitutional amendment be provided to each Club in the District at least forty (40) days prior to the convention. (5/07)

(c) Except in cases of emergency, all proposed changes to the District Constitution shall be submitted to the Constitution and Bylaws committee before February 1st of the voting year. (5/07)

(d) Text changes caused by amendments approved at a District Convention shall be followed by a date entry indicating the date the amendment was passed, i.e. (5/07)

Section 2. Amendments to this constitution which are mandated by a change to the Constitution of the International Association of Lions Clubs may be adopted by an affirmative vote of those District Cabinet members present and voting at any District Cabinet meeting.

(a) Text changes caused by amendments approved at a District Cabinet meeting in accordance with the preceding paragraph shall be followed by a date entry indicating the Cabinet Meeting date at which the amendment was passed, i.e. (5/99)

Section 3. No District or member Club shall endorse or recommend a candidate for political office nor debate partisan politics or sectarian religion at any meeting.

Section 4. No resolution endorsing any movement shall be considered at any meeting unless such movement is in full accord with the principles and purposes of the International Association of Lions Clubs.

Section 5. Whenever in this constitution the context so requires, the masculine gender includes the feminine and neuter genders and the singular number includes the plural and vice versa.

# **By-Laws**

## **Article I.**

**Last amended 6 May, 2008**

Section I. These Bylaws may be amended at any District convention by majority affirmative vote of the delegates present and voting provided, however:

(a) All proposed changes to the District Bylaws must originate from the District Cabinet, a Standing or District approved committee, or from a District Lions Club. Those originating from within a District Club must have the endorsement of the Club's Board of Directors and the membership of the Club. (5/06)

(b) That a copy of the proposed Bylaws amendment be provided to each Club in the District at least forty (40) days prior to the convention. (5/99)

(c) Except in cases of emergency, all proposed changes to the District Bylaws shall be submitted to the Constitution and Bylaws Committee before February 1st of the voting year. (5/06)

(d) Text changes caused by amendments approved at the District Convention shall be followed by a date entry indicating the date the amendment was passed.

## **Article II.**

### **Contests (5/99)**

Section I. Any contest, such as the Best Club, Best Bulletin, Visitations, Special Contests Awards, etc. must have the rules published in the District directory in the year in which the contest is to be conducted as prescribed by the previous year's committee.



Section II. All contests will start on August 1st and end April 1st of the following year.

Section III. All awards to contest winners shall be presented at the District's annual convention.

**Article III.**  
**Paraphernalia (5/99)**

Section I. To preserve harmony among the various clubs within the District, the District Governor shall outline what paraphernalia can be taken during club visitations and how the paraphernalia may be recovered by the losing club.

**Article IV.**  
**Standard Operating Procedures**  
**for Standing Committees**  
**(Per District Constitution Art.IX, Sect. 3)**

**Section I. Budget and Audit Committee Purpose:**

The District Budget and Audit Committee exists to insure a viable annual budget is prepared, reviewed by the Cabinet Members and approved by the District Membership at the first District Cabinet Meeting.

***Committee Responsibilities***

***The primary function of the committee is to:***

1. Insure an annual district budget is prepared primarily to govern the income and expenses of the:

- a. District Administrative Account
- b. District Convention Account
- c. All other District Administrative Accounts

2. District Civic or Charity Accounts are governed by the Constitution of Lions Clubs International, District 4L6, in conformance with the rules and regulations of the Federal Internal Revenue Service.

3. After preparation and approval of district budgets, the Budget and Audit Committee has the authority and responsibility to:

- a. Review expenditures as to complying with the approved budgets.
- b. Approve changes in expenditures to the approved budgets.
- c. Insure proper business procedures are used for recording income and expenses.
- d. Insure that an annual audit of all accounts is performed.
- e. Insure that the proper taxes and reports are filed.

## **Section II. Constitution and Bylaws Committee**

**Purpose:** The District Constitution and By-laws Committee exists to support the purpose of Lions Clubs International and the District Lions Clubs which is: the advancement and betterment of the District in full conformity with all the rules and regulations prescribed by the International Association of Lions Clubs.

### ***Committee Responsibilities***

***The primary function of the Committee is to:***

1. Insure the District Constitution and Bylaws are in accordance with the International and the Multiple District Four Directives.

a. This will be accomplished by annually reviewing the changes to said International and MD4 Directives, comparing subjects that are specifically addressed in the District Directives.

b. In the event a conflict arises between the District Directives and Lions Clubs International's Directives; the International rules shall prevail. Secondly MD4's Directives shall govern; lastly allowing areas not covered by the aforementioned to be governed by an approved Constitution and/or Bylaws adopted by the local District. District 4-L6's documents will be revised as required to conform as stated herein.

c. The Chair of the Constitution and Bylaws Committee shall provide the District Governor (elect) with a corrected and amended copy of the District Constitution and Bylaws for insertion in the District Directory and shall verify the accuracy of the printed version.

2. Insure the District Constitution and Bylaws meet the needs of the Lions of District 4-L6. This will be accomplished by periodic review of the changes in the needs of the Lions of said District, by review of wording to insure proper interpretation of intent, and input from the members of the district.

3. Necessary changes will require approval of the Lions attending the District Convention per Constitution Article XI.

4. Proper advanced notification will be provided to District Officials and individual Lions' Clubs per Constitution Article XI.

### **Section III. Convention Management Committee**

**Purpose:** The District Convention Management Committee exists to support the District Governor in providing a District Convention as prescribed by the constitution of Lions Clubs International and District 4-L6.

#### ***Committee Responsibilities:***

##### ***The primary function of the committee is to:***

1. The Chair of the Convention Management Committee shall provide a proposed operating budget of all income and expenses for the next District Convention to the Budget and Audit Committee annually before the second District Cabinet meeting.

2. Under the authority and appointment of District 4-L6 insure the Lions of said District an annual Convention. This will be accomplished by:

a. Site: The site having been selected 3 years in advance will be prescribed. The Committee must obtain bids for a site 3 years in advance. This then will be balloted on during the general election.

b. Facilities: Must be capable of handling at least 200 Lions – the actual numbers should be an estimate based on previous 2 years of convention attendance. Includes numbers of hotel rooms, meeting facilities for general and special meetings: meals as determined by the committee.

c. Special room requirements for VIP Breakfast on Saturday morning and a room for conducting the election.

d. Selection of sub-committee Chairs for the following areas;

I Vice General Chair

II Protocol

III Credentials

IV Registration

V General Committee Assistants

VI District Secretary and District

District Treasurer serve in the  
same Capacity on the Convention  
Committee

VII Chairs for special activities; i.e.  
Entertainment, Bowling, Golf, Slot  
Tournament, etc.

3. There are numerous duties relating to the administrative functions of the convention, i.e. Cabinet Meeting, General Sessions, etc. The Committee must work with the Cabinet Secretary and Cabinet Treasurer as necessary to insure activities are completed.

4. The District Convention is to be held in accordance with Constitution Article VI. Traditionally held on the first or second weekend of May; beginning on Friday afternoon and finishing with the closing session on Sunday morning.

#### **Section IV. District Endorsed Projects**

**Purpose:** The District Endorsed Projects Committee exists to insure uniformity and constitutional compliance for approved district endorsed projects.

##### *Committee responsibilities*

*The primary function of the committee is to:*

1. Examine the current District endorsed projects and propose adding or deleting projects suggested by other Lion members. With regard to the latter, the committee shall draft appropriate resolutions, and make specific recommendations for adoption or rejection. No District Endorsed Project shall be approved until it has been reviewed by this committee.

2. Each district endorsed project committee shall be created by resolution prepared by the District Endorsed Projects Committee and adopted/ supported by at least fifteen percent of the district clubs, as evidenced by a letter to the District Endorsed Committee from the adopting/ supporting Clubs. The resolution shall contain the name of the project, committee goals, financial estimate, if applicable, list of the Lions Clubs adopting / supporting the project, the projected life of the committee, (not to exceed five (5) years, and the recommendations for accepting or rejecting the project. When a District Project expires, any funds allocated to it shall be referred to the Budget and Audit Committee, which shall recommend their disposition at the next Cabinet Meeting. District Endorsed Project Committee members shall be listed in the official Directory of the District.

3. The Chair of the District Endorsed Project Committee shall provide the District Governor (elect) with a complete and accurate list of all the District Endorsed Projects resolutions for insertion in the Official District Directory and shall verify the accuracy of the printed list.

4. Projects approved by Lions Clubs International and the Council of Governors of Multiple District Four will be listed under their respective headings and are endorsed for participation by District 4-L6 Lions Clubs and their members.

### **Section V. District Membership Committee**

***Purpose:*** The committee exists to promote membership within our District. Membership is necessary for Lions, as a worldwide service organization, and District 4-L6 to continue to be successful in helping people. Membership is an all inclusive term including: New Members, Retentions of Members, Starting of New Clubs, Leadership Training, Orientation of new and current Members etc.

Committee Responsibilities:

The primary function of the committee is to assist the Clubs of the District, when requested:

1. To increase membership.
2. Conduct Orientation training and / or seminars.
3. Conduct Leadership training.
4. Provide training materials to the Clubs.
5. Assist in starting new Clubs.
6. In general to assist clubs with any and all membership problems or requests.

## **Section VI. District Long Range Planning and Research Committee**

**Purpose:** The committee exists to review from whence the District has evolved. To research the future growth areas and make long range projections for needs within our service territory.

### ***Committee Responsibilities***

The primary function of the committee is to insure the Lions of District 4-L6 continue to meet the needs of people within the San Diego and Imperial Counties.

1. Gather data on future population expansion plans by cities and counties.
2. Propose growth of existing Lions Clubs and requirements for new Lions Clubs to enhance and support the changing demographics of our District.
3. Identify new types of service projects at the district level by areas.
4. Make projections and recommendations by time frames going over five years or longer.

## **Section VII Lions Clubs International Foundation (LCIF)**

**Purpose:** The Lions Clubs International Foundation Committee exists to promote the Melvin Jones Fellowships and implementation of 100% participation by clubs in Lions Clubs International Foundation throughout District 4-L6.

### ***Committee Responsibilities***

***The primary function of the committee is to:***

1. Upon request, assist the clubs with the collection, submittal, and presentation of Melvin Jones Fellowships from Lions Clubs International.

2. At the District Governor's direction, chair the annual Melvin Jones Recognition Party.

3. Upon request, assist lions clubs in identifying projects that may qualify for a Lions Clubs International Foundation Grant. Provide information for the Grant Preparation, approval, and submission to Lions Clubs International.

## **Section VIII. Lions Clubs International Peace Poster**

***Purpose:*** The purpose of the Peace Poster Contest is to promote understanding and peace among the children of the world. The winner of said contest shall advance from the District to the Multiple District with that winner advancing to the International Level of Competition. The committee, working with the MD4 Youth Outreach Committee shall encourage the Lions Clubs within District 4-L6 to promote the elementary schools to become involved in the International Lions Peace Poster Contest.

### ***Committee Responsibilities***

1. Provide information relative to obtaining the Peace Poster Packet(s) from LCI, one required for each school. Act as a Liaison between the Lions Clubs of District 4-L6 and MD4 Youth Outreach Committee – directed to the Peace Poster Contest.

2. Insure each student entering a Peace Poster Drawing meets all of the criteria and the club level judging is completed as directed by the rules set forth by Lions Clubs International.

3. Provide judges to evaluate the winning entries from each Lions Club. After selection of the District Winner is made, submit the same to the MD4 Contest Chair within the specified time frame.



4. Work with the sponsoring Lions Club to get the district winner and family to the MD4 Convention for the next level of judging and recognition.

## **Section IX. Lions Quest / Substance Abuse Committee**

***Purpose:*** The Lions Quest Committee exists to promote the Quest Programs in the Schools (all levels) within District 4-L6. The Quest Program is designed to teach young people to take control of their lives and be able to say no to activities not for their welfare (i.e. Substance Abuse) and to build character and self confidence.

### ***Committee Responsibilities***

***The primary function of the committee is to:***

1. Be the Liaison / Coordinator between the District Lions Clubs and the International Quest Program.
2. Encourage as many clubs as possible to participate in the Quest program by working with schools in their service area to institute the program.
3. Work with the Lions Clubs and School Districts to fund the program for instruction materials and train teachers.
4. Arrange and coordinate the presentation of Quest Training Seminars within our District (ideally one per school year).
5. Be Committed

## **Section X. Student Speakers Committee**

***Purpose:*** The Student Speaker Committee exists to encourage clubs to take part in the Student Speaker's Contest and insure compliance with the rules and regulations set forth by the Multiple District Four Student Speakers Foundation.

### ***Committee Responsibilities***

***The primary function of the committee is to:***

1. Be the Liaison / Coordinator between the District Lions Clubs and MD-4 Student Speaker Foundation.

2. Encourage as many clubs as possible to participate in the Student Speaker Contest.

3. Insure compliance to the stated rules and regulations by the Clubs / Zone / Regional Chairs in conducting speaker contests and awards for the winners are made in accordance with directives.

4. Arrange and conduct the District Level contest.

5. Attend as many club / zone / region contests as possible as a representative of the district, to insure uniformity and fairness for all contestants.

## **Section XI. Youth Exchange Program Committee**

**Purpose:** The Youth Exchange Committee exists to assist in the Multiple District Four Youth Exchange Program.

### **Committee Responsibilities**

The primary function of the committee is to:

1. Coordinate with the MD-4 Youth Exchange Committee for dates and activities of students to go to countries in Europe, Asia, and Australia from District 4-L6. In the same fashion coordinate with the MD-4 Committee on students coming from the same countries to spend time in California.

2. Recruit students to visit foreign countries from District 4-L6.

3. Recruit host families for students visiting California from foreign countries.

4. Arrange for some entertainment and transportation to MD-4 scheduled activities for students.

5. Coordinate and raise funds to assist in the above listed functions.