

# CONSTITUTION

## ARTICLE I NAME

### Section 1:

The organization shall be known as District 5-SE of the International Association of Lions Clubs (hereinafter referred to as "Lions Clubs International")

## ARTICLE II OBJECTS

### Section 1:

To provide an administrative structure with which to advance the Purpose, Vision and Mission of Lions Clubs International in this District.

## ARTICLE III MEMBERSHIP

### Section 1:

The members of this organization shall all be Lions Clubs in the District chartered by Lions Clubs International.

### Section 2:

The boundary lines of this District shall be as follows:

**NORTH** by the state of North Dakota

**EAST** by the states of Minnesota and Iowa

**SOUTH** by the state of Nebraska

**WEST** by the west boundary lines of Brown, Spink, Beadle, Jerauld, Aurora, Douglas, and Bon Homme Counties.

## ARTICLE IV DISTRICT ORGANIZATION

### Section 1: CABINET AND OFFICERS:

A. The district shall have a District Cabinet composed of the District Governor, the immediate Past District Governor, the First and Second, Vice District Governor, the Region Chairmen, the Zone Chairmen, and a Cabinet Secretary-Treasurer (a Cabinet Secretary or Cabinet Treasurer may be appointed in which case references to the Cabinet Secretary or Cabinet Treasurer). The above-named members shall be the officers of the District. Each such officer shall be a member in good standing in the District. The District Cabinet shall also include such committee chairs as may be recommended by Lions Clubs International and /or designated by the District Governor.

- B. The District Governor and the First, Vice District Governor and Second, Vice District Governor shall be elected at the annual convention of the District. The District Governor shall appoint, by the time he/she takes office, the Cabinet Secretary, Cabinet Treasurer, or Cabinet Secretary-Treasurer, one Region Chairman for each Region, and one Zone Chairman for each Zone in the District.
- C. A candidate for the office of Region Chairman shall have served as Zone Chairman, Club President, Secretary, or Board of Directors member of his/her club for at least three years.
- D. A candidate for the office of Zone Chairman shall have served as Club President, Secretary or Board of Director's member of his /her club for at least three years.
- E. Any vacancy in any District office, except that of District Governor and First Second Vice District Governor shall be filled by appointment by the District Governor for the unexpired term thereof.
- F. In the event of a vacancy arising in the office of Vice District Governor and/or Second Vice District Governor, the District shall convene a meeting of the members of the existing Cabinet as provided for in the International Constitution and By-Laws and all Past International Officers who are members in good standing of a chartered Lions club in good standing in the District. It shall be the duty of the attendees at this meeting to appoint a qualified club member as Vice District Governor and/or Second, Vice District Governor for the remainder of the term. In filling said vacancy, it shall be the duty of the District Governor, or if not available, the most recent Past District Governor who is available, to send out invitations to attend said meeting and it shall also be his/her responsibility to preside as chair of the meeting. The chair shall convey the results to the Lions International within seven (7) days together with evidence of invitations sent and meeting attendance. Each Lion that is entitled to receive an invitation to attend and is present at said meeting shall be entitled to cast one vote for the Lion of his/her choice.
- G. If any Region or Zone Chairman shall cease to be a member of a club in the Region or Zone, as the case may be, to which he/she was appointed, his/her term of office shall there upon cease and the District Governor shall appoint a successor to fill said office.
- H. All officers shall serve without compensation. However, they may be reimbursed for expenses reasonably related to and in the discharge of the duties of their offices, in accordance with Rules of Audit established by the District Cabinet.

**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 thirty (30) days after the adjournment of the preceding Lions International Convention. Ten (10) days written notice of meeting setting forth a date, time, and place determined by the District Governor, shall be given to each member of the Cabinet by the Cabinet Secretary and/or Cabinet Secretary-Treasurer.

B. SPECIAL.

Special meeting of the Cabinet may be called by the District Governor at his/her discretion, and shall be called upon written request made to the District Governor or the Cabinet Secretary and/or Cabinet Secretary-Treasurer by a majority of the members of the Cabinet. Not fewer than five (5) nor more than ten (10) days written or electronic notice of special meetings, setting forth the purposes thereof and a date, time and place, determined by the District Governor, shall be given to each member of the Cabinet by the Cabinet Secretary and/or Secretary- Treasurer.

C. Quorum and Vote.

The attendance of the majority of the members shall constitute a quorum for any meetings thereof. In all such meetings, the voting privilege shall be extended to all members of the Cabinet as designated under the provisions of Article IV, Section 1.

**Section 3: REGIONS AND ZONES:**

- A. The District Governor shall divide the District into Regions of no more than sixteen (16) and no fewer than ten (10) Lions Clubs, and each such Region into Zones of no more than eight (8) and no fewer than four (4) Lions Clubs, giving due regard to the geographical location of the clubs. All such Regions and Zones shall be subject to change by the District Governor when, in his/her sole discretion, he/she shall deem the same necessary to the best interests of Lions Clubs International.

**Section 4: REGIONAL MEETINGS:**

- A. Meetings of representatives of all clubs in the Region, with the Region Chairman or other District Cabinet members as may be assigned by the District Governor presiding, shall be held during the fiscal year at times and places fixed by the Region Chairman of the respective Region.

**Section 5: ZONE MEETINGS:**

- A. Meetings of representatives of all the clubs in a Zone, with the Zone Chairman presiding, shall be held during the fiscal year at times and places fixed by the Zone Chairman of the respective Zone.

**Section 6: DISTRICT COMMITTEES:**

- A. DISTRICT GOVERNOR'S ADVISORY COMMITTEE. In each Zone, the Zone Chairman, the President, and Secretary of each club in the Zone shall compose a District Governor's Advisory Committee, with the Zone Chairman as the chair thereof. At a date, time and place called by the Zone Chairman, this committee shall hold a first meeting within ninety (90) days after the adjournment of the preceding Lions International Convention, a second meeting in the month of November, and third meeting in the month of February or March.

**ARTICLE V**  
**DISTRICT ADMINISTRATIVE FUND**

**Section 1:**

To provide revenue to defray the non-convention administrative expenses of the District, an annual District Administrative Fund for dues and assessments (note \*) is hereby levied upon each member of a club in the District. Each club member is to pay in advance. These dues and assessments are collected and paid in advance by each club in two (2) semi-annual payments.\*One due by September 10 of each year to cover the semi-annual period of July 1, to December 31; and on March 10 of each year to cover the semi-annual period January 1 to June 30. Billing is based upon the roster of each club as of the first days of June and December, respectively. Said dues and/or assessments shall be paid to the Cabinet Secretary and/or Cabinet Secretary-Treasurer by each club, except newly chartered clubs and reorganized clubs which shall collect dues and/or assessments on a pro-rata basis from the first day of the second month following the date of their re-organization, as the case may be. Said dues and/or assessments shall be disbursed only for non-convention administrative expenses of the District only upon approval by the District Governor. Disbursement for district dues shall be made by checks drawn and signed by the Cabinet Secretary and/or Secretary- Treasurer and counter signed by the District Governor. (\*See Exhibit I in the appendix of the Constitution).

**Section 2:**

The District Governor and his/her Cabinet shall not incur obligations in any fiscal year, which will affect an unbalanced budget or deficit in said fiscal year.

**Section 3:**

The Cabinet Secretary-Treasurer and/or Cabinet-Treasurer shall be bonded in such amount and with such surety company as shall be approved by the District Governor and the cost of same shall be an administrative expense.

**Section 4:**

The District Governor shall provide for an annual or more frequent audit of the books and accounts of the Cabinet Secretary-Treasurer and/or Cabinet Treasurer and a statement of the financial condition of the District shall be sent to Lions Clubs International and each club in District within sixty (60) days after the close of the fiscal year by the District Governor then in office.

**ARTICLE VI**  
**DISTRICT PROJECT FUND**

**Section 1:**

A District Project Fund shall be established. All funds contributed or raised for a benevolent cause shall be deposited in this account. These funds may include, but not be limited to-funds raised through Club 200, contributions to LCIF, South Dakota Lions Foundation, South Dakota Lions Eye Bank, SD Lions Foundation Screening Program or any other specific cause.

**Section 2:**

Funds deposited to the District Project Fund may be distributed only to those causes for which the funds were raised. Funds raised for undesignated purposes may be expended only for benevolent causes, and only by authorization of the District Governor.

**Section 3:**

The District Project Fund shall be subject to and included in the audit provided for in Article V, Section 4.

**ARTICLE VII  
DISTRICT CONVENTION**

**Section 1:**

An annual convention of the District shall be held each year at a place selected by a previous annual convention of the District and at a date and time fixed by the Executive Committee; provided however, that the selection of the convention site shall not be made more than three (3) years in advance.

**Section 2: DISTRICT EXECUTIVE COMMITTEE:**

The District Executive Committee shall consist of the District Governor, the Cabinet Secretary, and/or Cabinet Secretary-Treasurer and/or Cabinet Treasurer, the Immediate Past District Governor and First and Second Vice District Governors.

**Section 3:**

The members of the District Cabinet shall be the officers of the District Convention.

**Section 4:**

The Chairman of the Constitution and By-Laws committee shall be the parliamentarian of the District Convention.

**Section 5:**

The District Governor may appoint a convention Sergeant-at-Arms.

**Section 6:**

Each chartered club in good standing in Lions Clubs International and the District shall be represented by one (1) or more delegates at the annual District Convention and shall be entitled in each such convention to one (1) voting delegate and one (1) alternate who has been enrolled for at least one year and a day in the club, for each ten (10) members or major fraction thereof, of said club as shown by the records at Lions International of 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 (1) delegate and one (1) alternate, and further provided that each Past District Governor be granted full delegate status who is a member of a club in the District independent of the club delegate quotas hereinabove specified. The major fraction referred to in this section shall be five (5) or more members. Each certified

delegate present in person shall be entitled to cast one (1) vote of his/her choice for each office to be filled by one vote of his/her choice on each question submitted to, the respective convention. Unless otherwise specified herein, the affirmative vote of a majority of the delegates voting on any question shall be the act of the convention. Delinquent dues may be paid and good standing acquired at any time prior to the close of credential certification, as such, closing time shall be established by the rules of the respective convention.

**Section 7:**

Any club which is newly chartered, and any other chartered club which takes in new members prior to the convening on any such convention, shall have its delegate quota determined on the basis of members who have been enrolled in the club for at least one year and a day as shown on such record date in the records at Lions International.

**Section 8:**

The attendance in person of a majority of the delegates registered at the convention shall constitute a quorum at any session of the convention.

**Section 9:**

Within sixty (60) days after the close of the convention, the Cabinet Secretary and/or Cabinet Secretary-Treasurer shall transmit one copy of the complete proceedings to the Lions International. One copy shall be attached to the minutes of the Cabinet meeting held and a copy mailed to each club in the District that may request a copy. A copy is to be sent to the MD 5 Council Secretary and/or Council Secretary-Treasurer.

**ARTICLE VIII  
EXECUTIVE COMMITTEE APPROVAL**

**Section 1:**

Where the Executive Committee takes immediate actions, the Executive Committee shall report such actions to the entire Cabinet for subsequent approval.

**ARTICLE IX  
SEVERABILITY**

**Section 1:**

If any section, sentence, clause or other part of this Constitution or By-Laws shall be declared to be void and of no effect, for any reason whatsoever, such decision shall not effect the validity of any other portions hereof.

**ARTICLE X  
AMENDMENTS**

**Section 1:**

This Constitution may be amended only at a District Convention by resolution reported by the Convention Committee on Constitution and By-Laws, and adopted by the affirmative vote of two-thirds (2/3) of the votes cast.

**Section 2:**

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

**Section 3:**

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

**Section 4:**

The District Governor shall cause to have any constitutional amendments filed with the South Dakota Lions Foundation for safekeeping. The District Governor shall sign the amendment and stipulate the effective date and the date filed.

**ARTICLE XI  
SOUTH DAKOTA STATE LIONS CONVENTION**

**Section 1:**

District 5 SE recognizes and supports the South Dakota State Lions Convention and the effort of all of the Lions Clubs in South Dakota to further the Purpose, Vision, and Mission of Lions Clubs International.

**Section 2:**

All voting by District 5-SE at the State Convention shall be in accordance with the provisions of the District 5-SE Constitution and By-Laws.

**Section 3:**

The District 5 SE Constitution and By-Laws will take precedence over the South Dakota State Lions Constitution and By-Laws, or any policy adopted by the South Dakota State Convention, which may be in conflict with the District 5 SE Constitution and By-Laws.

## Appendix to Constitution

### EXHIBIT 1- DUES AND ASSESSMENTS DISTRICT 5 SE

<b>Lions Clubs International:</b>	<b><u>Semi-annual</u></b>	<b><u>Annual</u></b>
Lions Clubs International Dues:	\$19.50	\$39.00
Family Unit Dues:		
Head of Household	\$19.50	\$39.00
Family Members up to 4	\$ 8.25	\$19.50
Rules of Audit: (actual cost or maximum amount)		
Mileage (per mile)		\$ .30
Lodging (per day)		\$50.00
Meals (per day)		\$16.00
Charter Member Initiation Fee		\$30.00
New Member Initiation Fee		\$25.00
<b>Multi-district and District 5 SE</b>	<b><u>Semi-annual</u></b>	<b><u>Annual</u></b>
Multi-district 5 Dues:	\$2.00	\$4.00
District 5 SE Dues	\$2.50	\$5.00
SD Lions Publication Assessment	\$2.50	\$5.00
SD Hall of Fame Assessment	\$ .25	\$ .50
Monthly prorated dues	\$1.17	
Annual Club Bond Fee	\$5.00	
<b>District Governor</b>	<b><u>Monthly</u></b>	<b><u>Annual</u></b>
Remittance for SD Lion:	\$50.00	\$600.00

Revisions:  
July 7, 2010