



District 4-L2 Bylaws Committee
Proposed changes to constitution and by-laws as of 4-9-22

Page 114 Article IV District Organization Section 1 Delete wording in ~~red~~ Highlighted area is in accordance with LCI Standard Constitution and By-Laws

Section 1. ~~CABINET AND OFFICERS~~ DISTRICT CABINET. The District shall have a district cabinet composed of the district governor, the immediate past district governor, the first ~~and second~~ vice district governor, ~~the Second Vice District governor~~, ~~one~~ the region chairpersons ~~for each region~~ (if the position is utilized during the District governor's term), ~~one~~ the zone chairpersons, for each zone, ~~a Global Membership Coordinator (GMT), Global Leadership Coordinator (GLT) and Global Service Coordinator (GST).~~
a cabinet secretary-treasurer or a cabinet secretary and a cabinet treasurer, and such other club members as may be included in this section as amended in accordance with the amendment procedures contained herein. In addition, the global membership team district coordinator, global leadership team district coordinator, global service team coordinator and LCIF district coordinator shall be non-voting members of the district cabinet. Each such cabinet member shall be a member in good standing of a Lions club in good standing in the district.

Page 119 Delete wording in ~~red~~.

Section 5. ORDER OF CONVENTION BUSINESS.

(a) The members of the district cabinet shall be the officers of the annual district convention. The district governor shall arrange the order of business for the district convention, ~~And the same shall be the order of the day for all sessions except as provided in subsection (b) below.~~

~~(b) — After The opening ceremonies at the first business session at the annual District Convention, The first order of business shall be the approval of the minutes of the previous District Convention, the report of the Credentials Committee And the report of the Constitution and By-Laws Committee.~~

~~**Section 6. CONVENTION OFFICERS.** The members of the District cabinet shall be the officers of the annual District Convention.~~

(c) Quorum. The attendance of a majority of the members of the cabinet shall constitute a quorum for any meeting. In all such meetings, the voting privilege shall extend to the district governor, the immediate past district governor, the first and second vice district governors, the region chairpersons (if the position is utilized during the district governor's term), zone chairpersons, cabinet secretary and cabinet treasurer (or cabinet secretary-treasurer). ~~GMT, GLT, and GST.~~

Page 120 Article III , Page 121 Section 1 (b), (c) Section 2 (f), Page 122 Section 3 (d) Section 4 (a), Page 136 Section 1 Standing Committees, Page 147 Section 2 Nominations

Delete the word **ELIGIBILITY** in accordance with LCI Standard Constitution and By-Laws, changed to **Nomination** (everywhere in district constitution and by-laws)

Page 122 Section 4 Campaigning for Office (a) delete wording in ~~red~~ and delete all of (b)
committee chairperson has received the nomination affidavit ~~or statement signed under penalty of perjury~~ from the endorsing club(s) showing that the candidate is eligible for office.

~~(b) — Each candidate for District governor shall make every effort not to spend more than Two Thousand Five Hundred Dollars (\$2,500) in his/her campaign for election to that office. Each candidate for First or Second Vice District governor shall make every effort not to expend more than Five Thousand Dollars (\$5,000) in his or her campaign for election to that office.~~



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Page 123 Section 5 Election Process

Moved section 5 to policy and procedures page 158 Number 6.

Page 124 Section 6 Vacancy of Office (a) & (b) The wording in **red**.

In accordance with LCI Standard Constitution and By-Laws

(a) In the event of a vacancy in the office of district governor, the same shall be filled in accordance with the provisions of the International Constitution and By-laws. The immediate past district governor, first vice district governor, second vice district governor, ~~the region chairperson, zone chairperson, the cabinet secretary and cabinet treasurer (or cabinet secretary/treasurer), GMT, GLT, GST,~~ and past district governors, past international directors and past international in the district shall convene at a date, time and place called and determined by the immediate past district governor to select a replacement for a recommendation to the International Board of Directors.

(b) In the event of vacancy arising in the office of first vice district governor or the second vice district governor, the district governor shall convene a meeting of the ~~members of the existing cabinet and~~ **immediate past district governor, first vice district governor and second vice district governor** and all past international officers who are members in good standing of a **chartered** club in good standing in the district. It shall be the duty of the attendees at this meeting to appoint a qualified club member as first vice district governor or second vice district governor for the remainder of the term. In filling said vacancy it shall be the duty of the district governor, or if not available, the most recent past district governor who is available, to send out invitations **fifteen days (15) in advance of the meeting**

Page 128 Section 4. CABINET SECRETARY-TREASURER OR TREASURER. (b) (1) The words in **red**.

In accordance with LCI Standard Constitution and By-Laws

- (1) Keep an accurate record of the proceedings of all meetings of the cabinet, and within ~~five (5)~~ **days fifteen days** after ~~the~~ **each** meeting forward copies of the same to all members of the cabinet, and the office of Lions Clubs International and as appointed Ex Officio member of the Constitution and By-Laws Committee keep accurate record of the preceding and performs any other secretarial duties as a result of the amendments proposed by committee;

Page 129 (4-6) renumber (4) to (8) Delete wording in **red**

- (3) Make reports to the cabinet as a District governor or cabinet may require;
- ~~(4) — Account for all per capita taxes levied the clubs in the District by MD 4. He/she shall deposit all monies received in such bank or banks as the district shall establish and disperse the same by the order of the district governor;~~ **All clubs shall annually pay dues to the district in the amount of a club tax of \$220.00, and per capita tax of \$11.00 for each member of the club over 20 based as of June 30th of the preceding year. Each newly chartered club or reorganize club shall pay such tax to the district as of the first day of the second month after charter or reorganization on a prorate basis based on its membership as of the date it's charter or reorganization. (MOVED FROM Page 144 Section 5) -All dues and taxes levied on members and club in the sub-district, deposit the same in such banks, or banks as district governor shall determine and disburse the same by order of the district governor.**
- ~~(5) — Keep accurate books and records of account, and minutes of all cabinet and district meetings, permits inspection of the same by the District governor, any cabinet member and any club (or any authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of the District governor or the cabinet, he/she shall~~



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~~furnish any such books and records as requested to any auditor appointed by the District governor.~~ Remit and pay over to the multiple district council secretary-treasurer the multiple district dues and taxes, if any, collected in the sub-district, and secure a proper receipt.

- (6) Keep accurate books and records of account, and minutes of all cabinet and sub-district meetings, and permits inspection of the same by the district governor, any cabinet member and any club (or authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of the district governor or the cabinet, he/she shall furnish any such books and records as requested to any auditor appointed by the district governor.
- (67) Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the district governor. ~~for the district governor and cabinet secretary/treasurer (or cabinet secretary and cabinet treasurer) for the faithful performance of their duties in such sum and with such sureties as may be required by the District governor.~~
- (8) Deliver, in a timely manner, at the conclusion of his/her term in office, the general and/or financial accounts, funds and records of the district to his/her successor in office.

Page 139 (c) Delete wording in **red**

Notwithstanding the foregoing, the financial oversight committee shall be composed of five persons. Each member of the committee shall serve a five-year term. ~~The current members of the committee shall agree among themselves the means by which the member shall determine their term of office; one member for one year, one member for two years, one member for three years, one member for four years and one member for five years.~~

In the event of a vacancy in the term of office of a member of the committee, the Governor shall appoint its successor to fill the vacancy. ~~if the vacancy shall occur before January 1st. If the vacancy should occur after January 1st, the vacancy shall remain unfulfilled for the remainder of the term.~~ The outgoing governor shall appoint a persons to the committee on the expiration of the term of their predecessors.

Page 140 Section 8 Delete words in **red**

~~No two (2) members of this Committee shall be from the same club.~~ The duty of this committee is the formulation and execution of the youth exchange program for the district under the supervision of MD4 youth exchange chairperson.

Page 141 Section in last two (2) paragraphs delete wording in **red**. **Highlighted** wording changed to be in accordance with LCI Constitution and By-Laws

Notwithstanding the foregoing, the constitution and by-laws committee shall be composed of five (5) persons. Each member of the committee shall serve a five (5) year term. ~~The current members of the committee shall agree among themselves the means by which the committee shall determine their terms of office; one member for one year; one member for two years, one member for three years, one member for four years and one member for five years.~~

In the event of a vacancy in the terms of office of a member of the Committee, the Governor shall appoint a successor to fill the vacancy. ~~if the vacancy shall occur before January 1st. if the vacancy shall occur after January 1st, the vacancy shall remain unfilled for the remainder of the term.~~ The outgoing Governor shall appoint persons to the committee on the expiration of the term of their predecessors.



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Page 142 Section 11 Long Range Planning-Leadership Committee. Delete wording in **red**

The district GLT is an advisory member of this committee, which is composed of five (5) members each serving a five (5) year term.

~~The inaugural committee shall decide among themselves the term of their office, one member for one year, who is Committee Chair, one member for two years, one member for three years, one member for four years and one member for five years.~~

In the event of a vacancy in the term of office of a member of the committee, the Governor shall appoint a successor to fill the vacancy. ~~if the vacancy shall occur before January 1st. If the vacancy should occur after January 1st, the vacancy shall remain unfilled for the remainder of the term.~~ The outgoing Governor shall appoint a person to the committee on expiration of the term of their predecessors,

Page 142 Section 3 Duties of Cabinet Secretary-Treasurer or Treasurer. Delete wording in **red** and change (c) to (b).

~~(b) —No check shall be issued without the name of a payee being shown thereon;~~

Page 144 Section 5 Delete complete **section in red** and change Section 6 to Section 5

~~**Section 5. CLUB AND PER CAPITA TAXES.** Each club shall annually pay to the district a club tax of \$220 and per capita tax of \$11.00 for each member of the club over 20 based as of June 30th of the preceding year. Each newly chartered club or reorganize club shall pay such tax to the district as of the first day of the second month after charter or reorganization on a prorate basis based and its membership as of the date it's charter or reorganization. Said funds shall be paid to the Multiple District 4 office at the same time as the club pays its dues to Multiple District 4. The Multiple District 4 office shall pay set club and per capita tax to the district treasurer when said taxes are collected from the Multiple District 4 office from the club.~~

Page 148 Article X Miscellaneous delete **section 1** (Same as on page 129 (7) Change section 2 to section 1

~~**Section 1. CABINET SECRETARY-TREASURER BOND.** The Cabinet Secretary-Treasurer, District governor and authorized signatories shall be bonded in such amount and with such surety company as shall be approved by the District governor's cabinet and the cost of same shall be in administrative expense.~~

Page 149 Section 4 Dispute Resolution. Delete wording in **red** and change to highlighted wording in accordance with LCI Constitution and By-Laws

Section 4. DISPUTE RESOLUTION. ~~The clubs in the District shall pursue all complaints, disputes, or claims according to the terms and conditions of rules or procedures adopted, from time to time, by the International Board of Directors.~~ All disputes or claims arising from provisions of the District Constitution and By-Laws or any policy or procedure adopted from time to time by the district (single or sub-) cabinet, or any other internal Lions district (single or sub-) matters that cannot be satisfactorily resolved through other means, arising between clubs in the district (single or sub-), or any club(s) and the district (single or sub-) administration, shall be resolved in accordance with the Dispute Resolution Procedures established by the International Board of Directors.

Page 149 Article XI Amendments ~~to By-Laws(delete word by-laws)~~ Section 2. Notice delete wording in **red** in accordance with LCI Constitution and by-Laws.

No amendment shall be so reported or voted upon unless the same shall have been furnished in writing, ~~electronically or by U. S. Mail,~~ to each club no less than thirty (30) days prior to the convening date of the annual convention with notice that the same will be voted upon at said convention. ~~At the convention an amendment may be made to the proposed amendment provided that the amendment does not change the~~



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~~subject matter of the proposed amendment reported by the committee or increase the burden upon the District or any affected club.~~ (revised May 2020)

Page 149 Article XI Amendments Add Section 4 in accordance with LCI Constitution and By-Laws.

Section 4. 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 District Constitution and by-laws shall automatically be updated in this district constitution and by-laws at the close of the convention.

Page 150 Article XIII Constitution and By-Laws Conflicts delete complete article in red

~~ARTICLE XIII~~

~~CONSTITUTIONAL AND BY-LAWS CONFLICTS~~

~~If there is a conflict or a contradiction between the provisions set out in the District constitution and by-laws with the MD4 and/or LCI constitution and by-laws, then the MD4 and/or LCI constitution and by-laws shall govern~~ Refer to Article XI Section 4 page 149.

Page 153 Financial Policy and Procedures (j) delete completely.

~~(j) — No credit/debit cards shall be used by the District.~~

Page 156 to 158 Add to policy and procedures.

DISTRICT 4-L2 POLICY AND PROCEDURES

Sections to Added to the Policies and Procedures

1. Annual International President's Visit for Rose Parade

- a. Establish Roles for the visit
 - i. Define District versus Lions Float Inc.
 - ii. Define Budgets
- b. Communicate a schedule for Lions Float Inc.
 - i. Define timelines
 1. Arrival and Departure
 2. Scheduled Events and create guest list
 3. Greetings and chaperone during visit
 4. Establish Hotel and thoroughly review contract
 5. Phoenix Float
- c. Budget the event
 - i. Budget includes obligations per LCI for the President
 - ii. Budget the IP Reception
 - iii. Budget the District Governor's Dinner with IP
 - iv. Budget required meetings with IP
 1. Governors
 2. Club President
 3. Leos
 4. Projects
 - v. Budget Transportation
 1. Non-scheduled event that are not reimbursed by LCI
 - vi. Budget special meals with IP
 1. Host a Breakfast, Lunch or Dinner with the IP
 - vii. Budget gift basket and hospitality.
 - viii. LCIF Donation to International President



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DISTRICT 4-L2 POLICY AND PROCEDRES

d. Agendas

- i. Master Agenda for reception and Governor's Dinner
- ii. Agenda or introduction for meetings.

2. Annual Melvin Jones Luncheon

- a. Work closely with LCIF District Coordinator.
 - i. Set date
 - ii. Acquire Guest Speaker
 - iii. Define budget
 1. Establish Cost
 - a. Location
 - b. Meals
 - c. Printing
 - d. Certificates
 - e. Center Pieces
 - f. Raffles
 - iv. Approve location of event and Time
 - v. Review meals options
 - vi. Approve agenda

3. Review District Governor, 1st VDG and 2nd VDG responsibilities at the Council of Governors

- a. Review duties per LCI
- b. Review timelines
- c. District Duties versus Multiple District Duties
- d. Review Cost

4. Non-Disclosure and Confidential Agreements

- a. Identification of the parties.
- b. Definition of what is deemed to be confidential.
- c. The scope of the confidentiality obligation by the receiving party.
- d. The exclusions from confidential treatment.
- e. The term of the agreement.

5. Technology Committee

- a. Formation of a technology committees
 - i. Digital Committee Coordinates online assets
 1. Website
 2. Social Media
 3. District portals example, Constant Contact, agreed upon online credit service
 - ii. Audio Visual Committee
 1. Inventory Control
 2. District Events
 - a. Transport
 - b. Setup
 - c. Operate
 - d. Post Event Storage
 - e. Maintains Equipment



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6. Hero Awards (Youth Cancer Survivors) – Special Account

- a. Design narrative of the project
 - i. Medals to be awarded to Young Cancer Survivors
 - ii. Create a budget for the District
 1. Funds are ear marked
 2. Funds used only to replenish supplies of the following
 - a. Medals
 - b. Ribbons for Medals
 - c. Certificate
 - d. Certificate Holders
- b. Committees' duties include
 - i. Creating and maintaining subcommittees
 1. Admin
 2. Outreach & Communications
 3. Inventory Control
 4. Fundraising

DISTRICT 4-L2 POLICY AND PROCEDURE

6. ELECTION PROCESS. (Moved from By-Laws Section 5 page 123)

(a) The election of district governor and first and second vice district governor shall be by written secret ballot unless there is only one candidate for the office, in which event the election of that candidate may be conducted by voice vote. The candidate for each office receiving the simple majority vote shall be declared elected. The poles shall be open during the day of the last scheduled business session of the convention at a time to be announced at the fourth (4) district meeting. Each candidate may have one poll watcher present at all times during the voting and counting of the ballots. There shall be no campaigning within one hundred (100) feet of the polling place. In the event there is more than one candidate for any office, the election committee chairperson shall write the name of each candidate onto paper of equal size and, in the presence of the candidates, place the names into a hat or the like of, then blindly draw each name one by one and until the ballot order is set. The first name pulled is the first name on the ballot, the second name pulled is the second name on the ballot, and so on. (Revised May 2015)

(b) The election committee shall have charge of the balloting and conduction of the election and shall report the winner of each office and the results of the balloting on each proposition on the ballot, to the convention when called upon by the presiding officer prior to the close of the convention.

(c) In the event of a tie vote for the candidates of the offices of district governor or first or second vice district governor, the tie shall be announced at the earliest possible time and thereupon, the delegate (or if he or she not be then present at the convention, the alternate to that delegate) designated on the delegate certification form as a delegate or alternate to act on behalf of his or her club for the purposes of this section, shall be entitled to cast one vote for his or her club for the office. The vote shall be by written secret ballot. The voting polls shall be open at a time specified by the district governor and shall remain open for two hours after opening on the last day of the business sessions of the convention. If after such vote, a tie shall exist, the candidates shall draw lots to determine the winner.