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**CONSTITUTION & BY-LAWS  
OF MULTIPLE DISTRICT 201 OF  
LIONS CLUBS INTERNATIONAL INC**

|TEXT REVISED MAY 2021|



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## **CONSTITUTION OF MULTIPLE DISTRICT 201 OF LIONS CLUBS INTERNATIONAL INC INTERPRETATION**

In this Constitution and these By-Laws, except where inconsistent with the context:

**"ACT"** means Associations Incorporation Act 1985 of the State of South Australia, as amended from time to time or any Act replacing the Act.

**"CABINET"** means the Cabinet of a District.

**"CLUB MEMBER"** means a member of a Lions Club.

**"COUNCIL"** means the Council of Multiple District 201 of the International Association.

**"COUNCIL CHAIRPERSON"** means the Chairperson of the Multiple District Council.

**"COUNCIL OFFICER"** means an Officer of the Multiple District.

**"DISTRICT"** means any District of the International Association within the Multiple District.

**"INTERNATIONAL CONSTITUTION AND BY-LAWS"** means the Constitution and By-Laws of the International Association as amended from time to time.

**"LIONS CLUB"** means any Chartered Lions Club within the Multiple District.

**"MULTIPLE DISTRICT"** means the area designated by the International Association under the name Multiple District 201, such area comprising such Districts as from time to time are determined by a Multiple District Convention and approved by the International Board.

**"MULTIPLE DISTRICT CONVENTION"** means the Annual Convention of Multiple District 201.

**"MULTIPLE DISTRICT EXECUTIVE"** means the Council Officers or a majority of their number.

**"MULTIPLE DISTRICT FUNDRAISING ACTIVITY"** means an ongoing undertaking adopted as a Multiple District Fundraising Activity in accordance with the provisions of this Constitution and intended to involve Lions Clubs and/or Districts within the Multiple District and which is to be conducted under the management of Council and the proceeds of which are to be distributed in the manner determined from time to time by the Multiple District Convention.

**"MULTIPLE DISTRICT PROJECT"** is an ongoing process to fulfil a plan, scheme or undertaking which:

- (a) is intended to involve Lions Clubs and/or Districts within the Multiple District: and
- (b) is for a charitable or benevolent purpose and not limited solely to the raising of funds for such a purpose; and
- (c) is adopted as a Multiple District Project in accordance with the provisions of this Constitution.

A feasibility study or investigation of any such process does not by itself constitute a Multiple District Project."

**"POLICY STATEMENT"** A Policy Statement is a declaration of the majority opinion, stance or

determination of Lions Australia in relation to a matter of public significance as adopted by a resolution of a Multiple District Convention by not less than a two thirds majority vote.

**"PRINCIPAL FOCUS"** means "Humanitarian Service, Major Disaster Relief, Sight, Medical Research and the Encouragement of Youth"

**"THE INTERNATIONAL ASSOCIATION"** means the International Association of Lions Clubs.

**"THE INTERNATIONAL BOARD"** means the International Board of Directors for the time being of the International Association.

Wherever the male gender or pronoun appears, it shall be interpreted to mean both male and female persons.

## **NAME**

**1** The name of this Association is MULTIPLE DISTRICT 201 OF LIONS CLUBS INTERNATIONAL INC.

## **PURPOSES AND POWERS**

**2** The purposes of this Association shall be:

**2.1** To promote the Purposes of the International Association applicable to Multiple District 201.

**2.2** To hold manage and control an annual convention of the Multiple District.

**2.3** To take appropriate action on all matters relating to the Multiple District consistent with the Constitution and By-Laws of the International Association and the policies of the International Board.

**2.4** To establish and maintain Trusts and Foundations for the purpose of rendering help and assistance in the fields of community aid, emergency relief and international understanding.

**2.5** The Association shall have all the powers conferred by Section 25 of the Act.

## **ORGANISATION**

**3** The Multiple District shall comprise the Districts from time to time within the territory of the Multiple District as approved by the International Board.

**4** Each District within the Multiple District shall be designated in such manner as shall be approved by the Council and the International Board.

**5** The members of the Multiple District shall be all Lions Clubs in the Multiple District chartered by the International Board. No individual Lion may be a member thereof.

- 5.1 Membership of the Multiple District shall be deemed to constitute an acknowledgement that each Lions Club and its members accept and shall observe the Code of Conduct from time to time in force as adopted by the Council.
- 6 The Multiple District shall hold an Annual General Meeting in each year which shall be termed the Multiple District Convention.
- 6.1 The Council by resolution adopted by not less than a two thirds majority may determine to hold an extraordinary general meeting at such time and at such place as it may determine. Not less than two calendar months' notice in writing confirming such date and place shall be given to all Lions Clubs in the Multiple District.

### **REDISTRICTING**

- 7 If a District fails to meet the requirements laid down in the Constitution of the International Association in regard to membership and/or the minimum number of Clubs the Council shall request the District Governor of such District to implement the Rebuilding Program and should such District at the expiration of 2 years from the date of such request still fail to meet such requirements the Council may appoint a Redistricting Committee to report to it upon any such failure and to make recommendations for the redistricting of such District.
- 8 Upon receipt of any such report the Council may prepare and submit a Notice of Motion embodying the recommendations for the consideration of delegates at a Multiple District Convention.
- 9 Prior to submission of any such Notice of Motion Council shall give ample opportunity to all Clubs likely to be affected by any redistricting proposal to make submissions on matters which in their opinion should be taken into account and for this purpose draft proposals shall be circulated to all affected Clubs in ample time for submissions to be made.
- 10 Notwithstanding the provisions of any District Constitution:
  - 10.1 Nominations for the office of District Governor and Vice District Governor of any District proposed to be realigned or created by the adoption of a redistricting proposal shall be invited from all Clubs included in such proposed realigned or created District;
  - 10.2 Any such nominations shall close sixty (60) days prior to the commencement of the first Convention of any such District and such nominations shall be lodged with the Cabinet Secretary of the District within which such Club was formerly situated;
  - 10.3 Each candidate must be duly qualified to stand for the office for which he is nominated in accordance with the Constitution and By-Laws of the International Association.

- 10.4 Candidates for the offices of District Governor and Vice District Governor for any such District shall be entitled to attend each of the Conventions of the Districts from which such Clubs originated and each such candidate and his nominator shall be entitled to address each such Convention in accordance with the Constitution of that District.
- 10.5 A ballot for the election of any such District Governor or Vice District Governor shall be limited to votes cast by delegates from those Clubs situate in any such proposed, realigned or created District; and
- 10.6 The voting in any such ballot will remain uncounted until the completion of all required voting procedures in each of the Districts and the security of any such cast votes shall be in conformity with the requirements of the Commonwealth Electoral Act for the election of members of the House of Representatives.

### **THE MULTIPLE DISTRICT COUNCIL**

- 11 Subject to the provisions of the International Constitution and By-Laws the policies of the International Board and this Constitution the Council shall supervise the administration of all Multiple District affairs and may appoint such officers, hold such meetings, administer such funds, authorise such expenditures and exercise such other administrative powers as are herein provided.
- 12 Except where otherwise expressly provided the Council shall have full control over all matters essential to the proper management and functioning of the Multiple District Convention.
- 13 The Governors of the Districts of the Multiple District and the Council Chairperson shall constitute the Council of the Multiple District.

### **OFFICE OF COUNCIL CHAIRPERSON**

- 14 The District Governors Elect present at the election process prior to the Multiple District Convention immediately preceding their year in office, shall by a majority vote, elect the Council Chairperson to serve in that office during that year.
- 14.1 Nominees for Council Chairperson may consist of any person who has served as District Governor in the immediate past three (3) years, inclusive of the then current year provided that that a Past Council Chairperson shall not be eligible for election and that any candidate may only contest once in any three (3) year period.
- 14.2 Any person who qualifies in accordance with Clause 14.1 and is seeking election shall deliver a Notice of intention to seek endorsement to the Executive Officer no later than the 15th March preceding the Multiple District Convention at which the election is to be conducted.

- 15** Each District Governor and the Council Chairperson shall have one vote only and the Council Chairperson shall not be entitled to a casting vote. The Council Chairperson shall act as Chairperson of the Council.
- 16** Should the Council Chairperson for any reason be unable to preside at any meeting of the Council the members may elect one of their own members to take the chair at such meeting and to perform such other duties during the absence of the Council Chairperson as they shall think fit.
- 17** Should there be a vacancy in the office of Council Chairperson the members may fill the vacancy by the election of one of the Immediate Past District Governors or one of their own members willing to act in that capacity. Such election shall be conducted in such manner as the Council may determine.

## **COUNCIL MEETINGS**

- 18** A majority of the members of the Council shall constitute a quorum.
- 19** The Council may invite any person to attend its meetings or any part or parts thereof.
- 20** The Council shall hold its first meeting before September 15th in each year and shall hold subsequent meetings at such times and at such places as it may from time to time determine.
- 21** A special meeting of the Council may be called by the Council Chairperson at such time and place as he shall determine and shall be called by him at such time and place as he shall determine upon the written request of not less than six members, such meeting to be held within 21 days of the day of the receipt of such request.
- 22** At the request of the majority of the Council of Governors, a Special Meeting of the Council shall be called for the purpose of considering the removal of the Council Chairperson. At the Meeting the Council Chairperson may be removed from the Office of Council Chairperson by not less than a two thirds majority affirmative vote.
- 23** The Council may transact business by mail, telephone, telex, email or other similar means provided that no determination made in relation to such business shall be effected without the approval of not less than three-fourths of the entire number of the members of the Council.

## **COMMON SEAL**

- 24** The Multiple District may have a common seal.
- 25** The Executive Officer shall provide for the safe custody of any common seal.



- 26** The common seal shall not be used except by the authority of the Council.
- 27** Any document to be executed by the Multiple District may have affixed to it the common seal and shall be executed in the presence of a District Governor or the Council Chairperson who shall sign the same and such document shall be countersigned by a District Governor or Council Officer.

## **POWERS OF COUNCIL**

- 28** Except where inconsistent with and contrary to the provisions of the Constitution and By-Laws of the International Association and the policies and acts of the International Board, the Council shall have the following powers:-
- 28.1** Jurisdiction and control over all officers, trustees and agents, when acting as such, of the Council, and all committees of the Multiple District and the Multiple District Convention.
- 28.2** Management and control over the property, business and funds of the Multiple District.
- 28.3** Authority to invest any of the moneys of the Multiple District not immediately required in such securities and in such manner as the Council shall think fit and from time to time to vary or realise any such investments.
- 28.4** Authority, save as hereinbefore provided, to authorise any person or persons to sign on its behalf receipts, acceptances, cheques and other necessary documentation.
- 28.5** Authority to effect such insurances as it may from time to time determine and/or be authorised by Convention so to do, including protection for Lions members and others whilst engaged on or concerned in Lions affairs.
- 28.6** Jurisdiction, control and supervision over all phases of the Multiple District Convention and all other meetings of Multiple District bodies provided however that the Council shall accept a direction from a Multiple District Convention fixing the days over which Multiple District Conventions shall be held.
- 28.7** Control and management of all budgetary matters of the Multiple District and Committees of the Multiple District and Multiple District Convention.
- 28.8** Authority to make all necessary arrangements relating to the election of International Board Nominees.
- 28.9** Authority, subject to the provisions of this Constitution, to prepare and submit Notices of Motion to a Multiple District Convention for debate and decision, on any matter pertaining to Lionism in the Multiple District.

- 28.10 Authority to exercise such powers as shall be necessary, including the powers to buy, sell and lease real property, for the purposes of the administration of the Multiple District;
- 28.11 Authority to administer property on trust;
- 28.12 Authority to open and operate bank accounts;
- 28.13 Authority to borrow monies on such terms as the Council may from time to time determine for the purposes of the administration of the Multiple District; and
- 28.14 Authority to give such security as the Council may from time to time determine for the discharge of liabilities of the Multiple District.
- 28.15 Authority to request a Committee or other Lions entity to investigate, report and submit recommendations in relation to any matter, event, undertaking or activity whether proposed or adopted.
- 29** The Council shall keep proper records and books of account which shall be audited at least annually. No person shall be appointed an Auditor of the Multiple District accounts and funds unless he is either a member of the Australian Society of Certified Practising Accountants or of the Institute of Chartered Accountants in Australia, or a Registered Public Accountant or a registered Company Auditor or a registered Public Auditor.
- 30** The Council at its discretion may approve and pay out of funds administered by it such authorised expenditure, disbursements and honoraria as it shall think fit.
- 31** A budget showing anticipated income and expenditure for the current year shall be prepared for consideration by the Council at its first meeting and except in the case of emergency or necessity it shall not incur expenditure beyond such budget provisions.
- 32** Council shall not undertake any Multiple District Project or any activity which involves Clubs in selling goods unless such activity has been previously approved by a Multiple District Convention in accordance with the provisions of this Constitution.
- 33** Council shall be at liberty to grant to a Lions Club and/or Districts within the Multiple District a Licence to Seek Funds, on such conditions and for such period or periods as Council may from time to time determine.
- 33.1 The holder of a Licence to Seek Funds shall be at liberty to contact a Lions Club and/or District within the Multiple District seeking funds for the payment to a third party for charitable or benevolent purposes.
- 33.2 The following provisions shall apply in relation to Licences to Seek Funds:-

- (a) Council shall be at liberty to grant to a Lions Club and/or District within the Multiple District a licence to seek funds, on such conditions and for such period or periods as Council may from time to time determine,
- (b) The holder of a Licence to Seek Funds shall be at liberty to contact a Lions Club and/or District within the Multiple District seeking funds for payment to a third party for charitable or benevolent purposes.
- (c) A Licence shall require the affirmative vote of not less than three quarters of the Governors then present and voting at a duly convened Meeting of Council.
- (d) A Licence shall relate to a period not exceeding 15 months and may be renewed by the affirmative vote of not less than three quarters of the Governors then present and voting at a duly convened Meeting of Council.
- (e) No Licence shall be granted and any current Licence shall be revoked in the event that the Licence Holder acts, or attempts to act, contrary to the conditions attaching to the Licence. For such purpose notification in writing under the hand of the Executive Officer shall be deemed to constitute the revocation of the Licence.
- (f) A Licence shall grant to the Licence Holder the right to contact Lions Clubs within Multiple District 201 for the purpose only of seeking financial support for any institution, activity or undertaking in conformity with any Principal Focus Criteria for the time being in force.

**34** The following provisions shall apply in relation to Policy Statements

- (a) Subject to the adoption of a Policy Statement, the Council Chairperson, The Executive Officer and any other person nominated by them or either of them shall be at liberty to publicise that opinion, stance or determination for the purpose of promotion and/or support.
- (b) A Policy Statement may be amended or revoked by resolution of a Multiple District Convention by not less than a two thirds majority vote.
- (c) Notwithstanding anything hereinbefore set out a Policy Statement may be suspended by resolution of a two thirds majority vote of the Council of Governors in which event the same shall be referred to the next following Multiple District Convention for determination.

## **OFFICERS**

**35** The following shall be officers of the Multiple District:

35.1 The Council Chairperson;

35.2 The Executive Officer;

35.3 The National Treasurer;

35.4 The Legal Officer.

**36** The Council Chairperson shall have the following powers and duties:

- 36.1 Further the purposes of the Association;
  - 36.2 Provide leadership, direction and initiative for programs, goals and long range planning of the Association and the Multiple District;
  - 36.3 Create and foster harmony and unity among Districts within the Multiple District and assist District Governors to resolve issues;
  - 36.4 Preside over the Multiple District Convention and all Council meetings;
  - 36.5 Facilitate, at the close of his term of office, the timely presentation of all Multiple District accounts, funds and records to his successor in office;
  - 36.6 Supervise all arrangements for the Multiple District Convention; and
  - 36.7 Carry out any other duty and/or exercise any power delegated to him by the Council.
- 37** The Executive Officer shall:
- 37.1 Manage the Multiple District Office;
  - 37.2 Subject to any direction by the Council or the Multiple District Executive, engage and dismiss agents and employees of the Multiple District and pay them remuneration either by way of salary, commission or otherwise;
  - 37.3 Compile and distribute upon request at such price as the Council may from time to time determine proceedings of each annual Convention;
  - 37.4 Convene meetings of Council;
  - 37.5 Ensure that proper minutes of Council meetings are kept and forward the same to all members of Council as soon as practicable after the Council meetings;
  - 37.6 Attend all meetings of Council;
  - 37.7 Carry out any other duty and/or exercise any power delegated to him by the Council; and
  - 37.8 Liaise with the Officers of the International Association.
- 38** The National Treasurer shall:
- 38.1 Keep proper books of account for the Multiple District;
  - 38.2 Provide a report in relation to the finances of the Multiple District to each Council

meeting;

- 38.3 Prepare and submit to the Multiple District Convention annual reports concerning the finances of the Multiple District;
- 38.4 Arrange for the accounts of the Multiple District to be audited annually;
- 38.5 Supervise the operation and maintenance of the accounts maintained by the Multiple District;
- 38.6 Attend all meetings of the Council held within Australia; and
- 38.7 Carry out such other duties and/or exercise any power delegated to him by the Council.
- 39** The Legal Officer shall:
- 39.1 Act as the legal counsel for the Multiple District in consultation with the Constitution and By-Laws Committee;
- 39.2 Approve and settle all Notices of Motion for submission to the Multiple District Convention;
- 39.3 Attend all meetings of the Council held within Australia;
- 39.4 Monitor the business of the Council and provide advice in relation to the constitutionality and legality of any course of action proposed by or to the Council;
- 39.5 Provide such advice as may be necessary to ensure the compliance by the Multiple District with all Acts, regulations, ordinances and by-laws whether Federal, State, Municipal or otherwise;
- 39.6 Chair the Constitution and By-Laws Committee; and
- 39.7 Carry out any other duty and/or exercise any power delegated to him by the Council.
- 40** All Council Officers shall be reimbursed for any approved expenditure. The Executive Officer, National Treasurer and Legal Officer may receive an honorarium or salary as determined by the Council from time to time.
- 41** In addition to the officers hereinbefore mentioned, the Council may appoint no more than four (4) National Coordinators of the Co-ordinating Committees established by the Council. The National Coordinators shall be reimbursed for approved expenditure but shall not be entitled to any honorarium or salary.

## MULTIPLE DISTRICT FUNDS

- 42** Council shall maintain certain Funds authorised from time to time in accordance with this Constitution. Each District shall pay such amounts as are properly payable based on the membership of each Lions Club in such District as at the 1<sup>st</sup> July and the 1<sup>st</sup> January in each year.
- 42.1 Notwithstanding anything herein contained the amounts payable by any Club or member of a Club in Papua New Guinea may be waived, either in whole or in part, from time to time by resolution of the Council having regard to the recommendations of the District Governor of District 201Q2.
- 42.2 Notwithstanding anything herein contained the amounts payable by any Club or Member of a Club in respect of any Member:-
- (i) previously a Member of a Lioness Club and not holding dual membership as a Lion at any time subsequent to the 31<sup>st</sup> August 2019 and
  - (ii) who was a member in good standing of such Lioness Club at the time of the cessation of such membership
- shall be waived (save and except for the sum attributable to insurance cover) until the 1<sup>st</sup> July 2023.
43. Such amounts shall be paid by two half yearly instalments; one such instalment relating to the period from the 1<sup>st</sup> July to the 31<sup>st</sup> December; the other such instalment relating to the period from the 1<sup>st</sup> January to the 30<sup>th</sup> June. The respective instalments shall be paid no later than the 31<sup>st</sup> August and the 28<sup>th</sup> February.
44. Should a Club member die during the month of July or January, the amount payable for the then current half year in respect of that member shall be waived.
45. The amount payable in respect of members of a new or reorganised Club shall become payable with effect from the 1<sup>st</sup> July or the 1<sup>st</sup> January (which ever first occurs) following the date endorsed on the Charter or the date of reorganisation (as the case may be).
46. The half yearly instalments shall be collected by the Cabinet Treasurer of each District from the Clubs of such District and the moneys so collected shall be forwarded forthwith to the Executive Officer.
47. In the absence of any provision to the contrary, any amount specified as payable shall be deemed to mean such amount plus any applicable Goods and Services Tax.
48. The annual contribution payable by each Member of each Club shall be \$37.00 (including GST) for the year commencing the 1<sup>st</sup> July 2015. The annual contribution payable for the year commencing the 1<sup>st</sup> July 2016 shall be \$40.00 (including GST) and the annual contribution payable for the year commencing the

1st July 2017 shall be \$43.00 (including GST). With effect from the 1st July 2018 and annually thereafter, the annual contribution payable per member shall be a sum equal to the annual contribution payable in respect of the immediately preceding year adjusted by the annual Consumer Price Index (All Groups) Australia.

- 48.1 Notwithstanding the provisions of Clause 48 and with effect from the 1<sup>st</sup> January 2010, each member of each Club who is eligible for the Student Member or Leo Conversion Discount granted by the International Association shall be permitted an equivalent discount in respect to contributions payable to the Multiple District provided that such Member is less than 31 years of age at the time such contribution falls due for payment.
- 48.2 Each Club shall ensure that correct details in respect of each eligible member are recorded and maintained as required by the International Association to the intent that such member shall become eligible for the discount on and from the 1<sup>st</sup> January 2010 or on and from the 1<sup>st</sup> July or the 1<sup>st</sup> January following the entry of such details and notification of such entry to the Executive Officer (whichever shall last occur).
- 48.3 A member shall be eligible for only one discount, firstly the Leo Conversion Discount and secondly the Student Member Discount and in that order.

### **INTERNATIONAL BOARD NOMINEES**

49. Subject to the provisions of the International Constitution and By-Laws, any member of a Lions Club seeking the endorsement of the Conventions of his District and of the Multiple District as a candidate for the office of International Director and/or International Second Vice-President shall:-
- 49.1 Deliver (by mail or in person) written Notice of Intention to seek such endorsement to the Cabinet Secretary of such District (in the case of a proposed District Convention endorsement) and to the Executive Officer (in the case of a proposed Multiple District Convention endorsement) no less than 60 days prior to the convening date of the relevant Convention at which such question of endorsement is to be considered.
- 49.2 Deliver with the said Notice of Intention evidence of fulfilment of qualifications for such office as set forth in the International Constitution and By-Laws.
- 49.3 Following the determination by a Multiple District Convention of its nominee for the office of International Director or International Third Vice President the Executive Officer shall take all necessary steps to cause such nomination to be considered by the relevant International Convention. For such purpose the Executive Officer shall review and perfect the nomination and shall obtain any additional evidence as to qualifications or otherwise as may reasonably be

required.

50. Nominating speeches shall not exceed four (4) minutes. There shall be only one nominating speech for each candidate and a warning signal shall be given thirty (30) seconds before the time elapses.
51. Candidates' speeches shall not exceed five (5) minutes and a warning signal shall be given thirty (30) seconds before the time elapses.
52. The nominee or nominees from the District Convention and the Multiple District Convention for nomination to office on the International Board shall be selected by secret ballot by the preferential system of voting as set out in the Commonwealth Electoral Act or Regulations thereunder for the election of members of the House of Representatives. If there is any drawing for the position of the names of the candidates on the ballot paper, each candidate, or his duly authorised representative, shall be entitled to be present. The ballot shall be held at a time published in the Order of Business of the Convention and shall remain open for a period of one hour or such longer period as the Convention may determine. Each qualified candidate for office shall be entitled to appoint a scrutineer.
53. In the event of a tie in the final count, the candidate receiving the greatest number of primary votes shall be declared elected but should there also have been a tie in the primary votes, a fresh ballot shall be held between the final candidates.
54. At a Multiple District Convention, the Executive Officer shall declare the name of the successful candidate following the counting of votes, such declaration to be made at a time to be nominated by the Council Chairperson.
55. In the event that there is one qualified candidate only for the office of International Director at a Multiple District Convention, his nomination shall be submitted for endorsement by secret ballot at that Convention.
56. Certification of Endorsement by a District or Multiple Convention shall be made in writing by the relevant Cabinet Secretary or Executive Officer (as the case may be) and in accordance with the requirements set forth in the International Constitution and By-Laws.
57. No endorsement of any candidacy of any member of a Lions Club shall be valid unless and until the preceding clauses have been satisfied.

## **CONVENTION MOTIONS**

58. Motions (other than motions of a formal nature) shall only be moved at Multiple District Conventions provided that:-



- 58.1 In the case of a Motion proposing a Multiple District Project ("Project Motion");
- 58.1.1 It has been duly passed at District Convention or the Motion seeking its adoption is submitted by the Council pursuant to a resolution endorsed by not less than a three-fourths affirmative vote of the members of the Council then present and voting.
- 58.1.2 Notice thereof accompanied by full organisation details of the proposed project and the financial responsibilities, if any, of the participating clubs, and the required commitment (if any) of Multiple District funds to start up the proposed project and to administer and conduct the project during its first year of operation, has reached the Executive Officer prior to the 1st day of January preceding the opening of the Convention.
- 58.1.3 The Project Motion The Project Motion classifies the project as a category "A", "B" or "C" Project and that the principal intent, object or purpose of the Project is consistent and in conformity with the Principal Focus criteria.
- 58.2 In the case of any other Motion (other than a Late Notice of Motion hereinafter referred to):
- 58.2.1 It has reached the Executive Officer not less than 60 days preceding the opening of the Convention.
- 58.2.2 It has been submitted to the Executive Officer by the Council, a District Convention, a District Cabinet or a Lions Club and that it is accompanied by details of the financial implications, if any, which would, or may, affect any participating Clubs or members and the commitment, if any, of Multiple District Funds which would, or may, be required in the event of the adoption of the Motion.
- 58.2.3 A Notice of Motion proposing minor amendments to a Multiple District project shall be treated as an ordinary Notice of Motion. A Notice of Motion proposing other than minor amendments to a Multiple District project shall comply with the provisions of Clause 58.1. A Notice of Motion seeking to extend the life of a Category "A" or "B" project shall comply with the provisions of Clause 58.1.2 as if a reference to its start-up and first year of operation were a reference to the start-up and first year of such extension.
- 58.2.4 A Notice of Motion seeking the adoption of a Category "B" project or the adoption of a Category "C" project intended to be managed by a District or Club shall detail mechanisms for the future control and supervision of the project.
- 58.3 In the case of a Late Notice of Motion:
- 58.3.1 A two-thirds majority of Delegates present and voting has approved the motion coming before the Convention.

- 58.3.2 It does not concern the adoption of a project or fund raising activity of any nature.
- 58.3.3 It does not have the effect of increasing the financial obligations of either Clubs or individual Lions.
- 58.3.4 It arises as a result of a debate or action taken at the Convention relating to a motion received in due time, or
- 58.3.5 It arises as the result of a recommendation contained in an official forum report to the Convention on a matter pertaining to a topic scheduled for discussion at that forum; or
- 58.3.6 It relates to a happening or an event occurring between the due date of lodgement for motions and the commencement date of the Convention and is approved by the Council Chairperson as a proper matter for inclusion in the agenda of the Convention as a Late Notice of Motion.
- 58.3.7 The submission thereof has the written consent of a District Governor or the President of a Lions Club on behalf of his Club and
- 58.3.8 It has been submitted to the Executive Officer by the Council, a District Convention, a District Cabinet, a District Governor, a Lions Club or a Delegate present at that Convention.
59. The following provisions apply to a category 'A' project:-
- 59.1 It will be managed by the Council with funding being generated from the project or from resources specified in the Notice of Motion to establish such a project, with the Council being empowered to create a Committee for the better administration and control of the project, subject to the following provisions:
- 59.1.1 The period of time for the conduct of the project shall be fixed by the relevant Notice of Motion, or, in the absence of a limitation of time being expressed in the motion, the period of time shall be deemed to be three (3) calendar years, commencing from the 1st July immediately following the last day of the Convention approving the project;
- 59.1.2 Prior to the expiration of the term of the project, it may be re-classified to a category 'B' project by a motion passed at a subsequent Convention;
- 59.1.3 The term of the project may be extended by a Notice of Motion passed at a convention held not later than the expiry date fixed for the project, whether this is fixed by the original motion approving the project or by a motion passed at a subsequent convention extending the expiry date.
- 59.1.4 Any person or persons (howsoever named) administering control of the project

shall be deemed to be a Committee within the meaning of Clause 59.1 and subject to the procedural requirements contained in the By-Laws of the Multiple District from time to time in force.

- 59.2 No more than five Category “A” projects shall be conducted at any one time. For the purposes of this Clause a Foundation shall not be deemed to be a project during the period to and including the 30<sup>th</sup> June, 2014 and will be deemed to be a Project on and from the 1<sup>st</sup> July 2014.
60. The following provisions apply to a category 'B' project:-
- 60.1 It shall be established, managed and funded (in the name of the Multiple District) by a Club or District (hereinafter called the 'Managing Club' or the 'Managing District') approved in the motion passed by the Convention subject to the following provisions:
- 60.1.1 The period of time for the conduct of the project shall be fixed by the relevant motion or, in the absence of limitation of time being expressed in the motion, the period shall be deemed to be three (3) calendar years commencing from the 1<sup>st</sup> July immediately following the last day of the Convention approving the motion;
- 60.1.2 The Managing Club or District shall be required to make reports of its conduct of the project to each succeeding Convention, together with a disclosure of the financial records up to a date being not more than three (3) calendar months prior to the commencement date of each such Convention;
- 60.1.3 The Managing Club or District shall be required to provide to Council such additional reports as may be sought from time to time by Council;  
Should a Managing Club or District fail to make any Report of its conduct of a Project or fail to disclose its Financial Records or should such a Report raise concern of Council or should any District or Club advise Council of its concern in relation to the conduct or management of a Project:  
Such matters shall be referred to the Managing Club or District for clarification and/or rectification.  
In the event that any matter is not clarified and/or rectified to the reasonable satisfaction of Council within the time nominated by Council, the Council may by resolution resolve to suspend the Project for such period as Council may determine or until the rising of the next succeeding Multiple District Convention (whichever shall first occur).
- 60.1.4 The Managing Club or District shall not pledge the credit of the Multiple District, Council or the International Association in managing the project;
- 60.1.5 The Managing Club or District shall be entitled to canvass support for the project from Lions Clubs throughout the Multiple District.

- 60.2 The Managing Club or District shall be entitled prior to the expiration of the term of the project to seek its re-classification to a category 'A' project;
- 60.3 Should the Managing Club or District indicate to the Council that it wishes to withdraw from the future management of the project or should the District Cabinet of the District in which such Club is situated resolve to seek the approval of Council to the future management of the project by another Club then in such event:-  
(i) Council may by resolution appoint another Club to undertake the continued management of the project upon such terms and conditions as Council sees fit.  
(ii) Council may consider representations in relation to such appointment from the relevant District Cabinet and/or Clubs.  
In the event of the appointment of another Club to continue the management of the project that Club shall be deemed to have the same rights and authorities and be subject to the same obligations and liabilities of the Club which was originally appointed to manage the project.
- 60.4 The period of time for the conduct of the Project may be extended by the majority vote of delegates at a Convention conducted prior to the date on which, but for such extension, the term of Project would have otherwise expired provided however that no Project shall operate for any one continuous period exceeding six years unless such extension is approved by not less than a two thirds majority affirmative vote of the delegates voting.
- 60.5 No more than ten Category "B" projects shall be conducted at any one time. For the purposes of this Clause a Foundation shall not be deemed to be a project during the period to and including the 30<sup>th</sup> June, 2014 and will be deemed to be a Project on and from the 1<sup>st</sup> July 2014.
- 60.6 No proposed Category "B" project shall be submitted for adoption if the object or purpose of such proposed project is substantially the same as the object or purpose of a current Category "A" project or if the adoption of such proposed Category "B" project would be in conflict with or adversely affect the conduct of a current Category "A" project.
61. The following provisions shall apply to a category "C" project:-
- 61.1 It shall be established, managed and funded in like manner to either a category A or B project to be determined by the Convention, subject to the following provisions:
- 61.1.1 The project must be endorsed by two-thirds majority of delegates present and voting at the Multiple District Convention;
- 61.1.2 The period of time for the conduct of the project shall be fixed by the relevant motion being a period of not less than one year and not more than three years and commencing from the 1<sup>st</sup> July immediately following the last day of the

Convention approving the motion;

61.1.3 The period of time for the conduct of the project may be extended by the majority vote of delegates present at the Convention immediately subsequent to the Convention at which the project was adopted, provided the period of time shall in no event exceed a total period of three years computed from the date of the original adoption of the project;

61.1.4 Only one category "C" project shall be conducted at any one time;

61.1.5 The adopted Project may be referred to as "The National Project" during its conduct.

## 62. **Limitation of Project Notices of Motion**

62.1 If at any Convention, there is tabled for debate Notices of Motion proposing the adoption of Projects which, if all or any more than one were adopted, would infringe the provisions of clauses 59.2 and/or 60.5 of this Constitution, the following procedure shall be adopted:

- (i) Each Notice of Motion shall be separately considered and debated in the order set out in the Convention Rules of Order in the usual manner.
- (ii) If such a Notice of Motion receives a majority of the votes of the delegates then present and voting the Notice of Motion shall be deemed to have been endorsed.
- (iii) If such Notice of Motion fails to receive a majority of such votes the Notice of Motion shall be deemed to have been lost.

62.2 Should all the endorsed Notices of Motion, if adopted, still infringe the provisions of clauses 59.2 and/or 60.5 of the Constitution then in that event:

- a) The endorsed Notices of Motion shall be submitted to delegates by way of a ballot to be conducted at a time and in a manner determined by the Council Chairperson.
- b) The order of preference of the Notices of Motion shall then be determined by the preferential system of voting as set out in the Commonwealth Electoral Act or regulations thereunder for the election of members of the House of Representatives.
  - (i) The Notice of Motion receiving the greatest number of first preference votes shall be deemed to be adopted.
  - (ii) The remaining Notice(s) of Motion receiving the greatest number of 2nd preference votes, 3rd preference votes and so on shall be deemed to be adopted in that order unless such adoption would infringe the provisions of clause 59.2 and/or 60.5 of the Constitution in which such event the Notice(s) of Motions shall be deemed to have been lost.
  - (iii) The term of each adopted Project shall be determined as follows:-

1. The first 4 adopted Projects shall have a term of three years.
2. The next following 3 adopted Projects shall have a term of two years.
3. The next following 3 adopted Projects shall have a term of one year.

The terms abovementioned shall apply notwithstanding any contrary term referred to in the Notice of Motion seeking the adoption of the Project. For the purposes of this Clause the order of adopted Projects shall be determined by the order in which each of the Projects was adopted with the Project receiving the greatest number of votes being the first and the Project receiving the least number of votes being the last.

63. In the case of any motion to re-classify a project from one category to another category, notice of such a motion may be given by the Council, a District Convention, a District Cabinet or a Managing Club and the notice of motion shall reach the Executive Officer not later than the 1st day of January preceding the opening of the Convention.

64. The following provisions apply to projects:-

64.1 The conduct of a Multiple District project of any category shall be deemed to be subject to such of the provisions of Clauses 59 to 61 of this Constitution as apply to a project of such category.

64.1.1 The provisions of any document establishing or relating to the conduct of a Multiple District project of any category shall be deemed to be subordinate to such of the provisions of clauses 59 to 61 inclusive of this Constitution as apply to a project of such category.

64.1.2 The Managing Club or District responsible for the conduct of a Multiple District Project shall establish and maintain an approved Web Site, Registered Mail Address and Email Address. The Web Site, prior to publication, shall be submitted to the Executive Officer for approval and shall be maintained and updated as circumstances require. Any update shall be submitted to the Executive Officer for approval prior to publication.

65. The Executive Officer shall acknowledge receipt of all notices of motion lodged with him immediately upon receipt thereof.

66. **Fundraising Activity Notices of Motion**

66.1 In the case of a Notice of Motion proposing a Fundraising Activity (“Fundraising Activity”);

66.1.1 It has been duly passed at a District Convention or the Motion seeking its

adoption is submitted by the Council pursuant to a resolution endorsed by not less than a three-fourths affirmative vote of the Members of the Council then present and voting.

- 66.1.2 Notice thereof accompanied by full organisational details of the proposed fundraising activity and the financial responsibilities, if any, of Multiple District funds to start up the proposed fundraising activity during its first year of operation, has reached the Executive Officer prior to the 1st day of January preceding the opening of the Convention.
- 67. The former Projects known as “Christmas Cake Project” and “Lion Mint Australia Project” be deemed to be a Fundraising Activity until otherwise determined by resolution of a Multiple District Convention.
- 68. The Executive Officer shall:
  - 68.1 Forward copies of all Motions (except Late Notices of Motion) to all Clubs not later than 45 days prior to the opening of the Convention.
    - 68.1.1 Copies of the Project Motions and of the other Motions will be made available in electronic format by the date specified in Clause 68.1, in a suitable secure fashion as determined by the Executive Officer with a request for an acknowledgement in the manner specified by the Executive Officer. Clubs which have not acknowledged receipt of the documentation within 14 days of the specified date will receive the documentation by post
- 69. Where any motion is re-drafted by the Constitution and By-Laws Committee the re-drafted notice of motion shall be submitted to the originator for approval as soon as possible. The Committee or Officer re-drafting such notice may (taking into account the printing or other requirements of the Convention) stipulate a date by which the originator thereof must approve the re-drafted motion. Provided the re-drafted motion is approved by the stipulated date it shall be deemed to have been received by the Executive Officer on the date when he first received the original notice of motion.
- 70. Official forums may be conducted at any Multiple District Convention which shall have power to make recommendations to Council for consideration.
- 71. Details of all Motions (other than formal Motions) and whether the same were lost or carried and details of any amendments thereto which were carried at a Multiple District Convention, shall be furnished to Clubs as soon as possible following the Convention, in the monthly e - Newsletter from the National Office. The outcomes of the resolutions of the immediately preceding Convention shall be reported in the Convention Handbook.
- 72. A vote on any question can be cast only by a Delegate present and no Delegate shall cast more than one vote on any question.

- 72.1 The certified delegates present in person at any session of a Multiple District Convention shall constitute a quorum.
- 72.2 A vote on any question can be cast only by a delegate present and no delegate shall cast more than one vote on any question.

**AMENDMENTS**

- 73. This Constitution may be amended only at a Multiple District Convention by an amendment adopted by the affirmative vote of at least two-thirds of the delegates voting on such motion at such Convention. Prior to the closure of debate, a report in relation to the proposed amendment may be given by the Constitution and By-Laws Committee should it think fit.

**BY-LAWS**

- 74. Subject to the International Constitution and By-Laws and to this Constitution, the Council shall have the power to make such By-Laws as it shall deem necessary with respect to the conduct and administration of the Multiple District and for the purpose of carrying out its duties under this Constitution. It may repeal or amend such By-Laws.

**PRECEDENCE**

- 75. The Multiple District shall remain under or subject to the supervision of the International Association and shall be subject to the Constitution and By-Laws of the International Association.

**UNIFORMS**

- 76. Dress uniform for men shall consist of:  
  
Single breasted lightweight terylene and/or wool Australian green jacket with an embroidered Lions Emblem (obtained through the National Office), an Australian green Lions tie, a wattle coloured normal long sleeved shirt (made to wear with a tie); or a wattle coloured soft collared jack shirt with an embroidered Lions emblem on the left breast pocket, with fawn trousers and tan shoes.
- 77. The women's dress uniform shall be the same colour and fabric as the dress uniform for men viz.  

Skirts, Culottes or Slacks:	Same material as men's trousers
Blouse:	Same material as men's shirts
Scarf:	Green Blazer: Single breasted
lightweight terylene and/or wool Australian green jacket, with an embroidered	



Lions emblem (obtained through the National Office)

Shoes: Brown

Handbag: Brown

78. Notwithstanding the provisions hereinbefore set out, Lions who are resident in Papua New Guinea may have the Papua New Guinea emblem on the breast pocket of their jacket (in lieu of the Australian emblem) and Lions and partners resident in Papua New Guinea may have such other variations to the uniform as Council may from time to time determine.
79. In all cases an Australian style bush hat, camel in colour, shall be part of the official uniform of the Multiple District.
80. The recognised uniform for exchangees for the Multiple District Youth Exchange Project shall be a single breasted lightweight terylene and/or wool blazer with an embroidered Youth Exchange Emblem on the left breast pocket and/or such other uniform as Council may from time to time determine.

### **POWER TO DISTRIBUTE FUNDS**

81. The income and property of the Multiple District, however derived, shall be applied solely towards the promotion of the purposes of the Multiple District and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the Clubs within the Multiple District or to Districts therein or to Lions members or to relatives of such members, provided that nothing herein shall prevent the payment in good faith of an honorarium or salary to any officer or servant of the Multiple District or any payment to any Lions member in return for any services actually rendered to the Multiple District or the payment of interest on any moneys borrowed by the Multiple District.

### **DISSOLUTION**

82. The Association may be wound up in the manner provided in the Act. Upon the dissolution of this Multiple District either by agreement of the Multiple District in accordance with a resolution carried at a Multiple District Convention or by the decision of the International Association the property and assets of the Multiple District shall vest in such other Multiple District or in such Lion Districts and in such proportions as such resolution may provide or the Association (or in default the Council then in office) shall determine provided that all such funds shall be applied to charitable purposes within the meaning of the laws of the State of South Australia or to another Lions Multiple District or to Lions Districts constituted within the area of the Multiple District. Funds held for a particular purpose shall be applied to a purpose as closely as is practicable to that particular purpose.

## **DISTRICT CONSTITUTION**

83. Unless a District adopts a Constitution of its own in accordance with the International Constitution and By-Laws the standard District Constitution then in force shall be deemed to be the Constitution of such District.
84. A District may adopt a new Constitution and may amend the same at any time.
85. The Standard District Constitution from time to time in force may be amended by the Council at any time.

## MD 201 BY-LAWS

### 1.00 CO-ORDINATING COMMITTEES

- 1.01 There shall be four (4) Co-ordinating Committees of Council, viz:
- Administration Committee
  - Membership Services Committee
  - Youth and Community Projects Committee
  - Fundraising Committee.
- 1.02 Council shall appoint a National Coordinator in respect of each of the Membership Services Committee, the Youth and Community Projects Committee and the Fundraising Committee. The Executive Officer shall be deemed to be the National Coordinator of the Administration Committee.
- 1.02.1 Council shall also appoint National Coordinators in respect of each Global Leadership, Global Membership and Global Service Team.
- 1.03 Where the context so admits the term “National Coordinator” shall be deemed to refer to the Executive Officer.
- 1.04 **Duties and Responsibilities of the Co-ordinating Committees.**  
Co-ordinating committees will strictly adhere to the duties and responsibilities laid down by Council in the Co-ordinating Committee Definition Statements.
- 1.05 **Reporting Requirements**  
The National Coordinator shall submit written reports to the Executive Officer for distribution at each Council Meeting. These reports must be submitted 28 days prior to each Council Meeting and form part of the Council Meeting papers.
- 1.06 **Management Group**  
A Management Group, comprising the Council Chairperson, Executive Officer, National Treasurer, Legal Officer and the National Coordinators will review the reports prior to the relevant Council Meeting to ensure that all information required for Council is available and in a form which will assist Council to take decisions and develop policy.
- 1.07 **Annual Report**  
Each National Coordinator shall submit an annual report for inclusion in the Multiple District Convention Handbook.
- 1.08 **Copying of Minutes and Correspondence**  
The Minutes of the meetings of each of the Co-Ordinating Committees and all inter-committee correspondence will be copied to the Council Chairperson and to the Executive Officer.
- 1.09 The Council Chairperson and the National Treasurer are ex-officio members of all standing committees. The Executive Officer shall have the right at his election to attend any meeting of a Co-ordinating Committee or subcommittee of the Multiple District.
- 1.10 A National Coordinator (save and except for the Executive Officer) shall be appointed for a period not exceeding four (4) years with the right of re-appointment.
- 1.11 **Sub-Committees**  
Each of the Co-ordinating Committees shall have the power, subject to approval by Council, to form sub-committees.

1.12 **Appointments**

The appointment of a National Coordinator shall be made by the Council to the intent that such appointment shall take effect from the 1st July following the Meeting of Council at which such appointment is made. Any other appointment shall take effect from the 1st February following the Meeting at which such appointment is made. This clause shall be deemed to be subject to the following provisions:

1.12.1 **National Coordinators**

Should a National Coordinator resign during his term of office, then Council shall appoint a pro-tem National Coordinator to complete the term of the original National Coordinator.

1.12.2 **Members**

The members of a Co-ordinating Committee shall be appointed following recommendations made to the Council by the Multiple District Nominations and Elections Committee.

Should any member resign, then his replacement may be appointed by the National Coordinator, subject to Council approval, and such replacement shall complete the term of the original member.

1.12.3 **Procedural Arrangements**

Each Co-ordinating Committee and each subcommittee shall be subject to the procedural requirements contained in By-Law 2.00.

**2.00 COMMITTEES GENERALLY - PROCEDURAL REQUIREMENTS**

The term 'committee' unless otherwise specifically stated, shall include each Co-ordinating Committee and each committee and subcommittee established under the control of a Co-ordinating Committee.

Unless otherwise varied or excluded by the By-Laws relating to a specified Committee:

- 2.00.01 The quorum for each committee shall be half of the members thereof.
- 2.00.02 The Chairperson of such committee shall have a casting vote as well as a deliberative vote.
- 2.00.03 Meetings shall be convened by the Chairperson of a committee or in accordance with his directions or by the Council Chairperson or in accordance with his directions.
- 2.00.04 Notwithstanding anything hereinbefore set out the appointment of any Lion to a Committee as a State or District Representative shall be deemed to have lapsed upon such Lion ceasing to be a permanent resident of that State or District.
- 2.00.05 Full and correct minutes of all meetings shall be sent to the Executive Officer and to the Council Chairperson as soon as possible after each meeting.
- 2.00.06 By the 31st day of July in each year or whenever requested by the Council or the Executive Officer so to do, each committee shall submit to the Executive Officer a budget of its anticipated revenue and expenditure for the period up to the 30th day of June next thereafter.
- 2.00.07 Any expenditure by the committee must be within the budget as approved by the Council or in the case of an emergency, must be approved by the Council Chairperson.
- 2.00.08 If the Council so determines as a matter of principle, the Chairperson of a committee may effect liaison arrangements with a Chairperson or representative or co-ordinator in any State or Territory other than where the majority of the committee reside, but the committee shall advise the Executive Officer of any such arrangements.
- 2.00.09 Further persons, including persons who are not members of a Lions Club, may be co-

opted to a committee if the Council so determines.

- 2.00.10 A committee may appoint a sub-committee or subcommittees to carry out such part of the committee's functions as may be delegated to it or them. All such appointments and delegations shall be approved by Council or (if the Council so determines) by the Council Chairperson in a matter of urgency.
- 2.00.11 The Chairperson of each committee shall, if directed by the Executive Officer, report fully in writing to the Executive Officer no later than the 31st day of March in each year on the activities of his committee during the year to date, the attendance of members at each meeting of that committee and the personal involvement of each member of that committee. Such reports shall be considered by the Council at its last meeting in each year.
- 2.00.12 The Trustees of any Foundation adopted as a Category A project shall be deemed to constitute a 'Committee' and shall perform and observe procedural requirements in this clause contained unless the Council may shall otherwise determine.

## **2.01 Appointment to Committees**

- 2.01.01 The appointments of National Coordinators and Chairpersons of committees and the membership of all committees shall be determined by the Council following the consideration of nominations for appointment by the Multiple District Nominations and Elections Committee.
- 2.01.02 The preceding by-law shall not apply in the case of specific officers and officeholders who may be appointed to the membership of a committee.
- 2.01.03 Save for the National Coordinators, each appointee to the membership of a sub-committee shall occupy the office for a period not exceeding three (3) years with the right to seek reappointment. The possible advantages of the retirement of committee members in rotation at yearly intervals are acknowledged and such an arrangement should be adopted if practical after due regard to the requirements of the Committee.
- 2.01.04 Following a Council Meeting at which appointments are made to Multiple District Committees, there shall be published in the "Lion" at the earliest practical time a summary of the appointments made by Council including the number of applications for each advertised position, the names of the successful applicants, the positions taken by them and, if relevant, the term of their appointment.
- 2.01.05 The Council may fill a vacancy in a committee for the remainder of the term of the member who has vacated his position.
- 2.01.06 Each committee member on retirement shall be eligible for re-appointment at the expiration of his term of office.
- 2.01.07 A Committee Chairperson shall hold office for a term not exceeding three (3) years, provided he may at the end of the term re-nominate for reappointment to the Chairperson's position and may be appointed for a further term with the intent that a Chairperson shall not hold office for a continuous period exceeding six (6) years however in the event of there being no other suitable applicant they shall be eligible to re-apply at the expiration of such term.
- 2.01.08 The National Coordinators appointed in accordance with Clause 1.02.1 shall hold Office for the appointed term with a right to re-nominate subject to the provisions of Clause 2.01.09.
- 2.01.09 The National Coordinators appointed in accordance with Clause 1.02.1 shall hold Office for a term of one year which term may be extended by Councils in Office from time to time by two respective following terms each of one year.

Following the expiration of such three successive annual terms the National Coordinators may be appointed for subsequent terms each of one year but shall not hold Office for a continuous period exceeding six (6) years, however, in the event of there being no suitable Applicant they shall be eligible to re-apply.”

## **2.02 Revocation and Review**

- 2.02.01 The Council may at any time at its pleasure revoke the appointment of any committee member. The revocation shall take effect immediately or at such time as Council may otherwise determine.
- 2.02.02 The committee member whose appointment has been revoked shall be entitled to appeal against the revocation at the Council Meeting next following.
- 2.02.03 The Council may, following the appeal, either confirm the revocation or reinstate the member.
- 2.02.04 The reasonable expenses of the committee member in attending the Council Meeting to conduct his appeal shall be met from Council funds.

## **3.00 CODE OF CONDUCT IN REGARD TO COMPLAINTS**

- 3.01. In the event of a complaint relating to the alleged improper conduct or breach of duty by a member of any Multiple District Committee (other than any serving District Governor, Officer of the Multiple District or National Coordinator) then –
  - (a) such complaint shall be made in writing supported by an undertaking to accept the settlement or determination of the matter in accordance with the provisions of this Code and copies thereof forwarded by the Complainant to:
    - (i) the Lion against whom the complaint is made
    - (ii) the Executive Officer
    - (iii) the Legal Officer
    - (iv) (if applicable) the National Coordinator for the Committee of which the Lion against whom the complaint is made is a member.
  - (b) the National Coordinator shall use his best endeavours to effect a mutually satisfactory settlement between the parties and, in such endeavours, shall be at liberty to request the support of the Legal Officer and/or any other Lion whose support the National Coordinator deems appropriate;
  - (c) failing settlement being effected within 30 days from the date of the receipt of the complaint in accordance with sub-paragraph (a) (or by such later date as the National Coordinator may otherwise determine) the matter shall be referred to a Conciliation Committee appointed by the Council Officers (excluding any one of them the subject of a complaint) comprising 3 members all of whom shall be Past District Governors in good standing of Clubs in good standing, other than a Club of which the Lion against whom the complaint is made is a member.
  - (d) The Conciliation Committee shall elect a Chairperson from its number.
  - (e) The Conciliation Committee shall:
    - (i) arrange a meeting of the parties for the purpose of conciliating the dispute, such meeting to be at a place and time determined by it and of which not less than 21 days notice has been given to the parties. The Conciliation Committee shall have the right to request the appearance before it of any Lion or other person reasonably considered by it to be appropriate in all the circumstances or

(ii) with the consent of the parties call for the production to it within 21 days or at such later date as it may determine written submission from each party setting out all circumstances relative to the matter in dispute. In such event the Conciliation Committee shall have the right to call for any additional evidence it deems fit including the right to request the appearance before it of any Lion or other person reasonably considered by it to be appropriate in all the circumstances.

(f) If settlement cannot be arranged by conciliation the Conciliation Committee shall have authority to determine the matter relative to the dispute and such determination shall be final and binding on all parties.

3.02 In the event of a complaint relating to alleged improper conduct or breach of duty by a serving District Governor, a Council Officer or National Coordinator then the abovementioned provisions shall be put into effect save that the Conciliation Committee shall comprise not less than 4 currently serving District Governors or such greater number as the Council may from time to time determine.

3.03 The costs of proceedings shall be borne by the Multiple District unless otherwise directed by the Conciliation Committee and in that regard the Complainant undertakes to act in accordance with any directions given.

#### **4.00 MULTIPLE DISTRICT NOMINATIONS AND ELECTIONS COMMITTEE**

This committee shall consist of the Council Chairperson of the day who shall be the Chairperson of the Committee and the Executive Officer and no more than six of the of the District Governors of the day. Its duties shall be;

4.01 To invite nominations for vacancies to be filled on the Multiple District committees, such invitations to be by way of notices published in "The Lion Australia and Papua New Guinea Edition.

4.02 To consider:

(a) All nomination received in response;

(b) Written reports from the respective Committee Chairpersons, which are to be sought by the Chairpersons of the Nominations Committee immediately after closing date of nominations.

4.03 To examine and make recommendations to Council concerning the effectiveness of any Committee or Committee Members.

4.04 The Executive Officer shall be responsible for notifying all applicants within 10 days of the rising of the Council meeting of the Council's decision with respect to all appointments. In the event a current committee member, who nominates for a further term, is not reappointed, the Executive Officer shall be responsible to ensure such applicants are notified by telephone, within 24 hours of the rising of the Council meeting, of the Council's decision. Subsequent written confirmation should also be despatched in terms of this sub-clause.

4.05 Notwithstanding the provisions of sub-clauses .02 and .03, in the event of a vacancy arising at a time considered by Council to create a situation of emergency, the Council Chairperson may appoint a temporary Member until the provisions of sub-clauses .02 and .03 can be satisfied.

4.06 The Chairperson shall ensure that, subject to this Constitution, the secrecy of the ballot is maintained and shall destroy ballot papers when requested to do so by the

Multiple District Convention Chairperson following the adoption of a resolution in that regard.

## **5.00 ELECTIONEERING**

All candidates from the Multiple District seeking election to, or who have been nominated for election to, the International Board (these provisions do not apply to nominees for the position of International Second Vice President) or the Multiple District shall comply with the following conditions:

- 5.01 Electioneering material shall be limited to one sheet and the size shall not exceed A4 size (210mm x 297mm) but it may be printed on one or both side thereof, and shall be on a form authorised by Council and may contain a statement of facts on the candidates history, family, professional or business background and such other information as is required and may contain a statement by the candidate on his policies for his term of office.
- 5.02 The electioneering material may be of any colour or colours.
- 5.03 The electioneering material may include a current photograph of the candidate and a report by the candidate's nominating Club or District as the case may be. In the case of election to the International Board or the Multiple District, this electioneering material shall be submitted in advance to the Cabinet Secretary of the District in which area the candidate is a Lions member and the District Governor or Cabinet Secretary of such District shall certify to the Council Chairperson as to the correctness or otherwise of the material contained in the statement of facts mentioned in paragraph .001 hereof, and if such statement is certified to be incorrect, it shall not be published or distributed until such District Governor or Cabinet Secretary has certified that it has been corrected and is correct.
- 5.04 The electioneering material may be distributed by the candidate himself, but only once, and in any event no later than fourteen (14) days prior to the day of the subject election to each club Secretary and/or Club President and/or District Officer and/or District Chairperson within the Multiple District or District as the case may be, except that one copy of such electioneering material may also be inserted prior to Convention (Multiple District or District as the case may be) in the satchel handed to each Lion attending such Convention. Otherwise than as above, no electioneering material shall be distributed or handed out or published at Conventions.
- 5.05 No organised functions, receptions, giveaways or other similar promotions in support of a candidate shall be permitted.
- 5.06 No electioneering material shall be published or distributed by individual Lions or Clubs or Districts in the name of the individual Lions or Club or District endorsing, sponsoring or supporting any candidate for election to the International Board.
- 5.07 The issue of 'The Lion - Australia and Papua New Guinea Edition' immediately prior to the subject Multiple District convention should include one photograph of each candidate nominated for election to the International Board, and shall include in a form authorised by Council a statement of facts, of not more than 500 words, on each candidates history, family and professional or business background. and other such information as is required by the authorised form.
- 5.08 No candidate nominated for election to the International Board shall have a prominent role at the Multiple District Convention at which such election is to be held prior to the conduct of that election. A candidate shall accept a direction from



the Council Chairperson to stand down from any position at the Convention prior to the conduct of the election.

## **6.00 MULTIPLE DISTRICT CONVENTION**

### **Convention Venue**

- 6.01 The Multiple District Convention shall be held each year on dates during April and/or May approved by Council at a place to be determined by the third Annual Convention before the Convention in respect of which the nomination is being made, provided that if a Convention should not determine the place of such subsequent Convention, it shall be determined by the Council provided further that if a Convention Organising Committee appointed for a Convention should request Council to change the place for the holding of that Convention, the Council may, at its sole discretion, select another place for the holding of that Convention.
- 6.02 No Notice of Motion seeking to determine the venue of a subsequent Convention (whether it be subject to nomination or otherwise) other than in accordance with By-Law 6.01 shall be moved at a Multiple District Convention unless such Notice of Motion complies with By-Law 6.04, and is accompanied by the particulars, reasons and Certificate of Approval therein referred to and is further supported by a full and detailed statement as to the reason why such future Multiple District Convention should be determined otherwise than in accordance with the provisions of By-Law 6.01.
- 6.03 In the event of more than one nomination, a determination shall be made by ballot. The results of such ballot shall be announced to the Convention immediately following the determination of the outcome of such ballot.

### **Convention Venue Nominations**

- 6.04 Any Club or Clubs desiring to nominate the place for the holding of a Convention for any year shall make such nomination in writing through its or their District Governor or Governors to the Executive Officer not later than the last day of December immediately prior to the commencement of a period of three years in advance of the event, setting out such particulars of the proposals as may be required by the Council and reasons for considering the place and the venue or venues thereat to be suitable. Each such nomination shall be accompanied by a Certificate of Approval from the District Governor in which District such club is situated. Should the nominated place be within another District then such nomination shall also be accompanied by a Certificate of Approval from the District Governor of that other District provided always that such Certificate of Approval shall not be required where the nominated place is a Capital City. In the event of any such nominations not, in the opinion of the Constitution and By-Laws Committee, complying with the foregoing provisions, such nomination shall be referred to the originator thereof with particulars of the manner in which it is deemed to be defective. Provided that the nomination is re-submitted in a form acceptable to and approved by the Constitution and By-Laws Committee by a date stipulated by the Executive Officer and determined in accordance with the printing or other requirements of the relevant Convention it shall be deemed to have been received by the Executive Officer on the date when the original nomination was first submitted. Should the nomination not be re-submitted as herein provided such nomination,

notwithstanding any other provision in this Constitution contained, shall not be placed before the relevant Convention for consideration.

- 6.05 The Council shall, as soon as possible after the determination of the place of the Convention, in consultation with the submitting Club or Clubs, appoint a Convention Organising Committee and its Chairperson.
- 6.06 The Council shall have jurisdiction, control, supervision and responsibility over all phases of the Convention and of all budgetary matters of the Convention.
- 6.07 The Council Chairperson shall preside over the Convention unless he shall for any reason be unable to attend or perform his duties, in which case the Council shall appoint a presiding officer in his place.
- 6.08 Each Lions Club in good standing in Lions Clubs International and Multiple District may be represented by one or more delegates and shall be entitled to one voting delegate and one alternate, for each ten (10) members in good standing, or major fraction thereof, who have been enrolled for at least 1 year and 1 day in the Club as shown by the records of the International Office on the first day of the month last preceding the month during which the Convention is held. "Major Fraction" means five (5) or more members. Each Club is, in any event, entitled to at least one delegate and one alternate delegate."
- 6.09 Each Past International Director and each District Governor shall be an ex officio delegate of the Convention with full rights as such.
- 6.10 Multiple District Convention Forum
- 6.11 Notwithstanding any other provision of this Constitution there shall be a forum lasting not less than half an hour at each Multiple District Convention at which:-
  - 6.11.01 delegates will be entitled to ask questions of Multiple District officers and be given answers to those questions; and
  - 6.11.02 the Council Chairperson, Executive Officer, National Treasurer, Legal Officer and all National Coordinators of the Co-ordinating Committees together with the International Director then in office (if present) shall attend.

#### **Multiple District Convention Finances**

- 6.12 The Multiple District Convention Fund shall be used exclusively to defray all costs and expenses of the Multiple District Convention except those relating exclusively to hospitality purposes.
- 6.13 The Council may make advances of money to the Convention Organising Committee from the Multiple District Convention Fund for expenses relating to matters incidental to the running of the Convention.
- 6.14 A hospitality fee, the amount of which shall be determined by the Council, shall be collected by the Convention Organising Committee in respect of each person who applies to attend the Convention, and shall be used exclusively for hospitality purposes.
- 6.15 Any surplus from the moneys collected by the Convention Organising Committee after payment of necessary expenses shall be paid into a fund known as the Multiple District Convention Hospitality Book Reserve Fund. In case of any deficit the Council shall be empowered to deal with the matter as it thinks right and proper and to use such fund to cover such deficit.
- 6.16 The interest from the Multiple District Convention Hospitality Book Reserve Fund may be disbursed each year by the Council to:

- 6.16.01 the Multiple District Assignment Fund; and/ or
- 6.16.02 reimburse to the Multiple District Convention Fund any losses or part thereof incurred on hospitality books at Multiple District Conventions; and/or
- 6.16.03 assist in defraying the costs of the hospitality book for such future Multiple District Conventions, as Council deems fit.
- 6.17 Subject to any directions from the Council, the Convention Organising Committee may make such refunds of hospitality fees as it thinks right and proper.
- 6.18 The Convention Organising Committee shall submit to the Council statements of all its convention accounts following the conclusion of the Multiple District Convention no later than the date specified for that purpose by Council or by the National Treasurer. .

## **7.00 VOTING AT MULTIPLE DISTRICT CONVENTIONS**

Where there are three or more candidates for nomination to the same office on the International Board, voting on a preferential basis shall be conducted as follows.

- 6.01 The names of the candidates shall be placed on the ballot paper in the order determined by lot drawn by the Council Chairperson or, if he should be a candidate, by the Executive Officer at a meeting of the Council.
- 6.02 Beside each name shall be placed a square in which the delegate voting shall place a number indicating his order of preference.
- 6.03 Unless each square is numbered in the appropriate preferential manner, the ballot paper will be informal and not counted.
- 6.04 Subject to this By-Law, preferences shall be allocated in the same manner as provided in the Commonwealth Electoral Act for the election of members of the House of Representatives.
- 6.05 In any election for any Office on the International Board the Council Chairperson shall be at liberty to appoint a Returning Officer and an Assistant Returning Officer who shall be responsible for counting the Ballot Papers. Each Candidate may appoint a scrutineer who can be present when Ballot Papers are inspected and votes counted. A scrutineer may make representations on any matter relating to the Ballot Papers and their counting to the Returning Officer or Assistant Returning Officer whose decision shall be final and conclusive. The Council Chairperson shall ensure that, subject to the Constitution and By-Laws, the secrecy of the ballot is maintained and shall cause the destruction of the Ballot Papers when requested to do so following the adoption of a resolution in that regard by the Multiple District Convention.

## **8.00 MASTER OF CEREMONIES**

Under the supervision and direction of the Council Chairperson, the Master of Ceremonies shall be responsible for the following aspects of Multiple District 201 Conventions;

- 8.01 Maintain order during business sessions.
- 8.02 Marshall delegates into the convention hall.
- 8.03 Ensure that a quorum is present during plenary sessions.
- 8.04 Call session to order.
- 8.05 Supervise the issue of and accounting for voting cards and ballot papers.
- 8.06 Present credentials reports.

- 8.07 Ensure that Lions moving, seconding and speaking to motions are accredited delegates; and ensure that the delegates voting card is displayed whenever a vote is taken.
- 8.08 In the event of a division, ensure that no delegate crosses the floor, after voting, and that the count of delegates' votes is accurate.
- 8.09 When a ballot is taken, close off ballot boxes at the time designated by the Chairperson and deliver ballot boxes to the tally room.
- 8.10 Collect minutes from committees and forums.
- 8.11 Arrange for and supervise distribution of papers to delegates.
- 8.12 Carry out other duties as assigned by the Council Chairperson.  
The Master of Ceremonies has the right and obligation to be fully versed in the Convention Program including venues, available facilities and workshops and Forums to be conducted. Subject to any directions of the Council Chairperson he is charged with ensuring the smooth conduct of the Convention in accordance with the time restraints of the Program. The Master of Ceremonies is to be furnished with draft copies of the Convention Program and the Final Program as and when the same are compiled. He is to attend the Host City for the purpose of acquainting himself with the venues and facilities available three days prior to the commencement date of the Convention.

## **9.00 INTERNATIONAL CONVENTIONS**

### **9.01 Attendance Expenses**

- 9.01.01 The Council may pay out of the International Fund an amount towards the expenses of Lions requested by Council to attend an International Convention. The amount spent by Council in respect of any one Lion shall not exceed the following:
  - (1) An economy class return air fare to the city where the International Convention is held from the nearest airport to the home of that Lion.
  - (2) Eight (8) nights accommodation at the rate prescribed in the contract signed by the relevant hotel with the International Board.
  - (3) A meal allowance for eight (8) days (equivalent to that allowed to a District Governor Elect) for that Lion.
- 9.01.02 The duties of such officers who attend any such International Convention shall be:
  - (1) To provide on behalf of the Council, service and facilities for Lions, Lions Ladies, Lionesses and/or Leos of the Multiple District attending such International Convention.
  - (2) To exchange ideas with International and Multiple District and District Representatives from other parts of the world; to establish personal relationships with International Officers; to establish more personal relationships with the District Governors elect; to gain experience and knowledge in new techniques for the better performance of their duties.
  - (3) Such other duties as shall be designated by the Council.

### **9.02 Powers of Parade Marshall**

The Council Chairperson-Elect shall act as Parade Marshall for each International Convention. He shall be authorised to direct who shall march in the parade and the position in which they shall march and shall have the power to exclude any person or persons from the parade. He shall be authorised to approve the wearing of the men's working shirt and/or the ladies working dress by marchers and/or the removal of coats by marchers in the Australian and Papua New Guinea Contingent if the

weather is particularly hot. His decision in such matters shall be final and conclusive. The Parade Marshall shall be responsible for the directing of an orderly contingent.

9.03 **Order of March**

Unless otherwise determined by the Parade Marshall pursuant to 9.02 the order of march at an International Convention shall be as follows:

9.03.01 Colour Party.

9.03.02 District Governors and Partners in official Multiple District 201 Dress uniform.

9.03.03 District Governors-Elect and Partners in official Multiple District 201 Dress Uniform.

9.03.04 Lions, Lionesses, Leos and Partners in official Multiple District 201 Dress Uniform.

9.03.05 Lions, Lionesses, Leos and Partners in Club uniform.

9.03.06 Lions, Lionesses, Leos and Partners not in uniform.

9.03.07 Should approval have been given to the wearing of the men's working shirt and/or the ladies working dress for the purposes of this By-Law the expression 'Official Multiple District 201 Dress Uniform' where herein appearing shall be deemed to include the men's working shirt and/or the ladies working dress (as the case may be).

9.04 **Style of Dress**

For the purposes of Clauses 9.02 and 9.03 the men's working shirt shall be deemed to mean a yellow coloured business short sleeve shirt with the word 'Australia' and thereunder the Lions Emblem embroidered above the left breast pocket.

For the purposes of Clause 9.02 and 9.03 the ladies working dress shall be deemed to mean a fawn coloured dress with straight lines from a shoulder yoke and the word 'Australia'.

## **10.00 RECORDS AND DOCUMENTS**

The Council shall retain all important documents, records and accounts relating to its administration. It shall have power to destroy any documents, records and accounts of an unimportant nature.

## **11.00 SPONSORSHIP OF LIONS CLUBS**

In accordance with the policy of the International Board, the District Cabinets and District Committees are authorised to sponsor the formation of new Lions Clubs.

## **12.00 MULTIPLE DISTRICT FUNDS**

11.01 Pursuant to the provisions of the Multiple District Constitution certain funds are payable by each District and each Club in the manner and at the times therein provided.

11.02 Except as otherwise expressly provided in the Constitution monies payable in respect of the following matters shall be paid and satisfied out of monies standing to the credit of the Administration Account of a District or Club:-

Multiple District and District dues;

Multiple District Directories;

Insurance - Fidelity Bonding

- General Property

Directors and Officer Indemnity

Personal Accident (Lions and accompanying partners)

11.03 Except as otherwise expressly provided in the Constitution monies payable in respect of the following matters may be paid and satisfied out of monies standing to the credit of the Activities Account of a District or Club:-

- Insurance - Personal Accident (Lionesses and Leos)
- accompanying partners (Lionesses and Leos)
- Workers compensation
- Excess public liability
- Loss of cash (Lions, Lionesses, Leos).

Youth Exchange Fund

Lioness Program

Youth of the Year

Multiple District Projects and Activities.

## **13.00 MULTIPLE DISTRICT COUNCIL FUNDS**

### **Multiple District Council Fund**

Sufficient moneys shall be paid into this Fund to meet the administrative expenses of the Council.

- 13.01 International Fund Sufficient moneys shall be paid into this Fund to meet the expenses of the Multiple District at or incidental to International Conventions; the expenses relating to visits of members of the International Board or its officers and their partners and the expenses of the International Director and his partner (limited to such expenditure as not payable by or recoverable from the International Board) including the cost of gifts authorised by Council from time to time.
- 13.02 Multiple District Convention Fund Sufficient moneys shall be paid into this Fund to meet the cost of Multiple District Conventions other than hospitality costs.
- 13.03 "The Lion Australia and Papua New Guinea Edition" Magazine Fund Sufficient moneys shall be paid into this Fund to meet the costs of producing, publishing and distributing the magazine at regular intervals to the intent that no additional cost shall be borne by members.
- 13.04 Convention Fares Equalisation Fund Sufficient moneys shall be paid into this Fund to assist in defraying the travelling expenses of accredited delegates of distant clubs in accordance with the provisions of this clause in the following manner:
- 13.05 Not more than two accredited delegates of each Club situated outside the circumference of a circle centred at the Convention Centre with a radius of 1,200 kilometres and who shall attend the Convention shall be entitled to a payment at the rate of nineteen (19) cents for each kilometre for each delegate between the town or district in which the Club they represent is situated and such circumference via the shortest possible scheduled commercial air route. The Executive Officer shall make such payments at the request made within 30 days of the closing of such Convention by the Cabinet Secretary or Cabinet Treasurer of the relevant District. At the time of such request such District Officer shall certify the names of the Clubs so entitled and shall furnish details of each claim and the number of the accredited delegates.
- 13.06 Should a Club in Papua New Guinea be entitled to more than two accredited delegates to a Convention, and more than two accredited delegates attend a Convention representing such Club, the Club shall be entitled to seek reimbursement in the same manner and at the same rate as provided in the last preceding clause in respect of such additional delegates provided that their Club fully meets the expenses of such additional accredited delegates attending such Convention and provided further that such additional accredited delegates are indigenous Papua New Guineans.

- 13.07 Notwithstanding anything herein before provided if there are insufficient moneys standing to the credit of the Fund in any one year all payments which would otherwise have been made will be reduced proportionately.
- 13.08 The Council shall at its Meeting in or near February in each year review the rate of contribution to the Fund and the amount to be paid per kilometre. Should Council consider an increase in contribution is required it shall prepare an appropriate Notice of Motion for consideration at the next following Multiple District Convention.
- 13.09 Notwithstanding anything herein provided no Club shall be entitled to claim or to be paid any moneys out of the Fund with respect to any delegate who has received or is entitled to receive funding for the purpose of attending such Convention from any other Fund or source associated with the International Association or any affiliate thereof (other than such Club) whether direct or indirect.
- 13.10 Any monies paid from the Fund shall be disbursed to the accredited delegates who attended such Convention, unless such moneys have previously been paid by the Club in which event such monies shall be reimbursed to the Club.
- 13.11 Global Membership Team Fund, Global Leadership Team Fund and Global Service Team Fund Council shall maintain Funds for each of the above Global Action Teams. Sufficient moneys shall be paid into this Fund to meet;
1. The Multiple District administration costs of each program;
  2. The conduct of Multiple District Membership, Leadership and Service training workshops and seminars;
  3. The promotion of Club Membership Development, Leadership Training and Service Activities within the Multiple District;
  4. The publishing of material relating to Club Membership Development, Leadership Training and Service Activities respectively.
- 13.12 Papua New Guinea Assistance Fund. - Voluntary annual payments in the sum of 50 cents per member per Club shall be paid into this Fund and monies standing to the credit of the Fund shall be disbursed at the discretion of the Council to:
1. Assist Clubs in Papua New Guinea by supporting projects associated with the training of Papua New Guineans in community service activities.
  2. Assist Clubs in Papua New Guinea by supporting health and education projects and other projects intended to improve and assist the wellbeing and advancement of the community.
  3. Provide fares, accommodation and incidental expenses to approved volunteers undertaking and/or supervising authorised projects for the benefit of a community in Papua New Guinea on behalf of or in association with Lions Clubs.
  4. Subject to the prior consent of Council assist in the payment of annual contributions and/or other monies properly payable by members in good standing of a Lions Club in good standing in Papua New Guinea.
- 13.13 Insurance Fund – Sufficient moneys shall be paid into this Fund to meet premiums on policies undertaken by Council on behalf of Clubs, Club members, members of Lions Foundations, members of Lions Organisations, Lions partners, voluntary helpers, and a Lions property policy.
- 13.14 Council may itself accept the risks of and incidental to the bonding of any Council Officer, District Cabinet, Club, Lions Foundation or Lions Organisation on such terms and conditions as it shall think fit.

- 13.15 Multiple District Projects & Activities Fund – Subject to the approval of Council in each year a sum not exceeding \$1-00 for each member in each Club within the Multiple District may be paid out of the Activities Account of each Club for payment to the credit of the Fund. Such sum shall be included in the semi-annual billing for the half year commencing the 1st January. The moneys so paid shall be applied to meet the costs of the Multiple District in connection with the conduct of Multiple District Projects approved at a Multiple District Convention.
- 13.16 Lioness Programme Fund - there shall be a fund established called the Lioness Programme Fund to which the sponsoring Lions Clubs of Lioness Clubs shall contribute at the rate of Five dollars (\$5.00) each year per Lioness Member, payable on the 1st July in each year
- 13.17 Youth Exchange Fund – there shall be a fund established called the Youth Exchange Fund into which shall be paid two dollars and fifty cents (\$2.50) per annum payable for each member in each Club within the Multiple District. The monies so paid shall be allocated to meet the administrative costs of the Youth Exchange Programme. Lions Clubs shall be entitled to draw the levy imposed by this provision from Activities Account funds.
- 13.18 Leo Fund – there be a Fund established called the Leo Fund into which shall be paid One dollar and fifty cents (\$1.50) per annum payable for each member in each Club within the Multiple District. The monies so paid shall be allocated to meet the administration costs of the Leo Program and assist fund a Youth Camp within the Multiple District to be attended by the Multiple District Leo of the Year Quest State Winners. Lions Clubs shall be entitled to draw the levy imposed by this provision from the Activities Account funds.
- 13.19 Public Relations and Information Fund - there shall be a fund established called the Public Relations and Information Fund for the purpose of funding Public Relations and Information Activities within the Multiple District. There shall be paid into the fund an annual contribution of two dollars thirty cents (\$2.30) for each member in each Club within the Multiple District
- 13.20 International President Promotion Fund - there shall be a fund established called the International President Promotion Fund the purpose of which shall be to support a candidate from the Multiple District to attain the position of International Third Vice President. The Fund shall be available to provide support for such a candidate until his term of International Past President has passed. The Council shall determine from time to time what expenditure shall be made from the Fund including the income earned thereon to promote the Multiple District both to the International Association and to the International Board.
- 13.21 Notwithstanding the provisions contained in the last preceding clause there shall be paid from the Fund a sum not exceeding \$10,000.00 in each year to the Australian International Director during his term of office. Such sum shall be paid to assist in the expenses associated with the office of the International Director and shall be supported by the presentation of relevant receipts.
- 13.22 Youth of the Year Quest - The sum of two dollars twenty seven cents (\$2.27) per annum shall be paid by each member in each Club within the Multiple District in order to assist in the cost of the administration of the Multiple District Youth of the Year Quest. Lions Clubs shall be entitled to draw the levy imposed by this provision from the Activities Account Funds.”



- 13.23 Directors and Officers Indemnity Fund – there shall be a fund established called the Directors and Officers Indemnity Fund into which fund shall be paid such fees as Council may from time to time determine having regard to advice from the Insurers of the Council as to the sum required to meet the premium on a policy undertaken by the Council to provide indemnity cover for the Directors and Officers from Club level through to the Multiple District level against claims of whatever kind arising out of the performance of their duties as Directors and Officers.
- 13.24 Multiple District Projects Promotion Fund - there shall be a fund established called the Projects Promotion Fund the purpose of which shall be to promote to the general public, through the media, the projects and activities conducted by Lions Clubs within the Multiple District. There shall be paid into the Fund an annual contribution of \$3.00 for each member in each Club within the Multiple District. Lions Clubs shall be entitled to draw the levy imposed by this provision from Activities Account Funds.
- 13.25 The Council may open such accounts and/or establish such other funds as it thinks fit.
- 13.26 Foundations - Subject to the prior approval of a Multiple District Convention there may be established Foundations incorporating the words “Lions” and “Foundation” for the purpose of rendering help and assistance in all forms for public relief, emergency aid, community welfare projects and international understanding and/or co-operation both within and outside the Multiple District. The Foundations may operate separate accounts as may be necessary or desirable for special appeals and/or income tax purposes.
- 13.27 The Foundations may raise additional funds from the general public, from the Multiple District and from Clubs by voluntary donations for such purposes. The Funds shall be administered in accordance with the Foundations' Trust Deeds or documents.
- 13.28 Audited Financial Statements of all funds administered by the Foundations shall be printed in the 'Lion Australia and Papua New Guinea Edition' annually.
- 13.29 Monies from such Funds may be expended only in accordance with the provisions of the Foundations' Trust Deeds or documents.
- 13.30 MD201 Financial Statements - the financial year of the Multiple District shall begin on 1st January and end on 31st December in each year and the accounts shall be audited and submitted to the next Multiple District Convention.
- 13.31 A copy of the draft financial statements shall be made available in electronic format to all Clubs in the Multiple District no later than 30 days prior to the opening of the annual Multiple District Convention.
- 13.32 International Board Committee Expenses –
- 13.33 In the event of any Lion in the Multiple District being appointed as an Appointee of the International Board, such Appointee shall be entitled to seek reimbursement in an aggregate sum not exceeding \$5,000.00 during the term of his appointment for expenses not meeting the General Reimbursement Policy of Lions Clubs International.
- 13.34 Such reimbursement shall be paid from interest derived from monies standing to the credit of the International President Promotion Fund with recourse to capital should interest be insufficient.
- 13.35 Reimbursement shall be subject to the General Reimbursement Policy of the Multiple District.

## **14.00 OFFICIAL PUBLICATIONS**

### **Multiple District Lions Administration Manual –**

14.01 The Council shall compile and keep up to date a publication to be known as the Multiple District Lions Administration Manual, containing information and advice relating to the policy of the Council, the conduct of the Multiple District Convention and the duties of its committees, the co ordination of the individual Districts within the Multiple District and such other matters of general interest to Districts and Clubs as the Council shall from time to time determine. Such manual shall be made available to Districts, Clubs and Club members in the manner most convenient to the Council.

### **Multiple District Directory**

14.02 The Council shall in each year compile a Directory for the Multiple District containing such information relating to the Multiple District and Districts thereof as the Council shall from time to time determine. Information which is not received by the Council within the time limits prescribed by the Council shall not be published in the directory.

14.03 Directories either in paper format or in digital format containing the same material shall be supplied to each Club for distribution among the members of such Club at such price or prices as the Council shall from time to time determine, provided however that the supply of Directories to Clubs in Papua New Guinea shall be limited to five (5) copies per Club per annum. Additional copies may be furnished to any Club in Papua New Guinea at the request of such Club.

14.04 Each Club will receive one Directory in digital format forwarded to the published electronic address at no charge.

14.05 The Executive Officer during February in each year shall request each Club to advise whether Directories in paper format are required and the same shall be supplied accordingly provided that the total number of Directories so supplied shall not exceed the total membership of such Club as at the 31st January each year.

14.06 No Lions Club or member thereof (without the prior written consent of the appropriate District Governor) shall make available to any person who is not a Lion or to any non Lion organisation (including corporate bodies) any Lions Directory or any list of names of Lions Clubs or Lions members and/or their addresses and/or their official positions or other information.

14.07 The Council shall arrange for the production and distribution of an official Lions Magazine.

### **Convention Records**

14.08 The Council shall produce minutes of proceedings of Multiple District Conventions in precise form and such minutes shall be issued to Lions and/or Lions Clubs on request.

14.09 The Council shall also arrange for Convention proceedings to be recorded. Lions and/or Lions Clubs may request a transcript of specific matters from the recorded proceedings and the transcript shall be provided at a charge equal to the cost of its reproduction.