

## Treasurer's Presentation – May 31, 2015

### 1) Bank & Records

- ADMIN account contains all funds provided by the Lions themselves.

Dues, meals, draws, etc

- TRUST or ACTIVITIES account contains all funds raised from community.

Donations, support District and International Committees and causes.

- 2 people sign all cheques
- Keep all records up to date and report financial position of the Club at least once per month.
- reminder to change Bank signing authorities at the change of Lions executive
- Best practice to have someone audit /review the final financial report for the year.
- OTHER - may need separate account(s) for Nevada, Lottery, Bingo etc

### 2) Budget

- ADMIN - need to review costs and set dues for the year -

- pay International, Multiple District 'A' and District A-15 dues

- payment instructions to International

- Financial report should compare actual expenditures to budget

TRUST - does the Club have a goal for certain projects, how are funds allocated for requests?

### 3) Resources

- International Website for Club Resources

<http://www.lionsclubs.org/EN/member-center/managing-a-club/club-resource-center.php>

- Within that section - **CLUB OFFICERS MANUAL**

- FINANCE section for Exchange Rates, International Dues, Payment Instructions etc

<http://www.lionsclubs.org/EN/member-center/resources/finance/index.php>

- District Treasurer, peter.oswald@bell.net 519-537-0683

**Dues** for various levels of Lions

District A-15 (subject to budget approval at August Cabinet meeting)

Per Member = \$8.50 + New Club Assessment (\$1.50) + Conv Levy (\$1.40)+ Int'l Dir Fund (\$0.25) = \$11.65

Per Club = \$25 for Leadership Seminar

MDA - contact treasurer@mdalions.org

LCI \$43.00 pp in 2014-15 billed half/half in July & January; 50% for Family or Student

## **CANADA PAYMENT INSTRUCTIONS**

### **I. CLUB PAYMENTS VIA CREDIT CARD:**

Club Treasurers with a valid MyLCI User ID and Password may pay by credit card via MyLCI on the Lions Clubs International website ([www.lionsclubs.org](http://www.lionsclubs.org)). After logging into MyLCI, choose CLUB, STATEMENT and PAY NOW. Visa, MasterCard, Discover and American Express credit and debit cards are accepted. **NEW – option for pre-authorized debit**

### **II. The Association's account in Toronto is chartered to accept either US or Canadian dollar cheques drawn on a Canadian Bank.**

Club Treasurers with a valid MyLCI User ID and Password may pay by credit card via MyLCI on the Lions Clubs International website ([www.lionsclubs.org](http://www.lionsclubs.org)). After logging into MyLCI, choose CLUB, STATEMENT and PAY NOW. Visa, MasterCard, Discover and American Express credit and debit cards are accepted.

**A. CLUB PAYMENTS and other LCI payments:** Please clearly identify your payment (include the statement bottom, write the complete club name and club number on the front of the check, or send an invoice copy). Checks will be credited to the appropriate club account(s) as of the date they are received by the lockbox.

**B. LCIF Donation:** Please clearly identify your donation.

Please mail your Canadian bank drawn payments and donations to the following address:

**THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS  
P. O. BOX 2425, STATION "A"  
TORONTO, ONTARIO  
M5W 2K5**

If you have any questions, please contact Accounts Receivable and Club Account Services, direct e-mail address: [accountsreceivable@lionsclubs.org](mailto:accountsreceivable@lionsclubs.org) or direct Fax Number: 1-630-203-3810

### **III. LCIF US\$ DONATIONS (A US\$ check drawn on a US Bank):**

To ensure immediate donor recognition, please mail US\$ Donations intended for LCIF (Lions Clubs International Foundation) directly to the Foundation's lockbox at the following address:

**LIONS CLUBS INTERNATIONAL FOUNDATION  
DEPARTMENT 4547 CAROL STREAM, IL 60122-4547 USA**