



**THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS**

**DISTRICT 23-B**

**CONSTITUTION AND BYLAWS**

**UPDATED OCTOBER, 200[7]8**

**NOTE**

This document was transcribed to electronic media in October, 2007 using the latest paper edition available at that time. All changes, amendments and additions made prior to that date are included. **On October, 2008 additions were made to incorporate the office of Second Vice District Governor.** All annotations to deletions, changes, amendments and additions have been omitted.

**THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS  
DISTRICT 23-B  
C O N S T I T U T I O N**

**ARTICLE 1 - NAME, SLOGAN and MOTTO**

- Section 1. The name of this organization shall be District 23-B, a duly recognized sub-district of Multiple District 23 (hereinafter referred to as the "Multiple District") organized, and existing under the jurisdiction of The International Association of Lions Clubs (hereinafter referred to as the "Association").
- Section 2. The Slogan of the Association is: Liberty, Intelligence, Our Nation's Safety.
- Section 3. The Motto of the Association is: We Serve.

**ARTICLE II - PURPOSES and OBJECTS**

- Section 1. The purposes of this organization shall be:
- a. To organize, direct and supervise the Lions Clubs within the counties of Hartford and Litchfield in the State of Connecticut.
  - b. To promote the activities and proper administration of Lions Clubs within District 23-B.
  - c. To promote and assist the development and extension of Lionism throughout District 23-B.
- Section 2. The objects of this organization shall be:
- a. To create and foster a spirit of understanding among the peoples of the world.
  - b. To promote the principles of good government and good citizenship.
  - c. To take an active interest in the civic, cultural, social, and moral welfare of the communities within District 23-B.
  - d. To unite the Lions Clubs of District 23-B in the bonds of friendship, good fellowship, mutual understanding and mutual cooperation.
  - e. To provide a forum for open discussions of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.
  - f. To encourage service-minded individuals to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.

### ARTICLE III. – MEMBERSHIP

- Section 1. The membership of this organization shall consist of all Lions Clubs within District 23-B, duly organized and chartered under the provisions of the Association's Constitution and By-Laws.
- Section 2. Subject to the provisions of Section 3 of this Article, any person of legal majority and of good moral character and good reputation may be granted membership in any duly authorized Lions Club. Membership shall be by invitation only. Wherever the male gender or pronoun appears in this Constitution, it shall be interpreted to mean both male and female.
- Section 3. Membership in a Lions Club shall be as follows:
- a. Active: A member entitled to all rights and privileges and subject to all obligations which membership in a Lions Club confers or implies. Without limiting such rights and obligations, such rights shall include eligibility to seek, if otherwise qualified, any office in the Club, District, Multiple District or Association and the right to vote on all matters requiring a vote of the membership. Such obligations shall include regular attendance, prompt payment of dues, participation in club activities and conduct reflecting a favorable image of the Lions Club in the community. All Active Members shall pay such dues as the local Club may charge, which shall include District, Multiple District and International dues.
  - b. Member-at-Large: A member of a Lions Club who has moved from the community or, because of health or other legitimate reason, is unable regularly to attend club meetings and desires to retain membership in the Club, and upon whom the Board of Directors of the Club desire to confer this status. This status shall be reviewed every six (6) months by the Board of Directors of the Club. A Member-At-Large shall not be eligible to hold office or vote in District, Multiple District or International meetings or conventions, but shall pay such dues as the local club may charge, which shall include District, Multiple District and International dues.
  - c. Honorary: An individual, not a member of the conferring Lions Club, having performed outstanding service for the community or the Lions Club, upon whom the Club desires to confer special distinction. The Club shall pay entrance fees and District, Multiple District and International dues on such a member, who may attend meetings, but shall not be entitled to any privileges of Active Membership.

- d. Privileged: A member of a Lions Club who has been a Lions member fifteen (15) or more years, who, because of illness, or advanced age or other legitimate reason as determined by the Board of Directors of the Club, must relinquish Active status. A Privileged Member shall pay such dues as the local club may charge, which shall include District, Multiple District, and International dues and shall have the right to vote and be entitled to all other privileges of membership except the right to, hold Club, District, Multiple District or International office.
- e. Life: Any member of a club who has maintained continuous Active membership as a Lion for twenty (20) or more years, and has rendered outstanding service to one's club, community, or the Association; or any member of a club who has maintained such continuous Active membership for fifteen (15) or more years and is at least seventy (70) years of age; or any member of a club who is critically ill, may be granted Life Membership in the local club upon (1) recommendation of the club; (2) payment payments of such amounts as may be required by the Association in lieu of all future International dues; and (3) approval by the International Board of Directors. Nothing herein shall be interpreted to release a Lions Club from the obligations of paying District and Multiple District dues on account of such Life Member, or prevent the local club from charging a Life Member such dues as it deems proper. Life Members shall have all privileges of Active membership for so long as they fulfill all obligations thereof. All International Presidents, upon retiring from office, shall automatically become Life Members of their respective Lions Clubs, without cost to such clubs. A life Member who desires to relocate and receives an invitation to join another Lions Club shall automatically become a Life Member in that Club.
- f. Associate: A member who holds primary membership in another Lions Club but maintains a residence or is employed in the conferring club's community. This status may be conferred by the invitation of the Board of Directors and shall be reviewed annually by said board. The club shall not report an Associate member on its Membership and Activities Report. An Associate Member may be eligible to vote on club matters at meetings where such member is present in person, but may not represent the club, which has conferred Associate Member status, as a delegate at District, Multiple District or International conventions. An Associated Member shall not be eligible to hold Club,

District, Multiple District or international office nor District, Multiple District or International committee assignments through the conferring club. International, District and Multiple District dues shall not be assessed on the club conferring Associate Member status, but shall be assessed by the club in which the member maintains Active Membership; provided, however, that the conferring club may assess an Associate Member such dues as it deems appropriate.

- g. Affiliate: A quality individual of the community who currently is not able to fully participate as an Active member of the club, but desires to support the club and its community service initiatives and be affiliated with the club. This status may be conferred by the invitation of the club's Board of Directors. An Affiliate Member may be eligible to vote on club matters at meetings where such member is present, but may not represent the club as a delegate at District, Multiple District or International conventions. An Associate Member shall not be eligible to hold Club, District, Multiple District or International office, nor District, Multiple District or International committee assignment. An Affiliate member shall be required to pay District, Multiple District, International and such dues as the conferring club may charge.

Section 4. No person shall simultaneously hold membership, other than Honorary or Associate in more than one (1) Lions Club.

#### ARTICLE IV – ORGANIZATION

Section 1. For the purpose of efficiency, economy and proper administration, the District shall be apportioned into Regions and Zones. Each Region shall be comprised of not more than three (3) Zones, with each Zone being comprised of not more than eight (8) Lions Clubs. Regions and Zones shall be structured so as to promote geographic accessibility, interclub cooperation and communication, and the efficient administration of the several Lions Clubs as the District Governor, may from time to time, deem necessary and in the best interest of the District.

Section 2. Upon the organization of a new Lions Club, the District Governor shall incorporate the new Lions Club into the structure of the District so as to promote proper supervision and involvement of the new club in all aspects of Lionism as soon as possible.

## ARTICLE V - DISTRICT OFFICERS AND CABINET

### Section 1. District Governor

- a. At the meeting of the members of District 23-B where this Constitution is adopted, and at future meetings of the District as herein provided, there shall be elected a District Governor for District 23-B, who shall serve for a term of one year only, which term shall commence at the close of the International Convention held in the year of election, if so held, but if not, then on July 1 next following election, and shall terminate with the close of the International Convention held in the calendar year next following the calendar year of election if so held, but if not, then on June 30 in the calendar year next following the calendar year of election. No District Governor so elected may serve a successive term by election or appointment except with the approval of the International Board of Directors.
- b. A candidate for the office of District Governor shall:
  - (1) Be an Active member in good standing of a chartered Lions Club in good standing within District 23-B;
  - (2) Secure the endorsement of that Club or a majority of the clubs within District 23-B;
  - (3) Have served or will have served at the time of taking office as District Governor:
    - (a) As President of a Lions Club for a full term or major portion thereof, and as a member of the Board of Directors of a Lions Club for no less than two (2) additional years;
    - (b) As Zone Chairman or Region Chairman or Cabinet Secretary and/or Treasurer for a full term, or major portion thereof; and as **First** Vice District Governor of District 23-B for a full term, or major portion thereof.

With none of the above being accomplished concurrently; and

  - (4) Shall announce the intention to seek the office of District Governor in writing addressed to the current District Governor and Cabinet Secretary prior to making an official announcement of the candidacy to the Lions Clubs of District 23-B. A candidate shall not officially announce to the Lions Clubs of District 23-B the intention to seek the office of District Governor until January 1 of the calendar year of the proposed election.

- c. Under the general supervision of the International Board of Directors, the District Governor shall represent the Association in the District, and as its chief administrative officer shall have direct supervision over the Region Chairmen (if appointed), Zone Chairmen, Cabinet Secretary and/or Treasurer, and such other cabinet members as constitute the District Cabinet as hereinafter provided. The District Governor shall also perform those duties as set forth in the International Constitution and By-Laws, the Multiple District Constitution and By-Laws, and as hereinafter set forth.
- d. The District Governor shall appoint, prior to taking office, a Cabinet Secretary and Treasurer or Cabinet Secretary - Treasurer, one (1) Region Chairman from within each Region (if utilized), one (1) Zone Chairman from within each Zone, and such Cabinet Chairmen as are deemed necessary to assist in the administration of the District. The District Governor shall direct and supervise the activities of all officers and chairmen so appointed during the term of office.

Section 2. **First** Vice District Governor

- a. At a District Convention, to be held annually, there shall be elected a **First** Vice District Governor for District 23-B, who shall serve for a term of one year only, which term shall commence at the close of the International Convention held in the year of election, if so held, but if not, then on July 1 next following election, and shall terminate with the [with the] close of the International Convention held in the calendar year next following the calendar year of election if so held, but if not, then on June 30 in the calendar year next following the calendar year of election. No **First** Vice District Governor so elected may serve a successive term by election or appointment except with the approval of the International Board of Directors.
- b. The **First** Vice District Governor, subject to the supervision and direction of the District Governor, shall be the District Governor's chief administrative assistant and shall perform those duties as set forth in the International Constitution and By-Laws, the Constitution and By-Laws of the Multiple District, the provisions of this Constitution, and as requested by the District Governor so as to promote the proper and efficient administration of the District.

- c. A candidate for the office of **First** Vice District governor shall:
  - (1) Be an Active member in good standing of a chartered Lions Club in good standing within District 23-B;
  - (2) Secure the endorsement of that club or a majority of clubs within District 23-B;
  - (3) Have or will have served at the time of taking office as **First** Vice District Governor:
    - (a) As President of a Lions Club for a full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years;
    - (b) As Zone Chairman, or Region Chairman, or Cabinet Secretary and/or Treasurer for a full term, or major portion thereof[;], **and as Second Vice District Governor of District 23-B for a full term or major portion thereof;**

With none of the above being accomplished concurrently, and:
  - (4) Shall announce the intention to seek the office of **First** Vice District Governor in writing to the current District Governor and Cabinet Secretary prior to making an announcement of the candidacy to the Lions Clubs of District 23-B. A candidate shall not officially announce to the Lions Clubs of District 23-B the intention to seek the office of **First** Vice District Governor until January 1 of the calendar year of the proposed election.

**Section 3. Second Vice District Governor**

- a. **At a District Convention, to be held annually, there shall be elected a Second Vice District Governor for District 23-B, who shall serve for a term of one year only, which term shall commence at the close of the International Convention held in the year of election, if so held, but if not, then on July 1 next following election, and shall terminate with the close of the International Convention held in the calendar year next following the calendar year of election if so held, but if not, then on June 30 in the calendar year next following the calendar year of election. No Second Vice District Governor so elected may serve a successive term by election or appointment except with the approval of the International Board of Directors.**
- b. **The Second Vice District Governor, subject to the supervision and direction of the District Governor, shall:**
  - (1) **Further the purposes of this association.**
  - (2) **Actively participate and inspire other district officers to administer and promote effective membership growth and new club organization.**

- (3) Perform such duties as assigned by the district governor, including assisting the district retention chairperson.
  - (4) Perform such other functions and act as required by the policy of the association.
  - (5) Actively participate in all cabinet meetings and conduct all meetings in the absence of the district governor and the first vice district governor.
  - (6) Participate in the preparation of the district budget.
  - (7) Actively engage in all matters to be continued during the following year.
  - (8) At the request of the district governor, supervise appropriate district committees and participate in the review of strengths and weaknesses of the district.
- c. A candidate for the office of Second Vice District Governor shall:
- (1) Be an Active member in good standing of a chartered Lions Club in good standing within District 23-B;
  - (2) Secure the endorsement of that club or a majority of clubs within District 23-B;
  - (3) Have served or will have served at the time of taking office as Second Vice District Governor
    - (a) As President of a Lions Club for a full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years; and
    - (b) As Zone Chairperson, or Region Chairperson, or Cabinet Secretary and/or Treasurer for a full term or major portion thereof.
    - (c) with none of the above being accomplished concurrently.
  - (4) Announce the intention to seek the office of Second Vice District Governor in writing to the current District Governor and Cabinet Secretary prior to making an announcement of the candidacy to the Lions Clubs of District 23-B. A candidate shall not officially announce to the Lions Clubs of District 23-B the intention to seek the office of Second Vice District Governor until January 1 of the calendar year of the proposed election.

Section [3]4. Region Chairman .

- a. Each Region Chairman, if appointed by the District Governor, and subject to the supervision and direction of the District Governor, shall be the chief administrative officer in the Region. The Region Chairman shall supervise the activities of the Zone Chairmen in the Region and perform such other duties as the District Governor may from time to time direct.

- b. Each Region Chairman shall be required to visit each club within the Region for the purpose of evaluating and recommending to the District Governor appropriate action with regard to the clubs within the Region.
- c. Each Region Chairman shall coordinate Region efforts with the Zone Chairmen to promote the proper and efficient administration of all clubs within the Region.

Section [4]5. Zone Chairman

- a. Each Zone Chairman, as appointed by the District Governor and subject to the supervision and direction of the District Governor and/or Region Chairman; shall be the chief administrative officer in the Zone. The Zone Chairman shall become familiar and informed as to the activities and status of all clubs within the Zone.
- b. Each Zone Chairman shall be required to visit each club in the Zone twice during each-fiscal year to determine the continuing needs of each club and to recommend appropriate District action to the District Governor and/or Region Chairman.
- c. Each Zone Chairman shall call a meeting of all Club Presidents and Secretaries, and other interested Lions within the Zone during the months of September, November, and March at a time and place designated by the Zone Chairman. These meetings shall be called to determine the best manner of furthering the interests of Lionism within the Zone and District. Each Zone Chairman shall, following the meeting, send a written report to Lions Clubs International, the District Governor and Region Chairman, as may be required.

Section [5]6. Cabinet Secretary/Cabinet Treasurer

- a. The District Cabinet Secretary shall function under the supervision of the District Governor, shall have charge of the District Records and shall perform those functions and duties as usually pertain to the office as required by Lions Clubs International and/or the District Governor.
- b. The District Cabinet Treasurer shall function under the supervision of the District Governor, shall have charge of the financial records of the District and shall perform those functions and duties as usually pertain to the office as required by Lions Clubs International and/or the District Governor. The Cabinet Treasurer shall further submit a financial statement to the State Council of Governors at the Mid-Winter Conference and Annual District Convention of all funds. An audit of all funds in possession or control of the Cabinet Treasurer shall be made annually within sixty (60) days of the close of the fiscal year by a person or persons appointed by the District Governor.

Section [6]7. Cabinet Chairmen

The District Governor shall annually appoint Lions within District 23-B to serve as the Chairmen of programs and activities which promote the objects of the Association and the efficient operation of the District: Administration. All Cabinet Chairmen shall act under the direction and supervision of the District Governor and shall perform such duties as the District Governor may from time to time request to promote Lionism within District 23-B.

Section [7]8. Past District Governors of 23-B

All Past District Governors of 23-B, by virtue of their continuing commitment to Lionism within the District shall be members of the District Governor's Advisory Committee.

Section [8]9. Vacancies

- a. In the event of a vacancy in the office of District Governor, [or] **First Vice District Governor or Second Vice District Governor**, said vacancy shall be filled in accordance with the International Constitution and By-Laws and in accordance with the procedures set forth in the Constitution and By-Laws of Multiple District 23.
- b. In the case of the inability of any other District Officer or Cabinet Chairman to perform the duties of the office or in the event of a vacancy occurring in any such office, or in the event that a Region or Zone Chairman shall be removed from the Active membership roster of a Lions Club within the Region or Zone, District Governor shall immediately appoint a successor to such District Officer or Cabinet Chairman for the remainder of the term.

Section[9]10. The District Governor, Immediate past District Governor, **First Vice District Governor, Second Vice District Governor**, Cabinet Secretary and/or Treasurer, Region Chairmen (if appointed), Zone Chairmen, Cabinet Chairmen, and District Governor's Advisory Committee shall constitute the District Cabinet.

## ARTICLE VI - CABINET PROCEDURE

Section 1. The District Governor shall call at least one (1) regular meeting of the District Cabinet each quarter during the term year. The first of these meetings shall be held within thirty (30) days after the District Governor officially takes office. Ten (10) days written notice of such meetings shall be mailed to each member of the District Cabinet by the District Cabinet Secretary.

Section 2. The District Governor may call special meetings of the District Cabinet whenever deemed necessary or appropriate, or upon written request of a majority of the members of the District Cabinet made to either the District Governor or the Cabinet Secretary. Not less than five (5) nor more than ten (10) days written notice of

special meetings together with the meeting's agenda shall be mailed to each member of the District Cabinet by the Cabinet Secretary.

- Section 3. Unless otherwise provided by this Constitution or by the rules adopted for a meeting or by local custom, all questions of order or procedure with respect to any meeting of the District Cabinet, or any committee operating thereunder, shall be determined in accordance with Robert's Rules of Order Newly Revised, as revised from time to time.
- Section 4. All reports to be received or acted upon at a District Cabinet Meeting shall be legibly prepared, and copies shall be submitted to the District Governor and Cabinet Secretary at least seven( 7) days prior to the call of such meeting.
- Section 5. At all meetings, regular or special, of the District Cabinet, only the District Governor, Immediate Past District Governor, **First and Second** Vice District Governors, Region Chairmen (if appointed), Zone Chairmen and Cabinet Secretary and/or Treasurer are entitled to vote. Each voting member present is entitled to cast one (1) vote on any matter which may properly come before the District Cabinet.
- Section 6. Notwithstanding Section 5 above, the District Governor, with approval of the voting members of the District Cabinet, may extend voting privileges to all members of the District Cabinet, during the term of office, whenever deemed necessary or appropriate.
- Section 7. The voting members of the District Cabinet shall constitute its Executive Committee and shall have, under the supervision of the District Governor, general management and control of the business, property and funds of the District and shall have the authority to act on behalf of the District in accordance with the provisions of this Constitution.

## ARTICLE VII - DISTRICT CONVENTIONS AND CONFERENCES

- Section 1. A convention shall be held at least annually by the Lions of District 23-B for the purpose of 1) electing the District Governor; 2) electing the **First and Second** Vice District Governors; 3) voting upon constitutional changes or amendments; and/or 4) considering all other matters which may properly come before a Convention of delegates consistent with the Constitution and By-Laws of the Association, Multiple District 23, or District 23-B.
- Section 2. The Annual District Convention may be held as part of the Multiple District State Convention.
- Section 3. Each chartered Lions Club in good standing in the Association and District 23-B, shall be entitled at each District Convention to one (1) delegate and one (1) alternate for each ten (10) members, or major fraction thereof (5 or more), who have been enrolled for at least one (1) year and one (1) day, 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 that each Lions Club shall be entitled to at least one (1) delegate and one (1) alternate. Each certified delegate present in person shall be entitled to cast one (1) vote for each office to be filled, and one (1) vote on each question submitted to the convention. Delegate certification shall be made in accordance with the rules established by the Multiple District 23 Constitution and By-Laws and this Constitution.

- Section 4. On the first day of the annual convention, the District Governor shall set the hours for delegate certification, nominations and election of officers.
- a. Delegate certification shall be performed by the District Cabinet Secretary on the days and at the time and place set by the District Governor as aforementioned. In order to be certified, delegates must personally appear before such Cabinet Secretary and their clubs must be in good standing. Any club delinquent in its dues payment may pay such delinquent dues and thereby acquire good standing at any time prior to the close of credential certification.
  - b. Nominating speeches for candidates for the offices of District Governor and **First and Second** Vice District Governors shall not be of more than five (5) minutes duration, and seconding speeches shall be limited to three (3) minutes. The time and location for such nominating speeches shall be as designated by the current District Governor.
  - c. The ballot for the election of District Governor and **First and Second** Vice District Governors shall be separate from all other matters. In the event of a tie vote, balloting shall continue by secret ballot, until one (1) candidate for each office has received a majority of the votes cast.

## ARTICLE VIII – REVENUE

- Section 1. To provide revenue to defray the non-convention administration expenses of the District, an annual District Administrative Fund Per Capita Levy may be levied upon each member or each Lions and Lioness Club in the District. The amount of this Administrative Fund Per Capita Levy shall be set by the District Cabinet at its first Cabinet Meeting of the fiscal year.
- a. Lioness members shall pay only that portion of the District Administration Fund Per Capital Levy as may be apportioned only to District 23-B (excluding the Multiple District assessment).
  - b. The District Governor and the District Cabinet shall not incur obligations in their fiscal year which will effect an unbalanced budget or deficit in that fiscal year.

Section2. In the event that the District votes to hold a separate District Convention, it shall comply with the procedures set forth in the Multiple District Constitution and By-Laws in regards to said convention. A hospitality fee may be collected from each delegate, alternate and guest attending or participating in the official convention activities. Said fee shall be used to defray the actual cost of the convention.

#### ARTICLE IX – AMENDMENTS

Section 1. This Constitution may be amended only by an affirmative vote of two-thirds (2/3) of the certified delegates present and voting at a District Convention. No amendment may be considered at such District Convention unless 1) said amendment has been approved by an affirmative vote of two-thirds (2/3) of the voting members of the District Cabinet and 2) at least thirty (30) days prior to the Call to Order of the District Convention the District Cabinet Secretary has mailed to each Club Secretary, an explanation of the proposed recommended changes to be voted upon at the convention meeting.

#### **BY – L A W S**

**NOTE:** As of October 1, 200[7]8, no by-laws have been adopted by District 23-B.