



**MD19  
CONSTITUTION  
And  
BY-LAWS**

**WASHINGTON  
BRITISH COLUMBIA  
NORTHERN IDAHO**

**Under the Jurisdiction of  
The International Association of Lions Clubs**

**as adopted by Multiple District 19**

**on**

**October 14, 2017**

**at the**

**Multiple District 19 Annual Convention  
in  
Surrey, B.C.**

## CONSTITUTION & BY-LAWS TABLE OF CONTENTS

		Page
Article I	Name and Territorial Limits	4
Article II	Objects of Multiple District	4
Article III	Membership	4
	Section 1 Makeup of Membership	4
	Section 2 Clubs in Good Standing	4
Article IV	Officers	4
	Section 1 Officers of the Multiple District	4
	Section 2 Qualification of Council Chairperson and Vice Council Chairperson	4
	Section 3 Election of Council Chairperson and Vice Council Chairperson	4-5
	Sections 4-9 Qualifications of District Governor, 1 <sup>st</sup> and 2 <sup>nd</sup> Vice District Governors and Zone Chairpersons	5-6
	Section 10 Election of District Governor and Vice District Governor	6
	Section 11 Election of Zone Chairperson	6
	Section 12 Taking Office	6
	Section 13 Compensation	6
	Section 14 Vacancy in Office of Council Chairperson	6
	Section 15 Vacancy in Office of Vice Council Chairperson	6
	Section 16 Replacement of Executive Secretary/Treasurer	7
	Section 17 Qualifications & Vacancies in Council of Governors	7
	Section 18 Vacancy in Office of Zone Chairperson	7
	Section 19 Vacancy in Office of 1 <sup>st</sup> and 2 <sup>nd</sup> Vice District Governor	8
Article V	Multiple District Council of Governors	8
	Section 1,2,3,4 Make up and Duties of Council of Governors	8
	Section 5 Financial Review	8
	Section 6 Council Meetings	9
Article VI	Conventions	9
	Section 1 Site Selection of Annual Convention	9
	Section 2 Time of Annual Convention	9
	Section 3 Host Club	9
	Section 4 Annual Convention Official Call	9
	Section 5 Officers of Convention	9
	Section 6 Annual Convention - Legislative Body	9
	Section 7-10 Voting Delegates	9
	Section 11 Special Convention	9
	Section 12 Control & Financing of Convention	9
	Section 13 Written Report of Annual Convention	9
	Section 14 Notice of Special Conventions or Meetings	10
	Section 15 Proxy Voting	10
	Section 16 Certification of Voting Delegates	10
Article VII	Finance	10
	Section 1 Multiple District dues (Per Capita)	10
	Section 2 Convention Funds	10
	Section 3 Other Financial Obligations	10
	Section 4 District Funds	10
	Section 5 Multiple District Per Capita Tax	10
	Section 6 Student Membership Dues	10
Article VIII	Amendments	11
Article I "BL"	Election of Multiple District Officers and MD19 Voting Procedures	11
Article II "BL"	Duties of Officers	12-13
Article III "BL"	Council of Governors and MD19 Committees	13
Article IV "BL"	Convention Financing	14

Article V “BL” Convention Procedure	14
Article VI “BL” Makeup of District and Zones	15
Article VII “BL” Zone Chairperson, 1 <sup>st</sup> and 2 <sup>nd</sup> Vice District Governor, Vice Council Chairperson and Council Chairperson Candidates Election Procedures	15-17
Article VIII “BL” International Officers above the District Level - Endorsement of Candidates	17-18
Article IX “BL” Extension – New Club Paraphernalia	18
Article X “BL” Designation of Articles	18
Article XI “BL” Amendments	18
Article XII “BL” District Operations	18
Section 1 Office of 1 <sup>st</sup> and 2 <sup>nd</sup> Vice District Governor	18
Section 2 Voting Members of District Cabinets	18
Section 3 District Officer Declaration of Candidacy	18-19
Section 4 District Election Procedure	19-20
Section 5-8 District Voting Procedure	20
Section 9-11 Failed election of 1 <sup>st</sup> / 2 <sup>nd</sup> Vice District Governor or District Governor	20

## **ARTICLE I**

### **Name and Territorial Limits**

**SECTION 1.** The name of this organization shall be Multiple District 19, International Association of Lions Clubs.

**SECTION 2.** The territorial limits of this Multiple District shall be confined to the Province of British Columbia, Canada, and the States of Washington and Northern Idaho, United States of America.

**SECTION 3.** These limits shall not be changed until, and unless, authorized by the International Association of Lions Clubs.

**SECTION 4.** This Multiple District shall be divided into Districts, with each District divided into Zones, as designated by the By-Laws of this Multiple District.

## **ARTICLE II**

### **Objects**

**SECTION 1.** The objects of this Multiple District shall be:

- a. To seek within the Multiple District, and through the clubs of the Multiple District, the attainment of the objects of the International Association of Lions Clubs as set forth in the Constitution and By-Laws thereof.
- b. To increase the fellowship and cooperative efforts of the clubs within the Multiple District.
- c. To cooperate with the International Association of Lions Clubs in organizing new clubs and in educating and strengthening all clubs within the Multiple District.
- d. To promote the participation of the clubs of the Multiple District in general objectives, programs, and policies of the Multiple District and of the International Association of Lions Clubs.

## **ARTICLE III**

### **Membership**

**SECTION 1.** The membership of this Multiple District shall consist of every chartered Lions Club meeting within the territorial limits of this Multiple District in good standing with the Multiple District, and with the International Association of Lions Clubs.

**SECTION 2.** Any member club more than sixty (60) days in arrears for any financial obligation to this Multiple District shall be considered not in Good Standing.

## **ARTICLE IV**

### **Officers**

**SECTION 1.** The Officers of this Multiple District shall be a Chairperson of the Multiple District who shall also be Chairperson of the Council of Governors, a Vice Council Chairperson, Immediate Past Council Chairperson, a District Governor for each District of the Multiple District, and the Immediate Past District Governor from each of the Districts of the Multiple District. The Multiple District Executive Secretary-Treasurer is an ex officio non-voting member of the Council of Governors.

**SECTION 2.** The Chairperson and Vice Council Chairperson of the Multiple District shall be a member of a club in good standing within this Multiple District. Each District Governor and Vice District Governor shall be a member of a club in good standing within the District for which he/she shall be elected, and each Zone Chairperson shall be a member of a club in good standing within the Zone for which he/she shall be elected/appointed.

**SECTION 3.** Election of the Council Chairperson and the Vice Council Chairperson of the Multiple District:

- a. Candidates for the Offices of Council Chairperson and Vice Council Chairperson shall have their announcements and endorsements filed with the MD19 Office by December 31 of the Lions year in which the election for these offices is held.

- b. Voting for these Officers shall occur at each District's Spring Conference. The ballots will be deposited into sealed official MD19 ballot boxes that will be collected at the close of the elections at each District Conference. The sealed ballot boxes shall be delivered by a Lion representing the MD19 Office to the MD19 Office. The ballot boxes shall not be opened until the voting at all District Spring Conferences has taken place. The ballots shall be counted in the presence of the Council Chairperson and/or the Immediate Past Council Chairperson, the MD19 Election Chairperson, two Lions selected by the Council Chairperson, and the MD19 Executive Secretary-Treasurer. The counting of the ballots will be observed by the scrutineer of each of the candidates and will take place at the close of the final District Conference. Should two District Conferences be scheduled on the same and last weekend, the counting of the ballots will be within seven (7) days of these last District Conferences.

**SECTION 4.** Every Council Chairperson shall:

- a. Be an active member in good standing in a Lions Club in good standing in Multiple District 19.
- b. Have served or will have served at the time he/she takes office, as Vice Council Chairperson for a full term or major portion thereof. Provided, however, in the event the incumbent Vice Council Chairperson does not stand for election as Council Chairperson, a Lion member who fulfills the qualifications for Vice Council Chairperson is also eligible.

**SECTION 5.** The Vice Council Chairperson of the Multiple District shall have served, or will have served at the time he/she takes Office as Vice Council Chairperson:

- a. As a Past District Governor for two (2) or more years,
- b. As a Multiple District Committee member for one (1) or more years or as a member of a Board of Directors of an M.D.19 Foundation for one (1) or more years; provided that serving as a member of an MD19 Committee or as a member of an MD19 Foundation Board of Directors is not done concurrently with his/her term as a member of the Council of Governors.

**SECTION 6.** A District Governor shall be an Active Member in good standing of a Chartered Lions Club in good standing in his/her District in good standing, and shall have served at the time he/she takes Office as District Governor:

- a. As President of a Lions Club in good standing for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;
- b. As Zone Chairperson for a full term or major portion thereof;
- c. As First Vice District Governor for a full term or major portion thereof. Provided, however, in the event the incumbent First Vice District Governor does not stand for election as District Governor, any club member who fulfills the qualifications of the International Constitution and By-laws and who is currently serving or has completed one (1) additional year as a member of the District Cabinet is also eligible; and
- d. With none of the above being accomplished concurrently.

**SECTION 7.** Every First Vice District Governor shall:

- a. Be an active member in good standing in his/her respective District; and
- b. Have served or will have served at the time he/she takes Office as First Vice District Governor:
  - 1. As President of a Lions Club for a full term or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;
  - 2. As Zone Chairperson for a full term or major portion thereof;
  - 3. As Second Vice District Governor for a full term or major portion thereof. Provided, however, in the event the incumbent Second Vice District Governor does not stand for election as First Vice District Governor, any club member who fulfills the qualifications of the International Constitution and By-laws and who is currently serving or has completed one (1) additional year as a member of the District Cabinet is also eligible; and
  - 4. With none of the above being accomplished concurrently.

**SECTION 8,** Every Second Vice District Governor shall:

- a. Be a position to be determined by the separate Districts;

- b. Be an active member in good standing in his/her respective District;
- c. Have served or will have served at the time he/she takes office as 2<sup>nd</sup> Vice District Governor:
  - 1. As President of a Lions Club for a full term or a major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;
  - 2. As Zone Chairperson for a full term or major portion thereof;
  - 3. With none of the above being accomplished concurrently.

**SECTION 9.** Every Zone Chairperson shall:

- a. Be an active member in good standing in his/her respective club;
- b. Be an active member in good standing in his/her respective Zone;
- c. Have served, or will have served at the time of taking office, as President and/or Secretary of a Lions Club for a full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years
- d. Be limited to two terms consecutively.

**SECTION 10.** The official voting delegates from each District shall nominate and elect a District Governor and 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governors at their Annual District Conference held during the months of March, April or before the third week of May of the Lions year preceding taking office. Each club, in good standing, shall be entitled to cast its vote for District Governor and 1<sup>st</sup> and 2<sup>nd</sup> Vice District Governors in accordance with the provisions of ARTICLE VI, Sections 6 to 8 inclusive of this Constitution.

**SECTION 11.** The designated delegates of each Zone shall nominate and elect a Zone Chairperson for their Zone at a specially designated Zone Meeting fixed within the limits of practical planning to precede or coincide with the District Conference. Each Lions Club in good standing shall be entitled to two delegates to the Zone Meetings, each with 1 vote and such delegates shall be the President and the Secretary, or their official representatives, in case of their inability to be present. It shall be the duty of each Lions Club in good standing to be represented by their delegates at all Zone Meetings.

**SECTION 12.** The officers of this Multiple District shall take office at the close of the Annual Convention of the International Association of Lions Clubs next succeeding their election, and shall serve for a period of one year, or until their successor shall be duly elected and enter upon his/her duties of office.

**SECTION 13.** All officers shall serve without compensation except for actual expenses (not otherwise allowed by the International Association of Lions Clubs) and then only at the direction of the Multiple District Council of Governors, except that the Multiple District Council of Governors may provide compensation for the Multiple District Executive Secretary-Treasurer.

**SECTION 14.** In the event of a vacancy in the office of Multiple District Council Chairperson, the Vice Council Chairperson shall serve the remaining portion of the term as Chairperson as well as his/her own term for which elected. In the event he/she is unable, or unwilling, to serve, the Council of Governors shall select one of the Immediate Past District Governors on the Council of Governors to fill the unexpired term as Chairperson.

**SECTION 15.**

- a. Should a seated Vice Council Chairperson find it necessary to resign his/her position, he/she shall send written notification of such resignation immediately to the seated MD19 Council Chairperson and to the MD19 Executive Secretary-Treasurer.
- b. The Council Chairperson must notify the MD19 Council of Governors, all Vice District Governors and each of the Lions Club secretaries in MD19 by email, fax, and/or letter of the vacancy in the office of Vice Council Chairperson. This communication must be sent within five (5) business days of receiving the vacancy notification from the resigning Vice Council Chairperson.
- c. In the event of a vacancy in the Office of Vice Council Chairperson, the MD19 Council of Governors shall at a regularly scheduled Council Meeting fill by election the vacancy in this office. The election shall be held only after a candidate(s) for the office of Vice Council Chairperson has declared his/her candidacy in writing to the Council Chairperson and the Executive Secretary-Treasurer, obtained by resolution the endorsement of his/her club and his/her zone, and has obtained by vote, his/her district's endorsement per ARTICLE VIII "BL" SECTION 3.a. Said resolutions must be submitted in writing to the Council Chairperson and Multiple District 19 Office at least 30 days prior to the Council of Governors' Meeting at which the election shall occur, or within 24 hours of the close of

a candidate's District Conference in the event that his/her district conference occurs less than 30 days prior to the Council Meeting.

- d. Any Candidate for the Office of Vice Council Chairperson must meet the qualifications stated in ARTICLE IV, Section 5 of the Multiple District Constitution and By-Laws.
- e. The MD19 Executive Secretary-Treasurer must notify each member of the Council of Governors by email, fax, and/or letter of the declared candidates for Vice Council Chairperson with notice of the selection process.

**SECTION 16.** A vacancy in the Office of Multiple District Executive Secretary-Treasurer shall be filled by the Council of Governors in the following manner:

- a. A preliminary selection and screening committee shall be appointed by the Chairperson of the Council of Governors consisting of four (4) other members of the Council in addition to himself/herself. The Council Chairperson will be the Chairperson of this committee.
- b. All Clubs in the Multiple District will be advised of the impending vacancy by a notice published in the Multiple District 19 bulletin/newspaper or equivalent.
- c. The position will be advertised in the Multiple District 19 bulletin/newspaper or equivalent, and any other additional advertising as may directed and authorized by the Council of Governors.
- d. Following an established deadline for receipt of applications, the committee will meet to review the applications to determine which candidates they would like to interview. Following the interview, they will select three (3) finalists to be presented to the Council of Governors for final selection.
- e. The criteria for screening and selection shall be based on the candidate's ability to administer and perform the duties outlined in Article II "BL" Section 5.

**SECTION 17.** As an Officer on the Council of Governors.

- a. Members of the Multiple District Council of Governors shall be members in good standing in a Lions Club in good standing. Failure to maintain membership in good standing or to transfer membership to a Lions Club out of his/her area of election will be cause for removal from the Council of Governors.
- b. Should a seated District Governor or Immediate Past District Governor find it necessary to resign his/her position, written notification of such resignation must be sent immediately to the MD19 Council Chairperson and to the MD19 Executive Secretary-Treasurer.
- c. In the event of a vacancy in the Office of District Governor of any District within this Multiple District, the replacement shall be selected in accordance with the Constitution and By-Laws of the International Association of Lions Clubs.
- d. In the event of a vacancy on the Council of Governors of an Immediate Past District Governor, the next preceding Past District Governor, in line as a member in good standing in that District and willing to serve, shall be appointed to the Council as a replacement by the Council Chairperson.

**SECTION 18.** Vacancy in the Office of Zone Chairperson

- a. Should a seated Zone Chairperson find it necessary to resign his/her position, written notification of such resignation must be sent immediately to the seated District Governor of his/her district and to the MD19 Executive Secretary-Treasurer.
- b. In the event of a vacancy in the Office of Zone Chairperson, the District Governor in whose District the vacancy occurs shall convene a special meeting of the Zone Council of the Zone concerned, to fill by election the vacancy in this Office, except where such vacancy occurs after April 1; then, the Governor may appoint an Interim Zone Chairperson to fill the remainder of the unexpired term. The candidate must meet the qualifications stated in ARTICLE IV, Section 9 of the Multiple District 19 Constitution and By-Laws.
- c. In the event that it is not practical or feasible to convene a special meeting of the zone to elect a replacement Zone Chairperson, the seated Zone Chairperson or the seated District Governor may submit the election to the Presidents and Secretaries of the Clubs in the Zone for a vote by email, fax, or telephone. If a simple majority of the total number of the Zone's Club Presidents and Secretaries respond in favor of the election, the Zone Chairperson candidate would be considered elected. To be counted, votes must be received by the current Zone Chairperson or District Governor within 72 hours of when the email, fax or telephone call requesting the vote is made or sent by the current Zone Chairperson or District Governor. The matter voted upon shall be submitted at the next possible Zone Meeting to be ratified.

**SECTION 19.** Vacancy in the Office of First Vice District Governor or Second Vice District Governor:

- a. Should a seated First or Second Vice District Governor find it necessary to resign his/her position, written notification of such resignation must be sent immediately to the seated District Governor of his/her district and to the MD19 Executive Secretary-Treasurer.
- b. The District Governor must notify each club secretary within the district by email, fax, and/or letter of the vacancy in the office of First or Second Vice District Governor. This letter must be posted within seven (7) days of receiving the vacancy notification from the resigning Vice District Governor.
- c. In the event of a vacancy in the Office of First or Second Vice District Governor, the District Governor in whose District the vacancy occurs shall convene a meeting of the District Cabinet to fill by election the vacancy in this office.
  1. Any Candidate for the Office of First Vice District Governor must meet the qualifications stated in ARTICLE IV, Section 7 of the Multiple District Constitution and By-Laws. The Candidate shall submit a letter of intent, and shall obtain by resolution the endorsement of his/her club. These letters shall be submitted in writing to the club's District Governor and Multiple District 19 Office before the Cabinet Meeting at which the election shall occur.
  2. Any Candidate for the Office of Second Vice District Governor must meet the qualifications stated in ARTICLE IV, Section 8 of the Multiple District Constitution and By-Laws. The Candidate shall submit a letter of intent and shall obtain by resolution the endorsement of his/her club. These letters shall be submitted in writing to the club's District Governor and Multiple District 19 Office before the Cabinet Meeting at which the election shall occur.
- d. In a District where there is a 2<sup>nd</sup> Vice District Governor, who has been voted into office, he/she would move into the position of 1<sup>st</sup> Vice District Governor, and the special election would be held for a 2<sup>nd</sup> Vice District Governor.
- e. The District Governor must notify each club secretary by email, fax, and/or letter of the candidates for First or Second Vice District Governor with notice of the selection process.
- f. In the event that it is not practical or feasible to convene a special meeting of the district to elect a replacement for First or Second Vice District Governor, the seated District Governor may submit the election to the Cabinet Members of the District in which the vacancy occurs for a vote by email, fax, or telephone. If a simple majority of the total membership of the Cabinet responds in favor of the election, the First or Second Vice District Governor will be considered elected. To be counted, votes must be received by the seated District Governor within 72 hours of when the email, fax, or telephone call requesting the vote is made or sent by the current seated District Governor. The matter voted upon shall be submitted at the next Cabinet Meeting to be ratified.

**ARTICLE V**  
**Multiple District Council of Governors**

**SECTION 1.** The Multiple District Council of Governors shall consist of the Officers of this Multiple District.

**SECTION 2.** The Multiple District Council of Governors shall constitute the executive body of this Multiple District subject to the Constitution and By-Laws of this Multiple District, and the Constitution and By-Laws of the International Association of Lions Clubs.

**SECTION 3.** The Multiple District Executive Secretary-Treasurer shall provide an up-dated Policy Manual on the Multiple District 19 website reflecting the actions and decisions of the Multiple District Council of Governors at each Council of Governors' Meeting.

The current up-dated Multiple District 19 Constitution & By-Laws will be posted on the MD19 website following the Annual Convention of Multiple District 19. Constitution and By-laws amendments shall be voted on at the Multiple District 19 Annual Convention.

**SECTION 4.** The Multiple District Council of Governors shall have general management of the property and funds of the Multiple District with power to expend the funds, subject to the provisions of the Constitution and By-Laws of this Multiple District, but shall not have the power to create, or incur, indebtedness exceeding the normal income of the Multiple District during the period for which such indebtedness is incurred.

**SECTION 5.** The Multiple District Council of Governors shall secure a financial review of the books and accounts of the Multiple District Executive Secretary-Treasurer annually or biannually. Such a financial review shall be conducted by an independent accountant.



**SECTION 6.** Regular meetings of the Multiple District Council of Governors shall be held at least twice a year, one in connection with the Annual Convention of the Multiple District, and another at such time and place as may be determined by the Council of Governors or, in event of their failure to act, as designated by the Chairperson of the Multiple District Council of Governors. The Vice Council Chairperson (Incoming Council Chairperson) may convene a special meeting of the following year's Council of Governors at the regularly scheduled Spring Council of Governor's Meeting for the primary purpose of approving the appointments of the MD Committee Chairpersons and members and approve the Multiple District Budget for the following year.

## **ARTICLE VI Conventions**

**SECTION 1.** An Annual Convention of this Multiple District shall be held each year. Invitations by prospective convention cities shall be addressed to, and received by, the Multiple District Council of Governors. The Multiple District Council of Governors shall report its decision(s) concerning future convention cities to the Annual Convention not less than two years prior to the date of Convention(s). In the event no invitations are received, the Multiple District Council of Governors shall select a convention city not less than two years prior to date of Convention.

**SECTION 2.** The time of the Annual Convention shall be fixed by the Council of Governors in accordance with the Multiple District 19 Policy Manual.

**SECTION 3.** Where more than one club exists in a convention city, one of the clubs shall be designated the Host Club in sponsoring the Annual Convention.

**SECTION 4.** The Chairperson of the Multiple District shall issue, and cause to be mailed to each member club and to the Secretary of Lions International, an official call for the Annual Convention at least sixty (60) days prior thereto.

**SECTION 5.** The officers of the Multiple District shall be the officers of the conventions of the Multiple District.

**SECTION 6.** The conventions of this Multiple District shall constitute the legislative body of the Multiple District and shall have the right and power to enact rules and regulations, adopt resolutions, amend the Constitution and By-Laws, and approve or disapprove the actions of its officers or the Multiple District Council of Governors, and are subject only to the Constitution and By-Laws of Multiple District 19.

**SECTION 7.** Each member club in good standing shall be entitled, at any convention of a District or the Multiple District, to one voting delegate and one alternate delegate for every ten members who have been enrolled for at least one year and a day in the club, or major fraction thereof, carried upon the roster of the club and so reported upon its monthly report to Lions Clubs International and the Multiple District Executive Secretary-Treasurer of this Multiple District for the month immediately preceding the convention. Any Lions clubs chartered less than 12 months preceding the MD19 Annual Convention are entitled to one delegate and one alternate delegate. All Multiple District 19 seated and Past International Directors shall have an automatic vote in elections, in addition to those allocated to his/her club, in accordance with the Lions Clubs International Constitution and By-Laws.

**SECTION 8.** The selection of the voting delegates of a club shall be made by the Board of Directors of the member club. The member club shall select its voting delegate(s) from its active membership and such selection shall be evidenced by a voting certificate signed by the President or Secretary of the club, which voting certificate shall be filed by the delegate with Committee on Credentials.

**SECTION 9.** Each certified delegate present in person shall be entitled to cast one vote of his/her choice for each office to be filled and one vote of his/her choice on each question submitted to the convention.

**SECTION 10.** QUORUM: A majority of the delegates in attendance at any session of a multiple district convention shall constitute a quorum.

**SECTION 11.** Special Conventions are allowed by the By-Laws of this Multiple District. Special Conventions may be called by the Chairperson of the Multiple District upon receipt of written requests of a majority of the member clubs in good standing, or upon request of a majority of the members of the Multiple District Council of Governors.

**SECTION 12.** The Multiple District Council of Governors may establish rules and regulations for the control and financing of any convention of this Multiple District, subject to the Constitution and By-Laws of the Multiple District.

**SECTION 13.** Within sixty (60) days after any convention, the Multiple District Executive Secretary-Treasurer shall make a written report of the proceedings, comprising a synopsis of all action taken thereat, and shall transmit a copy thereof to the Secretary of each member club and to the Secretary of the International Association of Lions Clubs.

**SECTION 14.** All member clubs of this Multiple District and members of the Council of Governors must be in receipt of written notice of any Special Convention or Multiple District special council meeting fifteen (15) days prior to such convention or meeting.

**SECTION 15.** Proxy voting is strictly prohibited in Club, Zone, Region, District, and Multiple District affairs.

**SECTION 16.** At Multiple District Conventions and at the Conferences of all of its Districts, delegates and alternate delegates shall be certified and all persons, whether delegates, alternate delegates or others, may be permitted to attend or participate in any sessions or proceedings, only after registering and paying such registration fees as may be fixed by the Multiple District Council of Governors, District Cabinets and their Convention or Conference Committees.

## **ARTICLE VII**

### **Finance**

**SECTION 1.** As Multiple District dues, there shall be paid by every member club a per capita tax for each and every member carried upon its rolls, and reported to Lions Clubs International upon its monthly report under "Members at Close" for June and December. All new members reported on MMR's subsequent to the June and December MMR's shall be assessed on a pro-rated basis. This sum shall be billed in U.S. Funds for clubs located in the U.S. and in U.S Funds or the Canadian currency equivalent for clubs located in Canada. This sum shall be paid semiannually on or before the last day of August and the last day of February. The dues payment shall be made payable to "Multiple District 19", and shall be payable in US Funds by clubs located in the U.S., and in U.S. Funds or the Canadian currency equivalent by clubs located in Canada, as billed by the Multiple District Executive Secretary-Treasurer.

**SECTION 2.** A percentage of the Multiple District dues levied upon each member per month is hereby appropriated for defraying the expenses of the Annual Convention of the Multiple District. The percentage of the Multiple District dues appropriated for the Convention Fund shall be specified in the Policy Manual. A registration fee may be charged those attending any Convention or District Conference held in this Multiple District.

**SECTION 3.** No financial obligation, other than as specified herein above, shall be placed upon the clubs by this Multiple District, unless approved by a majority vote of a convention of the Multiple District, or by a vote of the Multiple District Council of Governors. Nothing contained herein shall preclude acceptance by Multiple District 19 of gifts, donations or contributions from Lions, Lions Clubs or other entities.

**SECTION 4.** A percentage of the Multiple District dues levied upon each member per month is hereby appropriated for, and shall be made available to, the respective Districts from which levied, for use by such District. No District or Zone shall levy upon, or collect, any dues or assessments in lieu thereof from its Clubs or Zones. The percentage of the Multiple District dues appropriated for the District Operations Fund shall be specified in the MD19 Policy Manual. These funds shall be used for the administration of the affairs of the individual Districts, including its annual District Conference. Expenditures shall be made on bills presented and authorized by the District Governor to the Multiple District Executive Secretary-Treasurer to the extent that funds accrue in the District Operations account. Bills for amounts in excess of funds in the District Operations account shall be returned to the District Governor for payment or for District Cabinet authorization to pay from the District Escrow account to its accrued amount. Bills in excess of the total; of both accounts shall be returned to the District Governor for payment. Any unused funds remaining to the credit of any individual District at the close of its year shall become a part of the District's Escrow Account. Expenditures from this account must be authorized by a vote of the individual District's Cabinet. At no time will these funds become a part of the General Fund of the Multiple District without a vote of the individual District's Cabinet. These funds cannot be used for personal expenses of any District or Zone Officer, with the exception of those instances listed in the MD19 Policy Manual.

**SECTION 5.** The per capita tax for Multiple District 19 dues shall be levied semi-annually. The cost per member semi-annually shall be nine dollars and thirty cents (\$9.30). The per capita tax shall be apportioned as prescribed in the Policy Manual.

**SECTION 6.** The per capita administrative tax of Multiple District 19 shall include provisions for a Student Membership Plan as adopted by the International Board of Directors. Eligible students who are less than 30 years old at the semi-annual billing date, as members shall pay a semi-annual per capita tax equal to one half (1/2) of the total amount of the dues. Documentation of student members shall be made through Lions Clubs International utilizing the approved criteria and application form.

## **ARTICLE VIII**

### **Amendments**

**SECTION 1.** This Constitution may be amended by a two-thirds (2/3) majority vote of the certified voting delegates present at the Annual Convention of the Multiple District.

**SECTION 2.** Proposed amendments, other than those submitted by the Constitution and By-Laws Committee, shall have the written approval of at least one club of the Multiple District over the signature of the Club President and attested by its Secretary, and a two-thirds (2/3) majority vote of the certified voting delegates present at the district annual conference of which the submitting club is a member. All proposed amendments shall be submitted to the district Cabinet Secretary with the reasons sixty (60) days prior to the district conference. The district Cabinet Secretary shall then submit the proposed amendments to the Secretary of each club within the District at least thirty (30) days prior to the opening date of the District conference.

**SECTION 3.** The Multiple District Executive Secretary-Treasurer of the Multiple District shall submit all proposed amendments to the Secretary of each club. All proposed amendments must be received by the club Secretary at least thirty (30) days prior to the opening date of the Annual Multiple District Convention. Amendments, unless dated otherwise, so proposed and adopted shall become effective at the close of the convention.

## **ARTICLE I "BL"**

### **Election of Multiple District Officers and Voting on Amendments to Constitution and By-Laws**

**SECTION 1.** The Chairperson of the Convention shall call for nominations from the floor of the Annual Convention on the day preceding that scheduled for the election of officers. A list of the nominations for the offices of Council Chairperson and Vice Council Chairperson of the Multiple District shall be furnished by the Multiple District Executive Secretary-Treasurer to the Election Committee.

**SECTION 2.** The Credentials Committee shall verify the voting certificates of the delegates and alternates prior to voting. A list of all registered delegates and alternates in each District shall be furnished to the Election Committee of that District.

**SECTION 3.** The Multiple District Executive Secretary-Treasurer shall prepare and furnish to the Election Committee, ballots bearing spaces for the Council Chairperson and Vice Council Chairperson of the Multiple District and identified only as First, Second, Third, etc. ballot. The Multiple District Executive Secretary-Treasurer shall, also, prepare and furnish ballots with the proposed amendments printed thereon with blocks marked "For" or "Against" opposite each proposed amendment.

**SECTION 4.** The Polling place shall open at 7:30 A.M. on the day of election and shall remain open until 11:30 A.M.

**SECTION 5.** Delegates desiring to vote shall present their voting certificate at the Polling Place and be checked against the list of registered delegates, and, if qualified, shall be furnished a ballot. Each delegate shall mark their ballot in secret, and deposit it in the ballot box.

**SECTION 6.** At the time specified, the Election Committee shall close their ballot box and shall retire and count the ballots, reporting their findings promptly to the convention session.

**SECTION 7.** A majority of the votes on any ballot, exclusive of blanks, shall be necessary for election to any office. For amendments to the Constitution, Article VIII, Section 1 of the Constitution gives the requirements.

For amendments to the By-Laws, Article XII, Section 1 of the By-Laws gives the requirements.

**SECTION 8.** In an election where no candidate receives a majority vote for an office, or offices, the same shall be reported to the Convention. The candidate with the least number of votes will automatically be dropped, and a second and subsequent ballot shall be taken in like manner until one candidate has received a simple majority vote of the affirmative votes cast by the delegates present and voting. This process shall continue until an election can be announced for each office.

**SECTION 9.** In the event the incumbent Vice Council Chairperson stands for election as Council Chairperson and at the election fails to secure a simple majority of the affirmative votes cast by the delegates present and voting, he/she shall be declared not elected and a vacancy in that office shall be declared.

## ARTICLE II "BL"

### Duties of Officers

**SECTION 1.** The **COUNCIL CHAIRPERSON** of the Multiple District shall be the administrative officer of the Multiple District. He/she shall be responsible for calling all business meetings of the Multiple District and the Multiple District Council of Governors, and shall preside at all meetings of the Multiple District Council of Governors. He/she shall be an ex-officio member of all committees. The **VICE COUNCIL CHAIRPERSON** will perform such duties as assigned by the Chairperson.

**SECTION 2. DISTRICT GOVERNOR** The District Governor shall be the executive officer of his/her respective District and shall preside at each District Meeting thereof. It shall be his/her duty to visit each club within his/her District at least once during his/her term of office, and report thereon to the International Association of Lions Clubs, and at other times as required. He/she shall cooperate with the Chairperson of the Multiple District and shall perform such duties as may be assigned to him/her by the Multiple District Council of Governors. He/she shall attend and serve upon the Council of Governors of this Multiple District.

**SECTION 3. VICE DISTRICT GOVERNOR** The First Vice District Governor shall be a member of the District Cabinet and shall be the Chief Administrative Assistant to the District Governor. He/she shall become familiar with the duties of the District Governor so in the event of a vacancy in the Office of District Governor he/she will be better prepared to assume the duties and responsibilities of said Office until such time as said vacancy is filled in accordance with the Lions Clubs International Constitution and By-Laws.

**SECTION 4. ZONE CHAIRPERSON** The Zone Chairperson shall be the liaison officer between the District Governor and the clubs within his/her Zone. He/she shall hold at least three Zone Council Meetings during his/her term of office, under the advice and direction of the District Governor. He/she shall cooperate with the District Governor, and perform such duties as may, from time to time, be assigned to him/her by the District Governor.

**SECTION 5. MULTIPLE DISTRICT EXECUTIVE SECRETARY - TREASURER** The Multiple District Executive Secretary-Treasurer shall be a Lion member in good standing, in a club in good standing in the Multiple District, and he/she shall administer, supervise, and perform the necessary duties to maintain the fiscal and internal activities of the Multiple District. These will include, but not be limited to, the following:

- a. Maintain financial records of Multiple District funds in accordance with the budget and fund balances in compliance with Article VII of the Constitution.
- b. Prepare and present financial reports for all meetings of the Council of Governors, or at their request; participate in the preparation of the Multiple District Budget; attempt to collect, through the District Governors and Zone Chairmen, delinquent dues owed the Multiple District or International; maintain records and properly disburse funds received for CARE and LCIF; maintain accounts in both the US and Canada, so exchange problem is minimized.
- c. Prepare and distribute the Multiple District monthly report, reports for the Annual Convention and as directed by the Council of Governors; prepare and distribute other publications and materials.
- d. Maintain correspondence on behalf of the Multiple District with clubs, Zone Chairmen, District Governors, and Lions International.
- e. He/she shall give bond in such sum as may be required of him by the Multiple District Council of Governors for the faithful performance of his/her duties.
- f. The Multiple District Executive Secretary-Treasurer shall be designated as Director of the Multiple District Convention. He/she shall also coordinate with Lions International, Multiple District 19 participation in the International Convention.
- g. The Council of Governors shall annually evaluate the performance of the Multiple District Executive Secretary-Treasurer in connection with his/her duties as outlined in this article. The Council of Governors shall provide the Multiple District Executive Secretary-Treasurer with a written summary of the evaluation.
- h. In the event of unsatisfactory service, the Multiple District Executive Secretary-Treasurer's employment may be terminated by a vote of no less than sixty (60) percent of the Council of Governors.
- i. The Multiple District Executive Secretary-Treasurer shall perform such other duties as may be required by the Council of Governors, and in the event of an emergency, may be directed by the Council Chairperson, or, in his/her absence, by the Vice Council Chairperson, to perform such duties as are required by the emergency.

All of the above duties will be conducted under the direction of the Multiple District Council Chairperson and the Council of Governors.

**SECTION 6.** The **COUNCIL CHAIRPERSON** and the **DISTRICT GOVERNOR** shall be official hosts of the Multiple District. Within his/her District, the District Governor shall be official host. This protocol shall be observed in the reception of distinguished Lions guests and in planning Lions Club functions.

### **ARTICLE III "BL"**

#### **Council of Governors and MD19 Committees**

**SECTION 1.** A Council of Governors is hereby created consisting of the Chairperson of the Multiple District Council of Governors, the Vice Council Chairperson of the Multiple District Council of Governors, the Immediate Past Chairperson of the Multiple District Council of Governors, the District Governors of the several Districts of this Multiple District, the Immediate Past District Governors of the several Districts of this Multiple District, and the Multiple District Executive Secretary-Treasurer, who is an ex-officio non-voting member .

- a. The Council of Governors, acting as a Council of Governors, shall have complete charge of the planning and preparation of the conventions of the Multiple District. The Chairperson of the immediately pending convention, or conference, and the two past Chairmen of the most recent conventions, or conference, may serve as ex-officio members of the Council for this purpose.
- b. The Council of Governors shall select the site of the Annual Convention, subject to inspection and approval by the Convention Director as being capable of handling such a convention.
- c. The Council of Governors may be convened by the Chairperson of the Multiple District, or at the request of three (3) District Governors. The Chairperson shall convene the Council of Governors to consider expedient, or emergency matters arising in the Multiple District between sessions of the Multiple District Council of Governors. All member clubs of this Multiple District and members of the Council of Governors must be notified in writing of any Special Convention or Multiple District special council meeting at least fifteen (15) days prior to such convention or meeting.
- d. In an emergency, or where it is not practical or feasible to convene a special meeting of the Council of Governors to consider a matter, the Executive Secretary-Treasurer, at the direction of the Council Chairperson, may submit a matter to the Council of Governors for a vote by email, or telephone if a member does not have email. In the event at least a majority of the total membership of the Council of Governors respond in favor of the matter, the same shall be considered as adopted by the Council of Governors as if a special meeting had been convened. To be counted, any members vote must be received by the Executive Secretary-Treasurer within 72 hours of when the email requesting the vote is sent by the Executive Secretary-Treasurer. The matter voted upon shall be submitted to the Council of Governors at its next regularly scheduled meeting for ratification.

#### **SECTION 2.**

- a. The Standing Committees of Multiple District 19 are Budget and Finance, Constitution and By-Laws, Contests and Awards, International Participation, Strategic Planning, and Policy Manual.
- b. Other MD19 Committees may be formed as necessary with the approval of the Council of Governors.
- c. The number of members for each Standing and Special Committee, the manner in which the members are appointed, length of each member's term, the selection of the Committee Chairperson, and the filling of vacancies shall be designated in the Multiple District 19 Policy Manual.
- d. Committees requiring action to be taken by the MD19 Council of Governors must submit their proposals to the Council Members by mail 10 working days before the next Council Meeting.

**SECTION 3.** Special Committees may be appointed by the Chairperson of the Multiple District Council of Governors in accordance with Section 4 of this article, as directed by the Council of Governors.

**SECTION 4.** The Chairperson of the Multiple District Council of Governors shall appoint all standing and special committees, designate the Chairperson thereof, and fill all vacancies thereon, and shall be an ex-officio member of all Multiple District Committees.

**SECTION 5.** Any actions taken by any of the above mentioned committees that require MD19 Council of Governors approval must be submitted to the Council Members by mail 10 working days before the next Council Meeting.

## ARTICLE IV "BL"

### Convention Financing

**SECTION 1.** Conventions of this Multiple District shall be financed as follows:

- a. By the Convention Fund as specified in Article VII of this Constitution and By-Laws, and as approved by the Council of Governors in their annual budget.
- b. All guests registering at the Convention shall be charged such amount as the Council of Governors may determine.
- c. All Lions and Guests shall pay only the actual cost for luncheons, dinners, banquets, trips, or other Convention functions which they may attend, such costs to be fixed by the Host Club, with the approval of the Council of Governors. All the funds so collected shall be applied toward payment of the expenses of the Convention.
- d. The Host Club, with the approval of the Council of Governors, shall plan all details of the Convention. Such details shall be planned, as near as may be, to the end that those attending shall receive from the Convention Fund the fullest value in entertainment and service consistent with good business practice.
- e. At the Winter Council of Governors' Meeting, the Host Club/Convention Committee shall prepare and present an annual Convention budget. The budgeted Multiple District 19 Convention Reserve will provide for any emergency expenses not provided for in the Convention planning.
- f. The Multiple District Executive Secretary-Treasurer is authorized to lend the Host Club, upon its request, the sum of \$2,000.00 from the budgeted amount for the Annual Convention, to cover preliminary expenses incident to the planning, preparation, and conduct of the Annual Convention.
- g. As soon as possible, and not later than sixty (60) days following the close of the convention, the Host Club shall submit a complete statement of income and expenses on account of the convention, to the Multiple District Executive Secretary-Treasurer and upon approval of the same by the Council of Governors, the Host Club shall receive from the Multiple District Executive Secretary-Treasurer such amount from the Convention Fund 3% Reserve as may be necessary to balance its accounts. In no event, however, shall the Host Club receive from the Convention Fund any amount in excess of the total budgeted for the Convention.
- h. Immediately after final settlement with the Host Club by the Council of Governors, any balance in the hands of the Host Club and in the Convention Fund in reserve shall be paid into the General Fund of the Multiple District.

**SECTION 2.** Any surplus of funds found to be in excess of the actual expenses of the Convention shall be paid by the Host Club/Convention Committee into the General Fund of the Multiple District.

## ARTICLE V "BL"

### Convention Procedure

**SECTION 1.** A program prepared by the Council of Governors, under the direction of the Chairperson of the Multiple District Council of Governors, shall be the order of the day at all sessions of the Convention. Changes in the program may be made by a two-thirds (2/3) vote of the Convention.

**SECTION 2.** This program shall specify the time for opening and closing of registration, the deadline for receiving Resolutions, the time for nominations of officers, and the time for election of officers.

**SECTION 3.** All reports of Committees, communications to the Convention, and all monies, save such as are known to general parliamentary practice as "not debatable", may be debated from the floor, unless by a Two-thirds (2/3) vote, the Convention decides to dispose of them without debate.

**SECTION 4.** Robert's Rules of Order shall be the parliamentary authority for all matters of procedure not specifically covered by these By-Laws.

## **ARTICLE VI "BL"**

### **Districts and Zones**

**SECTION 1.** This Multiple District shall consist of nine (9) Districts designated as District 19A, 19B, 19C, 19D, 19E, 19F, 19G, 19H, and 19I.

**SECTION 2.** No District shall consist of less than three (3) Zones, and no Zone shall consist of less than four (4) clubs. Zones may divide upon reaching twelve (12) or more clubs within a Zone.

**SECTION 3.** Zones shall be determined by action of the Board of Directors of the clubs within a District, with the approval of the District Governor, EXCEPT that:

- a. If a Zone wishes to divide into two (2) Zones, it may do so with the written approval of the Board of Directors of a majority of the clubs within the Zone involved, and with the written approval of the Zone Chairperson and the District Governor.
- b. If two or more Zones wish to merge into one Zone, they may do so with the written approval of the Board of Directors of a majority of the clubs within each of the Zones involved, and with the written approval of the Zone Chairperson of each of the affected Zones and the District Governor.
- c. Any newly created Zone must also be approved by the Multiple District Council of Governors.

**SECTION 4.** A club may be transferred from one Zone to another existing Zone with the written approval of the Board of Directors of the club involved, the written approval of the Zone Chairmen of each of the Zones involved, and with the written approval of the District Governor, provided such a transfer does not violate the requirements set forth in Section 2.

**SECTION 5.** A club may be transferred from one District to another with the consent of the club, the approval of the convention of the affected Districts, the approval of the Multiple District Council of Governors, and the approval of the Board of Directors of Lions Clubs International. No transfer shall be approved which causes a District to fail to meet the Minimum District Requirements of the International Constitution and/or By-laws.

**SECTION 6.** Zones shall be designated by District, and by a number assigned within that District.

**SECTION 7.** Each club shall be entitled to two (2) delegates to the Zone Meetings, and such delegates shall be the President and the Secretary, or their Official Representatives, in case of their inability to be present. It shall be the duty of each club to be represented by their delegates at all Zone Meetings. In order for a club to cast their two (2) votes, they must have two (2) delegates, or their Official Representatives present.

**SECTION 8.** Regions shall not be formed within Districts unless it can be shown that the best interests of Lionism and the affected Zones will be served thereby, and then only upon the advice and consent of the Multiple District Council of Governors.

## **ARTICLE VII "BL"**

### **Zone Chairperson, Vice District Governor, District Governor, Vice Council Chairperson and Council Chairperson**

**SECTION 1.** No individual shall hold more than one (1) elected office above the club level in his/her zone, district or the multiple district simultaneously.

**SECTION 2.** When running for an office at the zone or district level, the following procedures shall be followed by the candidates in the order listed:

- a. Zone Chairperson
  1. By email, fax and/or letter, the candidate shall state his/her intent to seek the position of Zone Chairperson. He/she shall state the qualities he/she believes qualify him/her for the said position. The email, fax, and/or letter shall be sent to the Secretary of his/her club, the seated Zone Chairperson in the zone in which his/her club is located, the seated Vice District Governor, and the seated District Governor of the district in which his/her club is located, and the MD19 Executive Secretary-Treasurer. The aforementioned officers must receive the emails, faxes, and/or letters on or before December 31 of the current Lions year.
  2. The proposed candidate's club secretary shall submit an email, fax, and/or letter of endorsement to the seated Zone Chairperson of the zone in which his/her club is located stating that the candidate is an active member in good standing of a club in good standing, and further, that the candidate was endorsed by a majority vote at a regular club meeting. A copy of the email, fax, and/or letter of endorsement must be sent to the seated Vice

District Governor and the seated District Governor of the district in which the zone is located and to the MD19 Executive Secretary-Treasurer. The email, fax, and/or letter and the copies of the email, fax, and/or letter must be received by all parties on or before December 31 of the current Lions year.

3. Voting for the Zone Chairperson shall be by ballot at the zone meeting preceding or during the district conference. (Voting is covered in Article XIII 'BL' Section 3-e)
- b. Second Vice District Governor, First Vice District Governor or District Governor
1. By email, fax, and/or letter, the candidate shall state his/her intent to seek the position of First or Second Vice District Governor or District Governor. He/she shall state the qualities he/she believes qualify him/her for said position. The emails, faxes, and/or letters shall be sent to the secretary of his/her club, the seated Zone Chairperson of the zone in which his/her club is located, the seated First Vice District Governor and the seated District Governor of the district in which his/her club is located and the MD19 Executive Secretary-Treasurer. The emails, faxes, and/or letters must be received by the aforementioned officers on or before December 31 of the current Lions year.
  2. The proposed candidate's club secretary shall submit an email, fax, and/or letter of club endorsement to the seated District Governor of the district in which his/her club is located, stating he/she is an active member in good standing in a club in good standing, and further, the candidate was endorsed by a majority vote at a regular meeting. A copy of the email, fax, and/or letter of endorsement must be submitted to the seated First Vice District Governor and the seated Zone Chairperson of the district and zone in which the candidate's club is located and the MD19 Executive Secretary-Treasurer on or before December 31 of the current year. If his/her Club endorsement is not secured, the candidate may secure the endorsement in writing of a majority of the Clubs in his/her district. The Secretary of each Club endorsing the candidate by a majority vote at a regular or special meeting shall submit an email, fax, and/or letter stating that Club's endorsement to the Zone Chairperson, First Vice District Governor, District Governor, and MD19 Executive Secretary-Treasurer on or before December 31 of the current year.
  3. Voting for the District Governor, First Vice District Governor and Second Vice District Governor shall be by ballot at the subsequent district spring conference. The outcome will be submitted to the MD19 Executive Secretary-Treasurer immediately after said candidate is elected at the district spring conference.
- c. A club may endorse only one member of their club as a candidate for each office above the club level.
- d. A candidate's certification of endorsement must specify the single office sought and no candidate may seek election for any office other than the office covered by his/her certification. No candidate shall have more than one (1) endorsement pending for more than one (1) office within his/her zone or district in the same election year.

**SECTION 3.** When running for an office at the multiple district level, the following procedures shall be followed by the candidates in the order listed:

- a. Vice Council Chairperson, Council Chairperson
1. By email, fax, and/or letter the candidate shall state his/her intent to seek the position of Vice Council Chairperson or Council Chairperson. He/she shall state the qualities he/she believes qualify him/her for the said position. The emails, faxes, and/or letters shall be sent to the secretary of his/her club, the seated Zone Chairperson of the zone in which his/her club is located, the seated Vice District Governor, and seated District Governor of the district in which his/her club is located and the MD19 Executive Secretary-Treasurer. The emails, faxes, and/or letters must be received by the aforementioned officers on or before December 31 of the current Lions year.
  2. The proposed Vice Council Chairperson candidate's club secretary shall submit an email, fax, and/or letter of club endorsement to the seated Zone Chairperson of the zone in which the club is located, stating that the candidate is an active member in good standing in a club in good standing and further, that candidate was endorsed by a majority vote at a regular club meeting. A copy of the email, fax, and/or letter must be submitted to the seated Vice District Governor and seated District Governor of the district in which the candidate's club is located and the MD19 Executive Secretary-Treasurer on or before December 31 of the current Lions year.
  3. The Zone Chairperson shall submit an email, fax, and/or letter of zone endorsement of the candidate for Vice Council Chairperson. It must include a copy of the zone meeting minutes stating the motion to endorse the candidate, and further, that the candidate was endorsed by a majority vote at a regular zone meeting. The email, fax, and/or letter must be sent to the seated District Governor of the district in which the zone is located. Copies of the email, fax, and/or letter of endorsement must be sent to the seated Vice District Governor of the district in which the zone is located and to the MD19 Executive Secretary-Treasurer on or before December 31 of the current Lions year.



4. A District Cabinet may only endorse one (1) candidate for each position above the district level. The District Cabinet endorsement of the Vice Council Chairperson will be secured at a regularly scheduled District Cabinet Meeting prior to December 31<sup>st</sup> of the Lions Year in which the election will take place for the offices of Vice Council Chairperson and Council Chairperson. A letter from the District Cabinet Secretary along with the minutes of the cabinet meeting where the endorsement was passed must be received by the Multiple District Secretary-Treasurer from the District Cabinet Secretary prior to December 31<sup>st</sup>. The incumbent Vice Council Chairperson is not required to seek endorsement of his/her District Cabinet as candidate for the office of Council Chairperson.
- b. Voting for Vice Council Chairperson and Council Chairperson shall be by ballot at the District Conferences.
- c. A candidate's certification of endorsement must specify the single office sought and no candidate may seek election for any office other than the office designated in his/her certification. No candidate shall have more than one (1) endorsement pending for more than one (1) office within his/her zone or district in the same election year.
- d. If the incumbent Vice Council Chairperson does not timely declare his/her candidacy for Council Chairperson and there is another declared candidate within his/her same district, an election shall be held at the district spring conference to determine the district's candidate for Council Chairperson. If the incumbent Vice Council Chairperson does not timely declare his/her candidacy for Council Chairperson, the other districts in the multiple district would also be able to endorse a candidate for the office of Council Chairperson.
- e. A candidate may announce his/her intentions to be a Council Chairperson or Vice Council Chairperson candidate and campaign throughout his/her district and the multiple district prior to the spring conference as that district's intended candidate. If there are no declared candidates registered with the seated District Governor and the MD19 Executive Secretary-Treasurer by December 31, then any qualified Lions candidates may declare their candidacy as their district's candidate. An email, fax, and/or letter of declaration from each candidate and an email, fax, and/or letter from each candidate's club secretary indicating that the candidate is a Lion in good standing of a club in good standing must be emailed, faxed, and/or mailed to the candidate's seated District Governor and the MD19 Executive Secretary-Treasurer. The emails, faxes, and/or letters must be received at least thirty (30) days prior to the first day of the district spring conference.
- f. If there are no announced Council Chairperson and/or Vice Council Chairperson candidates registered with the Multiple District Office at the time of a District's Conference, any qualified Council Chairperson or Vice Council Chairperson candidates may be nominated from the floor of the District, to be that District's candidate.
- g. If there are no Council Chairperson and/or Vice Council Chairperson candidates registered with the Multiple District Office by December 31 of the Lions Year in which they would be elected, the procedures-for filling these positions shall be in accordance with the procedures prescribed in Article IV, SECTION 14 and SECTION 15.

## **ARTICLE VIII "BL"**

### **International Officers above the District Level**

- SECTION 1.** This Multiple District shall make no rules regarding candidates for International office except that, if a candidate is to claim or receive the endorsement of the Multiple District as such, the following procedure shall be followed:
- a. The candidate must secure the endorsement at a convention of his / her District in order for the District to propose his / her candidacy to the Multiple District. Written notice to the Clubs of the Multiple District must be given at least thirty (30) days prior to the opening of the Annual Convention or a special convention of the Multiple District at which the resolution will be proposed.
  - b. The Multiple District shall, by the affirmative written vote of a majority of the authorized delegates at such Convention, endorse his/her candidacy for the office sought.
  - c. To implement the candidacy following endorsement by the Multiple District, the Chairperson of the Multiple District shall appoint a special committee of five (5) members which shall include the Chairperson of the Multiple District, and the Vice Council Chairperson of the Multiple District. The other three (3) members of this committee shall be appointed by mutual agreement of the Chairperson of the Multiple District and the candidate.
  - d. This special committee shall elect its own Chairperson and formulate and carry out plans for the campaign and shall have at its disposal, a sum from the budgeted funds of the Multiple District, not to exceed four thousand dollars (\$4,000.00) and shall submit an accounting of its expenditures to the Multiple District at the close of its campaign. If the candidate is endorsed for an office higher than that of International Director, additional funds from the Multiple District may be made available only by the approval of the Budget and Finance Committee, and the favorable vote of the majority of the authorized delegates at the Annual Convention of the Multiple District.

- e. All funds provided by the Multiple District to promote the candidacy of any endorsed candidate for International office shall be disbursed by the Multiple District Executive Secretary-Treasurer. Under no circumstances will any of the funds appropriated for this purpose be used for travel or personal expenses of the candidate or his/her representatives.

**SECTION 2.** An International Officer from the Multiple District shall, during his/her term of office, be an ex-officio member, without voting rights, of the Multiple District Council of Governors, and be invited to attend all meetings thereof.

## **ARTICLE IX "BL"**

### **Extension**

**SECTION 1.** All Clubs within the Multiple District shall share the cost, on a per capita basis, of paraphernalia purchased for new clubs within the Multiple District. All clubs will be billed by the Multiple District Executive Secretary-Treasurer.

## **ARTICLE X "BL"**

### **Designation of Articles**

**SECTION 1.** Each Article of the By-Laws shall be numbered by the Roman Numeral, followed by the initial "BL".

## **ARTICLE XI "BL"**

### **Amendments**

**SECTION 1.** These By-Laws may be amended by a majority vote of the certified voting delegates present at the Annual Convention of this Multiple District.

**SECTION 2.** Proposed amendments, other than those submitted by the Constitution and By-Laws Committee, shall have the written approval of at least one club of the Multiple District over the signature of the club President and attested by its Secretary, and a two-Thirds (2/3) majority vote of the certified voting delegates present at the District annual conference of which the submitting club is a member. All proposed amendments shall be submitted to the District Cabinet Secretary with the reasons 60 days prior to the District conference. The District Cabinet Secretary shall then submit the proposed amendments to the Secretary of each club within the District at least 30 days prior to the opening date of the District conference.

**SECTION 3.** The Multiple District Executive Secretary-Treasurer of the Multiple District shall submit all proposed amendments to the Secretary of each club. All proposed amendments must be received by the club Secretary at least 30 days prior to the opening date of the Annual Multiple District Convention. Amendments, unless dated otherwise, so proposed and adopted shall become effective at the close of the convention.

## **ARTICLE XII "BL"**

### **District Operations**

The Sections of this Article shall not supersede District Constitution and By-Laws if those sections are provided for in the Constitution and By-Laws of the District, and adopted prior to 1 July 1995. Subsequent amendments of the District thereafter shall not be in conflict with the Multiple District Constitution and By-Laws.

**SECTION 1.** The office of First Vice District Governor is required and shall be an elected office by the members of the District, and the qualifications for such office shall be in compliance with the Constitution and By-Laws of the International Association of Lions Club. The office of Second Vice District Governor, shall be an elected office by the members of the District, and the qualifications for such office shall be in compliance with the Constitution and By-Laws of the International Association of Lions Club.

**SECTION 2.** The voting members of a District Cabinet shall be: The District Governor, the First Vice District Governor, the Second Vice District Governor, the Immediate Past District Governor, the Secretary of the Cabinet, the Treasurer of the Cabinet, Zone Chairperson of the Zones of the District and each appointed committee Chairperson.

**SECTION 3.** District Governor, First and Second Vice District Governor, and Zone Chairperson Declaration of Candidacy:

- a. No Lion may declare his/her candidacy for any office above the club level unless the Lion and the club are both in good standing with Lions Clubs International and Multiple District 19. All candidates meeting the requirements for the office of District Governor, Vice District Governor, and Zone Chairperson must submit their declaration of candidacy in writing indicating the candidate to be a Lion of good standing in a club of good standing, which must be received by the Multiple District Office and their District Governor no later than December 31st prior to the year of the election. If only one candidate for an office has submitted a declaration of candidacy and complied with Article VIII "BL" by the stated deadline, said candidate shall be unopposed at the election for said office.
- b. If NO candidate has declared in accordance with Section 3, "a" above, then all candidates meeting the requirements for the office of District Governor, Vice District Governor, and Zone Chairperson may declare their candidacy to be received in writing by the Multiple District Office and their District Governor and the District Nominating Committee as per the Lions Clubs International Constitution (30) days prior to the first day of the District Conference.
- c. If NO candidate has declared in accordance with either Section 3, "a" or "b" above, the candidate(s) meeting the requirements for the office of District Governor and Vice District Governor may be nominated from the floor at the General Session of the District Conference.
- d. Candidates for the office of First Vice District Governor, Second Vice District Governor and District Governor shall obtain their Club's endorsement. If his / her Club endorsement is not secured, the candidate may secure the endorsement in writing of a majority of the Clubs in his / her District. The secretary of each Club endorsing the candidate by a majority vote at a regular or special meeting shall submit an email, fax, and / or letter stating that Club's endorsement to the Zone Chairperson, First Vice District Governor, District Governor, and MD19 Executive Secretary-Treasurer on or before December 31 of the current year.
- e. Candidates for the office of Zone Chairperson shall obtain their Club's endorsement, or the majority of the Clubs in the Zone. The letter(s) of endorsement shall be filed with the Zone Chairperson with copies to the Multiple District Secretary no later than thirty (30) days prior to the District's annual Spring Conference. If no candidates for a Zone have declared thirty (30) days prior to the District's Spring Conference, nominations may be made from the floor, and elections conducted at Zone Meetings held in conjunction with the District's Spring Conference. In any event an election shall be held, and reported to the Multiple District Executive Secretary-Treasurer, prior to 1 May to enable attendance at the Zone Chairperson Training. In the event that a Zone Chairperson is not elected in a Zone by 1 May, the District Governor Elect of the affected District shall appoint a Zone Chairperson for that Zone. The Zone Chairperson so appointed shall meet the qualifications for the office stated in Article IV, Section 9 of the Multiple District 19 Constitution.

#### **SECTION 4: District Election Procedures in accordance with Lions Clubs International**

##### **a. Nominating Committee**

1. Each member shall be a member in good standing of a different Lions club in good standing in the district, and shall not through the duration of the appointment hold any district or international office.
2. Shall consist of no less than three (3) and no more than five (5) members.
3. Responsible for reviewing qualifications of each nominated candidate within thirty (30) days prior to the election and rule on the eligibility of same.
4. Shall submit a completed checklist for each nominated candidate to the elections committee prior to District Governor and First and Second Vice District Governor elections.

##### **b. Credentials Committee**

1. Shall be composed of the District Governor, as chairperson, the Cabinet Secretary/Treasurer and two other non-officers of the district that are appointed by the District Governor.
2. Each member shall be a member in good standing of a different Lions club in good standing in the district, and shall not through the duration of the appointment hold any district or international office.
3. Responsible for verifying club delegate credentials.

##### **c. Elections Committee**

1. Shall consist of three (3) members appointed by the District Governor.
2. Responsible for preparation of materials, vote tabulation, and resolving questions concerning the validity of individual ballots.

3. Shall prepare a comprehensive report of election results.
4. This Committee shall certify that all candidates for the Office of District Governor meet the requirements for this office.

**SECTION 5.** Delegates desiring to vote shall present their voting certificates at the Polling Place and be checked against the list of registered delegates, and, if qualified, shall be furnished a ballot. The delegate shall mark his/her ballot in secret, and deposit ballot in the ballot box.

**SECTION 6.** At the time specified, the Election Committee shall close the ballot box, mix and count the ballots, and report their finding promptly to the conference session.

**SECTION 7.** A majority of the votes on any ballot, exclusive of blanks, shall be necessary for election to any office.

**SECTION 8.** In an election, where no candidate receives a majority vote for an office or offices, the same shall be reported to the conference. The candidate with the least number of votes will automatically be dropped, and a second and subsequent ballot taken in like manner until one candidate has received a simple majority of the affirmative votes cast by the delegates present and voting. This process shall continue until an election can be announced for each office.

**SECTION 9.** In the event the incumbent Vice District Governor stands for election as District Governor, and at the election fails to secure a simple majority of the affirmative votes cast by the delegates present and voting, he/she shall be declared not elected, and the same shall be reported to the conference.

**SECTION 10.** If any such district shall fail to so elect a qualified district governor or if the district governor-elect of any such district shall die or refuse or be found by the International Board of Directors to be unable by reason of illness or other disability to take such office prior to the day his/her term would otherwise begin, or if a vacancy will exist as a result of a district governor election protest or legal action, then in any such event such district may have a district governor appointed by the International Board of Directors in the time and manner and for the term as set forth in the by-laws or constitution of Lions Clubs International.

**SECTION 11.** In the event the incumbent Second Vice District Governor stands for election as First Vice District Governor, and at the election fails to secure a simple majority of the affirmative votes cast by the delegates present and voting, he/she shall be declared not elected, and the same shall be reported to the conference and a vacancy declared. This vacancy will be filled according to the MD19 Constitution and By-Laws ARTICLE IV, SECTION 19.