

**The International  
Association  
Of  
Lions Clubs**

**District 201C2**

**Constitution**

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**LIONS CLUBS INTERNATIONAL DISTRICT 201 C2****DISTRICT CONSTITUTION****ARTICLE 1: NAME**

This organization ( hereinafter referred to as the “District”) shall be known as Lions Clubs International District 201 C2 of the International Association of Lions Clubs ( which association is hereinafter referred to as the “Association”)

**ARTICLE 2: OBJECT**

The Object of the District is to provide an administrative structure with which to advance, within the boundaries of the District, the purposes and Objects of the Association and in particular:-

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 fund and otherwise serve the civic, cultural, social and moral welfare of the community.

To assist financially, culturally, socially and morally the handicapped, disadvantaged and infirm of the community, both directly and indirectly.

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.

**ARTICLE 3: MEMBERSHIP**

The members of the District shall be all Lions Clubs in the District chartered by the Association.

**ARTICLE 4: BOUNDARIES**

- 4.1 The boundaries of the District shall be as approved by the Association from time to time.
- 4.2 The District shall be divided by the District Governor of the day into such Regions and Zones as the District Governor may determine in accordance with the provisions of the Constitution of the Association.

## **ARTICLE 5: DISTRICT ORGANISATION**

### **5.1 Cabinet**

The District shall have a District Cabinet comprising:

- The District Governor
- The First Vice District Governor
- The Second Vice District Governor
- The Immediate Past District Governor
- The Region Chairmen
- The Zone Chairmen
- A Cabinet Secretary
- A Cabinet Treasurer (or Secretary/Treasurer)
- A Constitution and By-Laws Chairman
- The District Governor Elect (from the date of election)

Such other Lions Members as the District Governor of the day may appoint from time to time.

5.1.1 The District Governor will have the authority whether the positions of Region Chairmen will be utilized. If not so utilized the positions of Region Chairmen shall remain vacant during that District Governors term.

### **5.2 Officers**

The members of the District Cabinet and District Chairmen shall be Officers of the District. Each such Officer must be and remain a member in good standing of a Lions Club in good standing in the District.

### **5.3 Appointments**

The District Governor may appoint such District Chairmen as the District Governor deems fit. Such District Chairmen may be appointed to the District Cabinet as voting members.

5.3.1 The District Governor shall, before taking office, appoint the Cabinet Secretary, the Cabinet Treasurer, a Region Chairman (optional) for each Region and a Zone Chairman for each Zone.

### **5.4 Vacancies**

#### **5.4.1 Cabinet Officers**

If any vacancy occurs in any office, except that of District Governor, First Vice District Governor, or Second Vice District Governor, the District Governor of the day may appoint another Lions who is so qualified, to be an officer to fill the unexpired term thereof.

#### **5.4.2 District Governor**

In the event of a vacancy in the office of District Governor, this office shall be filled in accordance with the provisions of Article IX Section 5 of the Lions Clubs International Constitution.

#### **5.4.3 First Vice District Governor**

In the event of a vacancy arising in the office of First Vice District Governor, the District shall convene a meeting of the members of the existing cabinet, as provided for in the Lions Clubs International Constitution and By-Laws, and all past International officers, who are members in good standing of a chartered Lions Club in good standing in the District. It shall be the duty of the attendees at such meeting to appoint a qualified club member to fill the said vacancy for the remainder of the term.

It shall be the duty of the District Governor, or if not available, the most recent Past District Governor who is available, to send out invitations to attend the said meeting and it shall be his/her

responsibility to presides as chairman of the meeting. The Chairman shall convey the results of the meeting to the Lions Clubs International office within seven (7) days, together with evidence of invitations sent, and the meeting attendances. Each Lions member that is entitled to, and attends the said meeting, shall be entitled to cast one (1) vote for the Lion of their choice.

**5.4.4. Second Vice District Governor**

If a vacancy arises in the office of Second Vice District Governor, the District shall determine if there is sufficient opportunity to fulfill its constitutional provisions by electing a Second Vice District Governor for the upcoming term.

In the event that there is insufficient opportunity then the provisions for filling a vacancy in the office of First Vice District Governor shall apply.

**5.4.5. First Vice District Governor & Second Vice District Governor**

In the event of a vacancy in the office of both the First Vice District Governor and Second Vice District Governor, a qualified candidate may choose to nominate for each office.

In such event the nomination for Second Vice District Governor shall be withdrawn if that candidate is elected to the office of First Vice District Governor.

An election for the position of First Vice District Governor shall be conducted prior to the election for the office of Second Vice District Governor.

**5.5 Cessation of Appointment**

Should a Region Chairman or Zone Chairman cease to be a member of a Club in the Region or Zone, as the case may be to which the Officer was appointed, that term of office shall cease and the District Governor shall appoint a successor to fill that position.

**5.6 Removal of Officer**

The District Governor may at any time by notice in writing to any Officer (other than the First Vice District Governor and the Second Vice District Governor) remove such person from any office to which they have been appointed by the District Governor and may appoint a successor to fill that position.

**5.7 Natural Justice**

Before removing any such Officer the District Governor shall comply with the laws of Natural Justice.

**5.8 No Salary**

No salary shall be paid to any Officer of the District.

**5.9 Cabinet Meetings**

A regular meeting of the District Cabinet shall be held in each quarter of the financial year. The first such meeting shall be held within sixty (60) days after the adjournment of the preceding Convention of the Association. At least thirty (30) days written notice of such regular meetings setting forth a date, time and place determined by Cabinet or in default by the District Governor, shall be given to each Officer by the Cabinet Secretary or by some other person appointed by the District Governor for that purpose.

#### 5.10 **Special Meetings**

Special meetings of the District Cabinet may be called at the discretion of the District Governor and may also be called by a written request made to the District Governor or the Cabinet Secretary by at least ten (10) members of the District Cabinet setting out the purpose for calling the meeting. The District Governor shall determine the date, time and place of the special meeting which shall take place within twenty one (21) days of the date from which the request was received. At least five (5) days written, electronic, telephone or personal notice of the special meeting setting forth the purpose, date, time and place shall be given to each Officer by the Cabinet Secretary or some other person appointed by the District Governor for that purpose, provided however, that the requirement for five (5) days notice may be reduced or waived by a majority of not less than  $\frac{3}{4}$  of the Officers voting on holding such special meeting.

#### 5.11 **Quorum**

The attendance of a majority of the members shall constitute a quorum for any meeting of the District Cabinet.

#### 5.12 **Voting**

Every member of the District Cabinet including the District Governor shall be entitled to vote on any matter. The District Governor shall in addition have a casting vote but may use the same only to maintain the status quo.

#### 5.13 **Regions and Zones**

The District Governor shall divide the District into Regions of no more that sixteen (16) and no fewer than nine (9) Lions Clubs in each such Region. The Zones shall be no more than eight (8) and no fewer than three (3) Lions Clubs in each Zone (unless exemption is given by the Association) giving due regard to the geographical location of the Clubs. The District Governor shall make such division on taking office, which shall be subject to change at the sole discretion of the District Governor having due regard to the best interest of the District.

#### 5.14 **Region Meetings**

Where Region Chairmen have been appointed meetings of representatives of all the Clubs in a Region, with the Region Chairman as Chairman of the meeting, may be held after consultation with the District Governor at a time and place determined by the Region Chairman within the respective region. The Zone Chairmen for Zones in that region, the Presidents and Secretaries of all Lions Clubs in that region shall be entitled to attend and vote at all such Region meetings.

#### 5.15 **Zone Meetings**

In each Zone the Zone Chairmen and the Presidents and Secretaries together with the Club Membership Chairmen of all Clubs in the Zone shall comprise a District Governors Advisory Committee with the Zone Chairmen as Chairman of the meeting. This Committee shall meet at such time, date and place as shall be determined by the Zone Chairman in consultation with the District Governor but always in accordance with the current policy established by the Association and the District. Such meetings shall be known as Zone Meetings.

#### 5.16 **Procedural Requirements**

Rules of procedure, the agenda and all other matters relating to Region or Zone Meetings shall be determined by the Region or Zone Chairman in consultation with the District Governor or in default by the Chairman of the meeting who may permit persons other than those mentioned in the previous clauses to attend such meetings.

**5.17 District Governors Honorary Committee**

The District Governor may appoint a District Governors Honorary Committee composed of Past District Governors who are members in good standing of Clubs within the District. This Committee shall meet as and when convened by the District Governor.

**5.18 Nominations Committee**

The District Governor shall appoint a Nominations Committee consisting of the Constitution and By-Laws Chairman and two (2) Past District Governors of the District.

**5.19 Cabinet Secretary**

The Cabinet Secretary under the supervision of the District Governor shall:-

5.19.1. Carry out any duties assigned by the District Governor;

5.19.2 Give at least thirty (30) days previous written notice of Cabinet Meeting;

5.19.3 Within thirty (30) days after each Cabinet Meeting mail to each Officer, the Secretary M.D. 201 Council, and the Association of Lions Clubs International an accurate report of the proceedings;

5.19.4 Keep such records available at all times to the District Governor;

5.19.5 Keep an accurate record of the proceedings at District Conventions and meetings.

**5.20 Cabinet Secretary Re-Imbursement**

The Cabinet Secretary shall be reimbursed for any approved expenses.

**5.21 Magazine**

The Cabinet may publish a magazine, newsletter or such other publication as it may deem desirable to assist the objects of the District.

**ARTICLE 6: ELECTION OF DISTRICT GOVERNOR, FIRST VICE DISTRICT GOVERNOR AND SECOND VICE DISTRICT GOVERNOR**

**6.1 Method of Voting**

The Delegates attending the annual District Convention shall at each Convention elect a District Governor and First Vice District Governor and Second Vice District Governor for the following financial year by secret ballot and by the preferential system of voting as set out in the Commonwealth Electoral Act for the election of Members of the House of Representatives.

**6.2 Qualifications**

No member shall be entitled to be elected as either District Governor or First Vice District Governor and Second vice District Governor unless:

6.2.1 That member is qualified in accordance with the provision of the Constitution of the Association.

6.2.2 That member is nominated by the members Club, and such nomination is certified in writing by the President or Secretary of that Club (or is endorsed by the majority of the Lions Clubs in the District and such endorsement is certified in writing by the President or Secretary of all such Clubs) and such certification or endorsement (as the case may be) together with the nominees written consent is delivered to the Cabinet Secretary at least sixty (60) days prior to the date fixed for the opening of the District Convention, or such member is nominated from the floor of the District Convention in accordance with clause 6.5.

6.2.3 The Districts Nominations Committee shall have confirmed the eligibility of the nomination.

**6.3 Notice**

The Cabinet Secretary shall give written advice of all members nominated under this Article to each Club in the District and to the Secretary M.D.201 Council at least thirty (30) days prior to opening of the District Convention.

**6.4 Speeches**

At any Convention where an election is to be held a nominating speech on behalf of each candidate shall be made by a delegate to the Convention selected by the candidate. The nominating speech shall not exceed four (4) minutes for each candidate and a warning signal shall be given thirty (30) seconds before such time elapses. A candidates speech shall be limited to five (5) minutes and a warning signal shall be given thirty (30) seconds before such time elapses.

**6.5 No Nomination**

Should no proper nomination have been made under clause 6.2 or should the only qualified nominee die or withdraw prior to the time of the matter being dealt with at the District Convention then:

6.5.1 Nominations shall be sought from the floor from the Delegates at the Convention.

6.5.2 Such nominations must be made at a time designated on the programme for that purpose on behalf of members suitably qualified and who shall have signified their willingness to stand for an election.

**6.6 No Contest**

Where only one eligible candidate is nominated in accordance with the provisions of this Article then the following provisions shall apply:

6.6.1 The District Governor shall invite the candidate to address the Convention.

6.6.2 Such candidate may elect to be introduced to the meeting by a delegate. 6.6.3

If the candidate and/or the delegate as the case may be addresses the meeting, the speeches shall be made in accordance with the time limits set out in clause 6.4.

6.6.4 A secret ballot shall be held on the question of whether a candidate is to be declared elected.

**6.7 Lost Ballot**

If such ballot is lost then:

6.7.1 If nominations have not previously been called from the floor in accordance with clause 6.5 then nominations shall be called from the floor in accordance with clause 6.5.

6.7.2 If nominations have previously been called from the floor in accordance with clause 6.5 then the position shall be filled in the same manner as if no nominations had been received.

**6.8 Tied Vote**

In the event of the result of an election for District Governor or First Vice District Governor and Second Vice District Governor being of an equal number of votes, the District Governor will order a recount of the votes cast. If after the recount, the votes for the candidates remain equal, the result shall be resolved by the drawing of lots as determined by the District Governor.

**6.9 Results of Elections**

The results of any election for District Governor and First Vice District Governor and Second Vice District Governor shall be distributed to all clubs in the District, by the Cabinet Secretary within thirty (30) days of the completion of the District Convention at which the elections are conducted.

**ARTICLE 7: DUTIES AND POWERS OF OFFICERS**

The duties and powers of all Officers in this District shall be in accordance with the By-Laws of the Association as set out in Article 2 Section 5 and as conferred by section 25 of the Associations Incorporation Act 1985.

**7.1 District Governor not Available**

If the District Governor is not available or unable to carry out the duties pursuant to the By-Laws of the Association as set out in Article 2 Section 5, then the First Vice District Governor shall fulfill those duties until such time as the District Governor is again able to carry out such duties.

**ARTICLE 8: FINANCES****8.1 Fees**

Each Club shall pay to the Cabinet Treasurer, to defray District Administrative costs, such fee per member per annum as shall be determined by the delegates at a District Convention.

**8.2 Due for Payment**

The amount shall be due and payable in two (2) semi annual payments as follows:

8.2.1 One half thereof on the 1 0th.day of August of each year to cover the period from the 1st.of July to the 31st.of December.

8.2.2 One half thereof on the 1 0th.day of February of each year to cover the period from the 1st.of January to the 30th.of June.

**8.3 Fee Base**

The fee shall be based on the membership of each Club as at the 1st.of July and the 1st.of January respectively. Should a member of a Club die during the month July or January, a Semi-Annual billing in respect to that deceased member shall be waived.

**8.4 Fees Increase**

Where a District Convention has determined prior to the 31st.of December in any financial year that the fee per member shall be increased for the financial year, the amount of the increase shall become due and payable on the following 10th.of February in addition to the Semi-Annual payment.

**8.5 New Clubs**

Newly formed Clubs will be liable for fees from the 1st. of July or the 1st.of January, which first occurs after the date appearing on the Charter in the case of new Clubs.

8.5.1 Re-organized Clubs will be liable for fees after the 1st.of July or the 1st.of January, which first occurs after the date of re-organization.

**8.6 Levy Late Payment**

A levy of ten percent (10%) may be added to the District Dues if accounts are not paid by the stipulated date. Such action is to be taken on a recommendation by the Cabinet Treasurer for discussion and, if appropriate a decision by the District Cabinet.

**8.7 District Fund**

District Fees shall become and remain a District Fund and subject to this Constitution shall be dispersed only for District Administration Expenses approved by District Cabinet.

**8.8 Surplus Convention Funds**

Any Surplus Funds held by the Convention Organizing Committee at the conclusion of a District Convention shall be returned to the Cabinet Treasurer, and shall be credited to the District Convention Fund. Any deficit shall be dealt with as the District Cabinet shall think fit.

**8.9 Cabinet Authority**

That further amounts as District Cabinet may from time to time determine shall be paid from the membership fees collected into any other Administration Fund established by the District Cabinet or by a District Convention.

**8.10 Audit Requirement**

Prior to the end of August in each year there shall be an Audit of all books and accounts of the District. The Cabinet shall appoint an Auditor who must be a registered Company Auditor or a member of The Australian Institute of Certified Practising Accountants or of The Institute of Chartered Accountants. The audit report shall be submitted to the district and presented to the District Convention.

**8.11 Multiple District Fees**

All fees payable from time to time to the Multiple District by any club within the District shall be collected by the Cabinet Treasurer and forwarded to the M.D. 201 Office.

**8.12 Activities Fund**

Funds raised as a result of Activities undertaken by Lions Clubs within the District and received by the District shall, unless raised for a specific purpose which was advised at the commencement of the Activity, be distributed in such amounts as determined by a District Convention or by the District Cabinet and shall not be used for Administrative purposes.

**8.13 Balance End of Year**

Any balance of District Funds at the close of any financial year shall be used at the discretion of the incoming District Cabinet.

**8.14 Cabinet Treasurer Duties**

The Cabinet Treasurer shall carry out such duties relating to finance and accounts as the District Governor may determine. The books and accounts must be available at all times to the District Governor and any Auditor appointed by the District Cabinet. The Cabinet Treasurer shall be reimbursed for any approved expenses.

**8.15 Fidelity**

An Insurance Policy to provide Fidelity Bonding for the Cabinet Secretary and Cabinet Treasurer shall be effected at the expense of the District.

**8.16 Financial Year Definition**

The Financial Year of the District shall commence on the 1st. of July and end on the 30th. of June each year.

**8.17 Cheques**

All cheques and other negotiable instruments drawn by the District shall be signed, endorsed or otherwise executed by two (2) members of the Cabinet nominated by the Cabinet for such purpose or failing such nomination by the Cabinet Treasurer and the District Governor or the Cabinet Secretary. No blank Cheques to be signed.

**ARTICLE 9: DISTRICT CONVENTION****9.1 Requirement**

The District shall hold a Convention each financial year, which shall be the Annual General Meeting of the District to be held no later than the last weekend in October.

**9.2 General Meeting**

The District shall hold only One (1) General Meeting in each year and that shall be the District Convention.

**9.3 Host Club**

The Host Club and city or town where a Convention is to be held shall be determined by the Convention which is the second annual Convention before the Convention in respect of which the application for decision is being made. Provided however, that the Convention may determine to hold a Convention conjointly with the Convention with one or more other Districts (hereinafter called a "Combined Convention").

**9.4 Combined Convention**

In the event that the Convention determines to hold a Combined Convention, clause 9.7 and 9.8 shall not apply to such Combined Conventions.

**9.5 Combined Convention Steering Committee**

The date, premises, time, program and other phases of the Combined Convention and the Convention arrangements of a Combined Convention shall be determined by a Steering Committee. The composition of the Steering Committee shall be determined by the District Governor in office at the time that it is determined that a Combined Convention be held. The District Governor or any succeeding District Governor may alter the composition of the Steering Committee.

**9.6 Combined Convention Host Club**

Any person or Club proposing that a Combined Convention be held (hereinafter called "Proposer") and any Club desiring to be a Host Club of a Convention shall make application in writing to the Cabinet Secretary at least sixty (60) days prior to the date fixed for the Convention at which the decision will be made. Each such application will set out the particulars of the proposal including the suggested date and the Proposers or Clubs reasons for considering the same to be suitable. The Cabinet Secretary shall give written advice of the Club or Clubs nominating and any proposal for a Combined Convention to each Club in the District at least thirty (30) days prior to the opening of the Convention at which the decision will be made. Each Club nominating and each Proposer shall present, at the Convention, a speech by one of its officers or members, or other presentation not exceeding five (5) minutes indicating the proposal.

**9.7 No Nomination**

If No Nomination is submitted at the Convention in accordance with clause 9 or if the Convention should not accept any nomination duly made, then the District Governor (in office at the time when the decision would normally be made pursuant to clause 9.3 hereof) shall determine either the Host Club or city, town or towns where the Convention shall be held or shall determine that a Combined Convention be held.

**9.8 Date and Venue**

The date, premises and other phases (including budgetary matters) of a Convention, other than a Combined Convention, shall be determined by the District Governor in office at the time when the Host Club and city, town or towns where the Convention is to be held is determined or when any decision relating to such Convention is required to be made. Such decisions may be altered by the District Governor for the time being. The District Governor in office shall determine the time and program for a Convention.

**9.9 Control of Program**

The District Governor shall preside over the Convention and all Convention arrangements, including the program and the times of the Convention sessions, and shall be under the District Governors supervision and control.

**9.10 Organizing Committee**

The District Governor shall appoint a District Convention Organizing Committee and may appoint any other Convention or Convention related Committees. The District Governor may appoint a Chairman of all such Committees and designate the duties of such Chairman and may remove or replace any person so appointed.

**9.11 Delegates**

The Delegates at each Convention shall be determined in accordance with the provision of the Constitution of the Association.

**9.12 Past District Governors**

Each Past District Governor who is a member of a Club within the District shall be a Delegate of the Convention with full rights as such independent of any ordinary Club quota of that Past District Governors Club.

**9.13 Returning Officer**

The Constitution and By-Laws Chairman shall be the Returning Officer for the Convention.

9.13.1 The Returning Officer shall be responsible for overseeing elections that take place at the Convention.

**9.14 Treasurers Report - For Previous Year.**

The Cabinet Treasurer shall present to each District Convention, a copy of the audited accounts of the District for the previous year. This report shall form part of the business papers of the Convention.

**ARTICLE 10: DISTRICT CONVENTION EXPENSES****10.1 Authority to Incur**

The Convention Organizing Committee, subject to directions from the District Governor or the District Cabinet, shall be authorized to incur such expenses as are incidental to the running of the Convention.

**10.2 Hospitality Fee**

A Hospitality Fee, the amount of which shall be recommended by the Convention Organizing Committee and approved by the District Governor and District Cabinet shall be collected from each person who applies to attend each Convention. This fee will be collected by the Convention Organizing Committee and used to meet Hospitality expenses exclusively. The Convention Organizing Committee may make such refunds of Hospitality Fees as it shall think fair and proper subject to any direction from the District Governor.

**10.3 Accounts**

The Convention Organizing Committee shall submit to the District Governor Audited Statements of the Convention, such Audit having been made by an Auditor qualified as set out in clause 8.11 hereof, and a copy of such Audited Statement shall be forwarded to each Club in the District within ninety (90) days of the closing of the Convention and shall be submitted to the following District Convention. The Convention Organizing Committee at the time of submitting such Audited Statements shall also submit a statement accounting for all expenditure of all monies allocated to it itemizing the amount expended and the purposes for which they were expended.

**ARTICLE 11: CONVENTION MOTIONS****11.1 Motions**

Subject to 11.5 and 11.7 the only Motions to be considered at a Convention shall be those which have been vetted by the Constitution and By-Laws Chairman.

11.1.1 These Motions must have been submitted in writing to the Cabinet Secretary not less than sixty (60) days prior to the date of the opening of the Convention by a Club within the District and which has been signed by the Clubs President or Secretary; and,

11.1.2 Have been approved by District Cabinet for submission to the Convention no less than sixty (60) days prior to the date of the opening of the Convention; or, Have been submitted by the District Cabinet no less than sixty (60) days prior to the date of the opening of the Convention.

PROVIDED that the limit of sixty (60) days shall be increased to ninety (90) days in the case of any Motion to establish a District Project.

**11.2 Explanatory Notes**

Further to clause 11.2 all Convention Motions must be accompanied by an explanatory note and/or preamble setting out the reasons for the Motion.

**11.3 Notice to Clubs**

The Cabinet Secretary shall advise all Clubs within the District of all Motions to be placed before the Convention, and any information submitted on a Motion relating to a District Project, at least thirty (30) days, or in the case of Motions to establish a District Project at least forty five (45) days, prior to the opening of the Convention.

**11.4 Late Notices of Motion**

Notwithstanding any of the provisions of this Article 11 a Motion, except any Motions concerning the adoption of a project or fund raising activity of any nature, may be considered by the Convention as a Late Notice of Motion provided that:

11.4.1 It arises as a result of a debate or action taken at the Convention relating to a Motion received in time; or,

11.4.2 It arises as a result of a recommendation contained in an official forum report to the Convention on a matter pertaining to a topic scheduled for discussion at that forum; or,

11.4.3 It arises out of a happening or event occurring between the due date for lodgment of Motions and the commencement of the Convention and is approved by the District Governor as a proper matter for inclusion in the agenda of the Convention as a Late Notice of Motion; and,

11.4.4 A majority of not less than  $\frac{3}{4}$  of the Delegates present and voting support the admission of such a Motion to the Convention Program or agenda; and, 11.4.5

The Late Notice of Motion is supported by a written submission signed by the President on behalf of the Presidents Club or by the District Governor.

**11.5 Voting**

A vote on any question can be cast only by a Delegate present, which for the purposes of this clause includes Alternate Delegates acting as Delegates.

**11.6 Formal Motions**

Clause 11.1, 11.3, 11.4 and 11.5 shall not apply to Motions of a Formal Nature.

**11.7 Effect**

Any Motion carried at a Convention should take effect at the close of the Convention unless otherwise specified in that Motion.

**11.8 Copies of Proceedings**

A copy of the complete proceedings of the Convention shall be supplied to the Association and the District Governor in accordance with Article 7 Section 10 of the Constitution of the Association and at a cost to any Club in the District which shall request the same in writing to the Cabinet Secretary within twenty one (21) days of the close of the Convention.

**11.9 Taping of Proceedings**

As far as is practical the proceedings of the Convention shall be taped and the tapes retained for a period of three (3) years after each Convention.

**11.10 Distribution of Results**

The results of all Motions, other than Formal Motions, presented to the Convention shall be distributed to all Clubs within the District by the Cabinet Secretary within thirty (30) days of the completion of the District Convention giving details of whether the Motion was Carried, Lost or of any Amendments.

**ARTICLE 12: ELECTION OF DISTRICT REPRESENTATIVES ON ANY  
JOINT COMMITTEE, TRUST OR FOUNDATION**

**12.1 District Representatives Election**

In the case of any Foundation, Trust or continuous project conducted jointly with another District or Districts, any representatives of this District shall be elected at a prior Convention.

**12.2. Vacancies**

In the event of any representative being unable to continue, or ceasing to be a member in good standing in a Lions Club in good standing, the District Governor shall fill the vacancy for the remainder of the term of appointment or until the date of commencement of the next following District Convention or which ever date arises first.

**12.3 Eligibility**

No member shall be entitled to be elected as a District Representative pursuant to this Article unless such member:

12.3.1 Is an active member in good standing of a Lions Club in good standing in the District:

12.3.2 Is nominated by a Lions Club in the District and such nomination is certified in writing by the President or Secretary of the nominating Lions Club and that such nomination, together with the nominees written consent, is delivered to the Cabinet Secretary at least sixty (60) days prior to the date fixed for the opening of the District Convention;

12.3.3 The Districts Nominations Committee shall have confirmed the eligibility of the candidate.

**12.4 No Nomination**

Should no proper nomination have been made, or should the only qualified nominee die or withdraw prior to the time of the matter being dealt with at the Convention, then nominations shall be sought from the floor from the Delegates at the Convention.

**12.5 Duties**

Applicants for these positions must comply with the term and conditions of the Position Statement and Person Profile available from the Cabinet Secretary.

**12.6. Notice to Clubs**

The Cabinet Secretary shall give written advice of the members nominated to each Club in the District at least thirty (30) days prior to the opening of the District Convention.

**12.7 Speeches**

At any District Convention where an election pursuant to this article is to be held, a nominating speech shall be made by the candidate/s. The nominating speech shall not exceed four (4) minutes and a warning signal shall be given thirty (30) seconds before such time elapses.

**12.8 No Contest**

Where only one eligible candidate is nominated in accordance with the provisions of this Article the Delegates at such Convention shall have the right to vote on a single nomination.

### **12.9 Reporting Requirements**

12.9.1 Any representative(s), elected or appointed by this District to any Foundation, Trust or continuing project conducted jointly with another District or Districts shall be required to submit a written report to be issued to the Delegates at the Annual District Convention.

12.9.2 Further, a brief written report shall be prepared by the representative(s) and be presented to the members of District Cabinet at each Cabinet Meeting.

12.9.3 Reports should outline all major activities of the Foundation, Trust or Project, in which they are involved, since the previous report. The report should cover all matters likely to be of interest to Lions members in relation to that Foundation, Trust or Project. Where there are matters of a confidential matter that are not suitable to be distributed, the representative(s) will brief the District Governor fully on a regular basis.

### **12.10 Result of Election to Clubs**

The results for any election for District Representative(s) on any Foundation, Trust or Project shall be distributed to all Clubs in the District, by the Cabinet Secretary, within thirty (30) days of the completion of the District Convention at which the elections are conducted.

## **ARTICLE 13: SUSPENSION OR CANCELLATION OF CLUB CHARTER**

### **13.1 Suspension**

Where the Charter of any Club within the District is cancelled by the Association, the property of the Club including all monies standing to its credit at any bank and all other funds shall forthwith vest in the District Governor who may on behalf of this District receive all property, monies and funds and give all necessary receipts and discharges to any person or persons or Corporation for the time being holding such property, monies or funds. The District may, if approved by District Cabinet satisfy any liabilities of such Club and dispose of a net asset of the Club, if any, for the benefit of the District and the area in which the Club is situated subject nevertheless, to the law for the time being in force in the State or Territory in which the Club is situated.

### **13.2 Status Quo**

In accordance with Article 3 Section 6 of the Constitution of the Association, when any Chartered Club within the District is placed in Status Quo by the Association for any period, the District Governor may instruct that Club's bankers to suspend all operations on the Club's Bank account(s) and during such period no monies may be withdrawn from the Club's account(s) without the written consent of the District Governor.

**ARTICLE 14: DISSOLUTION**

Upon the dissolution of this District either by the agreement of the District in accordance with a resolution carried at a District Convention by a majority of not less than  $\frac{3}{4}$  of Delegates voting thereon or by the decision of the Association, the property and assets of the District shall vest in such other Lions Clubs or Lions Districts and in such proportions as such resolution may provide, or the Association (or in default the Council of the Multiple District in which the District is situated) shall determine, provided that all such funds shall be applied to charitable purposes within the meaning of the law of the State or Territory in which the majority of the Clubs in the District are located or to another Lions Club or Clubs or Lions District constituted principally within that State or Territory. Funds held by the dissolved District for a particular purpose shall be applied to a purpose as close as is practical to that purpose.

**ARTICLE 15: AMENDMENTS****15.1 Voting**

This Constitution may be amended only at a District Convention by a resolution adopted by the affirmative vote of a majority of not less than  $\frac{3}{4}$  of the votes cast on such motion.

**15.2 Notice**

Article 11 shall apply to any notice of any motion to amend this Constitution.

**15.3 Effect**

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

**ARTICLE 16: BY-LAWS & POLICY MINUTES****16.1 Subject to the Constitution of the Association and its By-Laws and to this**

Constitution District Convention shall have the power to make such By-Laws as it shall deem necessary with respect to the conduct and administration of the District.

**16.2 Subject to the Constitution of the Association and its By-Laws and to this Constitution**

District Cabinet shall have the power to make such Policy Minutes as it shall deem necessary with respect to the conduct and administration of the District and for the purpose of carrying out its duties. It may repeal or amend such Policy Minutes at any time. A copy of the Policy Minutes made or amendments to such shall be sent to all Clubs.

**ARTICLE 17: POWER TO DISTRIBUTE FUNDS**

The income and property of the District, however derived, shall be applied solely towards the promotion of the Object of the District and no portion thereof shall be paid or transferred directly or indirectly by the way of a dividend, bonus or otherwise however by way of profit to any Club or Clubs of the District or to Lions members or to relatives of such members, provided that nothing herein shall prevent the payment in good faith of an honorarium to any Officer or servant of the District or to any Lions members in return for any services actually rendered to the District or the payment of interest on any monies borrowed by the District from a Club or Lions member (not exceeding the rate for the time being paid on a term deposit of ten thousand dollars (\$10, 000) for one month by the District's bank) or repayment of the out of pocket expenses of any Officer of the District.

**ARTICLE 18: PRECEDENCE**

The provisions of the Constitution and By-Laws of the Association shall take precedence over the provisions of this Constitution, and the provisions of this Constitution shall take precedence over the provisions of the Constitution and By-Laws of Lions Clubs within the District.

**ARTICLE 19: MEETING PROCEDURE**

Unless otherwise provided by this Constitution and By- Laws, or by any rules adopted for the conduct of a meeting, all questions of order and procedure with respect to any meeting of the District Cabinet, or the District Convention shall be determined in accordance with "Roberts Rules of Order" as revised from time to time.

**ARTICLE 20: DISPUTE RESOLUTION**

All disputes arising between any Member or Members, or former Members, and the District Cabinet, or any Officer on the Executive of that District Cabinet, in relation to membership, or the interpretation, breach of, or application of the District's Constitution and By-Laws, or the expulsion of any Member from the Cabinet, or any other matter whatsoever which cannot be resolved through other means, shall be settled by Dispute Resolution.

Any party to the dispute may file a written request with the District Governor asking that a Dispute Resolution take place. Within fifteen (15) days of receipt, the District Governor shall appoint a conciliator to hear the dispute. The conciliator shall be a Past District Governor who is currently a Member in good standing of a Club in good standing, other than a Club party to the dispute, in the District in which the dispute arises.

The selected conciliator shall be acceptable to all parties, and upon being selected, the conciliator shall arrange a meeting for the purpose of conciliating the dispute. This meeting shall be scheduled within thirty (30) days of the appointment of the conciliator.

If such conciliation efforts are unsuccessful, the conciliator shall have the authority to issue his or her decision relative to the dispute, and which decision shall be final and binding on all parties.

## **ARTICLE 21: DISTRICT FARES EQUALISATION SCHEME**

Each Club in the district shall pay from its Administration Account, into the District Fares Equalization Fund, Two Dollars (\$2.00) per annum per member, based upon its membership as at 1<sup>st</sup> July each year. Such contribution shall be collected with the District Dues Account forwarded to each Club in July each year commencing in 2003.

The refund under the Fares Equalization Scheme shall be an amount determined annually at the District Cabinet Meeting held immediately prior to the 201C2 District Convention for Club Delegates attending, with exception of Delegates who are eligible for Hospitality, Accommodation, and Travel expenses otherwise met by District or Lions International, up to a maximum of Three Hundred Dollars (\$300.00).

This subsidy would apply providing that the distance that traveled to a 201C2 district Convention by delegates is One Thousand (1,000) Kilometres or more, measured in a straight line from the Delegates Club's home town to the Convention site and that it be paid direct to each Delegates Club in order for the funds to be dispersed at their discretion.

Should a maximum residual amount of Ten Thousand Dollars (\$10,000.00) be retained in the fund immediately prior to the commencement of any administration period, the collection of funds for that period would be waived.

## **ARTICLE 22 : DISTRICT PROJECTS**

### **22.1 Nomination of District Projects**

All nominations for District Projects shall be submitted to a Convention as a Notice of Motion vide Article 11 of this Constitution.

### **22.2 Motion for District Projects.**

Any motion relating to a District Project must contain full organizational details of the project and the financial responsibilities of the clubs within the District which decide to participate in the project, or where the details of a District Project are being amended, such motions must contain sufficient information to identify the effect of the amendment on the organizational details of the project and the financial responsibilities of the participating Clubs.

### **22.3 Duration of the Project / Review Period**

All Motions for such projects shall include a Nominated Period (Duration) or Review period of the Project.

### **22.4 Joint Projects with Non-Lions Organization**

Any notice of motion relating to a District Project, which is a joint project between Lions Clubs of this District and a Non-Lions organization, shall be accompanied by a suitably drafted "*Memorandum of Understanding*", agreed upon by all parties involved in the project.

Such a Memorandum of Understanding shall address *ALL* of the following areas of responsibilities by all parties involved in the project:-

- a. Any financial responsibilities or commitments relating to travel, accommodation, meals and salaries for non-lions members.
- b. The identification of fiscal responsibilities (accounting and budgeting) relating to the project.
- c. Any insurance liabilities relating to equipment, travel, 3rd party indemnity, and work cover for the non-lions members.
- d. The supply and maintenance of specialized or specific equipment necessary for the project.
- e. The identification and recruiting of legally qualified assistants, either as volunteers or other, to support the running of the project.
- f. The identification of specific duties, or areas of responsibility, that will be undertaken by the various parties.