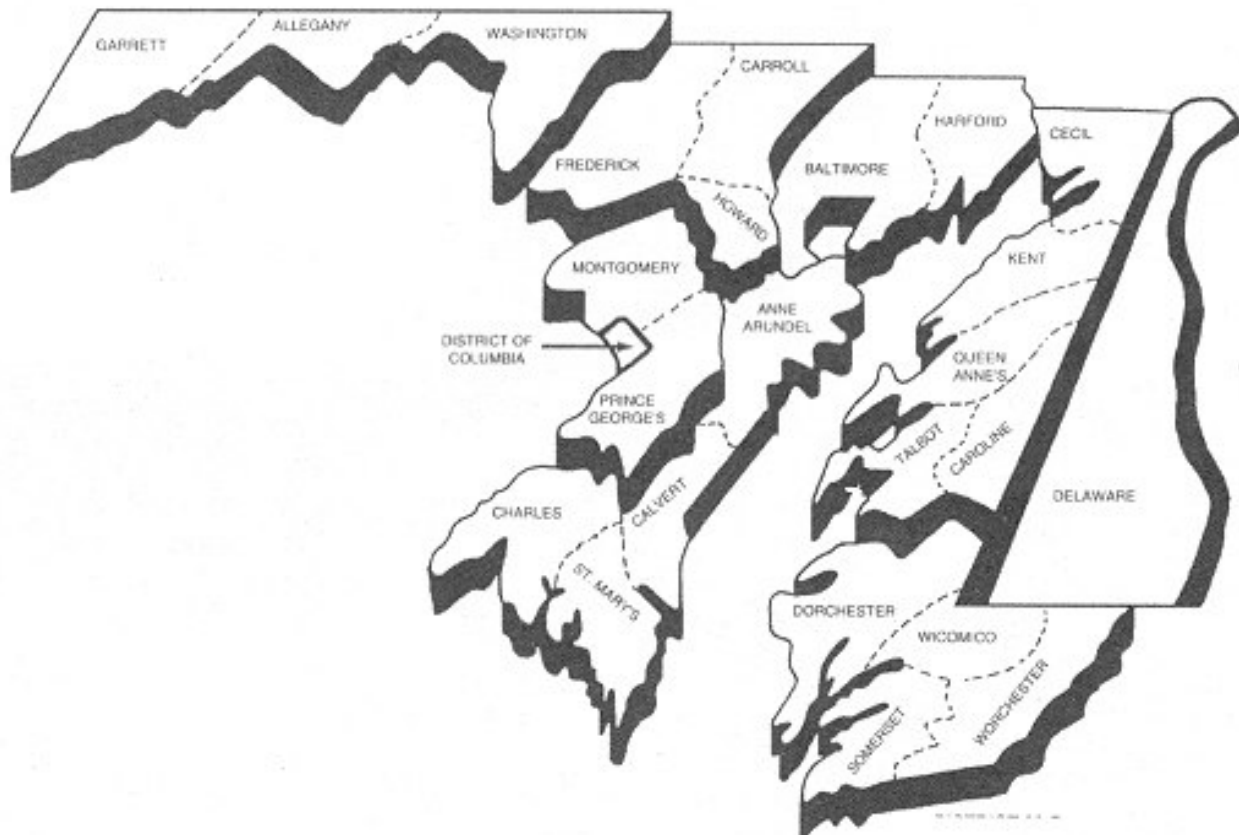


LIONS CLUBS INTERNATIONAL MULTIPLE DISTRICT 22 CONSTITUTION AND BY-LAWS

Multiple District 22

Serving
Delaware, Maryland and
District of Columbia

Definition of Districts



MD 22 CONSTITUTION AND BY-LAWS

Adopted By
Council of District Governors
June 22, 1947

Confirmed By
Lions International Board
of Directors
July 30, 1947

MULTIPLE DISTRICT 22
CONSTITUTION AND BY-LAWS
ADOPTED MAY 26, 1972

AMENDED AS FOLLOWS:

MAY 25, 1973

JUNE 1, 1974

MAY 28, 1977

MAY 26, 1978

MAY 23, 1980

MAY 14, 1981

MAY 27, 1982

MAY 7, 1983

MAY 26, 1984

MAY 9, 1985

JULY 1, 1988

MAY 13, 1989

MAY 12, 1990

MAY 9, 1992

MAY 14, 1994

MAY 18, 1996

MAY 16, 1997

MAY 14, 1998

MAY 14, 1999

MAY 13, 2000

MAY 16, 2002

MAY 21, 2006

May 18, 2008

May 21, 2010

MD 22 CONSTITUTION AND BY-LAWS

CONTENTS

CONSTITUTION

ARTICLE I: Name	1
ARTICLE II: Objects	1
ARTICLE III: Membership	1
Section 1: Membership Consists of Clubs	1
Section 2: Sub-District Boundaries	1
ARTICLE IV: Multiple District Officers	1
ARTICLE V: Council of Governors	2
Section 1: Members of Council	2
Section 2: Officers of Council	2
Section 3: Council Chairperson	2
Section 4: Quorum	2
Section 5: Regular Meetings	2
Section 6: Jurisdiction, Control & Supervision	2
ARTICLE VI: Council Administrative Fund	3
ARTICLE VII: Multiple District Convention	4
Section 1: Date and Place	4
Section 2: Invitations for Convention Site	4
Section 3: Officers of Convention	4
Section 4: Sub-District Convention	4
Section 5: Convention Committees	4
Section 6: Delegates	5
Section 7: Quorum	5
Section 8: Emergency Change of Site	5
Section 9: Report of Convention Operation	5
Section 10: Rules of Convention	6
ARTICLE VIII: Multiple District Convention Fund	6
Section 1: Per-Capita Tax	6
Section 2: Balance	6
Section 3: Convention Committee Authority	6
Section 4: Audit of Fund	7
ARTICLE IX: Multiple District International Convention Fund	7
Section 1: Per-Capita Tax	7
Section 2: Balance	7
Section 3: Convention Committee Authority	7
Section 4: Audit of Fund	8
ARTICLE X: Sub-District Organization	8
Section 1: Cabinet and Officers	8
Section 2: District Cabinet Meetings	9
Section 3: Regions and Zones	9

MD 22 CONSTITUTION AND BY-LAWS

ARTICLE XI: Sub-District Revenue	10
Section 1: Per-Capita Tax	10
Section 2: Disbursements	10
Section 3: District Governor Expenses	10
Section 4: Turnover and Audit of Funds	11
Section 5: Financial Obligations	11
Section 6: Bonding of Financial Officer	11
Section 7: Audit of Funds	11
Section 8: Distribution of Audit Report	11
ARTICLE XII: District Governor's Honorary Committee	11
Section 1: Membership	11
Section 2: Meetings	11
ARTICLE XIII: Endorsement of a Candidate for International Office	12
ARTICLE XIV: Amendments	12
ARTICLE XV: Adoption	12
BYLAWS	
ARTICLE I: Sub-District Nominations and Elections	13
Section 1: Appointment of Committee	13
Section 2: Candidacy Requirements for District Governor	13
Section 3: Election Procedure	13
Section 4: Election Meeting	13
Section 5: District Governor Vacancy	13
Section 6: Absence or Temporary Disability of District Governor	14
ARTICLE II: Duties	14
Section 1: Multiple District Council	14
Section 2: Multiple District Council Chairperson	16
Section 3: Multiple District Council Secretary	17
Section 4: Multiple District Council Treasurer	17
Section 5: District Governor	17
Section 6: Vice District Governor	18
Section 7: Cabinet Secretary-Treasurer/Cabinet Secretary	19
Section 8: Cabinet Secretary-Treasurer/Cabinet Treasurer	19
Section 9: Region Chair	19
Section 10: Zone Chair	20
Section 11: District Governor's Cabinet	20
Section 12: District Governor's Zone Advisory Committee	21
Section 13: District Governor's Honorary Committee	21
ARTICLE III: Committees	21
Section 1: Credentials	21
Section 2: Convention, International Convention, Constitution & Bylaws And Long Range Planning	21
Section 3: Budgets	22
ARTICLE IV: Rules for Convention	22
Section 1: Order of Business	22
Section 2: Rules of Procedure	22

MD 22 CONSTITUTION AND BY-LAWS

ARTICLE V: Endorsement of an International Office Candidate	22
Section 1: Requirements	22
Section 2: Endorsed Sub-District Candidates	22
Section 3: Voting Procedure-Multiple District Endorsement	22
Section 4: Certification of Endorsement	23
ARTICLE VI: Fiscal Year	23
ARTICLE VII: Summary of Multiple District	23
Section 1: Per-Capita Taxes	23
ARTICLE VIII: Amendments	23
Section 1: Voting	23
Section 2: Publication	24
Section 3: Date Effective	24

MD 22 CONSTITUTION AND BY-LAWS

CONSTITUTION

ARTICLE I

Name

Section 1. This organization shall be known as Multiple District No. 22, States of Delaware, Maryland and the District of Columbia, Lions Clubs International, hereinafter referred to as Multiple District 22.

ARTICLE II

Objects

Section 1. To provide an administrative structure with which to advance the purposes and objects of the International Association of Lions Clubs in the Multiple District. Wherever the male gender or pronoun presently appears in the MD-22 Constitution and By-Laws, it shall be interpreted to mean both male and female persons.

ARTICLE III

Membership

Section 1. The membership of this organization shall consist of all Lions Clubs in this Multiple District duly chartered by Lions International.

Section 2. This Multiple District shall consist of five Sub- Districts, the boundary lines of which are set by the Multiple District Council as approved by the Board of Directors of Lions International, the five Sub-Districts to be as follows:

District 22-A – Harford County, Baltimore County, Baltimore City, Howard County, Anne Arundel County in Maryland.

District 22-B – Worcester County, Somerset County, Wicomico County, Dorchester County, Talbot County, Caroline County, Queen Anne’s County, Kent County and Cecil County in Maryland.

District 22-C – Montgomery County, Prince George’s County, Calvert County, Charles County and St. Mary’s County in Maryland; and the District of Columbia.

District 22-D – The State of Delaware.

District 22-W – Garrett County, Allegany County, Washington County, Frederick County and Carroll County in Maryland.

ARTICLE IV

Multiple District Officers

Section 1. The officers of this Multiple District shall be the members of the Council of Governors.

MD 22 CONSTITUTION AND BY-LAWS

ARTICLE V Council of Governors

Section 1. There shall be a Council of Governors composed of all the District Governors in the Multiple District and shall also include one Past District Governor who shall serve as Council Chairperson. Each member of the Council of Governors, including the Council Chairperson, shall have one (1) vote on each question requiring action of the Council of Governors. The Council Chairperson shall serve a one-year term only and cannot serve in that capacity again.

Section 2. The officers of the Council of Governors shall be a Chairperson, Secretary and Treasurer, all of whom shall be elected annually by a majority vote of the District Governors – Elect immediately following the close of the Multiple District Convention at which they were elected.

Section 3: The Council Chairperson shall be selected on a rotation basis in accordance with the Multiple District Policy and Procedure Manual; provided, however, that no Sub-District shall succeed itself in holding the position. Each Sub-District shall determine its own process for selecting a candidate for the position of Council Chairperson and present this candidate to the incoming Council of Governors by March 1st.

a. In the event there is a vacancy in the position of Council Chairperson the Sub-District per the rotation schedule will recommend a replacement to the Council of Governors for their approval within 14 days.

Section 4. A majority of the Council shall constitute a quorum of any meeting thereof.

Section 5. The Council shall hold a regular meeting within forty-five (45) days after the date on which the District Governors officially take office for the purpose of receiving the final report of the preceding Multiple District Convention Committee, the International Convention Committee and the report of the preceding Council of Governors. The Council shall hold regular meetings at such other times as is deemed desirable upon dates established by the Council of Governors. The Council Chairman, or the Council Secretary at the Chairman's direction, shall issue a written call for each regular meeting of the Council with the time and place thereof to be set out. Special meetings may be called by the Chairman provided a majority of the members of the Council agree to the time and place. Special meetings may be called without written notice.

Section 6. With respect to powers, except where inconsistent with, and contrary to, the provisions of the Articles of Incorporation and Constitution and By-Laws of the International Association of Lions Clubs, the powers granted therein to the Board of Directors, and to said Association, and the policies and acts of said Board of Directors, the Multiple District shall:

MD 22 CONSTITUTION AND BY-LAWS

- a. Have jurisdiction and control over all officers and agents of the Multiple District when said officers and agents are acting in their officially appointed capacity.
- b. Have management and control over the property, business and funds of the Multiple District.
- c. Have jurisdiction, control, and supervision over all phases of the Multiple District Convention, of the Multiple District's participation in the International Convention, and all other meetings of the Multiple District.
- d. Have original jurisdiction, when authorized under policy of said International Board and under rules of procedure prescribed by said Board, to hear and rule upon any complaint of a constitutional nature raised in any Sub-District of the Multiple District. All such rulings of the Council shall be subject to review and decision by the International Board.
- e. Have control and management of all budgetary matters of the Multiple District, Committees of the Multiple District, and the Multiple District Convention. No budget may be established or approved, which will exceed the anticipated receipts of any respective funds during any fiscal year, nor shall it approve the expenditure of any funds exceeding the contingency indicated in the By-Laws of this document (Article II, Section 1) unless such expenditures have been submitted to the authorized delegates at the Multiple District Convention and approved for a specified purpose.

ARTICLE VI

Council Administrative Fund

Section 1. To cover the administrative costs of the Council of Governors, an annual per-capita tax of \$1.25 shall be levied upon each member of the Clubs in the Multiple District. Twenty-five cents per year of this tax will be divided equally and held in separate funds to cover the expenses of the Multiple District Membership Chairman and the Multiple District Extension Chairman. This tax shall be paid in two equal parts, semi-annually by October 1 and April 1, to the appropriate Sub-District Cabinet Secretary-Treasurer (or Cabinet Treasurer) who will forward said tax within 30 days to the Council Treasurer of the Council of Governors. The membership of the Club to be used as a basis for determining the amount due from each club will be its recorded membership as of July 1 and January 1.

Any Club which is chartered or reorganized in a given fiscal year shall collect and pay said per-capita on a prorated basis starting from the first day of the second month following its re-organization, as the case may be.

MD 22 CONSTITUTION AND BY-LAWS

ARTICLE VII Multiple District Convention

Section 1. An annual convention of Multiple District 22 shall be held each year prior to the International Convention at a place selected by the Council of Governors and announced at the previous annual convention of the Multiple District and at a date and time fixed by the Council.

Section 2. The members of the Council shall receive invitations in writing from any place desiring to entertain the annual Multiple District Convention. Such invitations will set forth all information prescribed by the Council and shall be delivered to the Council no later than the close of business of the Multiple District Convention held five (5) years prior to the convention being planned. At the meeting of the Council to be held within 30-45 days following the close of the Convention, pursuant to Article V, Section 4, the Council of Governors shall direct the Multiple District Convention Committee to investigate all such invitations and report to the Council of Governors no later than the Council of Governors meeting held in January. The Council will evaluate all of the written invitations and will notify each organization sending an invitation of their decision. Such decisions shall be made at the January meeting.

The decision approving the site chosen will represent an acceptance of the bid of such site subject to a complete re-inspection of the facilities to ascertain that there are adequate facilities for housing, meals, room reservations and convention sessions. Normally, the final acceptance will be made at the January Council meeting by the Council of Governors as a firm commitment for the Convention to be held three years after the Convention held during their term of office. The Chairman of the Convention Committee will be instructed to notify the appropriate parties of the convention city in writing. Included in the written communications will be a proviso stating the reasons that future Councils may determine that the site be changed as spelled out in the Article, Section 8.

Section 3. The members of the council shall be the officers of the Annual Multiple District Convention.

Section 4. A convention of each Sub-District in this Multiple District shall be held annually in conjunction with the Multiple District Convention. A meeting of the registered delegates of a Sub-District in attendance at a Multiple District Convention will constitute the annual Convention of a Sub-District.

Section 5. The Council of Governors shall appoint a Sergeant-at-Arms and such assistant Sergeant-at-Arms as determined necessary for the Multiple District Convention. The Council of Governors shall determine what other committees are required for the planning and operation of the Multiple District Convention and shall appoint members thereto.

MD 22 CONSTITUTION AND BY-LAWS

Section 6. Each chartered Club in good standing in Lions Clubs International and its District (Sub-and Multiple) shall be permitted one or more delegates at the annual Convention of its District (Sub- and Multiple) and shall be entitled in each such Convention to one voting delegate and one alternate for each ten members, or major fraction thereof, of said Club as shown by the records of the International Office on the first day of the month last preceding that month during which the convention is held, provided, however, that each club shall be entitled to at least one delegate and one alternate. The major fraction referred to in this section shall be five or more members. Each certified delegate present may cast one vote only for each office to be filled, and one vote only one each issue to be voted on by the delegates of said convention. Unless otherwise specified herein, the vote of a majority of the delegates present and voting on any question shall be the effective decision of the convention.

- a. Each International Officer who is an active member in good standing of a chartered Lions club, by virtue of his office shall be an accredited delegate to his District (Sub- and Multiple) Convention, but shall not be included in the delegate quota of his club for any such Convention.
- b. Each Past International Director of Lions Clubs International shall be entitled to full delegate privileges at each Convention of his District (Sub- and Multiple) and no such Past International Director shall be included in the delegate quota of his club for any such Convention.
- c. A club shall be considered in good standing if all dues are paid to the date of International Certification or if delinquent, a club may be restored to good standing by payment of the delinquent dues prior to the closing of Credential Certification.

Section 7. The registered delegates in attendance at a convention (Sub- and Multiple) session shall constitute a quorum.

Section 8. The Council of Governors, when in their opinion it is in the best interest of the Lions of the Multiple District, shall have the power to change the future convention site and/or date of the Multiple District Convention in the case of a major catastrophe. A major catastrophe is defined as a natural disaster (hurricane, flood, etc.), a major impending financial loss, a change in the facilities offered by the host city, or a declaration of emergency by a state or the Federal Government. The Council shall involve the Vice District Governors fully in the discussions seeking their input and support of the changes. If such a change is necessary, the Council shall notify each Club in the Multiple District of the change immediately. Every effort shall be taken by the Council of Governors to avoid incurring any liability by the change.

Section 9. Within sixty (60) days after the close of each Single, Sub- and Multiple District Convention, the secretary thereof shall transmit one copy of the complete proceedings thereof to the International Office, and one copy to each District Governor. Upon written request from any club in the respective District a copy shall be furnished to said club. Within sixty (60) days after the close of a fiscal year, the respective District Cabinet Secretary-Treasurer or Council Secretary, as the case may be, then in

MD 22 CONSTITUTION AND BY-LAWS

office, shall send one copy of an itemized statement of the receipts and disbursements of the District (Sub- or Multiple) for said fiscal year to each of the following: International Office, District Governor(s) and the Club Secretaries in the respective District (Sub- or Multiple).

Section 10. The Rules of the Convention must conform to the Constitution and Bylaws of Multiple District 22.

ARTICLE VIII Multiple District Convention Fund

Section 1. In lieu of a Multiple District Convention fund Registration Fee, an annual per-capita fund tax of \$1.50 per year shall be levied upon each member of the Clubs in the Multiple District, and shall be paid in two equal parts. The number of members in each Club, as of July 1 and January 1, shall be used as a basis for determining the amount due from each Club. This tax shall be paid to the respective Sub-District Secretary-Treasurer (or Cabinet Treasurer) by October 1 and April 1, respectively. Each Sub-District will then submit said tax to the Council Treasurer of the Council of Governors within thirty (30) days. The Council Treasurer of the Council of Governors shall deposit the money so collected in a special Multiple District account in a bank approved by the Council of Governors for that purpose. This fund shall be used by the Council of Governors for planning and operation of the Multiple District Convention and any activity associated therewith.

Any Club which is chartered or re-organized in a given fiscal year shall collect and pay said per-capita tax on a pro-rated basis starting from the first day of the second month following its organization or re-organization as the case may be.

Section 2: The balance left in the Multiple District Convention Fund after paying all of the Multiple District Convention planning and operating expenses shall be turned over to the Council Treasurer prior to the Turnover Meeting of the Council of Governors. The balance will be held in the Multiple District General Administrative Fund and shall be used as defined in Article II, Section 1, Paragraph (g) of the Multiple District 22 Bylaws.

Section 3. The Multiple District Convention Committee shall have authority to receive and shall deposit to the Convention Fund account monies received from (1) the Multiple District Council Treasurer, (2) the sale of Hospitality Books and Tickets, (3) the sale of authorized Lions Merchandise, (4) the collection of Tail Twister 'Fines', (5) the collection of fees from commercial exhibitors and (6) the receipts from other activities pertaining to the Multiple District Convention, as approved by the Council. It shall also have the authority to disburse monies in payment of the Multiple District Convention expenses which are incurred in line with a budget approved by the Council of Governors.

MD 22 CONSTITUTION AND BY-LAWS

Section 4. The Council of Governors shall provide for a annual, or more frequent audit of the Multiple District Convention Fund by a competent Auditor, such audit to be made a part of the annual financial report.

ARTICLE IX Multiple District International Convention Fund

Section 1. An annual per-capita tax shall be levied upon each member of the Clubs in the Multiple District to cover the participation of the Multiple District in the Lions Clubs International Convention. The membership of a Club will be its recorded membership as of July 1 and January 1. The per-capita rate shall be \$1.00 per year paid semi-annually by October 1 and April 1. Any Club which is chartered or reorganized in a given fiscal year shall collect and pay said per-capita tax on a pro-rated basis starting from the first day of the second month following its organization or reorganization, as the case may be. Such tax shall be collected in the same manner and together with the tax set forth in Article VIII.

Twenty-five cents per year of this tax will be held in reserve for the use of such times when Multiple District 22 has a candidate for an International Office. The Multiple District Council of Governors shall only be obligated to advance the equivalent of one year assessed dues per member from the International Candidate's fund to the sole qualified candidate after October 1 of said year. In the event of more than one International Candidate after October 1 of said year, no monies will be advanced to either candidate until they are certified at the Multiple District Convention. After certification at the Multiple District Convention, the balance of the International Candidate's fund will be made available.

Section 2: The balance left in the Multiple District International Convention Fund after paying all expenses associated with the Multiple District's participation in the Lions International Convention shall be turned over to the Council Treasurer prior to the turnover meeting of the Council of Governors. The balance will be held in the Multiple District General Administrative Fund and shall be used as defined in Article II, Section 1, Paragraph (g) of the Multiple District 22 Bylaws.

Section 3. The International Convention Committee Chairman shall have authority to receive and shall deposit in said International Convention Fund account monies from (1) the Multiple District Council Treasurer, (2) the sale of tickets, (3) the sale of Lions Merchandise, and (4) the receipts from any other activities pertaining to the Multiple District participation in the International Convention as approved by the Council of Governors. He shall also have the authority to disburse monies in payment of the expenses which are incurred and related to the participation of the Multiple District in the International Convention and are within the budget approved by the Council of Governors.

MD 22 CONSTITUTION AND BY-LAWS

Section 4. The Council of Governors shall provide for an annual or more frequent audit of the Multiple District International Convention Fund by a competent Auditor, such audit to be made a part of the annual financial report.

ARTICLE X Sub-District Organization

Section 1. Cabinet and Officers:

a. Each Sub-District shall have a District Cabinet composed of the District Governor, the First Vice District Governor and the Second Vice District Governor, the Immediate Past District Governor, such Region Chairman, and Zone Chairman, as shall be appointed by the District Governor, and a Cabinet Secretary-Treasurer or a Cabinet Secretary and a Cabinet Treasurer appointed by the District Governor. These named officers and, at discretion of the District Governor, any other District Cabinet Officers are voting members of the Cabinet. The members of the Cabinet, Club Presidents, Club Secretaries, and District Committee Chairman shall be officers of the Sub-District. Each officer shall be a member in good standing of a Lions Club which is in good standing in the Sub-District.

b. The District Governor, who shall meet the qualifications as provided in Article IV, Section 7 of the Constitution of the International Association of Lions Clubs, July 4, 1970, and any revisions thereto, of each Sub-District shall be elected at the Annual Convention of the Sub-District. He shall appoint, by the time he takes office, one Region Chairman for each Region (optional), and one Zone Chairman for each Zone in the Sub-District.

c. The First Vice District Governor and the Second Vice District Governor of each Sub-District, who shall meet the qualifications as provided in Article IV, Section 8, of the Constitution of the International Association of Lions Clubs, July 4, 1970, and any revisions thereto, shall be elected at the Annual Convention of the Sub-District.

d. Any vacancy in a Sub-District Cabinet Office except that of District Governor, First Vice District Governor, Second Vice District Governor, or Finance Committee member, shall be filled by an appointee of the District Governor for the unexpired term thereof.

e. If any Sub-District Officer shall transfer to a Club which is not in the area covered by his appointment, or if he should leave Lionism, his term of office shall thereupon cease, and the District Governor shall appoint a successor to fill that office, except that the position of Club President and Club Secretary shall be filled in accordance with the provisions of the Club's Constitution and By-Laws.

(1) A Club member so appointed Region Chairman or Zone Chairman shall be an active member of his Club, which club shall be in the Region or Zone over which appointed, and shall not in either case concurrently hold office of President or Secretary of his club.

MD 22 CONSTITUTION AND BY-LAWS

f. If the position of Region Chairman is to be utilized during the District Governor's term and in the event the Region Chairman, for any reason, cannot or does not perform his duties of office properly in the judgment of the District Governor, the District Governor shall remove that member from that position and appoint a successor to serve the unexpired term.

g. In the event the Zone Chairman for any reason, cannot or does not perform his duties of office properly in the judgment of the District Governor, the District Governor shall remove that member from the position and appoint a successor to serve the unexpired term.

h. No salary shall be paid to any Officer of a Sub-District of Multiple District 22.

Section 2. District Cabinet Meetings

a. Regular. A regular meeting of the Cabinet shall be held in each quarter of the fiscal year with the first to be held within forty-five (45) days after adjournment of the preceding International Convention. Fourteen (14) days written notice of meetings setting forth a date, time and place determined by the District Governor, shall be given to each member by the Cabinet Secretary-Treasurer, or Cabinet Secretary.

b. Special. Special meetings of the Cabinet may be called by the District Governor at his discretion, and shall be called upon written request made to the District Governor or the Cabinet Secretary-Treasurer, or Cabinet Secretary, by a majority of the members of the Cabinet. If it is not possible to give a five (5) day notice in writing, each member of the Cabinet shall be contacted by phone or in person. Such notice will include the purpose of the meeting, the date and time of the meeting, and where the meeting will be held.

c. Quorum and Vote. The attendance or a majority of the members of the Cabinet shall constitute a quorum for any meeting thereof. The District Governor and each Cabinet member present is entitled to one vote for each question.

Section 3. Regions and Zones.

a. Regions and Zones. Each District Governor shall divide his Sub-District into Regions of no more than sixteen (16) and no less than ten (10) Lions Clubs, and each such Region into Zones of no more than eight (8) and no less than four (4) Lions Clubs, giving due regard to the geographical locations of the Clubs. All such Regions and Zones shall be subject to change by the District Governor when in his sole discretion, he shall deem the same necessary to the best interest of the Association of Lions Clubs International.

b. Regional Meetings. Meetings of representatives of all Clubs in a Region, with the Region Chairman presiding, if the position of Region Chairman is to be utilized during the District Governor's term, may be held during the fiscal year at times and places fixed by the Region Chairman and Zone Chairmen of the respective Region.

MD 22 CONSTITUTION AND BY-LAWS

- c. Zone Advisory Committee: There shall be a District Governor's Advisory Committee in each Zone composed of the Zone Chairman and the Presidents and Secretaries of the Clubs in the Zone.
- d. Zone Advisory Meetings. The Zone Chairman in each particular Zone shall call no fewer than three meetings of the District Governor's Advisory Committee of his Zone during the year. The first of these meetings shall be held within (60) days after the adjournment of the preceding International Convention. The second in the month of November, the third in the month of March/April, a fourth meeting is optional.

ARTICLE XI Sub-District Revenue

Section 1. In order to provide revenue to defray administrative expenses of each Sub-District, an annual per-capita District Administration Fund Tax shall be levied upon each member of each Club in each Sub-District. Said tax shall be collected from each Club of the Sub-District of which it is a member. The membership billing shall be based upon the roster of each Club as of the first day of July and the first day of January, respectively, and shall be paid by each Club in two semi-annual payments, by October 1 and April 1 of each year. New and reorganized Clubs shall pay a pro-rata per-capita tax beginning the first day of the second month following the date of organization, or reorganization. In order to provide the revenue to defray the administrative expenses of the Sub-District, each Sub-District may establish a per-capita Administrative Fund Tax not to exceed the maximum per-capita tax established herein.

Section 2. Said per-capita tax collected in each Sub-District shall become and remain a fund of said Sub-District, and shall be disbursed only for administrative expenses of the Sub-District as are approved by the District Governor's Cabinet. Payments out of said District Administrative Fund shall be by check drawn and signed by the Cabinet Secretary-Treasurer, or Cabinet Treasurer, and countersigned by the District Governor.

Section 3. Expenses of the District Governor in connection with his attending the International Convention at the close of his term of office shall be considered a District Administrative expense, and ten (10) cents of each annual District Administrative Fund per-capita tax shall be set aside in a separate account, in each Sub-District, to defray said expenses and in the event the amount, so set aside is insufficient, the District Governor's Cabinet shall have authority to supplement same from the Sub-District Administrative Fund in order to meet the deficiency.

Reimbursement for said expenses for the Outgoing District Governor shall be on the same basis as outlined in the Rules of Audit of Lions International. Any surplus of the sum collected over the amount allowed shall remain in said special account for use in subsequent years for the same purpose, or if the surplus exceeds \$1000.00, the excess over \$1,000.00 shall be returned to the General Administrative Fund Account.

MD 22 CONSTITUTION AND BY-LAWS

Section 4. The outgoing District Governor's Cabinet shall provide for an orderly turnover of funds to the newly elected and installed District Governor and his Cabinet, within forty-five (45) days after the close of the International Convention, the then Immediate Past District Governor of each Sub-District shall turn over the Sub-District funds available for use by the new Cabinet. A complete statement and audit of Sub-District funds shall be submitted to the new Cabinet at its first meeting within forty-five (45) days after the close of the International Convention.

Section 5. The District Governor and his Cabinet may not incur any obligations in any fiscal year beyond the funds available to that District Governor and his Cabinet during that year unless approval has been obtained in advance by vote of the delegates at a regular session of the Sub-District Convention.

Section 6. The Cabinet Secretary-Treasurer, or Cabinet Secretary, shall be bonded in such amount and with such Surety Company as shall be approved by the District Governor's Cabinet and the cost of same shall be an administrative expense.

Section 7. The annual audit called for in Section 4 and 8 of this ARTICLE shall be presented to the incoming District Governor by the outgoing District Governor within forty-five (45) days after the close of the annual International Convention along with a payment for the balance shown in the audit. Such balance shall equal or exceed any outstanding obligations incurred by the outgoing Administration, plus the balance called for in Section 3 of this ARTICLE.

Section 8. The District Governor's Cabinet shall provide for an annual, or more frequent audit of the books and accounts of the Cabinet Secretary-Treasurer, or Cabinet Treasurer, by a competent Auditor, and a statement of the financial condition of the Sub-District shall be sent to Lions International, each member of the Sub-District Cabinet, and each Past District Governor, and to each Club in the Sub-District.

ARTICLE XII

District Governor's Honorary Committee

Section 1. There shall be, in each Sub-District a District Governor's Honorary Committee. The membership of this committee shall consist of the Past International Officers, past International Directors, and Past District Governors, who are members in good standing of a Club in the Sub-District. Said membership of this Committee shall be appointed by the District Governor. The Immediate Past District Governor may be the Chairman of the Committee.

Section 2. The District Governor's Honorary Committee shall meet when requested by the District Governor, or at the call of the Chairman of the Committee. The Committee Chairman shall call one meeting at least 45 days prior to the convening of the annual Multiple District 22 Convention, and there cause the election of two Honorary Committee members when called upon to serve on the Multiple District Finance Committee permitted under Multiple District Bylaws Article II, Section 1, paragraph m,

MD 22 CONSTITUTION AND BY-LAWS

with the first election being for one member to be elected for a one year term, and the second member for a two year term, and after which one member shall be elected each year thereafter for a term of two years.

ARTICLE XIII

Endorsement of a Candidate for International Office

Section 1. The endorsement of a Candidate for an International Office by the Multiple District shall be in accordance with the Constitution of the International Association of Lions Clubs, including such amendments as are made hereafter, and in accordance with ARTICLE V of the Bylaws of this Multiple District Constitution and Bylaws.

ARTICLE XIV

Amendments

Section 1. This Constitution can be amended only at a Multiple District Convention by Resolution reported by the Committee on Constitution and Bylaw at said Convention, and adopted by an affirmative vote of two-thirds of the votes cast. Such votes will be taken by the use of a written ballot at the individual District elections. No proposed amendment may be reported by the Committee on Constitution and Bylaws, nor can the vote thereon be effective, unless and until the same shall have been:

- a. Filed in writing, in duplicate, in the form in which it is to read if adopted, with Chairman of the Multiple District Council no less than sixty (60) days prior to the convening of the Multiple District Convention.
- b. Approved by either a Sub-District or by the Council of Governors of the Multiple District; and,
- c. Mailed by U.S. Post in the form in which it is to read if adopted, to every member Club in the Multiple District, and to the Committee on Constitution and Bylaws. Said mailing shall be no less than thirty (30) days prior to the convening of the Multiple District Convention at which the same is to be voted upon. It shall be the duty of the Chairman of the Multiple District Council, or his designee, to accomplish said mailing.
- d. Read and explained by a member of the Constitution and Bylaws Committee to the members in attendance at the annual Sub-District luncheon meeting.
- e. Certified delegates furnished a copy of the proposed resolution by the Registrar at the time of registration.

ARTICLE XV

Adoption

Section 1. This Constitution and Bylaws shall have become in full force and effect, being adopted by a majority affirmative vote of the delegates, registered and voting, in the Multiple District Convention of Multiple District 22, at Atlantic City, New Jersey, May 26, 1972.

MD 22 CONSTITUTION AND BY-LAWS

BY-LAWS

ARTICLE I

Sub-District Nominations and Elections

Section 1. Each District Governor shall appoint by November 1 prior to the Sub-District Convention and shall give written notification, a Nominating Committee of not more than five (5) members in good standing in the Sub-District, and who shall not at the time of their appointment hold any Elective District (Sub- or Multiple) or International Office. The names and addresses of members so appointed shall be sent to all Clubs in the Sub-District by December 1, prior to the convening of the Multiple District Convention.

Section 2. Any member of a Club in the Sub-District seeking the office of District Governor, First Vice District Governor or Second Vice District Governor, shall file his intention to run, in writing, with the Nominating Committee at least thirty (30) days prior to the day of its report to the Convention, and furnish therewith evidence of his compliance with the qualifications for said office as set out in the International Constitution and Bylaws. The Nominating Committee shall place in Nomination at the Sub-District Luncheon Business Meeting, the names of all candidates so qualified. If none are received and/or qualified then, but only then, shall nominations be made from the floor. Each candidate shall be allowed one nominating speech of not more than five (5) minutes duration and two seconding speeches of not more than three (3) minutes duration.

Section 3. The elections shall be conducted by a secret written ballot at the Sub-District Election Meeting held at the Multiple District Convention. Only registered and certified delegates may vote. The District Governor Candidate must secure a simple majority of the affirmative votes cast by the delegates present and voting in order to be declared elected. The First Vice District Governor candidate and the Second Vice District Governor candidate receiving the majority of the total votes cast shall be declared the Vice District Governors-Elect, as appropriate. In the case no candidate for Vice District Governor receives a majority vote for the office, the two candidates receiving the highest number of votes will be voted on until one of them does receive a majority vote. That candidate will then *be* declared the Vice District Governor-Elect, as appropriate.

Section 4. In each case where either the Constitution or the Bylaws of the Multiple District 22 direct that the vote shall be by registered delegates and in writing, that vote will take place at the Sub-District's Election Meeting held at the Multiple District Convention.

Section 5. If any District shall fail to so elect a qualified District Governor or in the event of a vacancy in the office of District Governor, the same shall be filled in accordance with the provisions of the International Constitution. The remaining Cabinet

MD 22 CONSTITUTION AND BY-LAWS

Officers and the District Governor's Honorary Committee will convene at a date, time and place determined by the Chairman of the District Governor's Honorary Committee to pick a replacement for recommendation to the International Board of Directors. In the event of a vacancy in the Office of Vice District Governor, said vacancy shall be filled in accordance with that District's Constitution and Bylaws.

Section 6. In the event of the absence of the District Governor at a Cabinet meeting the Vice District Governor shall perform the duties of the District Governor at the meeting. In the event of temporary sickness or disability of the District Governor, the Vice District Governor shall act as the District Governor until such time as Lions International may elect to appoint a replacement for the District Governor

ARTICLE II Duties

Section 1 - Multiple District Council. The Multiple District Council shall:

- a. The Multiple District Convention Committee will make all contracts and approve all bills relating to the planning and operation of the Multiple District Convention.
- b. Designate a depository for Multiple District funds.
- c. Determine the amount of surety bond for the Council Treasurer and for any Multiple District Chairman handling high sums of money, and approve the Surety Company issuing said bond.
- d. Receive financial reports semi-annually or more frequently if necessary, from the Council Treasurer and provide for an audit by a competent Auditor at the end of the fiscal year, of the books and accounts of the Council Treasurer.
- e. At the same meeting which was held to confirm the Council Chairman and elect the Council Secretary and Council Treasurer, appoint the Chairman, Vice Chairman, and the Secretary-Treasurer of the Multiple District Convention Committee, the Chairman and Vice Chairman of the International Convention Committee, the Chairman of the Multiple District Constitution and Bylaws Committee, the Chairman of the Multiple District Research and Long Range Planning Committee, The Chairman of the Multiple District Leadership Development Committee, the Chairman of the Multiple District Membership Committee, the Chairman of the Multiple District Extension Committee, and the Chairman of the Roaring Lions Committee.
- f. With respect to each Multiple District Fund, establish monetary controls so that no indebtedness shall be planned for, or budgeted, that would cause the budget to exceed the anticipated receipts for the fiscal year of the Council's term.
- g. With respect to each Multiple District Fund, the Council of Governors of the Multiple District shall make available to the Committee charged with the administration of each fund and/or activity that portion of the Multiple District dues allocated to each fund and/or activity, plus any fees, ticket sales, tail-twister fines, and other miscellaneous income resulting from the activities of the

MD 22 CONSTITUTION AND BY-LAWS

Committee in administering the fund and/or activity. At the discretion of the Council of Governors an amount up to, but not exceeding, 20% of the accumulated balance of the General Administrative Fund may be turned over to the appropriate committee.

In the event that there are insufficient monies in a fund to liquidate excess expenditures, then transfers of monies between funds may be authorized, but only in accordance with the provisions of Article V, Section 5 (e) of the Constitution and Article II, Section 1 (k), 1 (1), and 1 (m) of the Bylaws.

- h. Consider the funds held in reserve for the support of a candidate for International Office sponsored by Multiple District 22 as exempt from sub-paragraph f, g, and k of this section,
- i. Include in its budget and report, referenced in sub-paragraph f of this section, the monies required to prepare and deliver the required reports.
- j. Council shall establish a budget within the confines of dues collected under ARTICLE VI for current fiscal year in the administrative fund to provide for: Stationary, printing and postage expenses; Expenses of Council Meetings; Blanket Bonding Annual Report preparation and distribution; And, other normal administrative expenses of the Council.
- k. When conditions warrant, prepare a motion to be placed before the delegates for consideration at the following Multiple District Convention, requesting a right to disburse more finds than is permitted under ARTICLE V, Section 5 (e) of this Multiple District Constitution. The motion shall be voted on by the certified delegates at the final Multiple District business session. Notice of the intent to submit such a motion with a copy of said motion itself shall be sent to each Club in the Multiple District at least thirty (30) days prior to the Multiple District Convention at which it is to be voted upon. However in an emergency situation, the Council of Governors may submit such a motion for consideration at the Multiple District Convention without regard to the normal thirty (30) days Club notification requirement if the said motion is read to the delegates attending the Multiple District Convention at two of the business sessions of the Multiple District prior to the convening of the Multiple District business session at which the question shall be considered
- l. When conditions warrant, the Council of Governors may request and act upon permission to disburse more finds than is permitted under ARTICLE V, Section 5 (e) of this Multiple District Constitution, from the Multiple District Finance Committee which is called for in sub-paragraph m, of this Section. Action of the Multiple District Finance Committee must be reported to the delegates attending the next Multiple District Convention.
- m. There may be a Multiple District Finance Committee which shall be composed of two Past District Governors from each Sub-District elected to the Committee upon vote of the Honorary Committee of each Sub-District. The Chairman of the Multiple District Finance Committee shall be the Chairman of the Council of Governors who will have no vote. When the Chairman calls for a meeting of the

MD 22 CONSTITUTION AND BY-LAWS

Multiple District Finance Committee, the Past District Governors elected under ARTICLE XII, Section 2, of the Multiple District Constitution, shall become the Multiple District Finance Committee. Action of the Finance Committee shall be upon a majority vote of a quorum of at least seven (7) members of the Finance Committee, either by personally attending a meeting, or by a certified mail vote.

- n. At the same meeting, which is held to confirm the Council Chairman and elect the Council Secretary and Council Treasurer, a Multiple District Administrative Assistant may be appointed to assist the Council in certain clerical, secretarial, correspondence, financial record-keeping assignments and perform such other administrative duties at the discretion of the Council of Governors. The appointment shall be for a two-year term and may be reappointed for additional terms at the discretion of the Council of Governors responsible for making such appointment of the two-year term.
- o. The Council of Governors will include the position of the Multiple District Administrative Assistant in their annual administrative budget as defined in ARTICLE II, Section 1 (j) of the Bylaws; however, at the discretion of the Council of Governors, funds may be utilized from the accumulated Administrative fund balance for the expenses of this position under the rules of audit found in the Multiple District Policy and Procedure Manual for this position.
- p. The Council of Governors will include the position of Council Chair in their annual administrative budget as defined in ARTICLE II, Section 1, Paragraph.), of these Bylaws. The Council Chair will be reimbursed per the same rules of Audit as the District Governors for the meetings the Council Chair is required to attend and other expenses as defined in the Multiple District 22 Policy and Procedures Manual.

Section 2. Multiple District Council Chairman. Under the general supervision of the International Board of Directors, he/she shall be the Coordinator of the Multiple District and shall act on behalf of and upon delegation from the Council of Governors. His/Her specific responsibilities shall be to:

- a. Further the Purposes and Objects of this Association.
- b. Provide leadership, direction, and initiative for International and Multiple District programs, goals, and long range planning.
- c. Create and foster harmony and unity among Sub-Districts, and assist District Governors to solve issues.
- d. Preside over all Multiple District Convention and all Council Meetings.
- e. Submit reports and perform such duties as may be required by the Multiple District Constitution and Bylaws.
- f. Perform other such administrative duties as may be assigned by the Multiple District Council of Governors, and.
- g. Facilitate; at the close of his/her term of office, the timely presentation of all Multiple District accounts, funds and records to his/her successor in office.

MD 22 CONSTITUTION AND BY-LAWS

Section 3. Multiple District Council Secretary, under the supervision and direction of the Multiple District Council, the Council Secretary shall:

- a. Keep an accurate record of the proceedings of all meetings of the Council and within ten (10) days after each meeting, forward copies thereof to all members of the Council and the Office of Lions Clubs International.
- b. Assist the Council in conducting the business of the Multiple District *and* perform such other duties as are specified, or implied, in this Constitution and Bylaws, or as may be assigned to him from time to time by the Council.
- c. Keep accurate books and records of accounts and minutes of all Council and Multiple District meetings, and permit inspection of the same by any member of the Council, or by any Club in the Multiple District (or by any duly authorized agent of either) at any reasonable time for any proper purpose.
- d. Collect and prepare final reports to Lions Clubs International at the end of his Council's term of office. (See ARTICLE VII, Section 9, of this Multiple District Constitution).
- e. Following the close of their term of office, at a meeting of the Multiple District Council within forty-five (45) days after the date on which the succeeding District Governors officially took office, the Chairman and Secretary of the Multiple District Council shall turnover to their respective and duly elected successors:
 1. All property of the Multiple District entrusted to their care and keeping
 2. All permanent records, accounts and files, both those transferred from prior years, and those of the current year

Section 4 Multiple District Council Treasurer.

Under the supervision and direction of the Multiple District Council, the Council Treasurer shall:

- a. Receive and record all per-capita taxes required to be paid over to him hereunder by the Sub- District Cabinet Secretary-Treasurers, or Sub- District Cabinet Treasurers, and deposit the same in a bank or banks designated by the Council.
- b. Secure bond for the faithful performance of his duties in such sum and with such surety as may be required by the Council.
- c. Following the close of his term of office, at a meeting of the Multiple District Council within forty-five (45) days after the date of which the succeeding District Governors officially took office, the Council Treasurer shall turn over to his duly elected successor all permanent records, files, and accounts, both those transferred from prior years and those of the current year. He shall also turn over to his duly elected successor the balance of all monies belonging to the Multiple District, properly designated as to their specific allocation, including any accrued liabilities related thereto.

Section 5. District Governor. The District Governor shall act under the general supervision of the International Board of Directors as the Representative of Lions Clubs

MD 22 CONSTITUTION AND BY-LAWS

International in his Sub-District and shall have general supervision over all Clubs therein. In addition, in his Sub-District, he shall:

- a. Further the purposes and objects of Lions International.
- b. Supervise organization of new Lions Clubs.
- c. Promote cordial relations among the chartered Lions Clubs.
- d. Preside over all Cabinet, Convention, and other Sub-District meetings, except as provided for under ARTICLE X, Section 3, sub-paragraph b and d of this Multiple District Constitution.
- e. Exercise such supervision and authority over Cabinet Officers and District Committee Appointees as is provided in this Multiple District Constitution and Bylaws.
- f. Assure that a current itemized statement of receipts and expenditures is submitted to the members of his Cabinet and make such reports available to any Club in his Sub-District that may have a justifiable reason for seeing such a statement
- g. Submit such other reports and perform such other duties as may be required by the International Board of Directors.
- h. Notify Lions Clubs International at the close of the Multiple District Convention of the name and address of the District Governor-elect of his Sub-District. Within the period indicated under ARTICLE XI, Section 4, of this Multiple District Constitution, the Past District Governor and the Past Cabinet Secretary-Treasurer, or Past Cabinet Secretary and Past Cabinet Treasurer of each Sub-District shall turn over to their respective and duly elected and/or appointed successors.
 - (1) All property of the Sub-District entrusted to their care and keeping.
 - (2) All permanent records, accounts, and files, both those transferred from prior years, and those of the current year
 - (3) The balance of all monies belonging to the Sub-District, properly designated as to its specific allocation.
- i. Brief the newly elected District Governor on the status of each Club in the Sub-District, and the status of all Sub-District activities.

Section 6. Vice District Governor. The Vice District Governor, subject to the supervision and direction of the District Governor, shall be the chief administrative assistant to the District Governor. His specific responsibilities shall be to:

- a. Further the purposes and objects of this Association.
- b. Familiarize himself with the duties of the District Governor so in the event of a vacancy in the office of District Governor he will be better prepared to assume the duties and responsibilities of said office
- c. Perform such administrative duties as may be assigned to him by the District Governor.
- d. Perform such other functions and acts as may be required of him by the International Board of Directors through the Vice District Governor's Manual and other directives.
- e. Actively participate in all cabinet and council meetings and conduct all meetings in the absence of the District Governor.

MD 22 CONSTITUTION AND BY-LAWS

- f. Participate in the preparation of the District Budget.
- g. Be actively engaged in all matters to be continued during the next year.
- h. Participate in the review of the strengths and weaknesses of the clubs of the District.
- i. At the request of the District Governor supervise appropriate District Committees.

Section 7. Cabinet Secretary-Treasurer or Cabinet Secretary. Under the supervision and direction of the District Governor, the Cabinet Secretary-Treasurer, or Cabinet Secretary shall:

- a. Keep an accurate record of the proceedings of all meetings of the Cabinet and within five (5) days after each meeting forward copies of the same to all members of the Cabinet, the Office of Lions Clubs International, and have copies available for inspection by any club member in the Sub-District.
- b. Take and keep minutes of the Sub-District Convention meetings and furnish copies of the same to Lions International, the District Governor, and the District Governor-elect.
- c. Assist the District Governor and the Cabinet in conducting business of the Sub-District and perform such other duties as are specified, or implied, in this Multiple District Constitution and Bylaws, or as may be assigned to him from time to time by the District Governor.
- d. Sign all notices and documents issued by the Sub-District.
- e. Make an annual report to the Cabinet and such other reports as the District Governor or Cabinet may require.

Section 8. Cabinet Secretary-Treasurer or Cabinet Treasurer. Under the supervision of the District Governor, the Cabinet Secretary-Treasurer or Cabinet Treasurer shall:

- a. Collect and record all per-capita taxes levied hereunder on members and Clubs in the Sub-District, and such other monies as may be due the Sub-District, deposit same in such Bank or Banks as the Cabinet shall determine, and disburse the same by order of the District Governor or the Cabinet.
- b. Remit to the Multiple District Council Treasurer the Multiple District per-capita tax collected in the Sub-District, no later than specified in ARTICLE VIII, Section 1 of this Multiple District Constitution.
- c. Keep accurate books and records of account, and permit inspection of the same by the District Governor, any Cabinet member, and any Club (or other authorized agent of them) at any reasonable time for any proper purpose. Upon direction of the District Governor, or of the Cabinet, shall furnish such books and records as requested to any competent Auditor appointed by the Cabinet.
- d. Secure bond for the faithful performance of his duties in such sum and with such surety as may be required by the Cabinet.

Section 9. Region Chairman. Region Chairman, under the supervision of the District Governor shall:

- a. Attend the regular and special meetings of the Cabinet.
- b. Assist the District Governor in promoting Lionism in his Region by performing

MD 22 CONSTITUTION AND BY-LAWS

such duties as may be delegated to him from time to time by the District Governor and the Cabinet.

- c. Recommend qualified Lions in his Region for appointment as Zone Chairman.
- d. Endeavor to have every Club in his Region operating under a duly adopted Club Constitution and Bylaws.
- e. Promote representation at International and District (Sub- and Multiple) Conventions by at least the full quota of delegates to which the Clubs in his Region are entitled.
- f. Supervise and assist the Zone Chairman of his Region in the performance of their official duties and cooperating with them in arranging and holding Zone meetings, and District Governor's Advisory Committee meetings.
- g. Report to the Sub-District Cabinet any problems or outstanding accomplishments of any of the Clubs in his Region, and present the Club's point of view if special consideration is to be given to that Club in any of the Sub-District contests.
- h. Promote all Sub-District affairs and activities in his Region.

Section 10. Zone Chairman, under the control and supervision of the District Governor and his Region Chairman shall:

- a. Make a report of each required District Governor's Zone Advisory Committee meeting and send copies with five (5) days thereafter to Lions International, the District Governor, and his Region Chairman.
- b. Endeavor to have every Club within his Zone operating under a duly adopted Club Constitution and Bylaws.
- c. Arrange with the cooperation of his Region Chairman, regularly scheduled Zone Advisory meetings.
- d. Encourage inter-Club meetings and social activities.
- e. Promote attendance at charter nights and activities of newly organized Clubs.
- f. Promote representation at International and District (Sub- and Multiple) Conventions at least by full quota of delegates to which Clubs in his Zone are entitled.

Section 11. District Governor's Cabinet The District Governor's Cabinet shall:

- a. Assist the District Governor in the performance of his duties and in the formulation of administrative plans and policies affecting the welfare of Lionism within the Sub-District.
- b. Receive from the Region and Zone Chairman, reports and recommendations which concern the Clubs and Zones.
- c. Supervise the collection of all per-capita taxes by the Cabinet Secretary-Treasurer, or Cabinet Treasurer, designate a depository (s) for said funds and other monies due the Sub-District, and authorize the payment therefrom of all legitimate expenses pertaining to the administration of affairs of the Sub-District.
- d. Establish a budget and control the expenditure of funds available to the Sub-District so that no monies will be obligated or spent beyond the funds available to the Sub-District.
- e. Secure, set the amount of, and approve the Surety Company issuing the surety

MD 22 CONSTITUTION AND BY-LAWS

- bond for the Cabinet Secretary-Treasurer, or Cabinet Treasurer.
- f. Require semi-annually, or more frequently if necessary, financial reports from the Cabinet Secretary-Treasurer, or Cabinet Treasurer.
 - g. Provide for and audit as required in ARTICLE II, Section 5, paragraph c, of these Bylaws, of the books and accounts of the Cabinet Secretary- Treasurer, or Cabinet Treasurer, and, with the District Governor's approval, establish a definite schedule of dates and places for regular quarterly Cabinet meetings to be held during the fiscal year.

Section 12. District Governor's Zone Advisory Committee. The District Governor's Zone Advisory Committee shall assist the Zone Chairman in an advisory capacity, procure recommendations effecting the welfare of Lionism in the Clubs of the Zone, and relay the same through the Zone Chairman to the District Governor and his Cabinet.

Section 13. District Governor's Honorary Committee. The District Governor's Honorary Committee shall act under direction of the District Governor in promotion of harmony throughout the Sub-District. The Chairman of this Committee, when requested by the District Governor, shall attend meetings of the Cabinet.

ARTICLE III Committees

Section 1. The Credentials Committee of a Multiple District Convention shall be composed of the current Sub-District Cabinet Secretary-Treasurers or Cabinet Secretaries. The Chairman of this Committee shall be appointed by the Council of Governors. At Sub-District business meetings which are held at the Multiple District Convention, the Cabinet Secretary-Treasurer, or Cabinet Secretary, acting as Chairman, and two other officers of the Sub-District appointed by the District Governor, shall serve as a Credentials Committee. In those cases where a candidate for an International Office is being considered for endorsement, the Council of Governors will assign such Credentials Committees to a Sub-District other than their own for the purpose of monitoring the voting.

Section 2. The incoming Multiple District Council shall appoint the Chairman, Vice Chairman, and the Secretary-Treasurer of the Multiple District Convention Committee, the Chairman and Vice Chairman of the International Convention Committee, the Chairman of the Constitution and Bylaws Committee, the Chairman of the Multiple District Research & Long Range Planning Committee, the Chairman of the Multiple District Leadership Development Committee, Sight first Committee and the USA/Canada Lions Leadership Forum Committee immediately upon conclusion of the Multiple District Convention at which they were elected. The Council shall later designate which of the District Governors shall name Chairmen of the Committees which are necessary to carry out the work of the Council including the conduct of the Multiple District Convention. Each of the Governors will name Lions from his Sub-District to membership on the various Committees as required.

MD 22 CONSTITUTION AND BY-LAWS

Section 3. The Council of Governors at their first called business meeting shall review all budgets submitted by the Committees identified in Section 2 of this Article and recognized by the Council of Governors.

ARTICLE IV Rules of Convention Procedure

Section 1. The Multiple District Council shall arrange the order of business for the Multiple District Convention, and the same shall be the order of the day for all sessions.

Section 2. Except as otherwise specifically provided for in this Constitution and Bylaws, or in the Rules of Procedure adopted for a meeting, all questions of order and procedure in any District {Sub and Multiple) meeting or Convention, any meeting of the Council, a Sub-District Cabinet, Region, Zone, or member Club, or any group or Committee of any of them, shall be determined by Robert's Rules of Order newly revised. The rules of the Convention must conform with the Constitution and Bylaws of the Multiple District 22.

ARTICLE V Endorsement of an International Office Candidate

Section 1. When the occasion shall arise for the selection of a candidate for International Office, the name of such a candidate shall be submitted to the District Governor of that candidate's Sub-District no later than October 1 prior to the Multiple District Convention at which the endorsement of the Multiple District will be sought. In the case of a contest of two or more candidates for International Office the method of endorsement shall be in accordance with the International Constitution ARTICLE V, Section 2 and Section 3.

Section 2. Each candidate for an International Office, who has been properly endorsed by his Sub-District, shall be entitled to five (5) minutes for the nominating speech and three (3) minutes for a seconding speech, only one of each being permitted. The nominations will take place at one of the Multiple District Convention business sessions following the Sub-District business meeting of the Convention, at which the formal endorsement of the Sub-District takes place.

Section 3. Voting on the endorsement of a candidate shall be in writing and shall take place at the Sub-District Election of the Multiple District Convention. In case there is no contest a voice vote may be taken to determine if the written ballot shall be waived. The ballot shall include the name of each properly endorsed candidate from all Sub-Districts and include a place for a negative choice if the delegates do not choose to vote for either, or any candidate. To obtain the endorsement of the Multiple District, a candidate must receive a majority vote of all properly certified and registered delegates present and voting. This endorsement will be in effect for the two following International Conventions. In the event that no choice on the ballot secures a majority

MD 22 CONSTITUTION AND BY-LAWS

of the votes cast, the tow choices having the highest number of votes shall then be voted upon and balloting will continue until one choice secures a majority of the votes cast. The choice receiving the majority of votes cast shall be declared the will of the Convention and candidate of the Multiple District.

Section 4. Certification of endorsement of candidacy for all International Offices, other than the Office of District Governor, shall be made by letter of the Chairman and Secretary of the Respective District Cabinet, or Sub-District Cabinet, and the Multiple District Council as the case may be, which shall be addressed to the International Office and there arrive no less than ten (30) days, in the case of International Director candidates, and no less than ninety (90) days, in the case of Third Vice President candidates prior to the convening of the International Convention at which the endorsed candidate is to be voted upon. Certification may be made by telegram or cable, provided the same is confirmed by the required certification letter mailed within three (3) days after the day the telegram or cable is dispatched. An endorsement shall be valid only for the two succeeding International Conventions following the date of filing thereof. No Endorsement shall be valid until certification thereof is so made and received by the International Office. Certification of endorsement must specify the single office sought and no candidate may seek election for any office other than the office covered by the certification.

ARTICLE VI Fiscal Year

Section 1. The fiscal year of this Multiple District and each Sub-District shall be from July 1 to June 30.

ARTICLE VII Summary of Multiple District Per-Capita Taxes

Section 1. The per-capita taxes currently effective are:

a. Administrative Fund	\$1.25
b. MD Convention Fund	1.50
c. International Convention Fund	.75
d. International Officer Fund	.25
Total	\$3.75

ARTICLE VIII - Amendments

Section 1. These Bylaws may be amended only at a Multiple District Convention, by Resolution reported by the Convention Committee on Constitution and Bylaws, and adopted by an affirmative vote of a majority of the registered delegates voting at such meeting. Such votes will be taken by the use of written ballot at the individual District Elections.

MD 22 CONSTITUTION AND BY-LAWS

Section 2. No amendment shall be so reported or voted upon unless the same shall have been furnished in writing to each Club of the Multiple District no less than thirty (30) days prior to the convening date of the annual Convention with notice that the same will be voted on at said Convention.

Section 3. Each amendment shall take effect at the close of the Multiple District Convention at which the same is adopted.

End