



Multiple District Four, California

Lions Clubs International

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December 15, 2023

MD4 all Club Secretaries,

Enclosed is the Sample Ballot for 2024 MD4CON convention. Please share the Sample Ballot with your Club Delegates and Alternates. This is especially helpful for Lions who are Delegates / Alternates for the first time. The Sample Ballot provides all Delegates and Alternates with information regarding all ballot measures, and important items that will be voted on at the Convention.

You must register all Delegates and Alternates after January 1 on MyLCI. If you have any questions, please call the MD4 Office @ (805) 963-6681.

Voting will take place on Sunday February 25, 2024 from 7:30 AM to 10:00 AM. The voting will take place in the upper-level room MR10. The location is the Riverside Convention Center 3637 5th Street., Riverside, CA 92501

For the Delegates attending for just the voting day on February 25th. The Credential Committee office will be open from 7AM till 9AM. If you are not in Line by 9:00 AM you will not be able to vote. You must be Registered by 6:00 PM on February 24th via Online Registration <https://md4lions.org/convention>.

The requirements for delegates are spelled out in Article 7 Section 2 of the MD4 Constitution and By-Law. We are looking forward to seeing you at the Convention.

If you have any questions to not hesitate to contact me by email Lioncraig4L4@gmail.com or Cell 714-936-5778


Craig Durand, Council Chairperson 2023-2024
On behalf of the Council of Governors
714-936-5778

2024 Ballot Items

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 1. The adoption of a revised Constitution.

From the LCI board meeting of October 12, 2019:

“4. Supremacy of Standard Forms – The board of directors shall and hereby does declare as policy that with respect to any matter of district (single, sub or multiple) operation which is not covered by the constitution and by-laws of the respective district (single, sub or multiple) and is covered by the Standard Form (single, sub or multiple district) constitution and by-laws, that the provisions of the latter shall govern and control.”

STATEMENT OF PURPOSE: The Constitution is the foundation of an organization. It should contain all the key agreements made by members on how the organization will work. The Constitution provides the structure for an organization, describes its purpose, and defines the duties and responsibilities of the officers and members. This is a merging of the LCI Standard Form Multiple District Constitution and the current Multiple District Constitution which has been developed over several years.

The Council of Governors and the Constitution and By-Laws Committee of Multiple District Four ask for you to vote **YES** to adopt the LCI Standard Multiple District Constitution which has been merged with the current MD4 Constitution. [Copies of the merged document were sent to every Club president and secretary 45 days before the convention.]

Shall the merging of the MD4 Constitution and By-Laws and the Lions Clubs International Standard Form Multiple District Constitution and By-Laws be Approved as the Current Constitution of MD4?

☐

Yes

☐

No

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 2. To increase the level of the mandatory reserve fund.

Currently, the MD4 Constitution sets out the following:

MD4 CONSTITUTION – ARTICLE VIII – Finances

***Section 4** The fiscal policy of Multiple District Four shall be to maintain an operating reserve fund of not less than \$100,000. This reserve may not be expended as long as other reserves exist, including the Governor's Discretionary Fund as outlined in Section 6 of this Article VIII. This reserve shall be used only in the event of a crisis situation that would seriously threaten the continuation of Multiple District Four. Any such expenditure from this fund shall be authorized by a two-thirds (2/3) vote of the Council of Governors.*

STATEMENT OF PURPOSE: This change reflects the belief that the currently set reserve is too low to provide a safety net for the multiple district to operate in the event of a financial emergency and increases the reserve from \$100,000 to \$150,000.

The Council of Governors, the Constitution and By-Laws Committee, and the Budget and Finance Committee of Multiple District Four ask for you to vote **YES** to increasing the reserve fund. [No increase in dues will be needed, in that the funds are already in the MD4 accounts as a result of savings encountered during the pandemic.]

Shall the MD4 Operating Reserve Fund be increased to not less than \$150,000?

☐ **Yes**

☐ **No**

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 3. To add the Youth Protection Committee to the list of standing MD4 Committees.

Currently, the Youth Protection Committee is an Ad Hoc Committee and is not part of the MD4 Standing Committee list.

The members of the committee believe: *The comprehensive protection of youth in activities which introduces them to becoming socially responsible adults by exposing them to humanitarian service is of major concern to the members of California Lions. The members of the Multiple District Youth Protection Committee are the key resource persons to implement the Multiple District's Youth Protection Policy. The duties of the members of the committee shall be contained in the MD-4 Youth Protection Policy Manual, incorporated herein by reference, and shall have the same effect as if listed in the Bylaws of this organization. The duties and any other Rule in the Manual, however, may be changed at any time by majority vote of the seated Council of Governors. Members shall be selected and serve the same as all other standing committees of the Multiple District.*

STATEMENT OF PURPOSE: This addition will add the Lions Youth Protection Committee as requested and approved by the 2023-2024 Council of Governors and continue MD4's ongoing compliance with state law.

The Council of Governors, the Constitution and By-Laws Committee, and the Youth Protection Committee of Multiple District Four ask for you to vote **YES** to adding this committee to the list of standing committees. [No increase in the budget will be required and the cost of adding the committee shall be *de minimis*.]

Shall MD4 adopt the Lions Youth Protection Committee as a standing committee?

☐

Yes

☐

No

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 4. To add the CalRefresh Committee to the list of Other MD4 Committees.

Currently, the CalRefresh Committee is an Ad Hoc Committee and is not part of the MD4 Standing Committee list.

The members of the committee believe: *The committee shall assist the multiple district (MD-4) in showing the value of MD-4 to our sub-districts, clubs, and members. It will do this by improving communication and collaboration among our districts and create a culture of openness and inclusion. The committee will be responsible for reviewing the governance and administrative policies that support the multiple district. In addition, it will identify opportunities to enhance training and education, support and increase membership, and expand services provided to the districts, clubs, and members.*

STATEMENT OF PURPOSE: This addition will add CalRefresh as a forum for new ideas and directions by the Multiple District to interact with the sub-districts.

The Council of Governors, the Constitution and By-Laws Committee, and the members of the CalRefresh Committee of Multiple District Four ask for you to vote **YES** to adding this committee to the list of standing committees. [No increase in the budget will be required and the cost of adding the committee shall be *de minimis*.]

Shall MD4 adopt the CalRefresh Committee as an Other Committee?

☐

Yes

☐

No

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 5. To require the Council of Governors to consider any Past District Governor to act as Council Chair.

Currently, the MD4 Constitution requires the current Council of Governors to select its council chair from the immediate past council.

According to the sponsor of the amendment – District 4-L6

STATEMENT OF PURPOSE:” The purpose is to add a greater in-depth knowledge to the Council of Governors requiring the Rules, Regulations, Policies and Procedures, Custom and Practice which have historically guided Multiple District Four in its governing processes.”

The Council of Governors, the First Vice District Governors, the Second Vice District Governors, and the members of the Constitution and By-Laws Committee of Multiple District Four ask for you to vote **NO** to opening the position of Council Chair to every Past District Governor who lives in California.

Shall the MD4 Council Chairperson be selected from any past district governor?

☐

Yes

☐

No

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 6. To require the Council of Governors to appoint a Past International Director as a non-voting member of the Council.

Currently, the MD4 Constitution establishes what makes up the Council of Governors and who shall govern the Multiple District. A Past International Director serves as the Multiple District Protocol officer but is not a member of the council.

According to the sponsor of the amendment – District 4-L6

STATEMENT OF PURPOSE:” The purpose is to add a greater in-depth knowledge to the Council of Governors requiring the Rules, Regulations, Policies and Procedures, Custom and Practice which have historically guided Multiple District Four in its governing processes.”

The Council of Governors, the First Vice District Governors, the Second Vice District Governors, and the members of the Constitution and By-Laws Committee of Multiple District Four ask for you to vote **NO** to forcing the council to place a former international director into the middle of the business of the multiple district.

Shall the MD4 Council of Governors be required to add a Past International Director to the governing body?

☐

Yes

☐

No

2024 Ballot Items

If approved the appropriate change will be made in either the Merged Constitution or the current MD4 Constitution based on the results of Measure 1.

MD4 CONSTITUTION – Requires a two-thirds (2/3) vote of the delegates to pass.

MEASURE 7. To require that the Multiple District allow all Past District Governors to vote in an election whether or not their club has paid its dues.

Currently, the MD4 Constitution establishes that in order to vote in any election you must be a member in good standing in a club in good standing. Good standing means your dues have been paid. Individuals can not pay their dues to the Multiple District or LCI, they can only be paid by the club and the only way to know if a member has paid their dues is by the club being reported in good standing.

According to the sponsor of the amendment – District 4-L6

STATEMENT OF PURPOSE: The purpose of this amendment is to grant a permanent vote to all Past District Governors and International Officers who are a member of a Lions Club in Multiple District Four based on their title and status, not on the standing of the club of which they are a member.

The Council of Governors, the First Vice District Governors, the Second Vice District Governors, and the members of the Constitution and By-Laws Committee of Multiple District Four ask for you to vote **NO** to creating an elite class that does not have to pay dues to participate in the business of MD4.

Shall MD4 allow all Past District Governors and International Officers based on their title and status to vote regardless of the standing of their club?

☐

Yes

☐

No

2024 Ballot Items

Requires a majority vote to pass.

MEASURE 8. To adopt the 2024-2025 proposed budget as approved by the Council of Governors.

Currently, the MD4 Constitution requires the delegates to approve the budget for the year at this convention..

STATEMENT OF PURPOSE: To provide an operating budget for Multiple District Four for the 2024-2025 Lions year. [The proposed budget was sent to each Club President and Secretary 45 days before the convention.]

The Council of Governors, the First Vice District Governors, the Second Vice District Governors, the members of the Constitution and By-Laws, and the Budget and Finance Committee of Multiple District Four ask for you to vote **YES** to provide an operating budget for Multiple District Four for the 2024-2025 Lions year.

Shall the proposed 2024-2025 Budget be adopted?

☐

Yes

☐

No

2024 Ballot Item 9

Three Lions are seeking to be the Multiple District Four endorsed candidate for
International Director.

The individual who receives the most votes will be the nominee.

[On the list below, mark one box. Any ballot that has more than one name marked or is not marked in a fashion that removes all doubt as to whom the vote is cast for, shall be found to be an invalid ballot and will not be counted.]

☐

KEVIN PATEL

☐

LIZ CROOKE

☐

MARK PIVA

Multiple District Four Proposed Budget
July 1, 2024 June 30, 2025

Plan A: Use Rollover Unused Budget from COVID (One Time only)

	2020-2021	2020-2021	2021-20222	2021-2022	2022-2023	2022-2023	2023-2024	2024-2025	% of
	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Proposed	Income
4000 Budget Income					421.20			Members: 17800	
4010 MD-4 Dues from Districts	320,868.00	339,300.00	316,059.00	338,400.00	321,795.75	327,600.00	320,400.00	320,400.00	96.9%
4020 Other Income	50.06	0.00	176.72	0.00	2,081.94	0.00			0.0%
4050 Sale of Merchandise	0.00	0.00	4,671.98	300.00	625.00	300.00	300.00	300.00	0.1%
4100 Interest	0.00	0.00	0.09	0.00	6.82	0.00			0.0%
4210 Transfer from Reserved Funds	0.00	0.00		6,134.00		0.00			0.0%
4600 Returned from MD4 Convention	0.00	0.00	5,231.05	10,000.00	9,164.13	10,000.00	10,000.00	10,000.00	3.0%
Deposits Applied:									
Youth	0.00	0.00		6,000.00		0.00			0.0%
Exchange									
Leadership									
Institutes	0.00	0.00		12,000.00		0.00			
4000 Total Budget Income	320,918.06	339,300.00	326,138.84	372,834.00	334,094.84	337,900.00	330,700.00	330,700.00	100.0%
Budget Expenses									
5600 Payroll & Related Expenses									
Total Payroll & Related Expenses	104,515.42	97,717.00	97,748.49	115,783.04	60,710.35	114,988.00	84,424.69	132,866.00	25.5%
Total Administrative Expenses	46,349.42	46,800.00	51,167.03	51,000.00	91,125.10	52,700.00	57,100.00	76,300.00	17.3%
6600 District 4 Meetings & Support									
Total Council of Governors	38,314.20	105,083.00	101,856.45	120,877.01	94,961.95	114,900.00	87,800.00	84,100.00	26.5%
6700 Committees									
Total Committees	9,620.30	16,500.00	22,052.92	12,750.00	5,858.89	20,400.00	17,350.00	21,200.00	5.2%
6800 Other Committees									
Total Other Committees	72.29	23,500.00	3,851.85	24,970.00	13,580.14	30,275.00	28,700.00	34,500.00	8.7%
Total Student Speaker Contest	0.00	0.00	0.00	0.00	10,012.18	0.00	8,500.00	12,000.00	2.6%



The International Association of Lions Clubs

CONSTITUTION AND BY-LAWS

MULTIPLE DISTRICT FOUR

*MD4 Revised June 2023 Merged with
LCI Standard Multiple District, Revised July 11, 2023
Merged October 23, 2023*

Lions Clubs International

PURPOSES

TO ORGANIZE, *charter and supervise service clubs to be known as Lions clubs.*

TO COORDINATE *the activities and standardize the administration of Lions clubs.*

TO CREATE *and foster a spirit of understanding among the peoples of the world.*

TO PROMOTE *the principles of good government and good citizenship.*

TO TAKE *an active interest in the civic, cultural, social and moral welfare of the community.*

TO UNITE *the clubs in the bonds of friendship, good fellowship and mutual understanding.*

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 club members.*

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.*

VISION STATEMENT

TO BE *the global leader in community and humanitarian service.*

MISSION STATEMENT

TO EMPOWER *Lions clubs, volunteers and partners to improve health and well-being, strengthen communities, and support those in need through humanitarian service and grants that impact lives globally, and encourage peace and international understanding.*

MULTIPLE DISTRICT FOUR CONSTITUTION

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MULTIPLE DISTRICT FOUR CONSTITUTION

ARTICLE I

NAME

This organization shall be known as Lions Multiple District FOUR hereinafter referred to as “multiple district.” This organization is also known as California Lions or California Lions Clubs or MD4.

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 members of the multiple district and 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 clubs of California 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 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.

VISION STATEMENT

To be the local leaders in community and humanitarian service.

MISSION STATEMENT

To empower volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through our local Lions Clubs.

ARTICLE III

MEMBERSHIP

The members of this organization shall be all Lions clubs in this multiple district chartered by Lions Clubs International.

This multiple district shall consist of any number of sub-districts, with boundary lines as adopted by a multiple district convention and approved by the International Board of Directors of Lions Clubs International.

A chartered club in good standing is defined as a club, which is current with the payment of its per capita tax to Lions Clubs International and to Multiple District Four.

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 Multiple District Four Constitution and By-Laws shall govern the multiple district and may not be amended 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.** Each district of MD4 shall have a District Governor, First Vice District Governor and a Second Vice District Governor who shall be elected at the annual district convention no less than thirty (30) days prior to the opening session of the International Convention. The District Governor, First Vice District Governor and Second Vice District Governor must be a member of a club in good standing in the District and shall qualify and serve in accordance with the requirements of the Constitution and By-Laws of the International Association of Lions Clubs. They shall be elected by secret ballot at said District Convention.

There shall be a Council of Governors composed of all the district governors in the multiple district. The Council of Governors shall also include one immediate past district governor who shall serve as council chairperson. The officers of this multiple district shall be the members of the Council of Governors. Each member of the council of governors, including the council chairperson, shall have one (1) vote on each question requiring action of the council of governors. The council chairperson shall serve for a one-year term only and cannot serve in that capacity again.

Section 2. **OFFICERS.** The District Governors and the Council Chairperson of Multiple District Four shall constitute the governing body thereof and shall be known as the Council of Governors. A majority of said Council of Governors shall constitute a quorum for the transaction of business. The officers of the Council of Governors shall be a chairperson, secretary and treasurer and such other officers as the Council of Governors shall deem necessary, all of whom shall be elected annually by the Council of Governors.

At the final meeting of the Council prior to the International Convention, the District Governors-Elect shall select, by secret ballot and majority vote of those present and voting, a member of the outgoing Council to act as their Council Chairperson who shall be notified by the outgoing Council of Governors immediately following said selection. The Council Chairperson-Elect shall take office immediately following the International Convention. The Secretary and the Treasurer shall be elected by secret ballot at the first meeting of the incoming Council of Governors.

The Chairperson, Council Secretary and Council Treasurer shall constitute an Executive Committee of Multiple District Four, which shall be empowered to:

- (a) Handle emergency business arising between Council meetings, and
- (b) Follow through during an interim period on business approved at a Council meeting.
- (c) All acts of the Executive Committee shall be subject to the approval of the Council at its next meeting and may be nullified or modified by majority vote of the Council. The Executive Committee shall continue to execute business until replaced.

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 of Governors shall:

- (a) Have jurisdiction and control over all officers and agents, when acting as such, of the Council of Governors 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 Lions club, or any member of a Lions club, in the multiple district. All such rulings of the Council of Governors 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 of Governors, 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 2/3 of the entire number of the Council of Governors. Should the council chair be removed, the Council shall immediately select a member of the immediate past council to serve the remainder of the current term as Council Chairperson.

Section 5. **MULTIPLE DISTRICT FOUR OFFICE.** The office of Multiple District Four shall be located in Santa Barbara, California, or such other location selected by a resolution proposed by the Council of Governors and approved by a two-thirds vote of certified voting members upon printed ballot at an annual Multiple District convention.

ARTICLES VII

MULTIPLE DISTRICT CONVENTION

Section 1. **TIME AND PLACE.** An annual convention of this multiple district shall be held in each year, prior to the international convention, at a place selected by the delegates of a previous annual convention of this multiple district. The convention shall commence on the first Friday and terminate on the following Sunday of the month of February of each year; provided, however, that for good and sufficient reasons the Council of Governors by a two-thirds vote may hold the convention one week prior or one week later in any given year.

Section 2. **CLUB DELEGATE FORMULA.** At Multiple District Four and Sub- District Conventions, each chartered club in good standing in shall be entitled to one (1) delegate and one (1) alternate for each ten (10) members, who have been enrolled for at least one year and a day in the club or major fraction thereof, of said club as shown by the records of the international office on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be five (5) or more members.

Each member of the Council of Governors and each International Director and/or Past District Governor who is a member in good standing of a club in good standing in Multiple District Four will be granted full delegate status and shall have a vote at Multiple District Four Conventions and at his own district convention independent of the club delegate quotas herein above specified. All current international officers who are members of a club in Multiple District Four and all current MD4 District Governors may vote regardless of the status of their club.

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 this multiple district.

Delinquent dues 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. Note: It is not required for a member to be enrolled in a club for a year and a day in order to qualify as an eligible delegate.

Section 3. **QUORUM.** At Multiple District Four conventions, a quorum shall consist of accredited delegates from at least ten (10) percent of the member clubs of said Multiple District Four, whose delegates are accredited by the Credentials Committee. In the event that a quorum is not obtained as provided herein, the Council of Governors shall be empowered to transact such business of Multiple District Four as it deems advisable.

Section 4. **DISTRICT CONVENTIONS.** Each District shall hold an annual convention commencing in April or May of each year, such convention to be held in conformity with the provisions of its District Constitution and By-Laws; provided further, that, should no place be designated for the holding of such convention, the District Governor of such District shall have the power to designate the place and time or, in the case of emergency, to change the locale and/or date of the convention.

Section 5. **SPECIAL CONVENTION.** A Special Convention of the clubs of the Multiple District may be called by a two-thirds vote of the Council of Governors 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 30 days prior to the convening date of the Special Convention.

ARTICLE VIII

FINANCES

Section 1. **EXPENSES.** The expenses of Multiple District Four and the expenses of the various Districts thereof shall be met by a per capita tax.

Section 2. **PER CAPITA TAX.** The per capita tax shall be \$18.00 per member per annum, payable semi-annually, on August 1st, based on membership as of June 30th of said year and February 1st based on membership as of December 31st of the preceding year. The proceeds of the per capita tax shall be assigned to the operating budget.

Section 3. **STUDENT MEMBERSHIP.** For student membership in chartered Campus, student members of regular Lions Clubs as defined by Lions Clubs International, and/or participants in the Leos to Lions program of Lions Clubs International, eligible student members shall be exempt from paying the annual per capita tax as provided in Section 2 above.

Section 4. **FISCAL POLICY.** The fiscal policy of Multiple District Four shall be to maintain an operating reserve fund of not less than \$100,000.00. This reserve may not be expended as long as other reserves exist, including the Governor's Discretionary Fund as outlined in Section 6 of this Article VIII. This reserve shall be used only in the event of a crisis situation that would seriously threaten the continuation of Multiple District Four. Any such expenditure from this fund shall be authorized by a two-thirds (2/3) vote of the Council of Governors.

Section 5. **RESPONSIBILITY.** The Council of Governors shall be charged with the responsibility of administering all funds, assets, and the financial affairs of Multiple District Four in accordance with the budget approved and adopted by the delegates to the annual convention of said Multiple District Four.

Section 6. **RIGHTS.** Neither the Council of Governors nor any of the committees shall have the right, power, or authority to create or incur any financial obligation for Multiple District Four exceeding the amount in the budget approved and adopted by the delegates to the annual convention. In the event the undesignated reserve funds exceed the required \$100,000.00 minimum designated reserve required by Section 4 of this Article VIII, an allocation of the operating reserve funds up to \$20,000 shall be designated as the District Governors discretionary fund. This allocation of undesignated reserve funds shall be designated as the Governor's Discretionary Fund and shall be replenished each year upon a new Council of Governors being seated; assuming undesignated reserve funds are available. Expenditures from the Governor's Discretionary Fund can only be made after a two-thirds (2/3) affirmative vote of the Council of Governors. These funds may be expended only for Multiple District Four administration or projects directly related to the spirit and principles of Lionism. The Council of Governors by a two-thirds (2/3) vote can designate a portion of undesignated reserves for specific purposes.

Section 7 **AUDIT.** Audit suitable financial records shall be maintained for all funds.

ARTICLE IX ELECTIONS

Elections held at Multiple District Four Conventions shall be by printed ballot. In cases where there is only one candidate, the ballot shall provide for a "yes" or "no" vote. A majority of "yes" votes shall be necessary for election. In the event there are three or more candidates for a single office, the candidate receiving a plurality of the votes shall be the winner. Elections shall be conducted using the rules of operation as established by the Constitution and By-Laws and Rules Committee and approved by the Council of Governors.

ARTICLE X

MULTIPLE DISTRICT DISPUTE RESOLUTION PROCEDURE

All disputes or claims 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 of governors, or any other internal Lions multiple district matter that cannot be satisfactorily resolved through other means, shall be resolved in accordance with the Dispute Resolution Procedures established by the International Board of Directors.

ARTICLE XI

AMENDMENTS

Section 1. **AMENDING PROCEDURE.** This constitution may be amended only at a multiple district convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by the affirmative vote of two-thirds (2/3) of the votes cast. [The Supremacy Clause and Edification may also result in the amending of this Constitution and By Laws.]

Section 2. **PROPOSING AMENDMENTS.** Amendments to this Constitution may be proposed to the Constitution and By-Laws Committee of Multiple District Four by the Council of Governors or in writing by any Lion in good standing in Multiple District Four after endorsement by the Convention of his/her District, or amendments may be proposed by the Constitution and By-Laws Committee of Multiple District Four. Such proposed amendments shall be accompanied by a statement of the purposes thereof and shall be submitted to the Council of Governors at its Fall meeting for the perusal of the members.

Section 3. **SUBMITTING.** At least forty-five (45) days prior to the beginning of the annual Multiple District Four Convention, copies of the proposed amendments shall be mailed, together with the proponents' statements of purpose and the recommendations of the Constitution and By-Laws Committee, to the Secretary of each club in Multiple District Four.

Section 4. **QUALIFIED AMENDMENTS.** Properly qualified amendments shall be submitted to the delegates of the next ensuing Annual Convention of Multiple District Four upon written ballot. Clarifications and/or corrections to the proposed amendments may be made during the forty-five (45) day period prior to the Multiple District Four Convention only after approval of the Constitution and By-Laws and Rules Committee and a majority of the members of the Council of Governors and presentation to the convention delegates at a general session prior to the balloting.

Section 5. **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 Multiple District Constitution and By-Laws at the close of the convention.

Section 6. **CLARIFICATION.** When it is agreed that it is necessary to change the wording of a section of the Constitution and By-Laws to make it clearer and subject to fewer interpretations,

the Council of Governors—by a unanimous vote—may make the change. Less than a unanimous vote requires the matter be submitted to the delegates at the annual convention.

Section 7. **EFFECTIVE DATE.** Each amendment shall take effect on the first day of July following their adoption, unless otherwise specified in the amendment.

ARTICLE XII

MISCELLANEOUS

Whenever in this Constitution the context so requires, the masculine gender includes the feminine and neutral genders, and the singular number includes the plural and vice versa.

BY-LAWS

CHAPTER I

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 Lions 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 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 or ten (10) days prior to any special convention called for the purpose of endorsing a candidate for International Office.
- (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.
- (c) No member of a Club in the sub-District in which the Multiple District Four Convention is held may be presented as a candidate for International Director or International Third Vice President. If endorsed by a plurality vote of the Sub-District and Multiple District Four, the endorsed candidate shall be certified to International in accordance with the provisions of the International Constitution and By-Laws.
- (d) In accordance with the provisions of the Constitution and By-Laws of International any endorsement received at a Multiple District Four Convention by a candidate shall be valid for the two (2) succeeding International Conventions following said endorsement. No other candidates may seek endorsement during said time.
- (e) In the event candidates have been endorsed at their respective District conventions both for International Director and International Third Vice President, the convention shall ballot on the question as to which office Multiple District Four shall seek at the next International Convention at which Multiple District Four will be eligible to present a candidate, between the hours of 3:00 PM and 5:00 PM, on the day previous to the final day of the Convention. The selection of a candidate for the office chosen will then be made by ballot on the final day.
- (f) In the event Multiple District Four has a sitting International Director, there shall be no campaigning for the office of International Director during the first year of a sitting International Director's term of office.

Section 2. **NOMINATION.** Each notice of intention so delivered shall be transmitted forthwith by the council chairperson and council secretary-treasurer 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. **SECONDING SPEECH.** Each such nominee for endorsement shall be entitled to one seconding speech of no more than three (3) minutes in duration.

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 their 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 Lions club in this multiple district shall be valid unless and until the provisions of this Article have been met.

CHAPTER II

DUTIES OF MULTIPLE COUNCIL OF GOVERNORS AND COMMITTEES

Section 1. MULTIPLE DISTRICT FOUR COUNCIL OF GOVERNORS.

Except where inconsistent with and contrary to the provisions of the Articles of Corporation 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 of Governors shall:

- (a) Make all contracts and approve all bills relating to multiple district convention administrative expenses.
- (b) Designate a depository for multiple district funds.
- (c) Determine the amount of surety bond for the council secretary-treasurer, and approve the surety company issuing said bond.
- (d) Receive financial reports, semi-annually or more frequently, from the council secretary-treasurer, and provide for a review or audit at the end of the fiscal year of the books and accounts of the council secretary- treasurer.
- (e) Have jurisdiction and control over all officers and agents, when acting as such, of the Council of Governors and all committees of the Multiple District and Multiple District Convention.

- (f) Have management and control over the property, business and funds of the Multiple District.
- (g) Have jurisdiction, control and supervision over all phases of the Multiple District Convention and all other meetings of the Multiple District.
- (h) 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.
- (i) Set any district-wide policies that it believes is in the best interest of the Multiple District; said policy shall continue past June 30 of the year in which the policy was adopted unless the incoming Council at its first meeting votes to discontinue a policy.
- (j) Make all contracts and approve all bills relating to Multiple District Convention administrative expenses.
- (k) Designate a depository for Multiple District funds.
- (l) Determine the amount of surety bond for the Council Treasurer and approve the surety company issuing said bond.
- (m) Receive financial reports, semi-annually or more frequently, from the Council Secretary-Treasurer, and provide for a review or audit at the end of the fiscal year of the books and accounts of the Council Treasurer.
- (n) The Council Chair shall be subject to the same reimbursement as any other member of the governing body. At the joint meeting of the Council of Governors, the Governors-Elect shall choose two of their members to serve as Council Secretary and Council Treasurer who shall be entitled to vote upon all questions coming before the Council. Separate written balloting shall be held for each Council Secretary and Council Treasurer, and a simple majority is required for election.
- (o) REMOVAL. At the request of the majority of the Council of Governors, a Special Meeting of the Council may be called for the purpose of removal of the Council Chair. Regardless of the manner in which the Council Chair was elected, the Council Chair may be removed from the Council for cause by affirmative vote of 2/3 of the entire membership of the Council of Governors. The Council Secretary or Treasurer may also be removed by 2/3 vote of the entire Council of Governors. Upon removal of the Secretary or Treasurer, a member of the governing body shall be appointed to the vacant position by majority vote of the Council.

Section 2. **MULTIPLE DISTRICT COUNCIL CHAIRPERSON.** The multiple district council chairperson shall be the administrative facilitator of the multiple district. All actions are subject to the authority, direction and supervision of the multiple district Council of Governors.

- (a) In cooperation with the Council of Governors, the council Chairperson shall: Further the Purposes of this association;

- (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 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 of governors; and
- (j) Facilitate, at the close of their term of office, the timely presentation of all multiple district accounts, funds, and records to their successor in office.

Section 3. MULTIPLE DISTRICT COUNCIL SECRETARY-~~and MULTIPLE DISTRICT COUNCIL TREASURER~~. Under the supervision and direction of the Council Chair and Council of Governors, the council secretary and council treasurer shall work with the Council Chair to ensure the following in their respective areas of responsibility.

- (a) Keep an accurate record of the proceedings of all meetings of the Council of Governors, and within ten (10) days after each meeting forward copies to all members of the Council of Governors, and the office of Lions Clubs International.
- (b) Assist the Council of Governors in conducting the business of the multiple district, and perform such other duties as are specified or implied in the constitution and by-laws, or as may be assigned to them from time to time by the Council of Governors.
- (c) Receive and give proper receipts for all dues and taxes required to be paid over to him/her by the sub-district cabinet secretary-treasurers, deposit the same in a bank or banks designated by the Council of Governors, and disburse the same under the supervision and control of the Council of Governors by checks drawn against said

deposits signed by himself/herself and countersigned by the council chairperson or other duly authorized council member.

- (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) Secure bond for the faithful performance of their duties in such sum and with such sureties as may be required by the Council of Governors.
- (f) Deliver, in a timely manner, at the conclusion of their term in office, the general and/or financial accounts, funds and records of the multiple district to their successor in office.
- (g) The duties herein are to be attributed to each of the officers according to the nature of the duties and may be delegated by the Council of Governors on an annual basis.

Section 4. **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 5. **GLOBAL SERVICE TEAM (GST) MULTIPLE DISTRICT COORDINATOR.** The GST multiple district coordinator is a member of the Multiple District Global Action Team. Their 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.
- (j) Act as the advocacy champion for the multiple district to implement activities including but not limited to community awareness/education, legislative/public policy, events and partnerships” and re-lettering the remaining items.

Section 6. GLOBAL MEMBERSHIP TEAM (GMT) MULTIPLE DISTRICT

COORDINATOR. The GMT multiple district coordinator is a member of the Multiple District Global Action Team. Their 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 7. GLOBAL LEADERSHIP TEAM (GLT) MULTIPLE DISTRICT

COORDINATOR. The GLT multiple district coordinator is a member of the Multiple District Global Action Team. Their 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 8: **MULTIPLE DISTRICT MARKETING CHAIRPERSON.** They are responsible for marketing and public relations efforts and directly supports the Global Action Team. Their responsibilities include:

- (a) Collaborate directly with the Global Action Team to direct membership leads that come through marketing channels to appropriate districts and clubs.
- (b) Collaborate with the council of governors to identify and support opportunities for marketing large-scale events, programs, and initiatives.
- (c) Work with the council chairperson to apply for marketing grants.
- (d) Manage social media channels and websites, either directly or through an established multiple district marketing committee.
- (e) Share multiple district success stories through social media.
- (f) Maintain familiarity of the Global Brand Guidelines.
 - 1. Champion appropriate and consistent use of global brand assets in all multiple district activities.
 - 2. Support use of approved brand templates for story and publicity development.
- (g) Promote the good works and newsworthy stories of LCI and LCIF to Lions to members of the media, through social media channels, and to external audiences.

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. Their 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, when appropriate, be involved in the gift-request process.
- (g) Assist with the submission of LCIF funds, MJF applications, and other donations information when necessary.
- (h) Report progress quarterly to the area LCIF Trustee.

Section 10. LEO or LEO-LION COUNCIL LIAISON (OPTIONAL). The Council of Governors, in consultation with the multiple district Leo chair, may choose to appoint a Leo or a Leo-Lion to serve a one-year term in an official non-voting capacity. The Leo/Leo-Lion council liaison shall represent the interests and perspectives of Leos and Leo-Lions and facilitate communication and connection between Leos and Lions. In areas with a Leo multiple district, the role shall be filled by a Leo-Lion or Leo, who is a current or past Leo multiple district president, vice-president, secretary, or treasurer. In areas where no Leo multiple district has been formed, the role shall be filled by a Leo-Lion or a Leo who is a current or former Leo district president. In areas where no Leo district has been formed, the role shall be filled by a Leo-Lion or Leo who is a current or former Leo club president.

The Council of Governors shall assign the Leo/Leo-Lion council liaison to the standing council committee(s) that would most benefit from a young adult voice. The council liaison may remain on the same committee for the duration of the year or transition among committees as determined by the Council of Governors.

The responsibilities of the Leo or Leo-Lion council liaison include:

- (a) Facilitating communication between Leo and Lions within the multiple district.
- (b) Serve as a resource to multiple district council officers and assigned committee(s).

- (c) Coordinate with the multiple district Leo chairperson in the promotion of the Leo club, Leo-Lion programs, and engagement opportunities for young people.
- (d) Support multiple district Leo chairperson in conducting training for Leo multiple district officers.
- (e) Advocate for leadership and leadership training opportunities for Leos and Leo-Lions within Lions multiple district activities.
- (f) Serve as support and point of contact for multiple district Leos to explore Lions membership program opportunities.
- (g) Communicate regularly with Leo multiple district president, Leo/Leo-Lion cabinet liaison (if appointed), international Leo-Lion Board Liaisons and with respective constitutional area representatives of the Leo Club Program Advisory Panelists to collaborate on initiatives related to young people.
- (h) Assist in the planning and integration of Leos and Leo-Lions in Lions multiple district convention, forum events and training.
- (i) Attend Leo multiple district meetings as necessary.
- (j) Chair one multiple district collaboration project between Leos and Lions.

CHAPTER III

MEETINGS

Section 1. **COUNCIL MEETINGS.** The Council of Governors shall hold a regular meeting within sixty (60) days after the date on which the district governors officially take office, and such other meetings as it deems advisable. The council chairperson, or the secretary at the chairperson's direction, shall issue a written call for each meeting of the Council of Governors, with the time and place to be set out in the call and to be determined by the chairperson. The date of any meeting saves the first, which shall be set by the chairperson, shall be determined by the Council of Governors.

Section 2. **ALTERNATIVE MEETING FORMATS.** Regular and/or special meetings of this council may be held through the use of alternative meeting formats, such as teleconference and/or web conference. Such action may be initiated with approval of the majority of the Council of Governors.

- (a) The Council of Governors may transact business by written correspondence including email, facsimile, text, or live video platform-provided that no such action shall be effective until approved in writing by three-fourths (3/4) of the entire number of members of said Council. However, in order for the votes to be valid, they must: be received by the Multiple District Four Office within thirty (30) days after the original contact.
- (b) A properly noticed meeting held on a live video platform shall be treated in the same manner as if the meeting was being conducted in person.

Section 3. **QUORUM.** The personal presence of a majority of the Council of Governors shall constitute a quorum at any meeting.

Section 4. **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 the members of the council of governors. Such action may be initiated by the Council Chairperson or any three (3) members of said council.

CHAPTER IV

MULTIPLE DISTRICT SUB-DIVISIONS

Section 1. **DISTRICT DESIGNATION.** The Council of Governors shall allot to each District its designating letter and numeral, and in such allotments for the State of California, shall use the letter "C" plus a different numeral for each District in the northerly section of the State; and the letter "A" plus a different numeral for each District in the central section of the State; and the letter "L" plus a different numeral for each District in the southerly section of the state.

Section 2 **BOUNDARY CHANGES.** Changes in the boundaries of two or more Districts, the division of a District, or the formation of a new District from two or more existing Districts may be instituted only after approval by the Cabinet of the District of each of the districts affected.

Section 3 **DISTRICT DIVISION.** Any proposed division of a District or a proposed formation of a new District from two or more existing Districts shall require a map showing boundary lines, as approved by the Council of Governors, together with a list of the Lions Clubs which shall comprise the proposed district, be submitted to the International Board of Directors for its approval. The proposed district shall contain no less than thirty-five (35) clubs with a total membership of no less than one thousand two hundred fifty (1,250) members in good standing.

- (a) In the event the International Board of Directors approves such redistricting proposal, it shall become effective at the close of the annual International Convention, which next follows the date of such Board approval; provided, however, that delegates from clubs which will comprise the respective new Sub-Districts shall elect a District Governor and may adopt a Constitution and By-Laws at a meeting held in conjunction with the Convention, held after said Board approval and prior to said District Convention of the District being redistricted.
- (b) In the event of the formation of a new District from portions of two or more existing Districts, the Council of Governors shall call a special meeting at a time and place of its choosing, not-later than May 1st of the fiscal year immediately prior to the beginning of the fiscal year in which the new District becomes operative. The Council of Governors also shall designate a Chair to preside at the meeting for the election of the District Governor of the new District and shall appoint a Credentials and an Election committee to act at said meeting. Delegates to said special meeting shall be selected and shall function in accordance with the provisions for their selection and functioning at District conventions hereinafter set forth. Notice of this special meeting shall be mailed from the Multiple District Four office to the Presidents and Secretaries of the clubs in the new District, at least thirty (30) days prior to said meeting. Detailed procedures and timelines for the required approval process and other items relating to a division or merger of a District are contained in the MD-4 Policy and Procedure Manual.

Section 4 **BORDERLINE CLUBS.** The change of a borderline club from one District to another shall require a majority vote of the club involved and shall further require a majority approval of the Cabinet of the two affected Districts and shall be in accordance with the directives of Lions Clubs International.

CHAPTER V

OPERATION

Section 1. **DISTRICT GOVERNOR.** Within thirty (30) days following the end of his/her term of office, the District Governor shall send a copy of an audited financial statement showing the condition of the District to the Multiple District Four Office.

Section 2. **DISTRICT GOVERNOR VACANCY.** In the event any District fails to elect a qualified District Governor at its annual Convention, or if any District Governor-Elect of any such District shall die or refuse to take such office prior to the day his/her term otherwise would begin, or in the event of the death or resignation of a District Governor, or his/her inability to perform the duties of his/her office for a period in excess of sixty (60) days, a District Governor shall be appointed in accordance with the provision of the Constitution and By-Laws of the International Associations of Lions Clubs.

Section 3. **COUNCIL OF GOVERNORS MEETINGS.** The Council of Governors shall hold at least four meetings a year, one to start on the first weekend of August, one during the month of October or November, one at and preceding the Multiple District Four Convention, and one during the month of May or June. The site for the first meeting of the Council of Governors shall be selected by the preceding Council of Governors.

- (a) The Chair of the Council, if present, shall preside over all meetings thereof, and at the Multiple District Four Convention.
- (b) No special meeting shall be held except upon call by the Chair of the Council of Governors or upon the written request of one-third of the members of the Council. In each event, the call by the Chair or by one-third of the members of the Council shall be accompanied by an agenda of the business to be transacted at said special meeting. However, such special meeting may not be held unless a majority of the Council agrees to said special meeting.
- (c) The Council of Governors shall determine the order of business of the annual Multiple District Four Convention, and make such recommendations to the convention, as it may deem advisable.
- (d) When a District Governor is unable to attend a meeting of the Council of Governors, the District Governor shall appoint the current First Vice District Governor or, if the First Vice District Governor is unable to attend then the District Governor shall appoint the current Second Vice District Governor to serve as an alternate and have the right to vote at said meeting.
- (e) In the absence of the District Governor, the First Vice District Governor and Second Vice District Governor, the District Governor shall have the power to delegate an alternate, a member in good standing of his/her district, to represent him/her and the district at a

meeting of the Council of Governors. Said alternate shall have the right to vote at said meeting. District Governors-elect shall meet with the council at the final council meeting prior to the Lions Clubs International Convention for orientation.

CHAPTER VI

MULTIPLE DISTRICT FOUR COMMITTEES

Section 1. **GEOGRAPHICAL AREAS.** The Districts of MD4 shall be grouped into four geographical areas as follows: Area one (1), District 4-C1, 4-C5, 4-A1, Area two (2), 4-C2, 4-C3, 4-C4, 4-C6; Area three (3), 4-A2, 4-A3, 4-L1, 4-L3; Area four (4), 4-L2, 4-L4, 4-L5, 4-L6. Area nominations for “**members-at-large**” shall be made by area caucuses of area District Governors at the May/June meeting between the District Governors and District Governors-Elect.

Section 2. **COMMITTEE MEMBERSHIP.** Except as otherwise provided in the Constitution and By-Laws, the membership of all committees, except Executive, Personnel, Disaster, and Ad-Hoc, shall consist of one District Governor, selected by the District Governors-elect, at least one First Vice District Governor, selected by the First Vice District Governors- Elect and one Second Vice District Governor, selected by the Second Vice District Governor Elect at their May/June meeting with the outgoing Council of Governors, and four (4) members- at-large whose terms of office shall be for a period of four (4) years. The senior appointed member of the committee shall act as chairman. The appointed District Governors, First Vice District Governors and Second Vice District Governors are non-voting ad hoc members of the committees. The governors act as liaisons between their Council and the committee.

- (a) At their May/June meeting with the District Governors-elect, the District Governors of each area where a term will expire shall nominate one (1) member-at-large for a 4-year term to replace the member-at-large whose term will expire June 30. In the event the area District Governors are unable to select a suitable candidate from their own area, the area District Governors may select a candidate from any area within the Multiple District. The area nominee shall be confirmed by the Council of Governors, and should confirmation not be made, referral shall be made to the Area District Governors for another nominee. In the event that a majority of the Area District Governors cannot agree on one nominee, then the nominees shall be submitted to the Council of Governors for appointment by majority vote.
- (b) All terms of office shall begin as of July 1st and not more than one (1) member-at-large shall be from one of the areas, except as provided in subsection (b) above.
- (c) The members of the appointing Council or the Immediate Past Council shall not be eligible for appointment for a period of one year after their term concludes as District Governors, or Council Chair with the exception of MD-4 Global Leadership Team, Global Membership Team, and Global Service Team. Any member-at-large in good standing who becomes a District Governor or Vice District Governor during the tenure of membership on any committee shall immediately resign as a member of that committee.

This shall also apply to any candidate for international office, who has received their district's endorsement.

- (d) In the event a new committee is formed, the members of said committee shall consist of one appointment from each area. The Council of Governors shall determine by lot which area shall have a representative for a four (4) year term, which area shall have a representative for a three (3) year term, which area shall have a representative for a two (2) year term and which area shall have a representative for a one (1) year term for the first year of service for a new committee.
- (e) No Sub-District of Multiple District Four shall have more than four (4) members nor less than two (2) members serving on a Multiple District Four standing committee at any one time except on the Disaster Committee.
- (f) No Lion shall serve on more than one MD-4 Committee, except the special committees listed in the MD-4 Policy and Procedure Manual, at any given time.
- (g) The Council of Governors shall appoint one or more Vice District Governors in an ex officio capacity to serve on Multiple District Four committees.

Section 3. **EXPENSES** for members of committees attending meetings as required in the Policy and Procedure Manual, shall be paid according to the General reimbursement policy of Multiple District Four, except there shall be no expense allowance for members of the Disaster Committee.

Section 4. **MEMBER-AT-LARGE REMOVAL.** The following methods may be used to remove a member-at-large from a committee:

- (a) Any time during the first year of their term, a newly appointed member-at-large may be removed by recommendation of the nominating District Governor and majority confirmation of the Council of Governors..
- (b) The Council of Governors, by a two-thirds (2/3) vote of its total membership, after recommendation by the Committee and investigation and recommendation by the affected area District Governors, shall have the authority to remove a member of any appointed committee for inactivity or other valid cause or at the recommendation of the committee.
- (c) In the event of a vacancy resulting from death, resignation or removal, an interim appointment shall be made in accordance with procedures for appointment as stated in this article to fill the vacancy for the unexpired term. Any active member of a Lions Clubs in good standing of Multiple District Four, save as herein above excepted, shall be eligible for service on said committee.

Section 5. **STANDING COMMITTEES.** The following shall be the standing committees in Multiple District Four:

- (a) **Budget and Finance Committee.** The committee shall prepare a proposed budget for the Multiple District Four Operating Fund to include all estimated income from all sources and all estimated expenses of said Multiple District Four for the ensuing year. The proposed budget shall be submitted to the District Governors at their Oct/Nov meeting for discussion and possible amendment. The said proposed budget as submitted or as amended shall be submitted to the delegates to the annual Multiple District Four convention and shall be subject to their approval. If the said proposed budget is not

approved, it shall be returned to the Budget and Finance Committee for further consideration. In the event that said budget is not finally approved at the convention, Multiple District Four shall operate for the succeeding year under the budget of the preceding year. The said committee shall perform other functions which are common to such a committee, or which may be assigned to it by the Council of Governors. The Chair of the committee shall be bonded as an alternate signatory for the Council Secretary/Treasurer of the Council of Governors. The next senior member of the Budget and Finance Committee shall be a substitute signatory for the Council Secretary/Treasurer of the Council of Governors in the event of the demise, inability to perform, resignation, or removal of the Council Secretary/Treasurer; when the Chair of the Budget and Finance Committee cannot act in such a capacity.

- (b) **Constitution and By-Laws and Rules Committee.** The committee shall examine the Constitution and By-Laws of Multiple District Four each year. It shall propose amendments, which it deems desirable and shall review proposed amendments, which may have been submitted by other Lion members. Regarding the latter, the committee shall make specific recommendations for adoption or rejection to the delegates at the Multiple District Four Convention at which said proposed amendments are submitted. The committee also shall draft proposed rules under which the Multiple District Four Convention will operate, and the Chair shall act as the Parliamentarian at said convention. In the event of his/her absence, the Chair of the Council of Governors shall appoint another Lion.
- (c) Any member of the Council of Governors who believes that an action or policy of the Council of Governors or any Multiple District Four committee is in conflict with the Constitution and By-Laws of Multiple District Four may refer the question of the constitutionality thereof to the Constitution and By-Laws Committee. The action or policy is invalid until such time as the Committee Rules.
- (d) A ruling of the Constitution and By-Laws Committee concerning the proper interpretation of the Constitution and By-Laws shall be final and binding upon the Council of Governors and any Multiple District Four committee.
- (e) Any District Governor, Vice District Governor or another member in good standing of the Multiple District who believes an appointment made by the Council of Governors is in violation of the Constitution, By-Laws or Policy & Procedure Manual of this Multiple District shall have until the close of Council Session one of the succeeding Council of Governor's meeting to file their complaint in writing with the Council Chair and the Chair of the Constitution and By-Laws Committee. If both parties do not receive such complaint by said time, the issue becomes moot.
- (f) **Convention Management Committee.** The committee shall be charged with the responsibility of planning, of approving a budget for, and of programming the annual Multiple District Four convention. The following subcommittees: Credentials, Elections, and Resolutions shall be appointed by the Council of Governors. There shall be one member of the Resolutions Committee appointed from each of the four areas. If the Governors do not make such appointments by the closing date of the second meeting of

the Council, the Convention Management Committee may make such appointments as are necessary to carry out the duties of these committees. The Convention Management Committee may appoint such other committees as shall be deemed necessary by the Convention Management Committee or the Council of Governors. The Convention Management Committee shall supervise the local Host Committee in discharging the responsibilities of housing, transportation, and other operational matters. The Credentials Committee shall have the powers and perform the duties set forth in ROBERT'S RULES OF ORDER, NEWLY REVISED.

- (g) **Marketing Communications and Lions Information Committee.** The committee shall be charged with two very distinct and separate duties: (1) Informing the general public and (2) Keeping the Lions of Multiple District Four informed. The specific duties shall be outlined in the Multiple District Four Policy and Procedures Manual.
- (h) **Student Speakers Committee.** The committee shall discuss and suggest topics to the Council of Governors. The Council shall determine the topic for the annual contest. The committee shall determine the various dates and rules under which the contest will be conducted. It shall assist the various District Chairs by supplying information, ideas and materials relating to the contest.

At the Organizational meeting of the Council of Governors the District Student Speakers Chairs shall be invited to participate with the Student Speakers Committee in all discussions and determinations relative to the current year's contest.
- (i) **International Convention Hospitality Committee.** The Committee shall be responsible for the planning and carrying out of all Multiple District Four activities and functions in connection with the annual International Convention. All authorized expenses of the committee shall be chargeable to that section of the Operating Budget allocated to its use and shall be subject to the general reimbursement policy of the district as established by the Multiple District Budget and Finance Committee. The committee shall be composed of four (4) Area appointees.
- (j) **Long-Range Planning and Research Committee.** The committee shall formulate and study for the benefit of the Council of Governors all long-range planning for the welfare of the Multiple District Four and shall conduct all appropriate research to accomplish the purpose. The committee shall file a written report at the joint Council of Governors meeting each year and shall further give an oral report concerning their activities at the General Session of the Multiple District Four Convention.
- (k) **Lions Youth Outreach Program Committee.** The comprehensive youth program expands opportunities to assist youth in becoming socially responsible adults by introducing them to humanitarian service. The Multiple District Youth Outreach Chair is the key resource person to implement the program.
- (l) **Youth Exchange Committee [YEC].** The YEC shall recommend a committee member replacement to the Council of Governors at the June Meeting. If not approved by the Council of Governors or a recommendation is not provided by the Youth Exchange Committee, the appointment of the member shall be provided by the Council of Governors. The YEC shall include two members from the north (Districts 4-C1 through

4-C6, 4- A1, 4-A2) and two members from the south (Districts 4-A3, 4- L1 through 4-L6) of the Multiple District. The north and south committee member's terms shall be alternated to provide the replacement of a committee member from the north followed by the replacement of a committee member from the south the following year.

(m) **Personnel Committee.** The Personnel Committee shall consist of the Executive Committee together with the Chair and the next senior member of both the Budget and Finance Committee and the Constitution and By-Laws and Rules Committee.

(n) **Disaster Committee.** The Disaster Committee shall be composed of the Executive Committee with the most recent Past International Officer serving in the capacity of a Liaison Officer between Lions Clubs International and the Executive Committee. The Council Chair is to serve as the chair.

(o) **Property Management Committee.** The Property Management Committee shall be responsible for observing and reviewing the condition of the Multiple District Four office building and property. The committee shall be responsible contracting a flag custodian who will be responsible for the storage, maintenance, and arrange for the transportation of the Multiple District Four flag set poles, bases, and storage containers to and from the designated Multiple District Four storage area to the Multiple District Four Convention site or other required site(s). On an annual basis, the custodian shall recommend replacement of damaged equipment, storage containers, and/or additional flags as needed to keep the flag set current.

Section 6. **SPECIAL CHAIRS:** Multiple District Four Chairs will be appointed by the Council of Governors in accordance with the positions and tenure determined by Lions Clubs International. Such chairs may be, but not exclusively, Campus Club Chair, Sight Preservation and Awareness Chair, Hearing Preservation and Awareness Chair, Diabetes Awareness and Action Chair, Disaster Preparedness Chair, International Relations Chair, Lions Services for Children Chair, LEO Chair, and Lions Quest Chair.

Section 7. **OTHER REQUIRED COMMITTEES** The following committees shall be considered other required committees: Global Leadership Team (GLT), Global Membership Team (GMT) with a Family & Women's Membership Development Specialist, and a Global Service Team (GST), Lions Clubs International Foundation (LCIF).

The Council of Governors may create and appoint such other committees and positions as it deems necessary and appropriate for efficient operation of the multiple district.

MULTIPLE DISTRICT GLOBAL ACTION TEAM. Chaired by the council chairperson and includes the Multiple District Global Membership Team Coordinator, Multiple District Global Service Team Coordinator, and Multiple District Global Leadership Coordinator and is supported by the Multiple District Marketing Chairperson. 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.

CHAPTER VII

MULTIPLE DISTRICT CONVENTION

Section 1. **CONVENTION SITE SELECTION.** The chairperson of the Council of Governors shall receive invitations in writing from places desiring to entertain the annual convention. All invitations shall set forth such information as the Council of Governors shall from time to time prescribe and shall be delivered to the chairperson no later than thirty (30) days prior to the convening date of the convention at which the convention site shall be voted upon by the delegates of said convention. Procedure to be followed in investigation of bids and in presentation of the same to conventions, as well as action to be taken by a convention in the event no bids are acceptable to or so received by the Council of Governors shall be determined by the Council of Governors.

Section 2. **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 3. **SITE CHANGE.** The Council of Governors shall retain, and have, absolute power to change at any time, for good reason, the convention site chosen by a multiple district convention, provided that such convention site shall be located within the boundaries of the multiple district, and neither the Council of Governors nor the multiple district nor any sub-district or sub-districts shall incur any liability thereby to any club or sub-district. Notice of this site change shall be furnished in writing to each club in the multiple district no less than sixty (60) days prior to the convening date of the annual convention.

Section 4. **OFFICERS.** The members of the Council of Governors shall be the officers of the annual multiple district convention.

Section 5. **ORDER OF CONVENTION BUSINESS.** The multiple district Council of Governors shall arrange the order of business for the multiple district convention, and the same shall be the order of the day for all sessions.

Section 6. **RULES OF ORDER AND PROCEDURE.** Except as otherwise specifically provided in this constitution and by-laws, the Policy and Procedure Manual, or by resolution, all questions of order and procedure in any convention, any meeting of the Council of Governors, or multiple district committee shall be determined by **ROBERT'S RULES OF ORDER, NEWLY REVISED.**

Section 7. **RESOLUTIONS AND PROPOSITIONS.** Any resolution or proposition calling for expenditure of money not provided for in the Budget shall first be referred to the Council of Governors and the Budget and Finance Committee and upon favorable recommendation of both, shall be passed only upon vote of a majority of the delegates to the Multiple District Four Convention present and voting. Said resolution shall specifically set forth the source of funds to be expended.

- (a) With the exception of resolutions of appreciation, no resolutions shall be considered at the Multiple District Four Convention unless a copy of same is delivered to the Resolutions Committee not later than 5:00 PM, on the last day preceding the first business session of said Convention. All such resolutions shall have a reading at the first

business session of the Convention and shall be voted upon at the second business session of the Convention.

- (b) The programs for each Multiple District Four Convention shall provide a forum period of one hour for a free and open discussion by Lions on such subjects or subjects as they may elect, provided that the subjects, in the opinion of the presiding officer, relate to the furtherance committee of service and the best interests of our country or Association provided, however, that no one speaker be allowed to consume more than five minutes of the allotted one hour's time.

Section 8. **PROGRAMS.** The programs for each Multiple District Four Convention shall be determined by the Council of Governors prior to the winter convention of MD-4 at the Fall Council of Governors Meeting.

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. **OFFICIAL REPORT.** Within sixty (60) days after the close of the multiple district convention, an official report shall be forwarded to Lions Clubs International and each club in the multiple district by the Council of Governors, or, at its direction, by the council secretary.

Section 11. **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.

CHAPTER VIII

MULTIPLE DISTRICT CONVENTION FUND

Section 1. **RESTRICTED FUNDS.** There shall be a restricted convention fund with a minimum balance at the beginning of each fiscal year of \$10,000 to be paid to the new Multiple District Four Host Convention Committee to cover administrative convention expenses. The host committee shall be entitled to the net proceeds up to \$5,000 from their convention. Any proceeds exceeding this amount to be distributed as prescribed by the Multiple District Policy and Procedures Manual.

Section 2. **REGISTRATION FEE** Such fee may be collected, under procedures set by the Council of Governors, from each delegate, alternate, and guest attending the multiple district convention to defray the actual cost of convention meals and entertainment.

CHAPTER IX

MULTIPLE DISTRICT ADMINISTRATION FUND

Section 1. **DISTRICT ADMINISTRATION FUND.** The amount collected on behalf of the various Districts shall be determined by their cabinets or as specified in their constitutions or by-laws, and any changes in the amounts shall be communicated to the Council Secretary not later than August 1st of the year in which change is to become effective.

Section 2. **FORWARDING PER CAPITA TAX.** All per capita taxes for Multiple District Four shall be collected by each sub-district and forwarded to the Council Treasurer. The Council of Governors may make such changes or alterations in said budget as it may deem advisable or

necessary, provided that in no event shall such changes or alterations increase the maximum amount allocated under said budget.

Section 3. **CARRYING CHARGES.** The Council of Governors shall be empowered to levy a carrying charge, as it may set from time to time, at a rate not to exceed the maximum amount permitted by law, on past due club account balances as determined by the Council of Governors.

Section 4. **DELINQUENT CLUBS.** Any club more than two billing periods in arrears in paying its obligations to the Multiple District and to its sub-district shall be recommended for ***NOT IN GOOD STANDING*** to the District Governor.

Section 5. **AUDITOR.** There shall be a District Auditor of Multiple District Four, who shall be appointed by the Council of Governors. The fiscal year of this association shall be August 1 through July 31. The auditor shall be a certified public accountant and shall audit or review the books and accounts of this association at least biennially. The audit shall be completed not later than one week prior to the October/November Council of Governors meeting.

CHAPTER X MISCELLANEOUS

Section 1. **COMPENSATION.** No officer shall receive any compensation for any service rendered to this multiple district in their official capacity with the exception of the council secretary-treasurer whose compensation, if any, shall be fixed by the Council of Governors.

Section 2. **FISCAL YEAR.** The fiscal year of this multiple district shall be from July 1st to June 30th.

Section 3. **AUDIT OR REVIEW.** The Council of Governors shall provide for an annual or more frequent audit or review of the books and accounts of the multiple district.

CHAPTER XI AMENDMENTS

Section 1. **AMENDING PROCEDURE.** These by-laws may be amended only at a multiple district convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by a majority of the votes cast.

Section 2. **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.

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 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.