

CONSTITUTION & BY LAWS

District Chair Claudette Coombs

Motions to be implemented 1 July 2017

1. Remove or replace email address information from the District N-4 Policy Manual in Volumes I and II:
 - Volume I. Sections: II – K.1.a District Chair emails
 - Volume II. Sections: XIII-C.1-C.5

Remove existing email references to @lionsn4.ca email addresses. Replace with @gmail.com or other extension recommended by the District IT Chair and Committee.

2. Introduce new sections:
 - Volume I
 - **Section II – N: Conflict Resolution**
This shall be a less formal intervention than the Dispute Resolution process of LCI Participation in the process shall be voluntary.
 - **Section III – A-2 Add: 21. Reading Action Program**
Renumber as required.
 - **Section III – A-2 Add Youth Exchange**, under 24. Opportunities for Youth
 - **Section III – A-3 Add article: Temporary Committees of District N-4**
 - **Section III – A- 3 Add Centennial Celebration Committee**
Include information from LCI
 - **Section III and H-21: Add Reading Action Program;**
Include information from LCI. Renumber as required.
 - **Section III – H-24: Add Youth Exchange**, under 24. Opportunities for Youth
Include information from LCI.
 - **Section III- B-3: Add article: Conditional Partnerships**
 - **Section III- J: Add article: Conditional Partnerships**
Section III-J: Add: 1. CNIB and 2. Team Broken Earth
Include descriptive information of relationship, expectations, connection to District N-4 Cabinet, limitations of relationship.

3. District N-4 shall adopt the **LCI Standard Form Constitution & By Laws for Districts** as the official Constitution & By Laws for District N-4.
 - Annually replace the document with the most recent LCI version of the **LCI Standard Form Constitution & By Laws for Districts**, effective the 1July of each Lions year.
 - LCI revisions or updates to the **LCI Standard Form Constitution & By Laws for Districts** shall become effective for District N-4 on the effective date of such LCI revision or update.

4. All Articles in the current District N-4 Constitution & By Laws which are not included in the LCI Standard Form Constitution & By Laws for Districts, and which are relevant to the current operation of District N-4, shall be **incorporated into the District N-4 Policy Manual** in the appropriate existing sections or new sections shall be created to accommodate the inclusion of such information.
5. The **LCI Standard Form Constitution & By Laws for Clubs** shall be the official Constitution of all Clubs in District N-4, excluding Clubs which have an existing Constitution & By Laws
 - Where there is a conflict between information in the LCI Standard Form Constitution & By Laws for Clubs, and the existing Constitution & By Laws adopted by a Club, LCI Standard Form Constitution & By Laws for Clubs shall be the ruling authority.
6. The following items shall be changed in the District N-4 Policy Manual, Volume I, Section 111-H-1 ALERT Committee, under **District Disaster Relief Fund Subcommittee**.
 - All references to providing support services to the province, shall be changed to providing support services within District N-4.
 - Committee Membership shall be expanded to include the District Chair of the N-4 Foundation.
 - District, or other, Funds collected for the District Disaster Relief Fund, shall be held by the District N-4 Foundation.
 - The District Disaster Relief Fund shall have a reserve cap of \$15,000.
7. The following information shall be added to the District N-4 Policy Manual, Volume I, Section VIII **Leo Clubs**.
 - Section VIII Leo Clubs - E: **District N-4 Support**
 - Add title: **E-1** to existing information in article E
 - Add to E-1: Selection and number of participants to attend the Annual District Leo Convention shall be determined by the Leo Advisors.
 - Add to E-1: Location of the Annual District Leo Convention shall be determined by the Leo Advisors.
 - Add: article **E-2 Financial Support**
 - Add to E-2: Receipts shall be provided to the District CST, for reimbursement of eligible expenses.
 - Add to E-2: District Funds are to be used only to subsidize the costs associated with the Annual Leo Convention.
8. The following Information shall be added to the District N-4 Policy Manual, Volume I, Section (to be determined) under the title: **International Service Project**.
 - Participants in the District N-4 Vision and Eyeglass Missions with Team Broken Earth, shall be selected according to the stated **Criteria**.

- Participation in the District N-4 – Team Broken Earth Vision and Eyeglass Mission shall be determined from the pool of applicants.
- Applicants shall complete the N-4 -TBE Eye Mission Participant **Application Form** and submit it as required.

NOTE:

- **The currently suggested criteria and application form, shall be used as guidelines, until they are presented and reviewed by: the Constitution & By Laws Committee, District Governor and Cabinet, and Clubs; then revised as necessary and presented for a vote at the District N-4 Spring Convention April 2018.**

9. The following information shall be included in the District N-4 Policy Manual under all relevant Sections, identifying the duties and / or District N-4 reimbursement policies for the 2nd Vice District Governor. For consistency, related changes shall be made in Sections I, II and III of Volume I of the District N-4 Policy Manual.

- The 2nd Vice District Governor shall be a member of the following District N-4 Committees:
 - District N-4 Lions Quest Committee
 - District N-4 Global Membership Team
 - District N-4 Budget & Audit Committee
- The 2nd Vice District Governor shall use his / her budgeted funds toward the following expenses:
 - Travel to attend the August District Cabinet Meeting
 - Travel, Meals, Hotel to attend the MD Fall Convention
 - Travel costs to attend District N-4 Conventions
- The 2nd Vice District Governor shall be reimbursed from the individual Committee's budgets for expenses related to attending Meetings of the Quest, Budget & Audit, and, GMT District N-4 Committees.
- The 2nd Vice District Governor shall not be reimbursed by District N-4 for costs associated with attending the:
 - August Teleconference Cabinet Meeting
 - Zone Meetings
 - District N-4 Convention Zone Meetings
 - PDG Breakfast
- All District N-4 reimbursements of eligible 2nd Vice District Governor expenses, shall be governed by the Rules of Audit as contained in the District Financial Policy.

10. The comparative reimbursement expectations for the 1st and 2nd Vice District Governors shall be incorporated into the related sections of Volumes I and II of the District N-4 Policy Manual.