



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



Fall A-15 Cabinet Meeting Agenda

7:00 PM Tuesday, November 4th, 2014

Hosted by New Hamburg Lions at the St Agatha Community Center, St Agatha, Ontario

1. Call to order by DG Tim DeBlock at 7:05 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 | RCAjit Manku | ZC Rae Rotchell | ZC Kevin Banfield(R) |
| RC Rick Banks | ZC Jim Keron | ZC Tracey Leary | |

COMMITTEE CHAIR

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

In attendance also were approximately 74 other Lion Members

(R) - Regrets

2. Moment of Silence, O Canada, Toast, Lions Grace and Dinner
3. Welcome and Setting of Protocol
4. Additions to and Approval of the Agenda. Carried.
5. District Governor's Remarks

Welcome. It has been a busy time since we last gathered at Five Oaks. Lots going on! Autumn is a busy time for Lions.

We held a well-attended membership workshop; "Trolling for Success" in September facilitated by our GMT coordinator PDG OJ and GLT coordinator IPDG Denis. It was a good exchange of thoughts and ideas.

A Literacy Committee with Chair Aline Chan has been established to explore and promote opportunities for our members to reach out through enhancing literacy.

Membership Renewal Committee Chair PDG Larry Wainwright is working with our Clubs and membership chairs to explore opportunities for dropped members and help us learn their reasons for leaving.

Centennial Committee Chair PDG Dan Ayim is exploring many new initiatives as we move towards 2017 beginning with a Service Challenge of 25 million served in each of the four areas of Environment, Youth, Vision and Hunger. We will also be hearing more about the theme "Where there's a need there's a Lion".

Many Clubs are talking about new service opportunities and sharing stories about things they have been doing to help those in need, making their communities a better place to live.

PDG Karen is working on a yearbook and we want our Clubs to forward photos or newspaper articles highlighting Lions at work or play.

On Monday we submitted a Charter application for The University of Guelph Campus Lions Club with 26 Charter members and anticipate it will be approved shortly.

We had a great celebration in appreciation of IPDG Denis last Saturday.



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We are putting the pieces together for a celebration of service involving as many Clubs and members as we can over the entire weekend of our convention in Stratford March 20th-22nd. Our family is doing well! The "Wake in Service" is moving across our communities BUT as with any family there are challenges, especially with large families with many different personalities. It is a reality that it takes work for a family to function together. Who is to do this work? The Governors team is prepared to do this work; cabinet is prepared to do this work. We are ready to roll up our sleeves and do what we can to help face the challenges of being part of this family. I believe all of us, all members are up to the task. I also believe this work can be based on four thoughts; not policies, not protocol. Just four basic thoughts

- #1 Our Motto: We Serve.
- #2 Our basic principle: Unselfish Service.
- #3 Appreciate that everyone has a story.
- #4 Respect

We are doing great things; things that will give us the energy to "Strengthen the Pride" or family. So let's all roll up our sleeves and keep these four thoughts in mind. If they are reflected in our actions and reflected in what we say, our family in A15 will continue to grow and provide hope to those around us.

6. Approval of Minutes of the August 24th, 2014 Cabinet Meeting. Carried.
Available at <http://a15lions.org/pages/uploads/Directory/CabMinAug2014.pdf>
7. Secretary's Report - *See Page 4*
8. Treasurer's Report
 - 8.1. Report and Financial Statements 2013-2014 - *See Pages 4 through 7*
MOVED to acknowledge receipt of the Treasurer's Report and Financial Statements.
Carried.
9. Matters Arising
 - 9.1. District A-15 Convention Policy Manual – *See Pages 20 through 26*
Whereas the Long Range Planning Committee has reviewed and made recommendations on the report of the Convention Policy Review ad hoc committee referred to them at the Summer 2014 Cabinet Meeting, and
Whereas the Voting Cabinet has reviewed those recommendations
MOVED that the Proposed District A-15 Convention Policy Manual be adopted. Carried.
10. New Business
 - 10.1. Cabinet Reports - *See Pages 8 through 10*
MOVED to acknowledge receipt of the Cabinet Reports. Carried.
 - 10.2. Campus Club District Dues – IPDG Denis Vinette
There are currently differences in the waiving or partial waiving of student member dues between Branch Clubs and Campus Clubs at the International, MDA and District level. There are also some issues regarding restrictions on dues collection of on campus clubs at many educational institutions.
MOVED that Cabinet endorse a change in the A15 By-Laws to reduce Student Member dues at the District Level to one-half the Full Members dues and refer the endorsement to Constitution and By-Laws for revision. Carried.
 - 10.3. LFC Breeding Facility Pavilion – VDG1 Diane Smith
MOVED that the District A-15 Cabinet request that the Board of LFC name the pavilion, located at the Breslau Facility for the Lions Foundation of Canada the DAN MOORE A-15 PAVILION. Carried.



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11. Committee Reports - *See Pages 11 through 19*
 - 11.1. MOVED to acknowledge receipt of the Committee Reports.
 - 11.2. Action Motions
 - 11.2.1. MOVED that the proposed A-15 Effective Speaking Budget for 2014-15 be approved. Carried.
 - 11.2.2. MOVED that the proposed A-15 Youth Camp Budget for 2015 be approved. Carried.
 - 11.2.3. MOVED that the proposed A-15 Convention Budget for 2014-15 be approved. Carried.
12. Special Presentations & Awards
 - 12.1. Art Woods Golden Tree - PRC Rob Montgomery
 - 12.2. 100% Secretary – Lion Adrienne McMurrin
 - 12.3. Certified Guiding Lion Certificates – PZC Mary Ann Ward & ZC Rae Rotchell
 - 12.4. GMT Dream Achiever – PDG OJ Wiluira
 - 12.5. GLT Dream Achiever – PDG Karen McNeight
13. Good & Welfare
14. Adjournment at 8:40 PM



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SECRETARY'S REPORT TO CABINET

In the past, Club Officer information for the District Directory and web site has been collected in a series of steps beginning on or before June 1st of each year. These steps involved a very time-consuming hand copying of the information available from the LCI database. Club secretaries, through the filing of their annual officer update information using MyLCI, provide this data each year. Numerous requests of clubs to verify that copied data or provide data where they had failed to do so were then made. The hand copying of data inevitably led to typographic errors. Pleas for verification or submission of missing data were too often fruitless. Time was wasted. Incorrect data was submitted to the publisher for page layout. Numerous complaints about incomplete, inaccurate or misspelled data appearing in the printed directory and on the website were inevitable.

LCI has now made available a means to download the Officer Information directly to the District database thus eliminating the possibility of copying errors. Since that capability does not yet exist for LEO or Lioness data, that part of the changes described below will not apply to them.

Beginning this year, the **only source** of Officer information during the Directory preparation stages will be the LCI database. We will not be accepting any submission of Officer information sent directly to us. There will be one opportunity for verification of data sent out to the clubs. The data then submitted for publishing will not be alterable. Errors or omissions not reported during this verification stage will appear in the print edition and on the web site.

Throughout the year requests to post corrections or changes on the web site will only be met after we download the most recent data submitted to LCI through MyLCI.

Now more than ever it is absolutely critical that Club Secretaries maintain the accuracy of their member information through MyLCI and ensure that their annual filing of Officer information is completed on time.

TREASURER'S REPORT TO CABINET

The financial statements are presented today as at October 19, 2014. A number of Club payments for dues were received in early October and I wanted the statements to reflect these payments received. The financial records have been balanced and reconciled to the bank statements as at Sept. 30. The financial statements presented here fairly reflect the financial position of the District.

ADMINISTRATION ACCOUNTS

- In my last report at the August cabinet meeting, the final position as at June 30 was recorded with existing retained earnings of \$6,395.50 plus a surplus for the year of \$2,722.69. Since then, due rebates totaling \$5,547.50 have been recorded as well as some other expenses pertaining to that year totaling \$1,033.74. We start the current fiscal year with an accumulated surplus of \$2,536.95.
- All Clubs have been invoiced for dues for this Lions year. As of October 19, there are 13 Clubs with outstanding dues totaling \$2,650.
- With respect to Expenses vs. Budget, there has been limited activity to date and the report is straight forward.

TRUST ACCOUNTS

- The balance sheet for the Trust accounts is an accurate reflection of all balances held in Trust as at October 19 and all accounts have been reconciled to the Bank records as at September 30, 2014.



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TREASURER'S REPORT TO CABINET - FINANCIAL STATEMENTS

**District "A"-15 Lions - Admin
Balance Sheet
As of 19 October 2014**

| | <u>19 Oct 14</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Chequing/Savings | |
| Cash | |
| CIBC - Bank Account | 6,385.02 |
| CIBC - Investments | 35,500.00 |
| CIBC USD Account | 20.08 |
| International Director Fund | 5,304.23 |
| New Club Assessment Fund | 3,463.91 |
| Total Cash | <u>50,673.24</u> |
| Total Chequing/Savings | 50,673.24 |
| Accounts Receivable | |
| Accounts Receivable | 2,914.00 |
| Total Accounts Receivable | <u>2,914.00</u> |
| Total Current Assets | <u>53,587.24</u> |
| TOTAL ASSETS | <u>53,587.24</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| A/P USD for LCI | -0.03 |
| Total Accounts Payable | <u>-0.03</u> |
| Other Current Liabilities | |
| Convention Fund | 4,033.67 |
| DGE Partner Travel | 1,856.00 |
| Total Other Current Liabilities | <u>5,889.67</u> |
| Total Current Liabilities | 5,889.64 |
| Long Term Liabilities | |
| International Director - Contra | 5,304.23 |
| New Club Assessment - Contra | 3,463.91 |
| Total Long Term Liabilities | <u>8,768.14</u> |
| Total Liabilities | 14,657.78 |
| Equity | |
| Balance - July 1/00 - Net | 690.54 |
| Emergency Reserve Fund | 23,000.00 |
| Retained Earnings | 2,536.95 |
| Net Income | 12,701.97 |
| Total Equity | <u>38,929.46</u> |
| TOTAL LIABILITIES & EQUITY | <u>53,587.24</u> |



We Serve

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We Serve

19
Basis

District "A"-15 Lions - Admin Profit & Loss Budget vs. Actual July 2014 to Oct 19, 2014 (Budget Annualized)

| | Jul '14 - Jun 15 | Budget | Over Budget |
|-------------------------------------|------------------|-----------|-------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Advertising | 250.00 | 500.00 | -250.00 |
| District Directory | 455.00 | 250.00 | 205.00 |
| District Dues | | | |
| Dues - Collected | 13,319.50 | 13,345.00 | -25.50 |
| Total District Dues | 13,319.50 | 13,345.00 | -25.50 |
| Interest Earned | 17.75 | 525.00 | -507.25 |
| Leadership Seminar Income | -1,400.00 | 1,400.00 | 0.00 |
| Membership Assessment | 2,350.50 | 2,355.00 | -4.50 |
| Pin Sales | 0.00 | 1,500.00 | -1,500.00 |
| Total Income | 17,792.75 | 19,875.00 | -2,082.25 |
| Gross Profit | 17,792.75 | 19,875.00 | -2,082.25 |
| Expense | | | |
| Awards | | | |
| Awards - Cabinet | 0.00 | 1,000.00 | -1,000.00 |
| Awards - Other | 0.00 | 500.00 | -500.00 |
| Total Awards | 0.00 | 1,500.00 | -1,500.00 |
| Badges & Patches | 301.76 | 700.00 | -398.24 |
| Bank Charges | 32.28 | 200.00 | -167.72 |
| Cabinet Expense | 323.98 | 1,500.00 | -1,276.02 |
| Convention Expense | 0.00 | 1,100.00 | -1,100.00 |
| District Chair Expense | | | |
| Comm Chair Expenses | 0.00 | 1,000.00 | -1,000.00 |
| District Chair - Other | 0.00 | 1,500.00 | -1,500.00 |
| Global Leadership & Membership | 601.80 | 2,300.00 | -1,698.20 |
| Leo Clubs | 0.00 | 500.00 | -500.00 |
| Total District Chair Expense | 601.80 | 5,300.00 | -4,698.20 |
| District Directories | 1,570.26 | 1,750.00 | -179.74 |
| Governor's Newsletter | 0.00 | 150.00 | -150.00 |
| Internet | 94.26 | 100.00 | -5.74 |
| Leadership Institutes | 0.00 | 500.00 | -500.00 |
| Leadership Seminar | 0.00 | 1,400.00 | -1,400.00 |
| Liability Insurance | 0.00 | 750.00 | -750.00 |
| Miscellaneous | 0.00 | 0.00 | 0.00 |
| Pins Purchased | 1,768.33 | 1,800.00 | -31.67 |
| Police Check Fees | 0.00 | 500.00 | -500.00 |
| Postage & Telephone | 0.00 | 200.00 | -200.00 |
| Printing & Stationery | 38.00 | 500.00 | -462.00 |
| Reconciliation Discrepancies | 0.10 | | |
| USA / Canada Forum | 360.00 | 1,800.00 | -1,440.00 |
| Total Expense | 5,090.77 | 19,850.00 | -14,759.23 |
| Net Ordinary Income | 12,701.98 | 25.00 | 12,676.98 |
| Other Income/Expense | | | |
| Other Expense | | | |
| Exchange Gain/Loss | 0.01 | | |
| Total Other Expense | 0.01 | | |
| Net Other Income | -0.01 | 0.00 | -0.01 |
| Net Income | 12,701.97 | 25.00 | 12,676.97 |



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District "A"-15 Lions Clubs Trust
Balance Sheet
As of 19 October 2014

| | 19 Oct 14 |
|---|-------------------------|
| ASSETS | |
| Current Assets | |
| Chequing/Savings | |
| CIBC- Lions Quest Imprest | 4,052.28 |
| CIBC - Eff.Speaking Impat | 1,465.45 |
| CIBC - Trust Account | 19,050.26 |
| CIBC - Youth | |
| Youth Exchange Imprest | 14,739.28 |
| Youth Investments | 12,512.05 |
| Total CIBC - Youth | <u>27,251.33</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>74,404.43</u> |
| Total Current Assets | <u>74,464.43</u> |
| TOTAL ASSETS | <u>74,464.43</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Camp Dorset | 550.00 |
| Camp Huronda | 500.00 |
| Camp Kirk | 100.00 |
| Cultural Festival | 137.11 |
| Effective Speaking Contra Acct | 1,465.45 |
| Hearing Equipment | 553.07 |
| Lake Joseph | 550.00 |
| 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 Home for Deaf People | 500.00 |
| LIONS Quest Contra Account | 14,052.28 |
| Peace Poster | 2,395.63 |
| Vision Screening | 13,658.55 |
| Youth Camp / Y. Ex. Contra Acct | 27,251.33 |
| Total Other Current Liabilities | <u>66,819.32</u> |
| Total Current Liabilities | <u>66,819.32</u> |
| Long Term Liabilities | |
| Youth Camp Capital | 7,645.11 |
| Total Long Term Liabilities | <u>7,645.11</u> |
| Total Liabilities | <u>74,464.43</u> |
| TOTAL LIABILITIES & EQUITY | <u>74,464.43</u> |



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CABINET REPORTS

1st VDG –Diane Smith

Since our August Cabinet meeting, I have participated in the Club Excellence Process facilitators' refresher course as well as the Membership workshop. I had the pleasure of taking part in the Palmerston Lion's Club 75th anniversary celebration, inducting a new member in the Woodstock club and attending a preliminary meeting for the formation of a campus club at the University of Guelph. . As the representative of our District Governor I have made visits to Rockton and Centralia –Huron Park.

It has been an interesting term, so far, as I get to know clubs a little better as well as gaining knowledge of the workings of our organization. I continue to be impressed with the dedication and energy of the Lions in our District.

2nd VDG – Wayne Litt

No Report Submitted

IPDG – Denis Vinette

Nothing to report at this time.

RC 9 - Ajit Manku

Summer is winding down! I hope you had great one.

I attended the US\Canada Forum in San Juan, Puerto Rico in mid-September. The Forum gave me an opportunity to meet other Lions and exchange ideas/information with them.

Our District Governor is asking all the clubs to add one more service project this year. Think about donating children's books to elementary schools in your school district. What a great cause!! Your club can consider implementing the LCI reading program, which is sponsored by book publishers and will sell children's books at a discounted rate. The project is great for clubs engaged in the Vision Screening and Hearing programs. A club selects one elementary school in their school district and then donates the children's books to the school. When a club gets the books, it should stamp each book with the club's name. The project is a great way to interact with the local community. Parents, teachers and children will appreciate your club's work and efforts; also it is a great way to recruit members into your club. The parents might consider becoming members of your club and their children Leos.

I attended the St. George Apple Pie Festival and Rockton Fair where the Lions from those clubs participated as food vendors and served the community. There were huge line ups at the festival's food stands. Congratulations Lions for your hard work!

I also visited the Lyndon Lions, Glen Morris Lions, K W Community Spirit Lions, Cambridge Highlands Lions and Kitchener Pioneers Lions clubs. I enjoyed the visits and encourage the Lions to continue to serve their communities.

ZC 9E – Kevin Banfield

The issue of membership growth and the attracting of younger members is an often-voiced concern. Part of the answer lies in finding and making use of social media as a means of establishing and promoting a club's brand recognition. To that end I have put some thoughts together on domain name selection as one step in that process and have forwarded them to the District Governor, Cabinet Secretary and Information Technology Chair for consideration as to how best to develop training materials and tools for use throughout the District.



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ZC 9S – Rae Rotchell
No Report Submitted

RC37 – Rick Banks

I am pleased to report that both Zone Chairs of Region 37 are making great headway in visits to clubs. Zone Chair Jim held his first Zone meeting on the 15th of October and Zone Chair Tracey has a Zone meeting scheduled in November. It is nice to see Jim and Tracey making visits, preparing reports and working very diligently to encourage, educate and assist the Clubs in the Region. They are helping to achieve Club, Zone, Region and District goals during this process. There is a lot of discussion at the Club level regarding the two new service projects and serving 100 million by 2017. Thanks Jim and Tracey for making my job easier.

I have been able to visit the Thamesford Club, Vanastra and the Sweaburg Club during the Zone Meeting on October 15th. There is a lot of great Lions Service happening out there. I am continually amazed at the amount of time and effort devoted by Lions throughout the District to Serve others. Like the rest of Cabinet I remain concerned about some of the clubs with declining members and the extra challenges that brings. The amount of assistance that we can provide is limited only if a Club is reluctant to ask for that help.

Every member helps to push their Club to the top of the WAVE, and we know you can move along easier and quicker when you are "planing". Lets get on the curl.

ZC 37S –Jim Keron

The Zone now has two clubs who have met the District Governors challenge of two new service projects, Plattesville and Woodstock and several more with one project this early in the Lions Year. 37S recently completed the Farm Show Food Booth Fund raising project with all 11 clubs in attendance. In a sterling display of good planning we ran out of food at 3:30 on the last day of the farm show. The rain late Wednesday created a bit of a quagmire both on site and in the parking lot and we sustained a little wind damage but attendance Thursday seemed to be much better than we had expected. The zone club members put in 3100 hours of work and the gross sales were approximately \$138,900.

The first Zone meeting was held Weds Oct 15 in Sweaburg. The focus in this meeting was in generating ideas for new projects to meet the district governors challenge to have all clubs initiate two new service projects. We had a presentation from Sakura House on their mission and the importance of the Generator Project. Following that several possibilities were presented under the tongue in cheek agenda item called "Favorite Diseases". The Lions attention to diabetes was discussed and Ralph Gordon is again raising money through his snowmobile ride. Clubs were challenged to put a team in the Walk for Memories put on by the Oxford Society of Alzheimer's and members were reminded of the Dog Guide presentation at the joint zone meeting last winter. Finally the Pride was broken up into six tables who then brainstormed various ideas for new projects. The results will be compiled and sent to the Zone clubs. Many thanks to Vi Curry and the Sweaburg Club for hosting the meeting.

The Sakura House Fund is now at \$43,800.



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ZC 37W – Tracey Leary

I have been to visit a few Clubs now. I'm glad to report that I have had one induction of a new member into the West Coast Lions. They also have one more perspective member looking to join. The Bayfield club also have 5 new perspective members looking to join. I have to say that in all of my visits, everyone is working hard to accomplish the "Ask One" program, and looking for service projects to do in their area and community.

RC 51 – Charlene Teasdale

Well here we are well into our fall activities with our Clubs. As always having a plan is key in establishing your goals as well as giving direction for your Club's future. I had the pleasure of meeting with Zone Chair 51E Lion Jim Davis and Zone Chair 51W Lion Deb Cserhalmi to discuss their plans for their year as well as to exchange ideas for Zone Meetings as well as continuing the encouragement to all members in their Zones, rest assured your Zone Chairs have some wonderful ideas to share with you. I have also attended the recent Membership Workshop held in Kitchener which was a very informative evening hosted by our GMT/GLT Leaders providing valuable tools for our Clubs with respect to membership growth and team building. On October 5th I attended the Rockton Lions Club Memorial Service honouring members of this Club who recently passed away, what a wonderful tribute & truly proves that we are a Lions family. I had the honour to induct a new member into the Galt-Cambridge Lions Club and thank them for their warm hospitality. For fun I worked on the ticket booth at Erin Fair helping the Hillsburgh Lions Club and as always PDG Lion Doug Smith was so much fun to work with & the day was glorious weather wise. I have attended the Zone 51 East Meeting hosted by the Rockwood Lions Club as well as the Zone 51 West Meeting hosted by the St Agatha Lions Club. It is truly wonderful to hear our Lions Clubs plans for their future as well as working on the 2 new Service Projects challenged by DG Lion Tim, when we work together, anything is possible. Strengthening the Pride.... Region 51 is definitely going in the right direction and I am honoured to be the Region 51 Chair.

ZC 51E – Jim Davis

I have started club visitations having completed 2 with the third visit to take place on the evening of writing this report. Both clubs visited are currently planning their membership recruitment plans. They have some great ideas, pancake breakfast, and surveys at the local gas stations.

Rockwood Lions Club hosted our 1st zone meeting for 51E on Oct.15. Congratulations to all clubs in the zone as all were represented. Our guest speaker was Jennifer Blunt from Portage Ontario. She reported on the substance abuse rehabilitation of their facility in Elora. This centre is for teens between the ages of 12 to 18. There was a lot of interest from the Lions members in attendance with many asking about help for these projects and in return would pledge a donation to Portage Ont. Aden, a graduate of Portage also spoke on what the facility has done for him and his experiences there.

Denis Vinette reported on the progress of the new Campus Club being formed at the University of Guelph. Looks like we will have a new club in the District shortly.

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, **Diabetes Awareness** – PRC Rick Bell & PDG Larry Sales, **District Bulletin & MDA Magazine Liaison** – Lion Bob Rutter, **District International Relations** – PID Art Woods, **Elections & Credentials** – PDG Doug Smith, **GLT Liaison** – VDG1 Tim DeBlock, **GMT Membership Renewal** – PDG Larry Wainwright, **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 Quest** – PDG Thom Herrmann, **Lions Services For Children** – Lion Joanne McQuiggan, **Literacy Chair** – Lion Aline Chan, **Long Range Planning** – PDG Thom Herrmann, **Police Check Gatekeeper** - PDDG George Patton, **Protocol** – PID Bruce Murray

Camp Coordinator – PRC Rob Montgomery

I am in the process of making arrangements with clubs of District A-15 to help them to understand our Lions Camps and to pass out information for them to share with their members. I have various donations of articles that I will be taking to Lions Camp Dorset in the spring.

Wi-Fi was installed at the Camp to improve communications ability for the staff and to provide an additional service for the patients and their families.

At the September Board meetings of our Camps it was reported that donations from Lions and other sources are down compared to last year.

I encourage all Lions to keep Lions Camps in mind when deciding where to donate.

To date I will be visiting the Rockton Lions in early February to explain our camps and to present them with brochures from our Camps. If your club is interested please contact me campcoord@a15lions.org.

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 A-15 International Cook Books are on sale at \$6.50. All proceeds from the sale of the cook books donated to Lion's Quest. The International Festival tickets will be on sale from next month. Buy them for family and friends. You can use them as Christmas stocking fillers! Cost \$20.00 each. For more details visit <http://a15lions.org/pages/uploads/Events/meditfest.pdf>

District Historian – PDG Nancy Ransom

District history collection has been very slow, up until this summer PCC Dave Rumble called to say he had some boxes of memorabilia which he needed to get rid of. Garry and I drove down to Burford and Dave's boxes filled our CRV!

They are in storage and my plan is to open and review them as time allows, this coming year. I anticipate some interesting finds!

I am currently particularly interested in information from our first year as a District – 1976-77.

Our District formed with 36 Clubs and 2 new Clubs were chartered – Innerkip & District Lions and Belwood & District Lions. If your Club has any scrapbooks or photos from that year, they would be greatly appreciated, and indeed items from any year of your Club history.



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Convention Host 2015 – Lions Bill Patterson & Maurie Payne

PROPOSED BUDGET FOR LIONS CONVENTION 2015

EXPENSES

| | |
|---|------------------|
| • Rooms 55 nights x 2 x \$140.12 | \$ 15,413.20 |
| • Hospitality Rooms 8 x \$140.12 | 1,120.96 |
| • Luncheon 150 x \$15.32 | 2,298.00 |
| • Banquet 180 x \$40.99 | 7,378.20 |
| • Entertainment (Gov. Ball) | 500.00 |
| • Facility Costs | 1,500.00 |
| • Memorial Service (flowers)..... | 100.00 |
| • (choir)..... | 250.00 |
| • Wine & Cheese 180 x \$3.50 | 630.00 |
| • P.D.G. Breakfast 10 x \$12.00 | 120.00 |
| • Friday Night VIP Dinner 20 x \$25.00 | 500.00 |
| • Favours for International Guest & District Governor | 200.00 |
| • Head Table Decorations | 100.00 |
| • Flowers for Head Table Guests | 100.00 |
| • Pin Costs 250 x \$3.00 | 750.00 |
| • Printing Costs | 2,000.00 |
| • Leo's Room & Refreshments | 250.00 |
| • International Guests & District Governor's Expenses (room etc.).... | 1,120.00 |
| • Protocol Expenses (room, etc.) | 440.00 |
| • Cabinet Secretary (room & registration \$140. + \$17.) | 157.00 |
| • Cabinet Treasurer (room & registration \$140. + \$17.) | 157.00 |
| • Convention Chair (room etc.) <i>Hosp. p.stn.</i> | 440.00 |
| • Piper\$50.00 + meal \$42.00 | 92.00 |
| • Total | 35,616.36 |



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REVENUE

- Registration .. Lions (400 x \$17) \$6,800.00
- Non Lions (45 x \$15) 675.00
- Leo's (40 x \$10) 400.00
- Rooms 55 per night (55 x 2).....110 x \$140.12..... 15,413.20
- Luncheon (150 x \$16.) 2,400.00
- Banquet (180 x \$42.00) 7,500.00
- Pins (250 x \$5) 1,250.00
- Hospitality Rooms (8 x \$150) 1,200.00
- PDG Breakfast (10 x \$12.00) 120.00
- Total \$35,758.20

| | | |
|----------------|----|------------|
| Revenue | \$ | 35,758.20 |
| Expenses | | 35,616.36 |
| Difference | | 148.84 |

If you have a Draw or a 50/50 you could make additional income.

Effective Speaking – Lion Ernie Kaethler

This excellent Opportunities for Youth program promotes growth of character and develops civic potential in our community. Our District has been supporting this worthwhile program for many years. A-15 ranked and performed well at the MDA competition in London.

As a result of increasing Club donations, confirmed by CT Lion Peter's the 2013-14 Effective Speaking budget ended in the black.

Clubs are encouraged to support this program by hosting club contests and/or sending a \$100 to \$200 donation cheque to A-15 Treasurer, Peter Oswald.

The St George Lions Club will host the 2014 – 2015 A-15 District Effective Speaking Finals on Saturday, March 28th, 2015.

MDA finals will be held in Ottawa, on Fri/Sat May 1st/2nd, 2015.



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**District A-15 Effective Speaking
 2014 - 2015 Proposed Budget**

Income:

| | |
|--|----------------|
| Donations from 32 Clubs @ \$ 200.00 | \$6 400.00 |
| Portion submitted to MD'A' 32 x \$ 45.00 | (\$1 440.00) |
| Total Income | \$4 960.00 |

Expenses:

A-15 District Competition prize monies, if all categories have participants:

| | 1st | 2nd | 3rd | |
|-------------------------|-------|-------|------|----------|
| Pre-competitive English | \$75 | \$60 | \$40 | \$175.00 |
| Pre-competitive French | \$75 | \$60 | \$40 | \$175.00 |
| Junior English | \$90 | \$75 | \$50 | \$215.00 |
| Junior French | \$90 | \$75 | \$50 | \$215.00 |
| Intermediate English | \$100 | \$80 | \$60 | \$240.00 |
| Intermediate French | \$100 | \$80 | \$60 | \$240.00 |
| Senior English | \$125 | \$100 | \$75 | \$300.00 |
| Senior French | \$125 | \$100 | \$75 | \$300.00 |

| | |
|--|------------|
| Participant's Certificates & Frames & Trophy labels | \$95.00 |
| Postage re correspondence, etc | \$25.00 |
| Year Bars & Patches for Club Banners | \$55.00 |
| Medals (Gold, Silver, Bronze) | \$90.00 |
| Judges Honorariums | \$225.00 |
| District Convention, Lunch for contestant(s) and Guardians | \$210.00 |
| Rooms/one night accommodation at MDA finals-5 / 6 rooms | \$840.00 |
| Meals, for 5/6 contestants/families at MDA finals | \$1 350.00 |

| | |
|----------------|-------------|
| Total Expenses | \$ 4 750.00 |
|----------------|-------------|

Net: \$210.00



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Environment – Lion Linda Vinette

At the beginning of September IPDG Dens Vinette & I completed the photography of this year's Trees that were planted in the Breslau Memorial Forest. Lion Denis updated the Website at www.lfcmemorialforest.org.

On October 26th I had a display for the Environment at the Lions Now presentation at St. Marys. Lions Clubs International has put forward a Centennial Service Challenge to all Lions. For nearly 100 years, Lions have served their communities with dedication and contributed to the development and wellbeing of millions of people around the world. As we look toward our centennial celebration, Lions are encouraged to serve 100 million people by December 2017 through participation in the Global Service Action Campaigns. During April, we invite you and your club to join Lions around the world to bring attention to the environment. Help us raise awareness about current and emerging environmental issues and take action by planning activities in connection with Earth Day, recognized on April 22. Or, organize projects throughout the month that mobilize your club members to make a difference by protecting our environment.

Always be camera ready for that special photo for the Environmental Photo Contest that will be held at the 2015 District Convention in Stratford.

GLT District Coordinator – IPDG Denis Vinette

I am proud to report that District leadership development activities have been going “full steam ahead” since the beginning of this Lions year.

Firstly, Members of District A-15 GLT, GMT and Cabinet attended a workshop in Markham on the 6th and 7th of September to discuss, review and build upon our Governor's membership and leadership goals. There were representatives from all Districts in MD“A” and this proved a valuable forum for the exchange of ideas and strategies to “Strengthen” our member growth and satisfaction in the year going forward. All District participants felt that this was a very worthwhile event.

Following that, A “CEP facilitator Refresher” event was held in St. Jacobs on September 27th. All District A-15 facilitators were invited to attend as well as our District Cabinet. I'm pleased to report that the large majority of both facilitators and cabinet attended this meeting. Many issues were discussed regarding the delivery and success of the CEP. It was unanimously agreed that the club facilitators would contact the participating clubs and offer to visit the club to discuss their progress with regards to their goals and plans. As a result, future CEP workshops will now have a 5th step added to the curriculum: “6 month progress review” where the assigned facilitators will re-visit the club to help maintain the momentum established at the end of step 4. A big thank you as always goes out to the St. Jacobs Lions for the use of their den for this gathering.

In partnership with the GMT Coordinator, District A-15 held its annual membership workshop at the Kitchener Lions Arena on September 30th. I want to take this opportunity to thank the over 80 attendees who came out. A “shout out” goes to those members who had not attended this event last year. I would estimate that at least 30% of those who attended were first timers. Wonderful to see new faces with an interest in member welfare! Kudos go to the Lions Club of Kitchener for hosting this event.

As of this writing, we are preparing the final touches for our 3rd Lions Now! event (2 last year). The GMT will have a booth and will welcome the opportunity to discuss any Leadership ideas, concerns and initiatives with the District members in attendance.



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GMT District Coordinator – PDG OJ Wiliura

In September several members of the Team and Cabinet attended a GM< session in Markham where we exchanged ideas with team members from the other 9 Districts. Our District group members met in St. Jacobs to have a refresher gathering for CEP Coordinators along with the new Zone Chairs. To date we have 2 clubs who have applied for CEP this fall. As previously mentioned IPDG Denis Vinette, GLT Coordinator and I, or other CEP Coordinators will be asking if we can visit clubs that have completed the program and offer any further assistance they may need.

I would like to share with you part of an article written by GMT Coordinator, 1st VDG Larry Hopkins of District 35L (Florida) regarding volunteers as it relates to membership.

“Remember that with today’s society, people have more constraints placed on their time and volunteer hours are at a minimum. Today’s volunteer likes to see immediate results and quick gratification if they are to invest free time serving others. It is no longer enough to simply attend meetings or raise money for a cause. They want to participate in hands-on community service projects that are meaningful as a whole and at the end of the day they see and feel that they have made a significance difference.”

Just having meetings with no immediate goals does not appeal to many prospective members. At the recent District Membership Workshop, I recall one of the participants commenting on membership satisfaction. He noted that just prior to joining his club and as a businessman he wanted to know if the club had a goal or vision for the immediate future. He did not wish to be a member for the sake of being one or just coming out to dinner meetings. It was very important to him that the club have goals or a plan set out for community service and success. Having seeing that, he joined our organization. He strongly noted that this is what people of today want, what are you are doing, how are you going to get there and what are the expectations?

Having a plan and a strong vision is one tool for a success club.

LFC – PZC Charlene Teasdale

Happy Fall Lions. The new Lions year has started out with great enthusiasm for our LFC Dog Guide programs. I had the pleasure of presenting as a guest of the Cambridge-Highlands Lions Club who presented a sponsorship cheque to the Lions Foundation of Canada for sponsorship of an Autism Assistance Dog Guide; that was such a wonderful surprise! I have attended the MDA Lions Foundation of Canada Chair annual meeting in Oakville on September 20th. Our LFC MDA Chair PDG Lloyd Clifton is encouraging clubs to consider hosting an LFC Purina Walk for Dog Guides as well as continuing your support for the Dog Guide programs. I have also received a copy of a letter confirming the final installment of sponsorship for another Autism Assistance Dog Guide from the Galt-Cambridge & Kitchener Lions Clubs, way to go Lions, this sponsorship was collected over a period of time. I have been honoured to be a guest of the Woolwich Community Lions Club who held their club meeting on October 14th at the LFC Breeding Facility in Breslau with a dinner catered by Kennedys, thank you for your hospitality and the tour of the facility, a demonstration and gazing at puppies was absolutely awesome. On October 25th I will be attending the LFC Open House at the training facility in Oakville and will also be attending the Lions Now session following the St Marys International Breakfast with the Dog Guide display. Calendars supporting the Oakville Firefighters Benevolent Fund and LFC jointly are available at a cost of \$10. Thank you all for your much needed continued support as the ever growing demand for our Dog Guides continues. Your support is truly making a difference in the lives of those who are living with a disability. As always I would be more than happy to come speak to your Club about our Lions Foundation of Canada.



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GMT Membership & Club Growth Team Leader – PRC Vaughan Braby

I attended the GMT GLT meeting prior to the cabinet meeting at Five Oaks. Attended Cabinet meeting at Five Oaks. I also attended a District A15 GMT GLT workshop in Markham,

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

I am pleased to report that I have only two Peace Posters left from my original order. Thank you to all the Lions/Lioness Clubs who ordered them from me.

Participating this year Woodstock, Ingersoll, Thamesford, Glen Morris, Wellesley, St Agatha, Belwood, Elmira, Rockwood, Paradise and District, New Hamburg Lioness, Rockton, Ariss, Lyndon, Galt Cambridge, Cambridge Highlands and Community Spirit Lions Club (with the Bilingual School).

I have sent out two reminders about the deadline which is November 15th. The winners of each club have to have their poster to the Governor by November 15th. The winner will receive \$250.00 from District A 15. If I can be of any help please don't hesitate to call me.

I am sorry to say that we have no entries for the Essay Contest.

I am enjoying being the Peace Poster Chair and want to thank all of the clubs for being involved. Next year wouldn't it be lovely if ALL CLUBS in A 15 would participate in the contest.

Public Relations & Club Visits Liaison – PDG Norma Peterson

As club visits liaison, I send out a reminder notice and biography of the District Governor or his VDG designate about one or two weeks prior to the official visit. As of October 22, I've emailed (or faxed) over a third of these letters, which means that Governor Tim, 1st VDG Diane and 2nd VDG Wayne have already been very busy travelling around our district to visit your clubs. Please acknowledge my emails with a quick and brief reply so that we know that you've received the protocol information and that you're expecting them.

I'm also willing and eager to help you promote your club if you need my assistance or advice about the more traditional forms of public relations such as club bulletins or press releases.

If you're using social media to promote your club ... congratulations! I might need your guidance to do the same!

Sight Screening & Conservation – Lion Pat McLean

Successful fund raising has resulted in the purchase of three new refractors at an approximate cost of \$18000. We hope to order a fourth in the coming days.

Youth Camp & Exchange – Lions Rudy & Lorea Boogerman

The YEP continues to evolve for the 2014/15 Lions year.

Youth Exchange Chairpersons from three different countries have contacted us to reserve places for their anticipated participants to our upcoming Youth Camp. This is a good sign. From two of those chairs, KooDoo's were received for putting on a wonderful experience this past year, info received from their youth who attended here, both Host home and camp stays. This is also very good. The third chair did not have a rep at camp last year.

At a meeting with the 5 Oaks people (our camp site) dates were confirmed for the Youth Camp (July 11-21, 2015) and for the camp clean up date (May 22/23, 2015) - more news on the camp clean up at a later date. Their needs, as far as the camp renovations is concerned, was lengthy but I am sure our Lions will come through for them as we have done in the past. Our assistance is gratefully appreciated and they cannot say enough about the work the Lion's do for them. Most Lions do not understand how our contributions of materials and manpower (excuse me 'person hours") affect the bottom line for



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use of their facilities. Person hours are converted to \$ and offset the cost of using their facilities for the YEP. Provided materials are met \$ for \$ and as well offset the bottom line. This year the camp will cost \$5830.00. That's a big chunk of change! Circle May 22/23 on your calendars and prepare to burn a few calories at the clean up.

We attended the fall MDA wrap up meeting (Markham, Oct 25, 2014) of all YEP Chairs. Information on their past year's successful program was exchanged, highlighting both pro's and con's, things to be aware of and how they handled it. Good information to know should we experience similar situations. Host families, or a lack thereof, is a huge dilemma MDA wide. The equation is simple - No Host families, no YEP! Thank you to all host families who stepped forward last year. We are hoping more will step up to the plate this year and sooner, better than later. To promote the idea of hosting, we will be visiting as many clubs as possible this year to provide an understanding of the YEP and answer any questions anyone may have. Out bound sponsorship will also be high on the priority list. With only two youth going abroad from this District last year, the clubs need to direct some time and energy in this area. A presentation, in person, is available for this purpose at a club meeting. Call to make arrangements. The Fergus Lions Club had first exposure to the presentation on Oct 14/14. We are still looking for two more counselors for this year's camp. Take the step - it's not a huge one. Let us know of your interest in becoming one.

Attached is the proposed budget for the YEP/camp. It is based on a nominal expected participation for outbound youth (due to dwindling numbers over the past several years) and an anticipated inbound compliment of youth, 20 - 24 in number. We may be optimistic in our thinking. At the moment, there is little deviation from the program as established by our predecessors. The actual expenses for last year saw a substantial increase primarily due to unknown increase costs at the events that the camp attended. These costs have now been taken into account as well as the anticipated increase of the YEP participants for the upcoming year (17 vs. 20-24).



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Youth Camp Budget Proposal, 2015

| Youth Exchange Program | Proposed 2015 |
|----------------------------------|-------------------------|
| Transportation** | \$ 4,700.00 |
| Name Tags | \$ 100.00 |
| T-Shirts, Polo, jackets etc... | \$ 1,200.00 |
| Ice cream for everyone | \$ 140.00 |
| Maid of the Mist | \$ 450.00 |
| Imax/Minolta Tower - Skylon 4d | \$ 400.00 |
| Oh Canada Eh | \$ 1,500.00 |
| Wonderland | \$ 1,200.00 |
| Dinner at Wonderland | \$ 300.00 |
| Dinner- Mandarin | \$ 800.00 |
| CN Tower | \$ 600.00 |
| Rogers Centre - Blue Jays Game | \$ 450.00 |
| Display Boards | \$ 150.00 |
| Groceries | \$ 300.00 |
| Pizza | \$ 250.00 |
| Set-up dinner & breakfast | \$ 225.00 |
| Flash Drives (Thumb Drives) | 300.00 |
| St Jacobs Horse drawn tour | 300.00 |
| Meals -no club | \$ 250.00 |
| Airport Hotel - arrival expenses | \$ 375.00 |
| John Wedge - National Anthems | \$ 75.00 |
| Youth Exchange Pins/ptchs | \$ 300.00 |
| Backpacks | \$ 250.00 |
| Water bottles | None required this year |
| misc supplies | \$ 285.00 |
| \$250.00 Transportation Fees** | |
| | |
| Total | \$ 15,000.00 |

**although we budget \$4,700.00 transportation fees we actually will not use that amount due to the fact that the youth contribute \$250.00 per person to offset these fees. Depending how many youth we host calculates that offset amount.



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INTERNATIONAL ASSOCIATION OF LIONS CLUBS

DISTRICT A-15 CONVENTION POLICY MANUAL

[Revised XXXXXXXX 2014]



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Table of Contents

1. CONVENTION POLICY..... 3

1.1 GENERAL POLICY..... 3

1.2 DISTRICT FUTURE CONVENTION ADVISORY COMMITTEE 3

 1.2.1 APPOINTMENT 3

 1.2.2 TERM..... 3

 1.2.3 ROLE 3

1.3 CONVENTION BID PROCESS 3

 1.3.1 PRIMARY BID REQUIREMENT 3

 1.3.2 CONVENTION BID..... 4

 1.3.3 BID REVIEWS..... 4

 1.3.4 BID SITE INSPECTION 4

 1.3.5 SUBMISSION..... 4

1.4 STANDARD SCHEDULE OF EVENTS..... 4

1.5 AGENDA 5

1.6 REGISTRATION..... 5

1.7 ACCOMMODATIONS..... 5

 1.7.1 Housing Procedures 5

 1.7.2 Room Deposit..... 5

 1.7.3 Cancellations 5

 1.7.4 Complimentary Accommodations..... 5

1.8 DISTRICT CONVENTION PIN 6

1.9 CONVENTION MEALS 6

1.10 COMPLIMENTARY REGISTRATION AND FUNCTIONS 6

 1.10.1 Requirements..... 6

 1.10.2 District Reimbursement 6

1.11 MEMORIAL SERVICE 6

1.12 BANNER PRESENTATION 6

1.13 FACILITIES AND PARAPHERNALIA 7

1.14 SERVICE ACTIVITIES CENTRE AND COMMERCIAL BOOTHS 7

1.15 INTERNATIONAL GUEST 7

 1.15.1 Protocol Aide 7

 1.15.2 Gift 7

 1.15.3 Duties 7

1.16 FLOWERS AND REFRESHMENTS 7

2. CREDENTIAL AND ELECTION POLICY..... 8

1.17 CREDENTIALS..... 8

1.18 ELECTIONS..... 8

1. CONVENTION POLICY

1.1 GENERAL POLICY

This policy operates under the following assumptions:

- i. That the District Governor is responsible for the District A-15 Convention
- ii. That the District A-15 Cabinet approves the District Governor's plans and proposals
- iii. That the Convention Advisory Committee works with the District Governor to plan Convention Activities
- iv. That the Host Committee implements approved Convention plans and procedures
- v. That the District A-15 Convention shall be held no less than thirty (30) days prior to the date set for the Multiple District 'A' Convention. (Constitution Article VI)

1.2 DISTRICT FUTURE CONVENTION ADVISORY COMMITTEE

1.2.1 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 shall consist of a minimum of 3 members, and if possible, contain at least one member from each of the Regions of District A-15.

1.2.2 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. One member shall be appointed each year with the senior member (3rd year of term) becoming the chair for that year.

1.2.3 ROLE

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.

1.3 CONVENTION BID PROCESS

1.3.1 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 that 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 (i.e.: bedrooms; hospitality; facilities available for meetings and other Convention related events. Suggestions for tie-in events should also be provided.

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.

1.3.2 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 for presentation and consideration of bids at the District A-15 Convention, held 2 years in advance of the Convention being bid.

1.3.3 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.

1.3.4 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.

1.3.5 SUBMISSION

Once reviewed and deemed acceptable, the bid(s) will be presented to Cabinet for their consideration.

1.4 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 |
| Saturday | Annual Meeting of Honorary 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 |



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

1.5 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. Once approved, a copy of the agenda will become part of each delegate's welcome package, either separately, or as part of the official convention program.

1.6 REGISTRATION

- i. All registrations must be individual files by Name, Address, Club on an official Convention Registration form designated by District A-15.
- ii. 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.
- iii. All Delegates, Alternates, Lions, Lioness and guests must register and pay the appropriate Registration Fee.
- iv. Pre-registration is requested to allow the Host Committee to prepare badges, assign rooms, plan meals etc in advance.
- v. Cancellations – refunds will be made for the Registration Fee only for extenuating circumstances.

1.7 ACCOMMODATIONS

1.7.1 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.

1.7.2 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.

1.7.3 Cancellations

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.

1.7.4 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.

1.8 DISTRICT CONVENTION PIN

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

1.9 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.

1.10 COMPLIMENTARY REGISTRATION AND FUNCTIONS

1.10.1 Requirements

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. Costs, in whole or in part, shall be reimbursed by the District as per the following conditions:

1.10.2 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:

- i. International Guest and companion: Registration (2); Pin (2); Accommodations (2 nights), Meals (2 x 5), refreshments, flowers / bouquet; District Gift (including costs of shipment and other delivery costs); ground transportation to and from an International Airport within a 200km radius of the Convention.
- ii. District Governor and companion: Registration (2); Pin (2); Accommodations (2 nights), Meals (2 x 5), refreshments, flowers / bouquet
- iii. 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.

1.11 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.

1.12 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.

1.13 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.

1.14 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.

1.15 INTERNATIONAL GUEST

1.15.1 Protocol Aide

The District Governor is responsible for appointing a Protocol Aide upon assumption of office. The appointee is to be made known to the District A-15 Cabinet at his first Cabinet Meeting.

- i. The Protocol Aide shall arrange an entourage of Current and/or Past Officers to meet the guest at and return to the airport.
- ii. The Protocol Aide is responsible for the activity, comfort and safety of the International Guest.

1.15.2 Gift

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.

1.15.3 Duties

The International Guest is expected to, as a minimum, perform the following duties:

- i. Bring greetings at the Opening Ceremony
- ii. Address the Past District Governors' Annual Meeting
- iii. Update the Cabinet about International Activities
- iv. May hold an Open Forum with the Members
- v. Make a major presentation at the Governor's Banquet
- vi. Address the assembled delegates about important issues within Lionism

1.16 FLOWERS AND REFRESHMENTS

The Host Committee is responsible for the following:

- i. Flowers and room refreshments for the District Governor and International Guest
- ii. Table flowers and/or candles at all functions
- iii. Head Table wine (when appropriate)
- iv. Bouquet for Governor's spouse and International Guest's spouse
- v. Decorations/refreshments for the District Governor's reception prior to the Governor's Ball