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DISTRICT A-15 LIONS CLUBS® THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS



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Summer A-15 Cabinet Meeting Minutes

3:00 PM August 24th, 2014

Bethel Road, Paris Ontario

1. Call to order by DG Tim DeBlock at 3:10 PM

Attendance as indicated:

VOTING CABINET

IPDG Denis Vinette	DG Tim DeBlock	1 st VDG Diane Smith	2 nd VDG Wayne Litt
CS Dennis Lougheed	CT Peter Oswald	RC Charlene Teaasdale	ZC Jim Davis
ZC Debbie Cserhalmi	RC Ajit Manku	ZC Rae Rotchell (R)	ZC Kevin Banfield
RC Rick Banks	ZC Jim Keron	ZC Tracey Leary	

COMMITTEE CHAIR

Lion Ted Bickell (R)	PDG Doug Smith (R)	PCC Tim Cronin (R)	Lion Janet Dawson-Brock (R)
Lion Bill Patterson (R)	PDG Thom Herrmann	Lion Maurie Payne (R)	Lion Ernie Kaethler
PRC Paul Anstett	Lion Pat Mclean	Lion Adam McMurrin	PDG Karen McNeight
Lion Joanne McQuiggan	PRC Robert Montgomery	PID Bruce Murray	PZC Mary Ann Ward
Lion Penny Overboe	PDDG George Patton	Lion John Pepper (R)	IPDG Norma Peterson
PDG Nancy Ransom (R)	Lion John Pepper (R)	PID Art Woods	PDG OJ Wilura (R)
PRC Vaughan Braby	Lion Lorea Boogerman (R)	Lion Bob Rutter (R)	PCS Ted Rypma (R)
PDG Larry Sales	PRC Rick Bell (R)	Lion Rudy Boogerman	Lion Linda Vinette

In attendance also were approximately 62 other Lion Members

(R) - Regrets

2. O Canada
3. Moment of Silence
4. Welcome
5. Approval of the Agenda. Carried
6. District Governor's Remarks

I hope you have enjoyed your summer. It was busy and seems like it is going by quickly. I would like to congratulate all of you that were involved in hosting the world at the International Convention in Toronto. It was a job well done and you made us proud. We heard a lot about President Joe's theme of "Strengthen the Pride" and with the celebrating of all the things that we do, one could not help but see the opportunities to grow and feel good about our Association and To Strengthen the Pride. I have had several conversations with members who attended various events at the convention and how it opened their eyes to the scope of who we are and what we do. For those of us that were fortunate enough to have experienced this it is our responsibility to share some of the energy you felt with the rest of our members and to those who we reach out to.

It has been a busy time. There has been a lot of training, team building, planning and preparation by the Cabinet and committee chairs. We have capable, genuine people that will be hoping to come along side and work with you. We have visits scheduled. We have Zone and Cabinet meetings set up. There will be events like Lions Now, a CEP facilitator workshop, a membership workshop and even attending a football game. We are exploring our roles in our Association and our communities, all of this work with the goals of reaching out to others in mind.

So, this has brought me to realize there is something I would like to do. I would like to have a baby! I know, kind of cool isn't it? I have talked about it with VDG Diane and she is willing. VDG Wayne has agreed to lend a hand. IPDG Denis says he and Linda are in! The Cabinet and committee chairs are willing to do whatever they can to make it happen!

And why not? A baby is new and exciting! We all stop and pause to look at a baby. Even strangers come up to see and ask about them. When we look at a baby we see hope and endless



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opportunities. We see things about ourselves reflected in a baby. We feel warmth when a baby responds or smiles at us. We are energized to watch them grow and develop. We want to care for them and look after them. A baby is a genuine part of us. A baby impacts us in many different ways. They are our future!

And we all know what a baby of our association is; our service projects. New ones generate a lot of the same energies just mentioned. They open doors for us and for others. They generate excitement as we watch them grow. They create an atmosphere that is warm and welcoming for they are something that is genuine to us. They reflect something about us. They give hope to us and also to those we reach out to. These babies are our reason to be. Our service babies are our future!

I appreciate there are many great things we are doing and we are busy. It is humbling to see and hear the work you are doing. But this year I would like to challenge us to come up with a new service project in each Club. Maybe supporting one of our existing programs that you have not supported in the past? Maybe something new in your community. It doesn't need to require financial resource. There is much we can do just by sharing our time, passions, and hobbies. Maybe there is something that your Club has been doing for years and really doesn't fit your members or who you were reaching out to in the past. It might need switching up or maybe something like that could be set aside and replaced with something that is new and something you feel good about

We have many great programs and committees that can provide opportunities. Use them. We have four areas for our Centennial Service Challenge identified. Youth, Vision, Environment, and Hunger. Use them. And you; look inside and see what you have to share. What connects with you? Use it. Share it. That is what service is, sharing whatever we can.

It's something that we can do through simple gestures as individuals, like sitting and reading with someone who cannot, young or old.

Or it could more involved like cooperating with other Clubs or groups. Like some of the Clubs in 37S with Clubs from Region 4 in District A2 working together on the Sakura House generator project. How many of you saw the photo that ZC Jim sent out. Did you see the excitement in that group of people, of Lions at the cheque presentation? I saw it and felt energy from their excitement.

I feel we are the fortunate ones because we are part of this family; this Lions family. So let's have these babies and raise them together. Heck let's have twins! Can you see how many more people we could be impacting if 56 Clubs reached out through two new service activities? One hundred and twelve new acts of service. Remember it's exponential. If each act of service impacts 5 people directly and then 10 people that surround them indirectly that's over 5600 people we can impact if we can embrace this challenge. Can you feel the energy that would be moving through our communities and our District? Is that not something you want to be part of? Is that not something that maybe others would want to be part of? To be on this boat creating that wake in service! Spreading that energy!

I believe if we can accept this challenge it might shed some light on some of our other struggles like membership or fundraising. But most of all I believe we can do it and it is what we do best, helping others.

I look forward to feeling the energy grow from all of us working together to build A Wake in Service.

7. Installation of District Officers – Carried out by PID Bruce Murray.
8. Approval of Minutes of the June 22nd, 2014 Cabinet Meeting. Carried
Available at <http://a15lions.org/pages/uploads/Directory/CabMinJune2014.pdf>
9. Motion to Ratify the Actions of the Previous Cabinet
MOVED that the actions of the previous District Cabinet be ratified. Carried
10. Secretary's Report *See Page 4*



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11. Treasurer's Report
 - 11.1. Report and Financial Statements 2013-2014 - *See Pages 5 through 8*
 - 11.2. MOVED to rebate dues to the Clubs in the amount of \$3.50 per member based on the number of members invoiced in September 2013. Carried.
 - 11.3. Budget 2014-2015 - *See Page 9*
MOVED that the 2014-2015 Budget be approved as presented. Carried.
12. Matters Arising
 - 12.1. MOVED that the appointment of PDDG George Patton as District Police Check Gatekeeper as required by the District A-15 Volunteer Screening and Police Check Policy adopted June 22nd 2014, be ratified. Carried.
 - 12.2. MOVED to acknowledge receipt of the report of the Convention Policy Review ad hoc committee. Carried.
 - 12.3. MOVED that the report of the Convention Policy Review ad hoc committee (*see pages 20 through 26*) be sent to Long Range Planning for review and recommendations at the February, 2015 Cabinet Meeting. Carried.
13. Cabinet Reports - *See Pages 10 through 11*
14. Committee Reports - *See Pages 12 through 17*
 - 14.1. MOVED that the recommendations in Part 2 of the Long Range Planning Report regarding Committees, their structure and possible improvements in committee management within A15, be adopted. Carried.
15. Special Presentations & Awards
 - 15.1. Art Woods Golden Tree – Presented by PID Art Woods
Lion Eric Peterson – Fergus Lions
Lion Mike Leacy – St Jacobs Lions
 - 15.2. 100% Secretary – Presented by IPDG Denis Vinette
Lion Lorraine Robertson – North Brantford Lions
Lion Janette Ho – Cambridge Highlands Lions
Lion Sandy Ladd – Woolwich Community Lion
 - 15.3. 100% Treasurer– Presented by IPDG Denis Vinette
Lion Nancy Chiasson – Woolwich Community Lions
PRC Charlie Davis – Lions Club of Kitchener
Lion Dan Marcotte – Cambridge Highlands Lions
PDG Nancy Ransom – KW Community Spirit Lions
PDG Norma Peterson – Fergus Lions
Lion Lorraine Robertson – North Brantford Lions
 - 15.4. Club Visitation– Presented by IPDG Denis Vinette
Thamesford Lions
 - 15.5. Certified Guiding Lion – Presented by IPDG Denis Vinette
ZC Jim Davis, ZC Rae Rotchell, RC Rick Banks, PZC Marg Overveld, PRC Rob Montgomery,
PZC Mary Ann Ward
 - 15.6. International President's Certificates of Appreciation – Presented by PID's Bruce Murray & Art Woods
PRC John Rothwell, Lion Mary Rothwell & Lion Linda Vinette
16. Lions Grace & Dinner
17. Adjournment – 4:45 PM



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SECRETARY'S REPORT TO CABINET

The following motion was passed at the June 22nd, 2014 Cabinet Meeting.

9.3 RCMP at International Convention

MOVED that \$1000 from the District A-15 Convention Fund be allocated for RCMP sponsorship at the 2014 Lions International Convention in Toronto.

The following business was carried out between June 26th, 2014 and June 30th, 2014 on the District A-15 Cabinet Forum.

Whereas we received a challenge to the Constitutionality of using Convention Levy funds for a donation of \$1000.00 for the Mounted RCMP Contingent at the International Convention,
and

Whereas this has been confirmed with the Chair of Constitution and Bylaws of District A-15,
MOVED and seconded that District A-15 Cabinet rescind the motion (see Item 9.3 Cabinet meeting minutes June 22, 2014) at this time. Carried. (Eligible Votes 15, 12 Yes votes cast, 0 No votes cast)

MOVED that \$1000 from the District A-15 General revenue be allocated for RCMP sponsorship at the 2014 Lions International Convention in Toronto. Carried. (Eligible Votes 15, 12 Yes votes cast, 0 No votes cast)

A call for volunteers or nominees for a term of three years as an Ontario Director for the Lions Foundation of Canada beginning in the fall of 2015 requiring a response to the Cabinet Secretary by August 14th, 2014 was made on June 3rd, 2014 and again on July 17th, 2014. No replies were received by the deadline.



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Treasurer's Report to Cabinet

My first duty today is to summarize the financial statements as at June 30, 2014 to close off the last Lions year. The financial statements in the package have been reconciled to the statements for bank accounts and all GIC investments as at June 30. The financial statements fairly reflect the financial position of the District. The informal audit of the financial statements has not been completed (CT vacation and auditor changing residence). This will be completed with a report to DG Tim prior to the next Cabinet meeting.

ADMIN – for clarification, I add the following:

- Investments include \$23,000 (1.80% to Nov/15) for the reserve, \$7,500 (1.55% to Nov/14) of surplus held + \$7,000 parked in a short term GIC (1.2%) to earn some interest.
- AP in USD represent costs for 100% President, Secretary & Treasurer awards – statement received late in June
- Accounts Payable in CAD includes \$1,030 to New Hamburg Lions for the Leadership Seminar costs; GMT/GLT purchased projector equipment for the District – total of \$1,596 for 3 units.
- We ended the year with a surplus of \$2,722 for the 2013-14 year. There is also an accumulated surplus of \$6,395 evident from previous years. As a result, I am proposing a rebate of dues to the Clubs in the amount of \$3.50 per member based on the number of members invoiced in September, 2013. This rebate will be netted off the invoice for 2014-15.

TRUST – balance sheet is straight forward and reflect balances for applicable District & Lion project account. GICs held here include:

- Sight conservation \$5,000 1.55% to May, 2015; Youth Camp Capital \$7,645 1.30% to Feb, 2015; Lions Quest \$10,000 0.80% flexible; Youth Camp regular \$12,512 1.2% to Nov, 2015.

My second duty today is to present the administration budget for the 2014-15 Lions year. The proposed budget is included with the package and compares to the actual results for the previous 2 Lions years. I add the following:

- Revenue is essentially flat year over year.
- Expenses are similar in most categories with new lines added for:
 - o Leadership institutes – to have funds available as per the \Learning Institute Funding Policy added in June, 2014.
 - o Police Check fees – volume of checks to be paid by District unknown but \$500 allocated
 - o Liability Insurance – no decision made for the District to buy additional Liability Insurance but an amount budgeted in anticipation of needs.
- For Club Treasurers, the following will be invoiced in September:

Per member \$8.50 (District Dues) + \$1.00 (Convention Fund - reduced from Max amount of \$1.40 so surplus can be reduced) + \$1.50 (membership assessment in place of New Club assessment) plus 0.25 (International Director's Fund) = \$11.25. As well, a charge of \$25 per Club for the Leadership Seminar. Note this total will be reduced by any rebate.



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TREASURER'S REPORT TO CABINET - FINANCIAL STATEMENTS

**District "A"-15 Lions - Admin
 Balance Sheet
 As of 30 June 2014**

	30 Jun 14
ASSETS	
Current Assets	
Chequing/Savings	
Cash	
CIBC - Bank Account	4,144.21
CIBC - Investments	37,500.00
CIBC USD Account	20.08
International Director Fund	4,912.48
New Club Assessment Fund	3,463.91
Total Cash	50,040.68
Total Chequing/Savings	50,040.68
Total Current Assets	50,040.68
TOTAL ASSETS	50,040.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A/P USD for LCI	267.73
Accounts Payable	2,626.70
Total Accounts Payable	2,894.43
Other Current Liabilities	
Convention Fund	4,105.13
DGE Partner Travel	1,856.00
Total Other Current Liabilities	5,961.13
Total Current Liabilities	8,855.56
Long Term Liabilities	
International Director - Contra	4,912.48
New Club Assessment - Contra	3,463.91
Total Long Term Liabilities	8,376.39
Total Liabilities	17,231.95
Equity	
Balance - July 1/00 - Net	690.54
Emergency Reserve Fund	23,000.00
Retained Earnings	6,395.50
Net Income	2,722.69
Total Equity	32,808.73
TOTAL LIABILITIES & EQUITY	50,040.68



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District "A"-15 Lions - Admin Profit & Loss Budget vs. Actual July 2013 through June 2014

	Jul '13 - Jun 14	Budget	Over Budget
Ordinary Income/Expense			
Income			
Advertising	500.00	500.00	0.00
District Directory	260.00	250.00	10.00
District Dues			
Dues - Collected	13,438.50	13,472.00	-33.50
Total District Dues	<u>13,438.50</u>	<u>13,472.00</u>	<u>-33.50</u>
Interest Earned	333.06	240.00	93.06
Leadership Seminar Income	1,375.00	1,375.00	0.00
Membership Assessment	2,371.50	2,377.00	-5.50
Pin Sales	1,435.00	1,500.00	-65.00
Total Income	<u>19,713.06</u>	<u>19,714.00</u>	<u>-0.94</u>
Gross Profit	19,713.06	19,714.00	-0.94
Expense			
Awards			
Awards - Cabinet	842.32	1,000.00	-157.68
Awards - Other	703.76	500.00	203.76
Total Awards	<u>1,546.08</u>	<u>1,500.00</u>	<u>46.08</u>
Badges & Patches	662.16	700.00	-37.84
Bank Charges	84.23	200.00	-115.77
Cabinet Expense	1,535.54	1,400.00	135.54
Convention Expense	663.46	1,100.00	-436.54
District Chair Expense			
Comm Chair Expenses	432.34	1,000.00	-567.66
District Chair - Other	1,700.00	1,500.00	200.00
Global Leadership & Membership	4,111.55	3,600.00	511.55
Leo Clubs	0.00	500.00	-500.00
Total District Chair Expense	<u>6,243.89</u>	<u>6,600.00</u>	<u>-356.11</u>
District Directories	1,656.85	1,750.00	-93.15
Governor's Newsletter	0.00	150.00	-150.00
Internet	88.20	25.00	63.20
Leadership Seminar	1,209.77	1,500.00	-290.23
Miscellaneous	0.00	0.00	0.00
Pins Purchased	1,764.36	1,800.00	-35.64
Postage & Telephone	0.00	200.00	-200.00
Printing & Stationery	333.11	750.00	-416.89
USA / Canada Forum	1,200.00	2,000.00	-800.00
Total Expense	<u>16,987.65</u>	<u>19,675.00</u>	<u>-2,687.35</u>
Net Ordinary Income	2,725.41	39.00	2,686.41
Other Income/Expense			
Other Expense			
Exchange Gain/Loss	2.72	0.00	2.72
Total Other Expense	<u>2.72</u>	<u>0.00</u>	<u>2.72</u>
Net Other Income	-2.72	0.00	-2.72
Net Income	<u><u>2,722.69</u></u>	<u><u>39.00</u></u>	<u><u>2,683.69</u></u>



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District "A"-15 Lions Clubs Trust
Balance Sheet
As of 30 June 2014

	<u>30 Jun 14</u>
ASSETS	
Current Assets	
Chequing/Savings	
CIBC- Lions Quest Imprest	6,052.28
CIBC - Eff.Speaking Impst	715.45
CIBC - Trust Account	19,739.56
CIBC - Youth	
Youth Exchange Imprest	22,195.81
Youth Investments	12,512.05
Total CIBC - Youth	<u>34,707.86</u>
Investments	
QUEST - Investment	10,000.00
Investments - Other	5,000.00
Total Investments	<u>15,000.00</u>
Youth Camp Capital Fund	7,645.11
Total Chequing/Savings	<u>83,860.26</u>
Total Current Assets	<u>83,860.26</u>
TOTAL ASSETS	<u>83,860.26</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Camp Dorset	50.00
Cultural Festival	137.11
Effective Speaking Contra Acct	715.45
Hearing Equipment	553.07
Lake Joseph	50.00
Lions Foundation of Canada	
Dog Guides	50.00
Leash Free Park	5,055.90
Total Lions Foundation of Canada	<u>5,105.90</u>
LIONS Quest Contra Account	16,052.28
Peace Poster	2,095.63
Sight Conservation	4,143.60
Vision Screening	12,604.25
Youth Camp / Y. Ex. Contra Acct	34,707.86
Total Other Current Liabilities	<u>76,215.15</u>
Total Current Liabilities	76,215.15
Long Term Liabilities	
Youth Camp Capital	7,645.11
Total Long Term Liabilities	<u>7,645.11</u>
Total Liabilities	<u>83,860.26</u>
TOTAL LIABILITIES & EQUITY	<u>83,860.26</u>



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TREASURER'S REPORT TO CABINET - BUDGET

District "A"-15 Lions Profit & Loss Budget vs. Actual

	Actual 2012-13	Actual 2013-14	BUDGET 2014-15	Comments
Income				
Advertising	500.00	500.00	500.00	UPS & Kitchener Lions
District Directory	460.00	260.00	250.00	Sold at \$5 each
District Dues				
Dues - Collected	13,294.00	13,438.50	13,345.00	1,570 X \$8.5
Total District Dues	13,294.00	13,438.50	13,345.00	
Interest Earned	399.07	333.06	525.00	on ONLY ADMIN GICs
Leadership Seminar Income	1,350.00	1,375.00	1,400.00	56 Clubs X \$25
Membership Assessment	2,343.00	2,371.50	2,355.00	1,570X \$1.50 pp; in place of New Club.
Pin Sales	1,019.00	1,435.00	1,500.00	10 people X 25 pins X \$6
Total Income	19,365.07	19,713.06	19,875.00	
Expense				
Awards				
Awards - Cabinet	868.17	842.32	1,000.00	Cabinet & CC
Awards - Other	0.00	703.76	500.00	100% Pres, Sec'ty, Treasurer etc
Total Awards	868.17	1,546.08	1,500.00	
Badges & Patches	531.45	662.16	700.00	
Bank Charges	202.36	84.23	200.00	
Cabinet Expense	1,114.09	1,535.54	1,600.00	Cabinet meals - Cabinet & CC
Convention Expense	1,013.64	663.46	1,100.00	Credentials, Reg'n fee for Cab & CC; Memorial
District Chair Expense				
Comm Chair Expenses	449.11	432.34	1,000.00	LFC & LCIF; Culture;
District Chair - Other	1,400.00	1,700.00	1,500.00	30 CC X \$50 honourarium
GMT /GLT	2,497.60	4,111.55	2,300.00	* Actuals incl funds rec'd from MDA;
Leo Clubs	0.00	0.00	500.00	
Total District Chair Expense	4,346.71	6,243.89	5,300.00	
District Directories	1,633.45	1,656.85	1,750.00	
Governor's Newsletter	78.93	0.00	150.00	
Internet	376.12	88.20	100.00	Website etc
Leadership Institutes			500.00	New budget line - est \$100 pp
Leadership Seminar	746.72	1,209.77	1,400.00	
Liability Insurance			750.00	
Pins Purchased	1,768.67	1,764.36	1,800.00	375 X \$4.11 + HST & freight
Police Check Fees			500.00	New Line 20 X \$25
Postage & Telephone	38.10	0.00	200.00	
Printing & Stationery	485.90	333.11	500.00	
USA / Canada Forum	1,500.00	1,200.00	1,800.00	
Total Expense	14,704.31	16,987.65	19,850.00	
Net Income	4,660.76	2,725.41	25.00	

2014 incl \$1,000 to Int'l Conv * 2012 \$1,000; 2013 \$800; 2014 \$ 1,000



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CABINET REPORTS

1st VDG –Diane Smith

Since my last report for the June 22nd cabinet meeting, I had the privilege of installing the new club officers for the New Hamburg Lions, as well as inducting a new member for the club.

A highlight came with my attending the Lions International Convention this July in Toronto.

Canadians enjoy an excellent reputation from nations around the world. In particular, our Lions family of MD 'A', did an excellent job of acting as hosts. As a volunteer at the Royal York Hotel I heard lots of praise for our hospitality.

I look forward to working with DG Tim and the entire Cabinet. The last two months have been dedicated to planning for the new Lions year. Each year the process of running the District is becoming more refined.

2nd VDG – Wayne Litt

No report submitted.

IPDG – Denis Vinette

Nothing to report at this time.

RC 9 - Ajit Manku

I want to wish the incoming Boards all the best for 2014-2015. I plan to visit the clubs and meet with the members. My aim is to work together to achieve the club's goals by supporting the current members and new members in their service projects. I look forward to attend your enjoyable club events. Please keep me informed by sending me your club's bulletin and do not hesitate to give me a call. St George Lion Club celebrated Canada Day with pancake breakfast. Guests enjoyed their pancakes, and sausage fresh from the Lions' grills. It was well attended. I had an opportunity to talk to some guests; they were full of praises for work the Lions do in their community.

ZC 9E – Kevin Banfield

No report submitted.

ZC 9S – Rae Rotchell

No report submitted.

RC37 – Rick Banks

No report submitted.

ZC 37S –Jim Keron

The Sakura House Generator Project was launched on July 28th with a media event at Sakura House. Note this is not an official district or Zone project but is open to clubs and individuals willing to donate.

Sakura House is a palliative care facility located in Woodstock Ontario which strives to provide a peaceful end of life experience for those beyond the reach of medicine. At this point in time, their emergency procedure in the event of a massive power failure is to move the patients from Sakura House to the local hospital. As is readily understandable a disruption such as this at this point in the life of the patients is highly undesirable. After last year's close call with the ice storm that shut down power in areas just to the east, some Lions in our Zone started exploring the feasibility of funding a



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generator for the facility so that patients could be kept there as opposed to being trucked to a local hospital. Discussions with Sakura House were held and visits to two local generator installations were arranged. The cost was pegged in the \$60-70,000 range. Various clubs were approached in both 37S and in the adjacent District A2 Zone 4 West and there was enough keen interest and support to make the project feasible. Sakura House issued a press release and a number of Lions clubs attended the event and five cheques totaling \$27,800 were presented that day with more to come in the fall when the normal Lions meeting schedule commences. The event was attended by local media and the Lions Clubs received a lot of good publicity in the local papers and radio outlets. The value of this publicity was demonstrated two days later when Sakura House received a large donation to the project from a local family. The snowball effect of good deeds is alive and well!

ZC 37W – Tracey Leary
No report submitted.

RC 51 – Charlene Teasdale
Well here we are getting ready for our new Lions year. I can't tell you how excited I am and looking forward to working with our Cabinet as well as working closely with Zone Chairs Lion Deb and Lion Jim! Together we can achieve wonderful service projects as well as grow our Lions Clubs. I believe with much interaction and the sharing of ideas and thoughts, this will benefit everyone. Let's start the thought process flowing, creating your plans and bring your Lions passion to our Clubs, Zones, Regions and District. I look forward to visiting with you all over the next Lions year. Together we can make a difference and thank you for all that your Lions Club service does for those in need. I am proud to serve a long side of you all.

ZC 51E – Jim Davis
No report submitted.

ZC 51W – Debbie Cserhalmi
No report submitted.



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COMMITTEE REPORTS

NOTHING TO REPORT AT THIS TIME OR NO SUBMISSION

Alert – Lion Adam McMurrin, **Constitution & By-Laws** – PDDG George Patton, **Convention Host 2015** – Lions Bill Patterson & Maurie Payne, **Diabetes Awareness** – PRC Rick Bell & PDG Larry Sales, **District Bulletin & MDA Magazine Liaison** – Lion Bob Rutter, **District Historian** – PDG Nancy Ransom, **District International Relations** – PID Art Woods, **Effective Speaking** – Lion Ernie Kaethler, **Elections & Credentials** – PDG Doug Smith, **GMT Club Success Team Leader** – RC Paul Anstett, **GMT Membership & Club Growth Team Leader** – PRC Vaughan Braby, **Hearing & Speech Action** – Lion John Pepper, **Honorary Committee/A15PDGA** – IPDG Denis Vinette, **Information Technology** – PCS Ted Rypma, **LCIF** – Lion Penny Overboe, **LEO** – PZC Marry Ann Ward, **Lions Opportunities For Youth** – VDG2 Wayne Litt, **Lions Services For Children** – Lion Joanne McQuiggan, **Long Range Planning** – PDG Thom Herrmann, **Protocol** – PID Bruce Murray, **Public Relations & Club Visits Liaison** – PDG Norma Peterson, **Sight Screening & Conservation** – Lion Pat McLean

Camp Coordinator – PRC Rob Montgomery

Hello Friends, Please join me for CNIB Night Steps in a community near you. I'm inviting you to help us brighten the night in September and raise funds for CNIB.

This year, CNIB Night Steps will be held in three cities across Ontario:

- Whitby – Saturday, September 6
- London – Friday, September 19
- Kitchener/Waterloo – Saturday, September 27

These events will start with an evening celebration with music and a BBQ for you, your family and friends, and members of your community! Join us for a fun 5k walk under the stars. Taking part is easy! To register, visit cnibnightsteps.ca. I have been told that 95% of all the equipment needed at CNIB Lake Joseph has been acquired, thank you to those clubs that have helped.

All of our camps have had an excellent summer and there was lots to do and see and there is still lots to do at all of our camps.

Please contact any of our camps to see what you the clubs of A-15 can do for them.

Cultural & Community Activities – RC Ajit Manku

District A15 Lions International Festival will be held on Saturday, March 7, 2015. We will celebrate Eastern Mediterranean culture. For further information and to download a flyer go to A-15 website <http://a15lions.org/pages/Events/Club>. Remember to share this information with all the members, and encourage them to attend the Cultural life of our community.

Environment – Lion Linda Vinette

On July 1st PID Lion Art Woods organized a field trip for the International spouses and partners of Lions International to the Breslau Memorial Forest. Many Puppies were cuddled and there was a presentation of what Lions Foundation of Canada is all about. There was a demonstration of how a Guide Dog trained for assisting Autistic children reacts. Immediate Past District Governor Denis Vinette spoke on the Breslau Forest and how Lions of District A-15 have taken photos of trees and plaques for the past 3 years. Lion Denis was instrumental in creating a website for viewing of the trees as well as photographing trees therefore this has become his Governors project. I couldn't have accomplished this environmental project without him.



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While at the Forest, Lion Art organized a tree planting for Lion Ann Palmer, spouse of International President Barry Palmer. Lion Ann was a natural with the levers of the tree spade for planting a 30 foot tree. Many photos were taken before a light rain started.

Future things to think about are planting trees this fall, taking photos for the Environmental Photo Contest at the 2015 District Convention in Stratford, planning fall roadside cleanups, raking leaves at community play grounds, parks & possibly creating a recycling program for your community.

GLT District Coordinator – IPDG Denis Vinette

I would like to begin by thanking the District leadership for allowing me to serve as GLT Coordinator for this coming year. I want to also take this opportunity to thank DG Karen McNeight for her superb service in this role over the last 3+ years. It goes without saying that I will have some big shoes to fill! This year, we are going to begin our District Leadership schedule by holding a CEP Facilitator Workshop on Saturday September 27, 2014. All current CEP facilitators are requested to attend as we will be sharing our experiences and concerns on the current state of CEP in District A15 as well as exploring other means to encourage clubs to undertake this program and assist those clubs that have already taken the program.

Following this, we will be holding our Membership Workshop on Tuesday September 30, 2014, targeted specifically for club members interested in learning and sharing successful membership fulfillment and growth strategies. The program will be similar to last year “Charting New Waters” forum but will involve more dialogue and participation with the members attending.

Because of the positive response this past year, Governor Tim has asked that your GLT hold two “Lions Now!” events for this year. The first of these will be held at the Pyramid Centre in St. Marys immediately following the St. Marys Lions International Breakfast on October 26, 2014. (Approx. Time: 10:45am.)

As you can see, your GLT and GMT Coordinators have an ambitious agenda for this coming year and we invite as many club members as possible to attend each of these important programs.

GMT District Coordinator – PDG OJ Wiliura

International President Joe Preston’s theme for this year is “Strengthen the Pride”. The word, strengthen also means to reinforce or make stronger and pride reflects satisfaction, gratification and self esteem. So we are challenged this year to make our clubs stronger and for members to bond a little closer so we may work a little harder for our community and our projects, not just locally but globally.

We have 2 clubs so far wanting CEP presented to them and we hope that others will ask us about the process. CEP can help with strengthening your club to better achieve your goals. PDG Denis Vinette, GLT Coordinator and I will be visiting the clubs that have completed the program and offer any further assistance they may wish.

Honorary Committee/A15PDGA – IPDG Denis Vinette

As chair of the Honorary Committee, I am pleased to offer our total support for our Governor in this coming year. Governor Tim has asked the members to reflect on their role in our District leadership development and to work towards building a strong leadership for our District’s future. This will be discussed further at our first meeting to be held on Thursday, October 23, 2014 at the Queen’s Inn. Please let me know if you plan to attend by October 15, 2014.



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LCI Convention 2014 – PDG OJ Wilura

Four years of planning came to fruition with the 97 Lions Clubs International Convention in Toronto, July 4th - 8th and actually, also the week prior with the Board meetings and District Governors Elect training being held.

Close to 18,000 Lions attended the City of Toronto to celebrate our achievements over the past year and meet with others to exchange ideas. Around 12,400 members from 140 countries participated in the Saturday parade, a very sunny and warm day at that.

District A15 had 80 volunteers registered to help in various areas, including the parade. As we finished off the parade I also noticed many district members on the sidelines cheering the procession. To those who helped and supported the 2014 Convention Committee, a heartfelt thanks.

In conclusion, I wish to share this with you. PID Carl Young, our Committee Chair was contacted by Past International President Joe Wroblewski, LCI Convention Committee Chair, who said this: "Please tell the members of your Committee how wonderful they were. There were no slip ups or mistakes that I could see. People have told me that Committee members and volunteers were pleasant, happy and helpful at all times. I haven't had one complaint. In all the years that I have been involved with the International Convention this was the best organized and carried out. You should all be proud".

LFC – PZC Charlene Teasdale

Well here we are in August already. Where did the time go? It has been a very busy summer for LFC and the Motorcycle Ride for Dog Guides was another success and enjoyed by all who participated. There are new litters of puppies being born in Breslau which will ensure our Dog Guide programs continue to keep up with the ever increasing demand. I am so excited to see so many wonderful media stories about our Foundation, the local TV News stations have been providing some great coverage.

I am also very happy to report that our District A15 Financial Contributions from our Lions, Lioness and Leo Clubs continues to climb and is once again at least 34% higher than the previous year's totals even taking out the LCI Grant amount (with the grant we stand at 99%). This is due to your support and creative fund raising ideas to continue our District's financial support for the Lions Foundation of Canada.

Continuing with DG Lion Tim's Theme "A Wake in Service" I would like pass along some ideas that will help your Clubs either continue or to create new "Service Projects" that in turn will benefit the Lions Foundation of Canada but at the same time, keeping Club expenditures to a "no cost level" or "minimal cost" level.

- 1) Organize a Walk for Dog Guides or a Dog Bowl Bowling Tournament. Neither have to cost the club anything if you can seek support from others. These are fun activities which will bring a focus not only to the Lions Foundation of Canada but to our Lions service within our own communities.
- 2) The Foundation always need items for their auctions. Imagine if club members asked their neighbour, their favourite restaurant, hardware store, mechanic or their hairdresser. The Foundation auctions off items at their Open Houses as well as their Evening with Dog Guides, from a basket of cleaning supplies to a gift certificate for a haircut. That would help a great deal.



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- 3) Fostering a Future Dog Guide is one great way to assist the Foundation. Just think of the service you are providing to help develop a puppy into a working Dog Guide that is going to provide independence and support to a disabled person, maybe even someone in your very own community. The Foster Puppy also brings a visual element of the Foundation of your Club and Community which has the great potential for dialogue discussing what we as Lions do as well as the Foundation.
- 4) Lions Clubs members can also volunteer with our Foundation, much of this takes place in Oakville but there are placements at our Breslau Breeding Facility, and who wouldn't love to volunteer to cuddle puppies as they begin their journey to becoming a future Dog Guide.
- 5) A wonderful service project is your Lions Club to take the Memorial Donation forms to your local funeral homes so that loved ones of a person who has passed on may make a donation to LFC in their memory.

Thank you for all of your creative fund raising ideas and thank you to all of the Lions, Lioness and Leo's that participated in an LFC Purina Walk for Dog Guides. I am always here to help in any way I can and I would love to visit your Club to talk about OUR Foundation.

Lions Quest – PDG Thom Herrmann

Four Years have passed and Lions Quest is almost fully healthy.

During that period the Lions of A15 have been great supporters of Quest. We have driven the car (Mercedes for Raffle) across the country twice and soon will drive it to Newfoundland / Labrador to its new home. We have regularly supported the Fellowship program and donated monies generously.

A15 (as always) leads the way.

The debt is under 100k and as the Center for Positive Youth Development the future is bright. Yes, the Center for Positive Youth Development is the future. Lions Quest is has taken hold of the challenge and is holding seminars and training sessions across the country. We have evolved beyond the school room and are helping whole communities to "Raise a Child". (The next workshop in this area will be in Orilla on October 3rd).

But there is more exciting news

In order to pay off the entire debt and increase the number of workshops we have a new contest. The Lions of BC have donated a two week excursion to the Magic Island of BALI (here is when the Wheel of Fortune Audiences go ooh and aaawe) at the Grand Mirage Resort for two. Your return flight from any major airport in Canada is covered. As are sightseeing tours and daily buffet breakfasts.

The sun and music of Bali are available to you for the purchase of a value prize raffle ticket.

If you club sells 2 books (50 tickets (\$500), your club having sold a lot of 50 you will be recognized as a champion club, and get 2 speaker recognition certificates plus a Quest Fellowship . Such a great deal!!!!

Better yet if you sell the tickets before the end of October (yes an early bird will be held at the St Mary's International Breakfast) the fellowships and certificates will double.

A BALI Hi to you and get in quick. Lets make this year that Quest is debt free and well on the way to leading all across CANADA as the Center for Positive Youth Development.



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Lions Services For Children – Lion Joanne McQuiggan

Lions may wish to consider the following two new projects from outside agencies which dovetail with existing LCI initiatives relating to literacy for children in particular.

Little Libraries are small neighborhood libraries built like a kiosk from which community members may take books to read and/or leave books for others. No sign in or out. Local volunteers maintain them.

The Strong Start Program in which volunteers are trained free of charge and are engaged in reading programs with low literacy children is expanding its program throughout our District.

Long Range Planning – PDG Thom Herrmann

Please see the full report on Pages 18 and 19.

Peace Poster & Essay For the Visually Impaired – Lion Janet Dawson-Brock

I am very pleased to report that we now have 26 Peace Poster Kits out in the Communities with the latest being the K-W Bilingual School sponsored by K-W Community Spirit Lions Club.

The success of this program I feel this year, is getting the Kits in early and having them with me where ever I went. (Even to a Wine and Cheese Party) you never know who you might meet and that is how I got involved with the Bilingual School.

It all depends now if the Art Teachers get involved in the program.

I believe this is probably a record number of kits out. Peace Love and Understanding is the theme and I feel some of the teachers have peace, love and understanding in their hearts.

Youth Camp & Exchange – Lions Rudy & Lorea Boogerman

Another successful YEP

18 youth - 14 countries represented - 10 host families (To Lions – Need more host families))

Most of the youth came in on the weekend of June 27/28. One arrived a week later due to schooling commitments. For the first time:

1 – Romania was represented

2 – No representation from Denmark, Sweden, Norway Switzerland or Poland (in any one year)

3 – Gluten free, pork free and a vegan - all in one camp. We managed, thanks to the great clubs of Dist A15 who supplied the meals. A BIG THANK YOU to those clubs. Thanks also to Lion Ted Bickell for putting the meal plan together.

Visiting the high-end attractions (Niagara Falls, CN Tower, a Blue Jays game [beat Texas 4-1], Wonderland) were highlights of the camp. Eating at the Mandarin and Crossroads buffet restaurants will be long lasting memories. Viewing the skills of the service dogs at the Lions Foundation, observing the dedication of our Lions Family will be inspiring to the youth in future years. Making new friends – PRICELESS!

Hosting a youth posed a problem again, up and until the week before the youth arrived. To make this event more successful, more hosts have to come on board and in a more timely fashion; plain and simple. There is no YEP without host families. As part of the MDA/LCI mandate, a Police/vulnerable persons check will be mandatory for the upcoming YEP. To comply, we need host families to commit earlier in order to accommodate this mandate. Be willing. Be there. Thank you to our host families for this year's YEP.



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This was the 40th anniversary of the YEP. Congratulations to PID Lion Bruce Murray for having such a vision. After 10 years as Chairpersons/Directors, PCC Lion Dave Rumble and Lioness Mary Rumble will be moving on to lighter duties. Congratulations! Thank you, to both, for their loyalty and dedication to the program and for what they have made it today. Also moving on after being involved for the past four years is PZC Lion John Rothwell and Lion Mary Rothwell, due to their relocation to Dist A1. We thank them for their assistance to the program. We wish you the best in A1.

I am happy to report Lions Allison and Mark Henkell, from the Oxford Lions Club, have offered to become counselors. We look forward to their participation.

In addition to Allison and Mark we are looking for two more energetic counselors to fill the team roster. Contact Lion Rudy or Lion Lorea should you feel qualified and interested.

In our out bound program, we had two youth go out, one each to the Netherlands and Estonia. The sponsoring clubs were Exeter and Fergus Lions Club, respectfully. Thank you to Lion Marysa Rumble-Lauriault for her guidance and assistance of our outgoing youth.

The 41st addition of YEP commences with the arrival of youth on June 27/15 and departures on July 25/15. The camp portion will start on July 11/15.

Thank you to all the clubs for your financial, moral and gift in kind support. You make this camp one of the premier camps desired to be attended by the youth of the world.



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THE A15 RESEARCH AND LONG RANGE PLANNING COMMITTEE

SUBJECTS: Committees, their structure and possible improvements in committee management within A15.

At the June A15 Cabinet meeting the Long Range Planning Committee was tasked with reviewing the Committees, and their structure within A15. The Committee Chair requested input from the DG(e) and 1VDG(e) as to their thoughts and ideas as to the nature of the problem and possible solutions.

In due course this information was received, reviewed and a meeting of the LRPG was called. The meeting consisted of Lions PDG Herrmann, PDDG Patton, PDG Hilling and, due to his experience, we added PZC Lion Jim Sanders.

The meeting quickly solved at least 20 problems and came close to reorganizing Lions entirely. We easily reviewed the 40+ Committees named by A15 documents and came up with several possible regroupings, eliminations and additions. We discussed supervisory roles of the RC's and ZC's. We quickly realized that much was at stake here. Most of which had little to do with what we were asked. So we began to carefully rework the problem.

We obtained relevant committee authorizing documents such as the Standard Format Club and District Constitutions, The MDA Policy Manual and the LCI Board Policy Manual. With this information we discerned that at the District level there are three types of Committee responsibilities: strictly administrative, those supporting LCI Initiatives, those supporting (and in some cases managing or supervising) local initiatives. Making a one-step solution to fit all is very difficult.

We also recognized that for the most part we needed to clean up the language and think in terms of Portfolios instead of committees (when one person was involved) and administrator instead of chair (when the duties were strictly administrative). Chairpersons should only be used when a group of individuals was assigned to a task. This is both a matter of convenience and for clarity of communication.

The task of adding, subtracting and group in Committees is, at first glance, an easy one. However. After much discussion it is only part of the problem and therefore should be a part of the solution but is not a solution unto itself. Therefore we decided to suggest the assignment be changed so that we would, over the next year, propose an operating document to be vetted and improved by the voting cabinet. This would allow wide spread consultation and a change in approach by the district.

PART I: Defining roles, Responsibilities and Supervision

To carry out the organization and supervision of "Committees", a Description of each responsible person's role should be developed in the spirit of those contained in the MDA Policy manual. The description of each committee / portfolio could include a statement on the relevance of the purpose and goals to "The Club" as well as to the higher levels of Lionism. This would be not only a symbolic reminder that the Lions infrastructure exists to support Lions Clubs but begin to have everyone think along these lines. The Description for each Committee / Portfolio (recommended to remain or be included) would include;



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- A. Purpose Statement for the Committee / Portfolio
- B. Criterion for Selection of Chairperson / Administrator
- C. Appoint Lion to administer the portfolio based primarily on 'best qualified' criteria. This will require a "culture" change followed by the "encouragement of Lions with required skills to seek a position.
- D. Performance Objectives for the Portfolio / Committee
- E. Each of these appointed office holders may choose to seek additional help and support from individual members. However, the accountability will be with the specific office holder.
- F. Reporting Criteria
- G. Portfolio Administrator/Coordinator/Chair will report throughout as appropriate with a mandatory yearend report to include outcomes based on agreed upon goals and recommendations for ensuing year.
- H. How frequently reports to Cabinet and in what format should be known ahead of time. Reports should not just be to fill time, or gratify internal motivation but be for the good of Lionism.
- I. Responsibility for Supervision
- J. Clear lines of accountability/responsibility e.g. DG delegation to VP's, VP's delegate to RC's, RC's delegation to ZC's or specific assignments for VDG's RC's and ZC's.

PART 2: Recommendations For A Way Of Proceeding

We suggest that;

- A. By end of current Lions year that the District formally adopt a two-year transition plan with full implementation in place for Lions year, 2017/18.
- B. The authorization to proceed in this manner would be approved by cabinet at the August 2014 Inaugural Cabinet Meeting.
- C. Preliminary document would be brought forth at the Fall 2014 Cabinet meeting for input and comment.
- D. A draft document would be brought forward at the Winter 2015 Cabinet Meeting for debate, correction and improvement.
- E. A final document would be brought forward for action at the A15 Convention.
- F. Implementation would begin at the Spring 2015 Cabinet meeting with installation (or at least identification) of responsible persons.
- G. Full implementation to be complete by Spring Cabinet meeting of 2016 with a final 'report card' submission for the cabinet year evaluating the success of the "Committee".

Respectfully Submitted

A15 Long Range Planning Committee

Thom Herrmann PDG (Chair)

George Patton PDDG (lg)

Mike Hilling PDG

Jim Sanders PZC



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INTERNATIONAL ASSOCIATION OF LIONS CLUBS
DISTRICT A-15 CONVENTION POLICY MANUAL

[Revised August 2014]

INDEX

Table of contents to be provided upon approval of said policy.

CONVENTION POLICY

GENERAL POLICY

This policy operates under the following assumptions:

- The District Governor is responsible for the District A-15 Convention
- District A-15 Cabinet approves the District Governor’s plans and proposals
- Convention Advisory Committee works with the District Governor to plan
Convention Activities
- Host Committee implements approved Convention plans and procedures

This District A-15 Convention time preference shall be held not later than thirty (30) days prior to the date set for the Multiple District ‘A’ Convention. (Constitution Article VI)

A. DISTRICT FUTURE CONVENTION ADVISORY COMMITTEE

1. *APPOINTMENT– The District Future Convention Advisory committee shall be appointed by the District Governor and be ratified by the District Cabinet of the day. The committee consists of a minimum of 3 members, and if possible, contain at least one member from each of the Regions of District A-15.*
2. *TERM – This appointment shall be for a period of 3 years, effective on July 1 in the year following the selection and decision by the District Cabinet.*

A. CONVENTION SITE SELECTION

1. **PRIMARY BID REQUIREMENT –** No club’s bid to host the District A-15 Convention will be considered without a letter of endorsement in support of a bid from the Board of Directors of the Lions Club(s).

The Bid shall include the proposed date, location and hotel site. Hotel particulars shall include the current rack rate; number of rooms available (ie: bedrooms; hospitality; facilities available for meetings and other Convention related events. Suggestions for tie-in events should also be provided.



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The location and suitability of the rooms / areas allocated for Hospitality must consider the impact that any such activity will have on any and all non-participating patrons of the hotel and therefore full disclosure of these plans must also be provided.

2. CONVENTION BID – Any Club(s) wishing to bid for the District A-15 Convention must file such, in writing, with the District Cabinet. Reference should be made to Item 1 above with respect to items to be included in the bid.

All bidding Clubs shall be given equal opportunity in presentation and consideration of bids **at the District A-15 Convention, held 2 years in advance of the Convention being bid.**

3. BID REVIEWS – *All bids* submitted for Convention sites shall be reviewed by the Future Convention Advisory Committee to assure that all items thereof are consistent with District Policy. If it is determined that any bid is not in form sufficient for consideration, the bidding Lions Club shall be given a further two weeks to correct discrepancies.
4. BID SITE INSPECTION – The District Future Convention Advisory Committee may make a complete inspection of the facilities of the sites under consideration. A written report of findings (if any) shall be presented at the Mid Winter Cabinet Meeting.
5. The Future Convention Advisory Committee will work with the Future Convention Host Committee to prepare bids, convention budgets and convention plans. This committee will regularly report to Cabinet about the status of such budgets and plans plus identify any problems that the Committee has not been able to solve.
6. *Once reviewed and deemed acceptable, the bid(s) will be presented to Cabinet for their consideration.*

B. STANDARD SCHEDULE OF EVENTS

The District A-15 Convention shall ordinarily consist of the following schedule of events subject however to change upon recommendation of the Governor and approval of the District Cabinet.

Friday Registration & Credentials
Governor's V.I.P. Reception for International Guest
Opening Ceremony:
 Adoption of Convention Rules & Agenda, Initial Reports of the Election and
 Credentials Committees
Recognition of Candidates for Office
 Nominations, seconding & Speeches – limited to 5 minutes each Hospitality and
Electioneering



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Saturday Annual Meeting of Honourary Committee
 Registration and Credentials
 Cabinet Meeting
 Recognition of Candidates for Office – no speeches required Luncheon
 Open Forum with International Guest (**optional**)
Leadership and Membership Training Sessions (optional)
 Other related Lions Activities Governor’s
 Reception and Ball International Awards
 Presentation

Sunday Registration and Credentials
 Voting
 Memorial Ceremony (non denominational)
 Cabinet Meeting continuation
 Recognition of Cabinet (New and Continuing) Closing
 Ceremonies

C. AGENDA

An agenda for the entire convention shall be prepared by the Host Committee in co-operation with the Future Convention Advisory Committee and approved by the District A-15 Cabinet. Such agenda shall be provided in such numbers to permit each delegate to receive a copy. This may be done separately or as part of an official convention program.

D. REGISTRATION

1. All reservations must be individually files by Name, Address, Club on an official Convention Registration form designated by District A-15.
2. The Convention Budget and Registration Fees shall be prepared **by the Host Committee and be** approved by the District Cabinet at the second District Cabinet meeting in the Fall.
3. All Delegates, Alternations, Lions, Lioness and guests must register and pay the appropriate Registration Fee.
4. Pre-registration is requested to allow the Host Committee to prepare badges, assign rooms, plan meals etc in advance.
5. Cancellations – refunds will be made for the Registration Fee only for extenuating circumstances.



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E. ACCOMMODATIONS

1. Housing Procedures – All hotel room reservation requests *may* be processed through the Host Committee or the Hotel. Rooms shall be assigned on a 'first come first served' basis, with priority being given to registrants reserving for the entire Convention.
2. Room Deposit – *Where rooms are to be processed by the Host Committee*, a room deposit shall be included with the registration fee. The room deposit shall cover the posted cost of the room for the days required. Delegates not requiring a room for the Convention must indicate this on the registration form.
3. Cancellations – refunds will be made for Registration Fee only for extenuating circumstance. A full refund of room deposit shall be made when room cancellation occurs 45 days prior to the Convention start. A \$10.00 fee will be levied and deducted from the refund.
4. Complimentary Accommodations – *The Host Committee shall provide a complimentary room or suite, if available, for the District Governor, the Protocol Aide and the International Guest. The room of the Protocol Aide shall be located in close proximity to that of the International Guest.*

F. DISTRICT CONVENTION PIN

1. The Host Committee is responsible for striking a District Convention Pin.
2. The District Convention Pin shall bear the emblem of Lions Clubs International and the identity of District A-15.

G. CONVENTION MEALS

The Challenge of meal guarantees is a major concern. Consequently the registration form shall include a complete list of meal prices. All attendees shall also indicate the meals they require and pay the appropriate price.

H. COMPLIMENTARY REGISTRATION AND FUNCTIONS

The Host Committee is required to provide complimentary registration costs and function costs for the District Governor, International Guest, *Protocol Aide*, District Cabinet Secretary and District Cabinet Treasurer and their spouses. ~~The Protocol Officer should receive complimentary room costs and function costs for when possible and appropriate.~~ Costs, in whole or in part, shall be reimbursed by the District as per the following conditions:



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DISTRICT REIMBURSEMENT

Provided that these expenses have been defrayed, that all other convention expenses and encumbrances have been recognized and paid, the Host Committee may apply to Cabinet at the June Cabinet meeting or upon receipt and acceptance of their final financial report by Cabinet, whichever is later, to be reimbursed by the District for the following expenses:

- a) *International Guest and companion: Registration (2); Pin (2); Accommodations (2 nights), Meals (2 x 5), refreshments, flowers / bouquet; District Give (incl costs of shipment and other delivery costs); ground transportation to and from **an International Airport within a 200km radius of the Convention.***
- b) *District Governor and companion: Registration (2); Pin (2); Accommodations (2 nights), Meals (2 x 5), refreshments, flowers / bouquet*
- c) *Protocol Aide and companion: Registration (2); Pin (2); Accommodations (2 nights), Meals (2 x 5), refreshments, flowers / bouquet.*

Reimbursement shall be the lesser of either the total of the actual costs or the amount collected from the Convention Levy for the year in which the Convention was held.

I. MEMORIAL SERVICE

A solemn non-denominational Memorial Service shall be held. This shall be officiated over and is the responsibility of the Memoriam Chairperson appointed by the District Governor at the Mid Winter Cabinet Meeting.

J. BANNER PRESENTATION

The Club Banners of the members of the A-15 Lions family shall be presented and, *where possible, be* displayed at each Convention.

K. FACILITIES AND PARAPHERNALIA

The Host Committee is required to provide the facilities including adequate amplification, podium, flag stands and any other equipment necessary for the operating of the Convention sessions. The Host Committee is responsible for the care and storage of all necessary flags and other paraphernalia.

L. SERVICE ACTIVITIES CENTRE AND COMMERCIAL BOOTHS

The Host Committee shall provide space for District Committee Chairpersons to display their specialty of interest without charge. Other commercial booths shall be charged a rental fee to be determined by the Convention *Host* Committee. First consideration will be given to space for the District Chairpersons.



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M. INTERNATIONAL GUEST

1. The District Governor is responsible for appointing a Protocol Aide upon assumption of office. The appointee is to be advised to the District A-15 Cabinet at the first Cabinet Meeting.
 - a. The Protocol Aide shall arrange an entourage of Current and/or Past Officers to meet the guest at and return to the airport.
 - b. The Protocol Aide is responsible for the activity, comfort and safety of the International Guest.
 - ~~c. Personal and spouse registration expenses of the Protocol Aide shall be the responsibility of the appointed Lion.~~
2. The cost of the gift for the International Guest shall be the responsibility of the District to be paid from the Convention Fund Levy, to include the cost of shipping.
3. The International Guest is expected to, as a minimum, perform the following duties:
 - a. Bring greetings at the Opening Ceremony
 - b. Address the Past District Governors' Annual Meeting
 - c. Update the Cabinet about International Activities
 - d. **May** hold an Open Forum with the Members
 - e. Make a major presentation at the Governor's Banquet
 - f. Address the assembled delegates about important issues within Lionism

N. FLOWERS AND REFRESHMENTS

The Host Committee is responsible for the following:

1. Flowers and room refreshments for the District Governor and International Guest
2. Table flowers and/or candles at all functions
3. Head Table wine (when appropriate)
4. Bouquet for Governor's spouse and International Guest's spouse
5. Decorations/refreshments for the District Governor's reception prior to the Governor's Ball

CREDENTIAL AND ELECTION POLICY

A. CREDENTIALS

1. Thirty days prior to the commencement of the annual District A-15 Convention, the District Secretary shall send to the Secretary of each Club the number of Delegate and Alternate Credential Certificates corresponding to the number of eligible votes allowed for each club. Credential Certificates are to be sent to each past and present International Officer with a right to vote.
2. To be certified, a (D)elegate, (A)lternate or **At-(L)arge** must be registered at the Convention. A valid Credential Certificate, properly completed and signed, together with a valid **signed** Membership Card **must** be presented at the Credentials Desk. There shall be **no exception** to the requirement for production of a valid membership card.



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3. A DELEGATE, ALTERNATE *or AT-LARGE* designation is to be attached to the Lion's Convention Registration Badge.
4. Each delegate and alternate will be duly recorded by Club roster and past/present International Officers lists. This list shall become part of the Credentials Committee's records.
5. The Credentials Desk will be open during hours that the Convention Registration Desk is open, with such hours to be advised as part of the Credentials Committee Report.
6. The Credentials Desk will close one *half* hour before the conclusion of voting and will not reopen should subsequent balloting be required.

B. ELECTIONS

1. The Chair of the Elections Committee shall, as part of the Opening Ceremonies to the District Convention, indicate which Clubs and/or past or present International Officers are ineligible to vote. The District Governor shall update these advices as part of his final comments during the Cabinet Meeting on Saturday morning.
2. Voting will be held for a two-hour period between 7:30 AM and 9:30 AM on the final day of the Convention.
3. Voting shall be by secret written ballot in an area duly designated by *the Host Committee* and set up by the Elections Committee.
4. To secure ballot(s), delegates or alternates must report to the appropriate voting area and identify themselves to the Returning Officer by way of a Delegate, Alternate *or At-Large* designation attached to the Lion's Convention Registration Badge.
5. Alternates shall be permitted to vote when, 10 (ten) minutes before the close of voting, a delegate from that Lions Club has failed to claim voting privileges.
6. Apart from voting delegates, the only persons permitted in the voting area shall be the appointed members of the Elections Committee and the Lion Scrutineers representing the candidates (one per candidate),
7. Anyone waiting in line to vote when the time for voting is expiring shall be allowed to vote.
8. Each candidate for District Governor and Vice District Governor as well as any other elected office shall be entitled to have a Lion act as a scrutineer during the counting of ballots. Lions acting as scrutineers will remain sequestered until the results of the election are announced to the Convention.
9. The decision of the chair of the Elections Committee shall be final.