

Lions Clubs International

DISTRICT 27-A1



Constitution and By-Laws

*Revised January 22, 2005*

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INTERNATIONAL ASSOCIATION OF LIONS CLUBS - WISCONSIN  
DISTRICT 27-A1

**CONSTITUTION**

ARTICLE I

NAME

**Section 1.**

The organization shall be known as Wisconsin District 27-A1 of the International Association of Lions Clubs (hereinafter referred to as "District").

ARTICLE II

OBJECTS OF THE DISTRICT

**Section 1.**

- a. To help advance, throughout the District, the Objects of Lionism and the Code of Ethics set forth by the International Association of Lions Clubs.
- b. To assist and provide proper and orderly administration of Lionism throughout the District.
- c. To establish, coordinate and give support to State-wide Lions Projects.
- d. To provide greater strength in carrying out the ideals and principles of Lionism.
- e. To better coordinate and direct effective leadership at all levels of Lionism in the District.

ARTICLE III

MEMBERSHIP AND DISTRICT COMPOSITION

**Section 1.**

The membership of the District shall consist of all Lions Clubs in the District as duly chartered by the International Association of Lions Clubs, provided the club is in good standing.

**Section 2.**

- a. District 27-A1 includes all those Clubs in Wisconsin south of Interstate 94 Highway 94, Lake Michigan to the west boundaries of Walworth and Jefferson counties, including all or part of Jefferson, Walworth, Kenosha, Racine, Waukesha and Milwaukee counties.



ARTICLE IV  
DISTRICT OFFICERS

**Section 1.**

The principal and presiding officer of the District shall be the District Governor. Under the supervision of the International Board of Directors, the District Governor shall perform those duties of the office of District Governor as set forth in the Lions Clubs International Constitution and By-Laws and such other duties as come within the scope of the office. See By-Laws Article 2, Section 2, for eligibility.

**Section 2.**

The District Governor shall be elected either at an annual District Convention or at the annual State Convention as determined by the District Cabinet during the preceding Lions fiscal year. The election shall be by secret ballot of the certified delegates of the District present and voting.

**Section 3.**

The Vice District Governor will be elected at the same time and in the same manner as the District Governor. See By-Laws Article 2, Section 3, for eligibility.

**Section 4.**

The District Governor shall appoint the following District Officers who shall constitute the cabinet:

- a. Cabinet Secretary-Treasurer.
- b. Region Chair, one for each Region.
- c. Zone Chair, one for each Zone.
- d. Committee Chair, as appropriate with District Policy.
- e. Resolutions, Constitution & By-Laws (Resolutions Committee Chair).
- f. All other District Cabinet appointees shall be titled Committee Chairmen, Committee

Members and Ex-officio Members.

**Section 5.**

Each cabinet member appointed by the District Governor shall be a member in good standing of a Lions Club in good standing in the District.

**Section 6.**

The District Governor-elect shall assume the responsibilities of the office immediately upon adjournment of the next following International Convention.

**Section 7.**

There shall be no salary paid by the District to any officer of the District. Nor shall any elected Officer of the District be paid a salary. Any remuneration paid to an officer of a District for expenses incurred in performing official Lions business shall be made only in accordance with the Rules of audit set forth by the International Association of Lions Clubs.

ARTICLE V  
DISTRICT ORGANIZATION

**Section 1.**

Each District shall be apportioned by the District Governor into Regions. Each Region shall be composed of sixteen (16) or less Lions Clubs. Due regard shall be given to the geographical location of the Clubs.

**Section 2.**

Each Region shall be apportioned by the District Governor into Zones. Each Zone shall be composed of eight (8) or less Lions Clubs. Due regard shall be given to the geographical location of the Clubs.

**Section 3.**

Regions and Zones shall be subject to change by the District Governor if deemed necessary for the best interests of the District and the individual Lions Clubs.

ARTICLE VI  
DISTRICT GOVERNOR'S CABINET

**Section 1.**

a. There shall be a District Governor's Cabinet in the District composed of the District Governor, who shall be the executive head, the Immediate Past District Governor, the Vice-District Governor, the Region Chairmen, the Zone Chairmen, the Cabinet Secretary-Treasurer,

and Committee Chairmen as appointed by the District Governor. All the District Officers listed in this subsection shall have voting privileges.

b. At the discretion of the District Governor, non-voting advisory members may be appointed.

**Section 2.**

In the absence of the District Governor at a Cabinet meeting, the Vice District Governor shall preside. In the absence of both officers the Cabinet shall select one (1) of its members to perform the duties of the District Governor at the meeting.

**Section 3.**

A majority of the District Governor's Cabinet shall constitute a quorum.

**Section 4.**

a. The District Governor shall call at least one regular meeting of the Cabinet each quarter during the year. The first meeting shall be held within thirty (30) days after the adjournment of the International Convention.

b. The Cabinet Secretary-Treasurer shall give each member of the Cabinet at least ten (10) days written notice of all Cabinet meetings.

**Section 5.**

a. The District Governor may call special meetings of the Cabinet. Special meetings may be called upon the written request of a majority of members of the Cabinet to either the District Governor or the Cabinet Secretary-Treasurer.

b. The Cabinet Secretary-Treasurer shall give each member of the Cabinet at least five (5) days and not more than ten (10) days written notice of any special meeting.

ARTICLE VII

DISTRICT GOVERNOR'S ADVISORY COMMITTEE

**Section 1.**

There shall be, in each Zone, a District Governor's Advisory Committee composed of the Zone Chairman, the Presidents, First Vice-Presidents, Secretaries, and Club Membership Chairmen of all of the Clubs in the Zone. The Zone Chairman shall be the Chairman of the Advisory Committee and shall preside at all meetings of the Committee.

**Section 2.**

The Zone Chairman in each Zone shall call at least three (3), and preferably four (4) meetings of the District Governor's Advisory Committee during the year. The first meeting shall be held within sixty (60) days after the adjournment of the preceding International Convention. The second meeting shall be held no later than November, the third meeting by March and the fourth approximately thirty (30) days prior to the State Convention.

**Section 3.**

The time and place of the Advisory Committee shall be decided by the Zone Chairman. All such meetings shall be scheduled and arranged for the convenience of the President, First Vice-President, Secretary, and Membership Chairman of each Club, who shall attend such meetings.

ARTICLE VIII

DISTRICT GOVERNOR'S HONORARY COMMITTEE

There may be a District Governor's Honorary Committee. The membership of the Committee shall consist chiefly of past International Officers and Past District Governors within the District. The Committee and its Chairman are appointed by the District Governor. The Chairman also may be appointed and be an ex-officio member of the District Governor's Cabinet. Any actions of the Committee or of its individual members shall be under the supervision of the District Governor. The principal purpose of the Committee shall be to promote harmony throughout the District.

ARTICLE IX

DISTRICT FINANCES

**Section 1.**

a. The Cabinet Secretary-Treasurer shall collect approved per capita dues from the Clubs of the District for the District Administrative Fund, Multiple District, and State Convention Administration funds. The District dues to be collected shall be determined at the first Cabinet meeting, and may not exceed the District Dues Cap set forth in Article IX, Section 1, Paragraph C in the District By-Laws.

b. The per capita tax shall be levied on each member and shall be collected from all Clubs semi-annually by September 10 and March 10 of each year.

c. The per capita tax shall be based upon the membership of each Club as shown by its membership report for December and June. This report shall be rendered to the International Association of Lions Clubs by January 10 and July 10 of each year.

d. The per capita tax shall be levied on all members to provide the necessary finances for the following:

- (1) State Administrative Fund
- (2) State Convention Fund
- (3) Wisconsin Lions Foundation, Inc.
- (4) Wisconsin State Lions Magazine
- (5) District Administrative Fund
- (6) Other items as approved at the State Convention

**Section 2.**

The Cabinet Secretary-Treasurer shall retain for District administrative expense that portion of the per capita tax which was approved for the District Administrative Fund and shall promptly remit to the State Council Treasurer the funds for Multiple District purposes.

**Section 3.**

New and reorganized Clubs shall be billed for a pro-rated share of the per capita dues beginning the first day of the month following the date of their organization.

**Section 4.**

All monies shall be disbursed from the District Administrative Fund by check, drawn and signed by the Cabinet Secretary-Treasurer and countersigned by the District Governor. These disbursements shall be for District administrative expenses only, and as approved at a regular or special meeting of the District Governor's Cabinet.

**Section 5.**

The Cabinet Secretary-Treasurer shall prepare an itemized report of all District Administrative Fund receipts and disbursements and shall provide a copy of the report to each member of the District Governor's Cabinet at each regular meeting. The report shall be included

in the minutes of the meeting and the minutes shall show approval or disapproval of any items in the report.

**Section 6.**

The District Governor or the Cabinet Secretary-Treasurer shall request Cabinet approval in advance for any major expenditures which they anticipate might occur between meetings, or between the final Cabinet meeting and the International Convention.

**Section 7.**

The expenses of the District Governor-Elect to attend the International Convention are paid by the International Association of Lions Clubs. Such expenses shall not be paid from the District Administrative Fund except that when the International Convention is held outside the continental limits of the United States and Canada, the Cabinet may approve an amount from District Funds to supplement any amount paid by the International Association of Lions Clubs.

**Section 8.**

a. The District Governor's Cabinet shall authorize an amount to be paid from District funds to reimburse the Cabinet Secretary-Treasurer for expenses to attend the State Convention.

b. The Cabinet Secretary-Treasurer shall submit a written itemized report of expenses for which reimbursement is requested to the District Governor immediately following the State Convention. The report shall be included with the official files of the Cabinet Secretary-Treasurer and shall be available for review by the auditors.

**Section 9.**

a. Each retiring District Governor's Cabinet shall request an annual audit of the record and accounts of the Cabinet Secretary-Treasurer by a competent auditor or by an Auditing Committee. The annual audit shall be completed before the first meeting of the new Cabinet.

b. Additional audits may be requested by the Cabinet.

c. The District Governor shall send a copy of the audit report to each member of the Cabinet. The District Governor may also send a copy to the Secretary of each Club in the District.

ARTICLE X  
AMENDMENTS AND VOTING PROCEDURE

**Section 1.**

This Constitution may be amended only at the District Convention by resolution duly presented to and reported by the District Resolutions-Constitution and By-Laws Committee, and adopted by a two-thirds (2/3rd) affirmative vote of the registered delegates present and voting.

**Section 2.**

Voting on any amendment to the Constitution or the By-Laws of District 27-A1 brought before the District Convention shall be by secret ballot by the registered District 27-A1 delegates to the District Convention. Any other matter brought before the District Convention of the District shall be by voice vote unless a request is made for roll call by at least ten (10) percent of the registered delegates present and voting.

ARTICLE XI  
DISTRICT CONVENTION

**Section 1.**

a. The District Convention Committee shall be chaired by the District Convention Co-Chairmen.

b. The District Convention Committee shall consist of the District Convention Co-Chairmen, the Vice District Governor, the District Cabinet Secretary-Treasurer, the Region Chairmen, the Lioness Affiliate President, and her Convention Chairwoman. The District Governor shall serve as an ex-officio member.

c. The District Convention Committee shall screen suitable sites for the next annual convention. A final recommendation for the dates and site of the next convention shall be approved by the District Cabinet at its District Convention meeting. (Example: The site and dates of the 2006 Convention shall be determined at the 2005 Convention Cabinet meeting.)

**Section 2.**

During the District Convention a meeting shall be scheduled for the nominations for District Governor, Vice Governor, Directors of the Wisconsin Lions Foundation, Inc., and for the

presentation of financial and other reports by the Cabinet Secretary-Treasurer and the District Governor.

**Section 3.**

The District Governor shall appoint as many members from the District as Sergeant-at-Arms for the District Convention as are deemed necessary. The District Cabinet shall designate the Head Sergeant-at-Arms.

**Section 4.**

a. Each chartered Club in good standing in the District, with all International, District, and Multiple District per capita dues paid in full, shall be entitled to one (1) voting delegate and one (1) alternate for each ten (10) members of said Club, or major fraction thereof, as shown by the records of the International Association of Lions Clubs on the first day of the month preceding the month during which the convention is held. The major fraction referred to in this section shall be five (5) or more members.

b. Each Past District Governor of District 27A or 27-A1 who is still a member in good standing of a Club in District 27-A1 shall be entitled to full delegate privileges at each District Convention. No such Past District Governor shall be included in the delegate quota of the Club for any such convention, but the name will be placed on the Delegate Registration form submitted to the convention by the Club, with reference.

**Section 5.**

All new or reorganized chartered Clubs, regardless of the date when they were organized, shall have full delegate privileges at the District Convention.

**Section 6.**

A vote on any question or ballot may be cast only by a registered delegate present in person at the convention. No delegates shall be allowed to cast more than one (1) vote on any question or issue.

**Section 7.**

Thirty (30) delegates shall constitute a quorum for the transaction of all business.

ARTICLE XII

DISTRICT BOWLING AND GOLF TOURNAMENT

**Section 1.**

- a. The District Bowling and Golf Tournaments shall be held in the following rotation:

BOWLING TOURNAMENT	GOLF TOURNAMENT
--------------------	-----------------

2005-2006 Region 5	Region 4
2006-2007 Region 1	Region 5
2007-2008 Region 2	Region 1
2008-2009 Region 3	Region 2
2009-2010 Region 4	Region 3
2010-2011 Region 5	Region 4

b. It shall be the responsibility of the District Bowling and Golf Chairpersons to notify all clubs, in writing, of the availability of hosting a District Bowling and Golf Tournament respectively. This shall be done no later than eighteen (18) months prior to the first day of the month in which the District Convention will be held. [Example: for the January 2005 District Convention, all Clubs in Region 4 (for the Golf Tournament) and Region 5 (for the Bowling Tournament) will be notified by August 1, 2003.]

c. Prospective Annual District 27-A1 Lions Bowling Tournament and Annual District 27-A1 Golf Tournament host clubs shall submit their intent in writing to the District Golf or Bowling chairperson no later than fifteen (15) months prior to the first day of the month in which the District Convention will be held. [Example: for the January 2005 District Convention, any Club in Region 4 (for the Golf Tournament) and Region 5 (for the Bowling Tournament) will have until November 1, 2003 to submit their bids or intent.] If no Club within those respective Regions responds by the deadline, the bidding for those events shall be opened to all Clubs in the District. If no Club responds with intent to host either of the events by the close of the District Convention preceding the District Convention in which the host club should be elected, District 27-A1 shall then host both events. The rotation from Section 1.a. shall be followed the next year.

**Section 2.**

a. The bowling tournament shall be known as “The Annual District 27-A1 Lions Bowling Tournament” and the golf tournament shall be known as “The Annual District 27-A1 Lions Golf Tournament”.

b. All Lions, Lioness, Leos and spouses shall be eligible. (Members)

(1) Non-member affiliated registrations will be accepted according to the following format:

(a) A reasonable entry deadline has been met for all registrants qualifying under Section 2.b.

(b) The event has not been filled to capacity by all registrants qualifying under Section 2.b.

(2) Prizes. All prizes will be awarded to the event winners. Should a Non-member and a registrant qualifying under Section 2.b. end in a tie, prize preference will go to the registrant qualifying under Section 2.b.

c. Minimum average for bowlers without an established average shall be set at 125 for Lioness and Leos and 150 for Lions. Female spouses shall be included with Lioness. Male spouses to be included with Lions. Handicap shall be set at 2/3rd of the difference from 200 with a maximum of 50 pins per game.

d. Awards won by Leos will be presented to its sponsoring Club. The sponsoring Club should be entered in the tournament.

e. The Club sponsoring the golf tournament will choose the type of event that will be held.

### **Section 3. District Curling Bonspiel**

a. This event will be held at a location and facility voted on at the annual District 27-A1 Convention. The facilities must be deemed suitable in advance by the District Activities Curling Committee.

b. The same venue will not be awarded the event on consecutive years.

c. The same registration rules that govern District Bowling and Golf also apply to District Curling.

## **ARTICLE XIII**

## DISTRICT RACE PROGRAM

### **Section 1.**

The Race Corporation shall provide a Liaison from its Board of Directors of the Corporation to report as the Race Program chairperson to the District Activities Chairperson.

### **Section 2.**

On an annual basis the Corporation shall submit to the District:

- a. A current Constitution and By-Laws for the Race Program along with a policy manual if one is available to be added to the District Policy manual as an appendix.
- b. A current copy of the Stock Car Race Rules.
- c. Copies of renewals of the Corporate paperwork.
- d. List of Corporation Officers and their club(s) in which they hold membership.
- e. Copies of insurance policies that separate the Race Corporation and District 27-A1, not holding the District liable for injuries and/or damages.
- f. Annual financial statement.

## ARTICLE XIV

### CONFLICTS WITH INTERNATIONAL ASSOCIATION OF LIONS CLUBS OR MULTIPLE DISTRICT 27 CONSTITUTION

In the event that any Section of this Constitution is found to be in conflict with the Constitution and By-Laws of Multiple District 27 or the International Association of Lions Clubs, the Multiple District 27 or the International Association of Lions Clubs Constitution and By-Laws shall apply; however, the remainder of this Constitution shall remain in force.

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INTERNATIONAL ASSOCIATION OF LIONS CLUBS - WISCONSIN  
DISTRICT 27-A1

BY-LAWS

ARTICLE I

DUTIES OF DISTRICT OFFICERS

**Section 1. District Governor**

a. The District Governor shall be the chief executive officer of the District and shall preside at all meetings of the District Governor's Cabinet. The District Governor shall act under the direction of the Board of Directors of the International Association of Lions Clubs and shall have general supervision of all Clubs in the District.

b. If possible, the District Governor shall visit each Club in the District at least once during the term of office and shall receive reports from the Secretary of each Club in the District on blanks furnished by the office of the International Association of Lions Clubs.

c. No elected District Governor shall be permitted to serve the office of District Governor for two consecutive years.

d. The District Governor shall have authority to remove from office, for good and sufficient cause, any Region Chairman, Zone Chairman, or any other District Officer or Committee member.

e. When a vacancy occurs in the office of District Governor, the District Vice Governor will assume the duties of District Governor. Notification of this change shall be submitted to the President and Board of Directors of the International Association of Lions Clubs.

**Section 2. Vice Governor**

a. The Vice Governor shall not be responsible for fulfilling any duties or responsibilities of the District Governor set forth by the International, State, or District Constitution and By-Laws.

b. As an additional elected officer, the Vice Governor shall strive to increase District services to the membership of the District. This will be done in a good faith manner to support the philosophy and objectives of the District Governor.

c. No Vice Governor, if elected, shall be permitted to succeed himself. (See Article II, Section 3.b.)

d. When a vacancy occurs in the office of Vice Governor, the Cabinet Secretary-Treasurer shall call a meeting of the Cabinet within twenty (20) days for the purpose of recommending a successor. This recommendation shall be submitted to the President and Board of Directors of the International Association of Lions Clubs.

e. The Vice Governor shall visit any Club that the District Governor cannot visit, as directed by the District Governor, and will receive regular reimbursement from the International Association of Lions Clubs (upon completion of required paperwork), from the District Governor.

f. The Vice Governor shall also:

- 1) Receive a copy of each M&A from the Club Secretary.
- 2) Receive a copy of all monthly Zone Chairman reports and Zone Meeting reports.
- 3) Attend one Zone meeting per Zone serving as a resource person and liaison for the District Governor.
- 4) Attend a minimum of three (3) meetings of five (5) Clubs that are in need of assistance. No more than two (2) Clubs per Region shall be included. These Clubs shall be selected by the agreement of the District Governor, the Immediate Past District Governor, and the Vice Governor. The number of Clubs may be decreased from five (5) by common agreement. Reports of each of these visits shall be submitted to the District Governor, the Region Chairman, and the Zone Chairman.
- 5) Help procure all M&A's on time.
- 6) Be a contributing writer for the District Governor's newsletter.

### **Section 3. Cabinet Secretary-Treasurer**

a. Keep a true and complete record of the proceedings of all meetings of the Cabinet and shall forward copies of such proceedings within ten (10) days after each meeting to all members of the Cabinet and the office of the International Association of Lions Clubs.

b. Collect from the Clubs in the District all the per capita taxes authorized by Article IX of the District Constitution, and deposit the monies in such depositories as are designated by the Cabinet, and disburse these funds only as authorized by the Cabinet and in accordance with Article IX of the Constitution.

c. Give bond for the faithful discharge of the duties in an amount set by the Cabinet and shall submit to the Cabinet a semi-annual financial report and such other special reports as may be called for by the Cabinet and shall submit all books and accounts for audit whenever required by the Cabinet and shall, at the end of the fiscal year, place in the hands of the successor all monies and records, financial and otherwise, which pertain to the office within not more than fifteen (15) days following the close of the term of office.

d. Perform such other duties as ordinarily pertain to the office of Secretary-Treasurer and are delegated from time to time by the District Governor and the Cabinet.

e. The official action of the Cabinet Secretary-Treasurer shall be under the supervision of the District Governor and the Cabinet.

f. In the event the Cabinet Secretary-Treasurer for any reason cannot or does not efficiently perform the duties of the office to the best interests of Lionism, or in the event the office for any reason is vacated, the District Governor shall appoint a successor to serve for the unexpired term.

#### **Section 4. Region Chairman**

a. Shall be officers of the Cabinet and shall attend all regular and special meetings and deliberations of that Cabinet and shall assist the District Governor in the promotion of Lionism, in the Region by performing such other duties as may be delegated from time to time by the District Governor and/or the Cabinet.

b. Shall recommend to the District Governor, Lions qualified to serve as Zone Chairman in the Region.

c. Shall see that every Club in the Region is efficiently operating under the International Association of Lions Clubs Constitution and By-Laws and the Multiple District Constitution and By-Laws and the District Constitution and By-Laws.

d. Shall promote the Annual District, State and International Conventions among the Clubs in the Region and to have them represented at each of the Conventions by at least the full quota of delegates to which they are entitled.

e. Shall supervise and assist the Zone Chairmen of the Region in the performance of their official duties and shall cooperate with them in holding regularly scheduled meetings of the District Governor's Advisory Committees and may attend such meetings when called upon and shall further cooperate with the Zone Chairman in promoting attendance at charter nights of newly organized Clubs.

f. Shall cooperate with the Zone Chairmen in promoting such social activities as golf, bowling, curling, and softball tournaments; banquets; anniversary celebrations; special functions such as meetings in observance of District Governor Month and Past District Governor Month, honoring Key Members, Old Monarchs, etc.; installation of officers; induction of new members; ladies nights; outings; and other similar functions.

g. The official actions of the Region Chairman shall be under the supervision of the District Governor.

h. If the Region Chairman shall cease to be a member in good standing of a Lions Club in good standing in the Region to which appointed, the term of office shall cease immediately.

### **Section 5. Zone Chairman**

The Zone Chairman:

a. Shall be an officer and the Chairman of the District Governor's Advisory Committee composed of Club Presidents, First Vice Presidents and Secretaries of the Zone.

b. Shall hold regularly scheduled Advisory Committee meetings as provided in Article VII, Section 2, of the District Constitution and shall be the presiding officer of such meetings.

c. Shall make a report of each Advisory Committee meeting and shall send copies within five (5) days thereafter to the Region Chairman, the District Governor and the office of the International Association of Lions Clubs.

d. Shall see that every Club within the Zone is efficiently operating under the International Association of Lions Clubs Constitution and By-Laws and the Multiple District Constitution and By-Laws and the District Constitution and By-Laws.

e. Shall, with the cooperation of the Region Chairman, arrange regularly scheduled District Governor's Advisory Committee meetings.

f. Shall encourage the Clubs in the Zone to hold inter-Club meetings and such other social activities as golf, bowling, curling and softball tournaments; banquets; anniversary celebrations; special functions such as meetings in observance of District Governor Month and Past District Governor Month, honoring Key Members, Old Monarchs, etc.; installation of officers; induction of new members; ladies nights; outings; and other similar functions.

g. Shall promote attendance at charter nights of newly organized Clubs.

h. Shall promote the Annual District, State and International Conventions among the Clubs in the Zone and to have the Clubs represented at each of the Conventions by the full quota of delegates to which they are entitled.

i. Shall be under the supervision of the District Governor and the Region Chairman of the Region of which the Zone is a part.

j. In the event the Zone Chairman for any reason cannot or does not efficiently perform the required duties of the office to the best interests of Lionism, including failure to submit the necessary reports concerning the District Governor's Advisory Committee meetings; or should cease to be a member of a Club in the Zone to which appointed or if the office is for any reason vacated; the District Governor shall have the power to remove from office and to appoint a successor to serve the unexpired term.

#### **Section 6. District Governor's Cabinet**

a. The District Governor's Cabinet is the deliberative and administrative body of the District Governor. It formulates plans and policies affecting the welfare of Lionism in the District.

b. At its first meeting, the new Cabinet shall agree upon definite dates and places of such meetings.

c. Through the Region Chairman and Zone Chairmen, the Cabinet shall receive reports and recommendations from the Clubs and Zones.

d. It shall assist in the collection by the Cabinet Secretary-Treasurer of all per capita dues. It shall designate a depository for all funds.

e. The Cabinet shall authorize the payment from the District Treasury of all legitimate expenses pertaining to the administration of the District. The Cabinet shall give authorization to the Cabinet Secretary-Treasurer to transfer to the State Council Treasurer all monies collected in the District for Multiple District and State Convention administrative funds.

f. When deemed necessary, it shall make recommendations to the State Council covering changes which should be made in the amount of Multiple District per capita taxes collected to cover the administrative and other legitimate expenses of the District.

g. It shall set the amount of corporate security bond for the Cabinet Secretary-Treasurer and shall approve the security company in which to be bonded.

h. It shall demand and receive from the Cabinet Secretary-Treasurer financial reports semi-annually or more frequently if necessary. (See the Constitution, Article IX, Section 5.)

i. It shall make provisions for an audit at the close of each fiscal year of the books and records of the Cabinet Secretary-Treasurer by a competent auditor or by an auditing committee. (See the Constitution, Article IX, Section 9.)

j. The Cabinet shall receive such other reports from the Cabinet Secretary-Treasurer as are found necessary from time to time.

k. The District Governor shall have the power to fill any Cabinet vacancy for the unexpired term.

### **Section 7. District Governor's Advisory Committee**

a. The Committee shall be an advisory body from its Zone to the District Governor and the Cabinet. It shall represent all of the Clubs in the Zone in that capacity. It shall be composed of the Zone Chairman, the President, First Vice President, Secretary and Membership Chairman of each Club in the Zone. The Zone Chairman shall be the Chairman of the Advisory Committee.

b. It shall convey information and recommendations for the good of Lionism in the Zone, Region, or District to the District Governor and the Cabinet through its Zone Chairman or Region Chairman.

c. It shall hold regularly scheduled meetings—at least three (3), and preferably four (4)-during the fiscal year.

d. It shall assist the Zone Chairman in the endeavor to have every Club within the Zone operating efficiently under the International Association of Lions Clubs Constitution and By-Laws and the Multiple District Constitution and By-Laws and the District Constitution and By-Laws.

e. It shall promote attendance from the Clubs in the Zone at the Annual District, State and International Conventions.

f. It shall assist the Zone Chairman in promoting attendance at charter nights of newly organized Clubs.

g. It shall assist the Zone Chairman in arranging among the Clubs of the Zone, inter-Club meetings and such other social activities as golf, bowling, curling and softball tournaments; banquets; anniversary celebrations; special functions such as meetings in observance of District Governor Month and Past District Governor Month, honoring Key Members, Old Monarchs, etc.; installation of officers; induction of new members; ladies nights; outings; and other similar functions.

### **Section 8. District Governor's Honorary Committee**

a. The principal purpose of this committee shall be to promote harmony throughout the District

b. The committee shall be appointed by the District Governor, who shall also designate its Chairman. The official actions of this committee or of its individual members shall be under the supervision of the District Governor.

c. The Chairman of this committee shall attend Cabinet meetings when called upon by the District Governor. The Chairman may be designated as ex-officio member of the Cabinet at the discretion of the District Governor.

## **Section 9. District Public Relations Chairman**

The District Public Relations Chairman:

- a. Shall be appointed by the District Governor and shall be an ex-officio member of the Cabinet and shall work under the direction and supervision of the District Governor.
- b. Shall plan programs which will assist in developing and maintaining good public relations between the Clubs of the District and the general public. With the approval of the District Governor, may appoint a Public Relations Committee from the Clubs within the District (usually from 2 to 5 members) to assist in carrying out a public relations program.
- c. Shall cooperate with the Editor of the Wisconsin State Lions Magazine in providing news articles and stories of activities in the District.
- d. Shall stimulate and supervise publicity for the District. Each member of the committee shall act to build good public relations between the Clubs and their communities in the respective area.
- e. Shall arrange basic training in publicity for all Club Public Relations Committee Chairmen.
- f. Shall perform such other duties pertaining to public relations programs and activities as requested by the District Governor.

## **Section 10. District Membership Development and Retention Chairman**

The District Membership Development and Retention Chairman:

- a. Shall be appointed by the District Governor, shall be an ex-officio member of the Cabinet, shall be a Lion in good standing (preferably a Past District Governor) who has demonstrated special interest, talent, and qualifications in this particular type of work, shall perform the duties under the direction and supervision of the District Governor.
- b. Shall cooperate with the District Governor in the work of strengthening weak Clubs, shall cooperate and work with Membership Committee Chairmen and Lions Information Committee Chairmen of all Clubs in the District and arrange meetings of those Chairmen for the purpose of planning programs which will re-educate and reintroduce all members in their respective Clubs, shall work with the Clubs on the induction of new members and installation of officers.

- c. Shall adopt a plan for membership development which can be used by all Clubs in the District.
- d. Shall encourage Club Membership Committees to use care in screening prospective members.
- e. Shall remind all Lions Club Information Committees of their duties concerning the indoctrination of all new members and urge those committees to make reports at every Club meeting.

### **Section 11. District Extension Chairman**

The District Extension Chairman (preferably a Past District Governor):

- a. Shall be appointed by the District Governor, shall be an ex-officio member of the Cabinet, shall perform the assigned responsibilities under the direction and supervision of the District Governor.
- b. Shall be the promotion and formation of new Clubs in the District with the cooperation and help of the District Governor, the sponsoring Club, and the Region Chairman and Zone Chairman.
- c. Shall help newly organized Clubs plan and promote their charter nights in cooperation with the sponsoring Club, shall see to it that newly organized Clubs and their members are thoroughly indoctrinated with the fundamentals of Lionism, and shall continue to visit those new Clubs from time to time to make sure they are progressing satisfactorily, and keep the District Governor fully advised.

### **Section 12. District Photographer**

- a. A District Photographer may be appointed by the District Governor, and may be designated an ex-officio member of the Cabinet, and shall perform the duties under the direction and supervision of the District Governor.
- b. The Photographer shall arrange for photo coverage of outstanding newsworthy activities, events, or programs within the District, and shall cooperate with the District Public Relations Chairman and the Editor of the Wisconsin State Lions magazine by providing prints of any photos which they may be able to use for publicity purposes.

**Section 13. District Historian**

a. District Historian may be appointed by the District Governor. The appointee is usually a Past District Governor, and shall be under the supervision of the District Governor, and may be designated as an ex-officio member of the Cabinet.

**Section 14. District Governor's Committee Appointments**

a. The District Governor may appoint such special committees from time to time as may be deemed necessary.

b. Each District Governor shall designate the Chairman of each committee appointed and shall have power to fill all vacancies on any committee so appointed.

## **Section 15. Resolutions, Constitution & By-Laws Committee**

a. The Committee Chairman shall be appointed by the District Governor. The Committee shall be appointed by the Chairman with approval of the District Governor.

b. All resolutions to be recommended to the District Convention shall be submitted to the Chairman of the Resolutions, Constitution & By-Laws Committee in duplicate at least by the first day of the second month preceding the month that the District Convention will be held. (The District Convention is held in January, copies of resolutions must be submitted no later than November 1<sup>st</sup> of the current year.)

c. The Committee shall hold at least one (1) meeting a year, not later than seventy (70) days prior to the District Convention, to consider resolutions and permit interested parties to attend said meeting to present and discuss resolutions.

d. The Committee is empowered and directed to make editorial changes in the Constitution and By-Laws with the approval of the District Cabinet. The Committee shall append to each resolution amending the District 27-A1 Constitution a footnote indicating that a two-thirds (2/3rd) vote is required for adoption. No change may be made which alters the intent or function of the Constitution or By-Laws. In making editorial changes, the Committee shall be guided, but not bound, by the suggested Multiple District Constitution and By-Laws of the International Association of Lions Clubs. Any changes made may be rejected by a two-third (2/3rd) vote of the delegates at the District Convention.

e. The submitted resolution(s) shall bear the name and signature of the author or sponsoring unit with the signature of a responsible individual and be dated, and shall be prefaced with a brief explanatory statement summarizing the purpose and/or effect of the resolution(s).

f. A printed or other reproduced copy of all resolution(s) which have been submitted to the Committee shall be mailed to every Club Secretary of a Lions Club in the District at least forty-five (45) days prior to the month the District Convention will be held. The *mailing* of such copies shall be the responsibility of the District Cabinet Secretary/Treasurer.

All resolutions adopted by the District Convention shall be published in the second issue of the District 27-A1 Newsletter, following the adjournment of the District 27-A1 Convention. (The District Convention is held in January. The second issue after the Convention is the March issue.)

ARTICLE II  
DISTRICT NOMINATIONS AND ELECTIONS

**Section 1. District Elections Committee**

a. The District Governor shall appoint a District Elections committee composed of three (3) members. Two (2) of the members shall be appointed from among the members of the District Cabinet and one (1) shall be appointed from any Club in good standing in the District.

If any of these three (3) appointees belong to a Club which is, or subsequently becomes involved in the election, either wishing to compete in hosting bowling, convention, etc., or having among its members a candidate for office in the District, the District Governor will promptly replace that member with a Lion wish no such ties.

b. Appointments shall be made by the District Governor before October 1 of each year.

c. The Committee shall send to each Club in the District an official notice sixty (60) days prior to the District Convention which shall include:

1) The names, addresses, and telephone numbers of the District Elections Committee.

2) Information on the District Officers for which nominations will be received, the qualifications required of candidates, and the procedure to be followed for filing a candidate's nomination.

d. The Committee shall receive and review all written nominations from any Club in good standing in the District by midnight thirty (30) days prior to the District Convention. The Committee shall send a copy of all qualified nominations for all officers to the District Secretary for inclusion on the ballot within fifteen (15) days prior to the District Convention.

e. The Committee may, if it deems it necessary or desirable, seek and encourage Lions members from Clubs in the District to become candidates for District offices.

f. Applicable for State Convention. See Article II, Section 1.d. for District procedure.

g. Nominations for any District office may be made from the floor of the District meeting held during the District Convention provided the nominee has the required qualifications for the office outlined in Article II, Section 2.a. and Article II, Section 3.a. of the By-Laws. All

nominations received after thirty (30) days prior to the District Convention shall be voted upon as “write-in-candidate” and shall not appear on the printed ballot.

h. The District Election Committee shall present its report of the candidates for each District office at the meeting of the District held during the District Convention.

i. In the event the District Elections Committee does not receive any nominations for an office by thirty (30) days prior to the District Convention, it shall immediately report this information in writing to the District Governor. The matter shall be referred to the District Cabinet for actions to assure at least one (1) candidate for each office before the District Convention.

## **Section 2. District Governor Candidates**

a. Any Lion member in the District may be nominated by a Club for the office of District Governor provided these qualifications are met:

- 1) Is an active member in good standing of a chartered Club in good standing in the District.
- 2) Shall have served as President of a Lions Club for a full term or major portion thereof and shall have served as a member of the Club’s Board of Directors for no less than two (2) additional years.
- 3) Shall have served as Zone Chairman, Region Chairman, or Cabinet Secretary-Treasurer for a full term or major portion thereof and one (1) additional year as a member of the District Cabinet.
- 4) Shall have the support of the majority of the members of the Club. As evidenced thereof, the Secretary of the Club shall submit with the Club’s written nomination, a certified copy of the resolution adopted by the Club.
- 5) Shall have served as Vice Governor for a full term or major portion thereof. Provided, however, that in the event the incumbent Vice Governor does not stand for election as District Governor, any Club member who fulfills the qualifications of Section 2 of Article II and who is currently serving or who has served one (1) additional year as a member of the District Cabinet shall also be an eligible candidate.

b. All nominations by Clubs must be filed with the District Elections Committee thirty (30) days prior to the District Convention.

c. Speeches at the District meeting on behalf of the candidate for District Governor shall be limited to one nominating speech of not more than five (5) minutes and one seconding speech of not more than three (3) minutes for each candidate.

d. In the event that there is more than one candidate for the office of District Governor, the candidate receiving the highest number of votes cast shall be the District Governor. In case of a tie vote, the tied candidates shall be summoned to the place of voting immediately upon confirmation of the tie vote by the Chairman of the District Elections Committee. At that time, in the presence of the members of the District Elections Committee, the Chairman of the District Elections Committee shall toss a coin, allowing it to fall to the floor, and the tied candidates shall choose heads or tails. The winner of the toss is the winner of the election.

e. The official ballot for District Governor shall only contain the names of candidates who have filed papers by thirty (30) days prior to the District Convention. To be a valid candidate, these candidates, and any write-in candidates must be formally nominated at the District meeting held during the District Convention.

### **Section 3. Vice Governor Candidates**

a. The Vice Governor shall be elected at the same time and place as the District Governor.

b. Any Lion member in the District, other than those already elected to the position of District Governor or Vice Governor in District 27-A1, may be nominated by their Club for the office of Vice Governor, provided the candidate meets the qualifications set forth for a candidate for the office of District Governor in the By-Laws Article II, Section 2. All provisions which apply to the office of District Governor as to filing deadline, length of speeches, etc., shall apply to the office of Vice Governor.

### **Section 4. Candidates for Director, Wisconsin Lions Foundation**

a. Wisconsin Lions Foundation Directors shall be elected at the District Convention, as vacancies may appear for representation in District 27-A1.

b. Any Lion member in the District may be nominated by their Club for the office of Director, Wisconsin Lions Foundation, provided the candidate meets the qualifications set forth for a candidate for the office of District Governor in the By-Laws Article II, Section 2. All provisions which apply to the office of District Governor as to filing deadline, length of speeches, etc., shall apply to the office of Director.

**Section 5. Voting**

a. Voting will begin in the designated area of the host facility, following the close of the last afternoon convention session and/or parade of checks. The polls will remain open for thirty (30) minutes. It is the responsibility of the Chairman of the District Elections Committee to begin and end on time.

ARTICLE III

DISTRICT CONVENTION COMMITTEE

**Section 1 thru 13. District Committees**

a. The District Governor may appoint comparable committees to serve on a District level.

ARTICLE IV

DISTRICT FINANCES

**Section 1. Per Capita Tax**

- a. The District budget shall be approved at the first Cabinet meeting.
- b. The District is authorized to have Special Projects with the approval of the voting delegates at the District Convention.
- c. Our District Dues Cap shall currently be \$8.00 per member, per year. The District Dues Cap may not exceed the limit set by the State Council.

**Section 2. Annual Audit**

a. The District Governor shall appoint an Audit Committee comprised of three (3) Lions with an auditing, financial, or accounting background to audit the financial records of the District.

b. They shall be appointed for a term of three (3) years, all effective September 1<sup>st</sup>. The present District Governor shall appoint one (1) Lion to a three (3) year term, one (1) Lion to a two (2) year term, and one (1) Lion to a one (1) year term. Future District Governors will appoint one (1) Lion to a three (3) year term.

- c. The Chairman shall be the two (2) year appointee.
- d. This will not be a Cabinet position or appointment.

ARTICLE V  
DISTRICT CONVENTION

**Section 1. Responsibilities**

a. The District Cabinet shall be responsible for the supervision of all activities in connection with the District Convention.

**Section 2. Rules of Procedure**

a. Robert's Rules of Order shall be the parliamentary authority of procedure except as otherwise provided in this Section. These rules of procedure shall not be suspended, added to, or amended except by a two-thirds (2/3rd) vote of the District Convention delegates, present and voting.

b. Order of Business - The District Cabinet shall establish the order of business.

c. Resolution - shall not be introduced or read from the floor. See Article I, Section 15 of the District 27-A1 By-Laws.

d. Speakers - No person, except those who have been assigned speeches and discussions, shall be allowed to speak more than twice, nor more than three (3) minutes at a time of any subject, without the consent of the Convention.

e. Voting - Each chartered Club in good standing in the District shall be entitled to one (1) voting delegate and one (1) alternate, who must be present in person, for each ten (10) members of said Club, or major fraction thereof (five or more members), as shown by the records in the office of the International Association of Lions Clubs on the first day of the month last preceding the month during which the Convention is held. No certified credential card shall be issued at the District Convention after thirty (30) minutes prior to balloting.

f. Balloting - Provisions for balloting shall be established by the District Cabinet. Time and place must be announced at the time of registration.

g. Each delegate, upon surrender of the certified credential card, hand carried, in person, shall be entitled to one ballot.

- 1) All delegates must be registered and certified to be able to vote.
- h. The following message shall be printed on the back of each Credential Card: “This Credential Card MUST be certified by the Cabinet Secretary-Treasurer before 30 minutes prior to balloting on the day of balloting. No delegate or alternate will be permitted to vote unless their Credential Card is certified (stamped by the Cabinet Secretary-Treasurer).”

### **Section 3. Site Requirements**

(See Constitution Article XI)

- a. Housing: A minimum of 250 first-class rooms, including two (2) complimentary rooms for two (2) nights for the early registration raffle winners. These rooms shall be used during the Convention. They may be transferred to another person.
- b. Meeting Rooms:
  - 1) Hospitality — ballroom to accommodate 500.
  - 2) Registration — to accommodate 250 people.
  - 3) Seminar Sessions — seating for 400.
  - 4) Lions noon Luncheon — seating for 450.
  - 5) Lioness Luncheon — seating for 200.
  - 6) Voting (2) — areas large enough to ensure traffic flow with a minimum of confusion.
  - 7) Saturday Banquet — seating for 250.
  - 8) Cabinet Meetings (2) — seating for 75.
- c. Additional requests as specified in the District Convention Policy Manual.

## ARTICLE VI

### DISTRICT BOWLING TOURNAMENT

#### **Section 1.**

The District Cabinet may authorize a District Bowling Tournament.

- a. See Constitution Article XII.

ARTICLE VII  
LOCAL, DISTRICT AND STATE PROJECTS

**Section 1.**

No project which involves Lions shall be authorized, undertaken, sponsored or promoted by anyone without the annual written sanction of:

- a. The local Lions Club, if the project is of a local nature.
- b. The District Governor's Cabinet, if the project involves Lions or Lions Clubs with the District; or
- c. The State Convention on recommendation of the State Council, if the project is of a statewide nature.
- d. Special Projects. See Article IV, Section 1.b.

ARTICLE VIII  
FISCAL YEAR

**Section 1.**

The fiscal year of the District shall begin with the adjournment of the International Convention and shall end with the next succeeding International Convention.

ARTICLE IX  
MEMBERSHIP LISTS

**Section 1.**

No list of members of the Lions of Wisconsin shall be furnished to any persons requesting the same for their personal advantage or gain. The same also applies to District 27-A1 membership lists.

ARTICLE X  
CONFLICTS WITH INTERNATIONAL ASSOCIATION OF LIONS CLUBS  
OR MULTIPLE DISTRICT 27 CONSTITUTION AND BY-LAWS

**Section 1.**

In the event that any Sections of these By-Laws are found to be in conflict with the Constitutions and By-Laws of Multiple District 27 or the International Association of Lions

Clubs, the Multiple District 27 or International Association of Lions Clubs Constitution or By-Laws shall apply, however, the remainder of these By-Laws shall remain in force.

ARTICLE XI  
AMENDMENTS

**Section 1.**

These By-Laws may be amended only at the District Convention by resolution voted on by secret ballot by the registered Convention delegates.

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