



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



Fall A-15 Cabinet Meeting Minutes
 10:55 AM October 30th 2011
 Pyramid Recreation Centre, 317 James St S, St Marys

1. Call to order

The meeting of the District A-15 Cabinet was called to order at 10:55 AM by Governor Norma Peterson, Cabinet Attendance as indicated:

DG Norma Peterson	1stVDG Dr. Dan Ayim	2 nd VDG Denis Vinette	IPDG Todd Wilson (R)
CS Dennis Loughheed	CT Peter Oswald	RC9 Rob Montgomery	ZC9E Vaughan Braby
ZC9S Stephen Hendry	RC37 Henri Callebert (R)	ZC37S Fran MacFarlane	ZC37W Paul Anstett
RC51 John Rothwell	ZC51E Don Irvine	ZC51W Diane Smith	
CC - PID Art Woods (R)	CC - PDG OJ Wilura	CC - PCC Bill Carson	CC - PDG John Brash
CC - PDG Thom Herrmann	CC - PDDG George Patton	CC - PRC Stephen Jones (R)	CC - Jeff Sullivan
CC - Bob Lacombe (R)	CC - Lion Tracy Brant (R)	CC - Lion Marysa Rumble - Lauriault	CC - Lion Joanne McQuiggan (R)
CC - PCC Dave Rumble	CC - Lioness Mary Rumble	CC - Linda Vinette	CC - Lion Bob Rutter (R)
CC - PID Bruce Murray	CC - Lion Don Irvine	CC - Lion Ernie Kaethler (R)	CC - Lion Raymond Taylor (R)
CC - Lion Ken Oliver (R)	CC - PRC Charlie Davis	CC - Lion Jim Harris	CC - PCC Tim Cronin
CC - PDG Larry Wainwright	CC - RC John Rothwell	CC - PRC Tim DeBlock (R)	CC - Lion Ajit Manku (R)
CC - PRC Jack Broadfoot	CC - PDG Karen McNeight	CC - Lion Ted Bickell (R)	CC - Lion Mary Rothwell
CC - PRC Wolfgang Boelke			

In attendance also were approximately 50 other Lions members. *CC = Committee Chair, (R) = Regrets

2. O Canada

3. Moment of Silence - Observed in honor of those Lions and all who serve our country who have passed away.

4. Governor Norma welcomed all those in attendance including special guest ID Gary Anderson and his wife Lion Cheryl, extended thanks to the host St Marys Lions and set protocol.

5. Approval of the Agenda

MOVED by VDG2 Denis Vinette and seconded by RC John Rothwell to adopt the agenda. Carried.

6. Approval of Minutes of the August 21st, 2011 Cabinet Meeting

A correction in the Convention Report "Woolwich Community Lions Club" from 4707.83 to \$707.83 was noted.

MOVED by CS Dennis Loughheed and seconded by ZC Vaughan Braby to approve the minutes of the August 21st, 2011 Cabinet Meeting. Carried.

7. ID Gary Anderson's Remarks

Lion Gary commented on the spirit of cooperation that exists on the International Executive, and the addition of two new countries in which Lions now operates at the most recent International Board Meeting held in Hong Kong. Regarding the rebranding to blue rather than purple in the Lion colors he stated that this was not an approved change but resulted from an icorrect interpretation of other actions which were apprproved. Those clubs who purchased a banner and received the new blue rather than the original purple may request a no charge replacement. Vests should be available in purple and he will look into why attempts to get purple have been failing. The requirement for a Club to donate to LCIF in order for the Club President Excellence Awarded to be granted in recognition of the leadership provided by the president does not specify an amount. If clubs wish for their president to be so reecognized they are encouraged to make a minimal donation.

8. District Governor's Remarks

Please support Lions Quest. They are a somewhat "invisible" arm of Lions as compared to LCIF and LFC and desperately need our financial support.

9. Matter's Arising

9.1. Long Range Planning Youth Camp Recommendations - Police Checks

The draft District A-15 Volunteering To Paticipate In A-15 Sanctioned Activities Involving Vulnerable People Manual and proposed Policy recommendations were discussed including the suggestion that any information collected be held by an independent, i.e. non Lion third party as designated by the Cabinet.

MOVED by ZC Paul Anstett and seconded by ZC Stephen Hendry to refer the entire package to PID Art Woods for his legal counsel. Carried.



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- 9.2. Long Range Planning Zone Chair Recruiting Recommendations.
As the new GMT/GLT mandate and structure covers this concern, no further action is required of Cabinet.
10. Secretary's Report - *See attached*
MOVED by CS Dennis Lougheed and seconded by RC John Rothwell to accept the report of the Secretary. Carried.
11. Treasurer's Report
- 11.1. Report - *See attached*
- 11.2. Financial Statements - *see attached*
MOVED by CT Peter Oswald and seconded by ZC Vaughan Braby to receive the report of the Treasurer and the Financial Statements as submitted by the Treasurer. Carried.
12. Cabinet Reports - *see the attached reports*
MOVED by VDG2 Denis Vinette and seconded by RC John Rothwell to accept all Cabinet Reports. Carried.
13. Committee Reports - *see the attached reports*
- 13.1. Convention Committee Motions
- 13.1.1. Policy Review
Whereas information regarding the convention process is scattered in the District Constitution & Bylaws, District Policy and Convention Bylaws and
Whereas the requirement of a certain number of people to be on the convention committee listed in the Bylaws is large and basically not needed
MOVED by VDG2 Denis Vinette and seconded by RC John Rothwell that the Long Range and Planning Chair review the various areas pertaining to the convention and possibly recommend placing all under one roof, the Constitution Bylaws. Carried.
- 13.1.2. Registration Fee
MOVED by RC Rob Montgomery and seconded by ZC Vaughan Braby that the 2012 A15 Convention Registration fee be raised to \$17. Carried.
- 13.2. Environment Committee Motion
MOVED by VDG2 Denis Vinette and seconded by RC Rob Montgomery that CC Linda Vinette be asked to investigate the purchase of a tree and appropriate plaque on behalf of District A15 to be planted in the William D. Moody Park. Carried.
MOVED by VDG2 Denis Vinette and seconded by RC John Rothwell to accept all Committee Reports. Carried.
14. Special Presentations & Awards
- 14.1. 100% Secretary
- | | | |
|----------------------|-----|----------------------|
| Lion Deb Hulet | 37S | Ingersoll |
| Lion Penny Overboe | 37W | Bayfield |
| Lion Shelly Collings | 37W | Centralia Huron Park |
| Lion Wayne Robson | 51E | Belwood & District |
- 14.2. 100% Treasurer
- | | | |
|-----------------|----|-------|
| Lion Arie Kloss | 9S | Paris |
|-----------------|----|-------|
- 14.3. 100% Membership Chair
- | | | |
|--------------------|-----|--------------------|
| Lion Eileen Taylor | 51W | Woolwich Community |
|--------------------|-----|--------------------|
15. Good & Welfare
VDG1 Dan Ayim announced that the Region Chair positions will be retained for 1012-13 and encouraged eligible Lions to carefully consider running for those positions. In addition he urged attendance at any of the Leadership Conferences that are available.
16. Adjournment 1:00 PM



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**SECRETARY'S REPORT TO CABINET
OCT 30, 2011- Dennis Lougheed**

1. Business Carried Out via Email

Due to an October 1st, 2011 submission deadline, the following motion was made by A15 Cabinet Treasurer Peter Oswald and seconded by A15 Cabinet Secretary Dennis Lougheed. Voting was conducted by Email between September 10th, 2011 and Sept 27th, 2011. The motion was carried and MDA Secretary Dave Voisey notified of the result on September 29th, 2011.

Moved that the Voting Cabinet of District A15 endorse the candidacy of Lion V. Charlene Teasdale, President (2011-2012) of the Guelph Lions Club for the position of Ontario Director for the Lions Foundation of Canada.

2. The "New" Email System

All Lions are reminded to use the new published @a15lions.org Email addresses that have been provided to all Clubs, Cabinet Members, and Committee Chairs. If you have not activated your Email account and established a pattern of checking it regularly, you will not be receiving much of your necessary Lions correspondence. In order to have the mail forwarded to your personal Email account you must take steps to do so. These steps were provided in your original notification. If you have lost your instructions, please contact Lion Stephen Jones infotech@a15lions.org for a resend. Remember also that in order to send to groups you must send from your @a15lions.org Email address. Use of this system greatly reduces the amount of annual effort needed to maintain communication links with changing holders of District positions and to produce the annual District Directory.

3. Monthly Reporting

Clubs are reminded that the only monthly reports they are now required to file are the Membership and Activity Reports filed through the International WEB site. The filing of separate District reports is no longer required. Club Secretaries are urged to download the current Club Secretary's Manual from the District WEB site for further guidance on what is expected of them on a month-to-month basis.

**TREASURER'S REPORT TO CABINET
OCT 30, 2011 - Peter Oswald**

Following a couple of items raised at last Cabinet meeting, the financial statements for June 30, 2011 have been restated as attached with the following changes:

ADMIN

- new Account Payable for \$1,122.96 to reflect amount owing to Trust Account to transfer the Excess Pin Sale funds to the Leash Free Park account.

- minor amendment to convention fund based on the final reporting and expense reimbursement.

TRUST

- new Account receivable from the Admin account and increase Leash Free Park by \$1,122.96

Based on these changes, there is a surplus for the past Lions year of approx \$2,500 and an accumulated surplus for the District of over \$7,300.

For **September 30, 2011**, the financial records have been balanced and reconciled to the bank statements. The financial statements presented here fairly reflect the financial position of the District.

ADMINISTRATION ACCOUNTS

- All Clubs have been invoiced for dues for this Lions year. As of Oct 15, there are 15 Clubs with outstanding dues (compared to 16 Clubs same time last year).
- With respect to Expenses vs Budget, there has been limited activity to date and the report is straightforward.

TRUST ACCOUNTS

- The balance sheet for the Trust accounts is an accurate reflection of all balances held in Trust and all accounts have been reconciled to the Bank records as at September 30.
- The Leash Free Park has a balance of \$9,063.19



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12:06 PM
04/09/11
Accrual Basis

District "A"-15 Lions Clubs Administration Balance Sheet As of 30 June 2011

	<u>30 Jun 11</u>
ASSETS	
Current Assets	
Chequing/Savings	
Cash	
CIBC - Bank Account	1,158.07
CIBC - Investments	35,000.00
CIBC USD Account	1.60
International Director Fund	3,751.23
New Club Assessment Fund	7,735.42
Total Cash	<u>47,646.32</u>
Total Chequing/Savings	47,646.32
Accounts Receivable	
Accounts Receivable	250.00
Total Accounts Receivable	<u>250.00</u>
Other Current Assets	
Convention Gifts	450.00
Total Other Current Assets	<u>450.00</u>
Total Current Assets	<u>48,346.32</u>
TOTAL ASSETS	<u>48,346.32</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A/P USD for LCI	525.53
Accounts Payable	1,122.96
Total Accounts Payable	<u>1,648.49</u>
Other Current Liabilities	
Convention Fund	4,342.32
DGE Partner Travel	2,000.00
Total Other Current Liabilities	<u>6,342.32</u>
Total Current Liabilities	7,990.81
Long Term Liabilities	
International Director - Contra	3,751.23
New Club Assessment - Contra	8,515.01
Total Long Term Liabilities	<u>12,266.24</u>
Total Liabilities	20,257.05
Equity	
Balance - July 1/00 - Net	690.54
Emergency Reserve Fund	20,000.00
Retained Earnings	4,889.21
Net Income	2,509.52
Total Equity	<u>28,089.27</u>
TOTAL LIABILITIES & EQUITY	<u>48,346.32</u>



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8:52 PM
16/10/11
Accrual Basis

District "A"-15 Lions Clubs Administration
Profit & Loss Budget vs. Actual
July 2010 through June 2011

	Jul '10 - Jun 11	Budget	Over Budget
Ordinary Income/Expense			
Income			
Advertising	250.00	0.00	250.00
District Directory	225.00	125.00	100.00
District Dues			
Dues - Collected	12,807.50	12,835.00	-27.50
Total District Dues	<u>12,807.50</u>	<u>12,835.00</u>	<u>-27.50</u>
Interest Earned	1,393.28	800.00	593.28
Leadership Seminar Income	1,300.00	1,300.00	0.00
Membership Assessment	2,260.50	2,265.00	-4.50
Pin Sales	2,330.95	1,250.00	1,080.95
Total Income	<u>20,567.23</u>	<u>18,575.00</u>	<u>1,992.23</u>
Gross Profit	20,567.23	18,575.00	1,992.23
Expense			
Awards			
Awards - Cabinet	1,350.00	1,350.00	0.00
Awards - Other	745.80	800.00	-54.20
Total Awards	<u>2,095.80</u>	<u>2,150.00</u>	<u>-54.20</u>
Badges & Patches	615.95	400.00	215.95
Bank Charges	207.65	350.00	-142.35
Cabinet Expense	1,760.98	1,600.00	160.98
Convention Expense	956.62	1,100.00	-143.38
District Chair Expense			
Comm Chair Expenses	356.50	850.00	-493.50
District Chair - Other	1,400.00	1,600.00	-200.00
Global Leadership & Membership	2,294.38	3,500.00	-1,205.62
Total District Chair Expense	<u>4,050.88</u>	<u>5,950.00</u>	<u>-1,899.12</u>
District Directories	1,370.13	1,295.00	75.13
Governor's Newsletter	140.00	210.00	-70.00
Internet	157.61	150.00	7.61
Leadership Seminar	1,500.00	1,500.00	0.00
Miscellaneous	0.00		
Pins Purchased	2,778.80	1,525.00	1,253.80
Postage & Telephone	88.05	200.00	-111.95
Printing & Stationery	783.99	600.00	183.99
USA / Canada Forum	1,500.00	1,500.00	0.00
Total Expense	<u>18,006.46</u>	<u>18,530.00</u>	<u>-523.54</u>
Net Ordinary Income	2,560.77	45.00	2,515.77
Other Income/Expense			
Other Expense			
Exchange Gain/Loss	1.07		
Total Other Expense	<u>1.07</u>		
Net Other Income	-1.07	0.00	-1.07
Net Income	<u>2,559.70</u>	<u>45.00</u>	<u>2,514.70</u>



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10:47 AM
16/10/11
Accrual Basis

District "A"-15 Lions Clubs Trust Balance Sheet As of 30 June 2011

	<u>30 Jun 11</u>
ASSETS	
Current Assets	
Chequing/Savings	
CIBC- Lions Quest Imprest	4,690.67
CIBC - Eff.Speaking Impst	394.05
CIBC - Grant Hospital	2,063.19
CIBC - Trust Account	20,792.92
CIBC - Youth	
Youth Exchange Imprest	21,902.48
Youth Investments	12,000.00
Total CIBC - Youth	<u>33,902.48</u>
Investments	
GIC Grant Hospital	30,000.00
QUEST - Investment	15,000.00
Investments - Other	10,000.00
Total Investments	<u>55,000.00</u>
Youth Camp Capital Fund	<u>7,542.71</u>
Total Chequing/Savings	<u>124,386.02</u>
Accounts Receivable	
Accounts Receivable	1,122.96
Total Accounts Receivable	<u>1,122.96</u>
Total Current Assets	<u>125,508.98</u>
TOTAL ASSETS	<u>125,508.98</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Effective Speaking Contra Acct	394.05
Hearing Equipment	423.42
LCIF - Grant Hospital	32,063.19
Lions Foundation of Canada	
Leash Free Park	9,063.19
Total Lions Foundation of Canada	<u>9,063.19</u>
LIONS Quest Contra Account	19,690.67
Peace Poster	3,430.48
Sight Conservation	11,748.71
Vision Screening	7,250.08
Youth Camp / Y. Ex. Contra Acct	33,902.48
Total Other Current Liabilities	<u>117,966.27</u>
Total Current Liabilities	<u>117,966.27</u>
Long Term Liabilities	
Youth Camp Capital	7,542.71
Total Long Term Liabilities	<u>7,542.71</u>
Total Liabilities	<u>125,508.98</u>
TOTAL LIABILITIES & EQUITY	<u>125,508.98</u>



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8:13 AM
16/10/11
Accrual Basis

District "A"-15 Lions Clubs Administration Balance Sheet As of 30 September 2011

	<u>30 Sep 11</u>
ASSETS	
Current Assets	
Chequing/Savings	
Cash	
CIBC - Bank Account	1,654.61
CIBC - Investments	30,000.00
CIBC USD Account	-5.73
International Director Fund	3,751.23
New Club Assessment Fund	8,278.96
Total Cash	<u>43,679.07</u>
Total Chequing/Savings	43,679.07
Accounts Receivable	
Accounts Receivable	18,548.50
Total Accounts Receivable	<u>18,548.50</u>
Other Current Assets	
Convention Gifts	450.00
Total Other Current Assets	<u>450.00</u>
Total Current Assets	<u>62,677.57</u>
TOTAL ASSETS	<u>62,677.57</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A/P USD for LCI	0.01
Total Accounts Payable	<u>0.01</u>
Other Current Liabilities	
Convention Fund	5,840.32
DGE Partner Travel	2,000.00
International Director Suspense	374.50
Total Other Current Liabilities	<u>8,214.82</u>
Total Current Liabilities	8,214.83
Long Term Liabilities	
International Director - Contra	3,751.23
New Club Assessment - Contra	8,278.76
Total Long Term Liabilities	<u>12,029.99</u>
Total Liabilities	20,244.82
Equity	
Balance - July 1/00 - Net	690.54
Emergency Reserve Fund	20,000.00
Retained Earnings	7,448.91
Net Income	14,293.30
Total Equity	<u>42,432.75</u>
TOTAL LIABILITIES & EQUITY	<u>62,677.57</u>



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8:17 AM
16/10/11
Accrual Basis

District "A"-15 Lions Clubs Administration
Profit & Loss Budget vs. Actual
July 2011 through Sept 2011

	Jul '11 - Jun 12	Budget	Over Budget
Ordinary Income/Expense			
Income			
Advertising	532.50	500.00	32.50
District Directory	0.00	150.00	-150.00
District Dues			
Dues - Collected	12,713.25	12,894.00	-180.75
Total District Dues	12,713.25	12,894.00	-180.75
Interest Earned	38.59	850.00	-811.41
Leadership Seminar Income	1,325.00	1,300.00	25.00
Membership Assessment	2,247.00	2,275.00	-28.00
Pin Sales	0.00	1,250.00	-1,250.00
Total Income	16,856.34	19,219.00	-2,362.66
Gross Profit	16,856.34	19,219.00	-2,362.66
Expense			
Awards			
Awards - Cabinet	0.00	1,350.00	-1,350.00
Awards - Other	0.00	500.00	-500.00
Total Awards	0.00	1,850.00	-1,850.00
Badges & Patches	511.32	620.00	-108.68
Bank Charges	17.06	200.00	-182.94
Cabinet Expense	135.00	1,200.00	-1,065.00
Convention Expense	0.00	1,000.00	-1,000.00
District Chair Expense			
Comm Chair Expenses	0.00	900.00	-900.00
District Chair - Other	0.00	1,750.00	-1,750.00
Global Leadership & Membership	0.00	3,200.00	-3,200.00
Leo Clubs	0.00	500.00	-500.00
Total District Chair Expense	0.00	6,350.00	-6,350.00
District Directories	1,652.63	1,582.00	70.63
Governor's Newsletter	0.00	200.00	-200.00
Internet	0.00	180.00	-180.00
Leadership Seminar	144.28	1,700.00	-1,555.72
Miscellaneous	0.00	0.00	0.00
Pins Purchased	0.00	1,780.00	-1,780.00
Postage & Telephone	0.00	200.00	-200.00
Printing & Stationery	113.90	800.00	-686.10
USA / Canada Forum	0.00	1,500.00	-1,500.00
Total Expense	2,574.19	19,162.00	-16,587.81
Net Ordinary Income	14,282.15	57.00	14,225.15
Other Income/Expense			
Other Expense			
Exchange Gain/Loss	8.60	0.00	8.60
Total Other Expense	8.60	0.00	8.60
Net Other Income	-8.60	0.00	-8.60
Net Income	<u>14,273.55</u>	<u>57.00</u>	<u>14,216.55</u>



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8:26 AM
16/10/11
Accrual Basis

District "A"-15 Lions Clubs Trust Balance Sheet As of 30 September 2011

	<u>30 Sep 11</u>
ASSETS	
Current Assets	
Chequing/Savings	
CIBC- Lions Quest Imprest	4,690.67
CIBC - Eff.Speaking Impst	394.05
CIBC - Grant Hospital	2,063.19
CIBC - Trust Account	20,603.22
CIBC - Youth	
Youth Exchange Imprest	11,074.05
Youth Investments	12,000.00
Total CIBC - Youth	<u>23,074.05</u>
Investments	
GIC Grant Hospital	30,000.00
QUEST - Investment	15,000.00
Investments - Other	10,000.00
Total Investments	<u>55,000.00</u>
Youth Camp Capital Fund	7,542.71
Total Chequing/Savings	<u>113,367.89</u>
Total Current Assets	<u>113,367.89</u>
TOTAL ASSETS	<u>113,367.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Effective Speaking Contra Acct	394.05
Hearing Equipment	423.42
LCIF - Grant Hospital	32,063.19
Lions Foundation of Canada	
Leash Free Park	7,965.23
Total Lions Foundation of Canada	<u>7,965.23</u>
LIONS Quest Contra Account	19,690.67
Peace Poster	3,430.48
Sight Conservation	11,748.71
Vision Screening	7,035.38
Youth Camp / Y. Ex. Contra Acct	23,074.05
Total Other Current Liabilities	<u>105,825.18</u>
Total Current Liabilities	105,825.18
Long Term Liabilities	
Youth Camp Capital	7,542.71
Total Long Term Liabilities	<u>7,542.71</u>
Total Liabilities	<u>113,367.89</u>
TOTAL LIABILITIES & EQUITY	<u>113,367.89</u>



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CABINET REPORTS

1st VDG – Dr. Dan Ayim

The period from our last meeting at Five Oaks Park in August till now has been busy and exciting, seeing Lions making a difference in their communities and having fun. I had pleasant opportunities to participate in fund-raising activities with my own club as well as St George Lions Club on two occasions. At Brantford Lions Club, I installed the new slate of club officers and enjoyed good hospitality and fellowship.

The importance of positive youth development was demonstrated at a Lions Quest Seminar held in Etobicoke, Ontario, during the month of August. Early in September I attended the first MDA training session for 1st VDGs and their spouses in Markham Ontario and the Council meeting the following day. Later that month, USA/Canada Lions Leadership Forum was held in Anchorage Alaska where I presented a seminar on LCIF Grants.

Work on forming a LEO club in Cambridge is still in progress.

2nd VDG – Denis Vinette

Since my previous report, I have had the opportunity attend the USA/Canada Lions Leadership Forum in Anchorage, Alaska. Linda and I found the experience of being a part of this event as invigorating as it was the first time. In sharing our stories and experiences with others on this continent, it is refreshing to confirm that our mission is the same and that new ideas in membership, fundraising and service abound. The training and resources available at this event are of the highest caliber your organization can offer.

As part of the GLT (Global Leadership Team), we are entrusted with the responsibility of helping to develop the Lions leaders of the future. May I suggest that if you have never attended a Lions leadership event, you should consider this one to experience the fellowship and brotherhood and to take the opportunity to share your experiences with others from all walks of life and corners of our planet. If have attended one before, consider your past experience and I am certain that you will find that you miss the experience enough to consider it the next time around. As expected, the experience left us acknowledging that we are all, Lions everywhere, “part of a family”.

Our Lions year is well under way with a few Zone meetings already under our belt. From the reports, it is obvious that our clubs are as active in service as any time in the past. We are indeed on track to once again be the best District in Lionism. Keep your spirits high and your journey in sight.

John Lennon once said, “Life is what happens ... while you’re making plans.”. As I was writing this report, I was informed that a friend of mine was diagnosed with a tumor on his spine last night. Since the condition is severe, he was being operated on this morning.

I mention this because I want to remind us that, although we raise vast amounts of money to help others in need, don’t forget that it costs nothing to lend an ear or a helping hand to a friend in crisis. To listen and share life in their time of need. I BELIEVE, it may be the most precious gift we as humans, and as Lions, can give.

IPDG – Todd Wilson

As the fall weather is upon us construction of the A15 Dog Guide Run at the LFC Breslau facility has begun. The trenching to bury the bottom 6 inches of fence and to provide a stone dust path for the dogs to run on the inside of the fence has been excavated. The installation of the posts has awarded to our generous fence supplier/contractor Town and Country Fencing of Guelph. The rain has delayed installation, which is expected by the time of the Cabinet Meeting. Then volunteers will be requested to help with the installation of the top pipe, fence and stone dust. Those dates will be set upon completion of the posts. Lets just hope the winds of November don’t arrive early, thanks Gordon Lightfoot.

The PDG meeting has been moved to November 28th. If you have anything that you feel should be brought forward please contact your favourite PDG so they may add it to the agenda.

Last year the Lions of A-15 lead the way in financial support of Lions Quest Canada throughout MDA and all of Canada. I believe we will continue to do so this year. We are also demonstrating our belief in Lions Quest and our youth with 3 workshops already being planned. We have the opportunity to serve young people with our finances, our time and most importantly our trust in them as people.



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RC 9 - Rob Montgomery

I hope that everyone had a great Thanksgiving and your holiday was just as good or better.

Our new Lions year is upon us once again and it seems as though it is going to be a wonderful time for all.

I have been busy getting things ready for my year as Region Chair and I have already attended one Zone meeting with Zone Chair Vaughan.

I along with my two other Region Chairs have been busy planning our Region Rally and our upcoming Orientation nights and to continue to build on what has already been started by PRC's Bill, Dennis and Tim.

ZC 9E - Vaughan Braby

Attended Barbeque at DG Norma's In Fergus. Had my first Zone Meeting were all Clubs present? Did an Official Visit to Cambridge Highlands Lions Club. Other than that nothing else to report.

ZC 9S - Stephen Hendry

Zone Meeting on Jan 30th, 2012 in Paris. Combined Zone Meeting on March 13th, 2012 in Rockton. Club visitations and new Lion inductions have been occurring.

RC37 - Henri Callebert

No report submitted.

ZC 37S - Fran MacFarlane

I started off the month of September by visiting Innerkip and District the 1 of September. I figured I would be able to try out some of the A15 information sharing in front of the "HOME " crowd. I was also able to thank Innerkip for sponsoring my zone chair campaign at convention.

I have visited 3 more clubs since then and added a Leo club to my visit schedule. All the club president have been in contact with me and are sending any concerns to me.

The clubs in 37S have all participated in the Outdoor Farm Show and will be having their final meeting in November to review the event. It is an event that not only is a good revenue generator for the clubs but encourages members from different clubs to work together and meet each other. The clubs of 37South are all very different and take on many different projects however at the Outdoor Farm Show they all have a common goal.

Some of the clubs are still finalizing their annual plans and other have a whole calendar of events ready to go. They are all aware of the International Theme "I BELIEVE" and the already surpassed goal of planning 1 million trees.

At the 37South Zone meeting there were 33 members representing 9 clubs, 37w Zone chair Paul Ansett, 2VG Denis Vinette, GMT Tim Debok and Environmental Chair Linda Vinette. Lion Denis and Lion Tim invited clubs to contact the GMT and described the vision of the GMT. Lion Denis and Lion Linda presented a framed Peace poster from Belwood Lions to Lion Alison of Innerkip. They thanked Lion Alison for promoting Lions Share, the food gathering and sharing project. The Bellwoods Lions have made this very successful. The main speaker was Lion Shannon McCracken from Paris Lions. Lion Shannon talked about the Lions Park in Paris and the Community Miracle Project. She challenged each Lions Club to "Make Miracle Happen" in their community.

The last 6 visits will be completed by mid November.

ZC 37W - Paul Anstett

Thank you DG Norma for inviting me to serve as Zone Chair 37W for 2011-12. I look forward to another year of fun, fellowship and growth. To date I have completed the following Official Club Visitations: St.Marys Lions Club on Tuesday, October 18th. I have attended the Zone 37S Zone Meeting in Innerkip on Wednesday, October 19th.

There are a couple of meetings to be rescheduled.

RC 51 - John Rothwell

First New Member Orientation Night is January 26th, 2012 in Hillsburgh

ZC 51E - Don Irvine

All clubs reported active with six new Lions inducted with a further six next months.



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ZC 51W – Diane Smith

I have made club visitations to Atwood, Wellesley and Elmira and held our first zone meeting hosted by the St. Jacobs club. I am pleased to report all clubs are very active, particularly in the area of local community service and club members are dedicated to the mandate of Lionism.

COMMITTEE REPORTS

NO ACTIVITY

Alert – Lion Bob Lacombe, **District International Relations** – PID Bruce Murray, **Essay For Visually Impaired** – Lion Jeff Sullivan, **Lions Opportunities For Youth** – Lion Jeff Sullivan, **Protocol** – PID Art Woods, **Public Relations & Club Visits Liaison** – Joanne McQuiggan

NOT SUBMITTED

District Bulletin – Lion Bob Rutter, **Effective Speaking** – Lion Ernie Kaethler, **Five Oaks Liaison** – Lion Marysa Rumble – Lauriault, **GLT District Coordinator** – PDG Karen McNeight, **GMT Family & Women's Membership** – Lion Mary Rothwell, **Hearing & Speech Action** – Lion Jim Harris, **Honorary Committee/A15PDGA** – PDG Karen McNeight, **LEO** – Lion Raymond Taylor, **Lions Services For Children** – ZC Don Irvine, **Long Range Planning** – PDG Thom Herrmann, **MDA Lions Magazine Liaison** – Lion Tracy Brant, **Sight Conservation & Campus Clubs** – Lion Ken Oliver, **Youth Camp Meal Chair** – Lion Ted Bickell, **Youth Camp Outgoing Youth** – Lion Marysa Rumble -Lauriault, **Youth Camp Exchange Director** – RC John Rothwell & Lion Mary Rothwell

RECEIVED

Camp Coordinator – RC Rob Montgomery

Summer has gone very well and we have a little less than 4 weeks to the finish of Dialysis for another season! The new machines have been a godsend and all are grateful to have them! Each Dialysis day has been a hub of activity and you can listen to people talk and see on their faces, the gratitude for what the Lions & Lioness have done! I have the Dorset Lions Fish Derby on Sunday of Labor Day weekend and then the Ride for Dialysis booked for the weekend after close (Sept 23rd) next the Dr. Lions rental from TO Sept 30th, There are lots more in Oct as it will see most weekends booked and some PDG booked for mid week reunions.

*We have a very busy fall booked, as # 4 St David's cottage will start to be totally renovated as soon as camp is finished Sept 17th to be ready for Dec 20th 2011. (BIG JOB)

*We will also be finishing the Chippawa Lions/Lioness Trailer park washrooms.

*Plans for the 12th Annual Lions Camp Dorset Mini Golf have started and the date is set for Jan 20th weekend 2012.

*Annual Lions Camp Dorset Snow Poker Run is set for Feb 2012.

For more information, people can go to the camp website www.lionscampdorset.on.ca.

I would also like to thank all lions that took the time to vote for CNIB Lake Joe.

Constitution & By-Laws – PDDG George Patton

See the Volunteering To Participate In A-15 Sanctioned Activities Involving Vulnerable People attachment and the motion passed in the main body of these minutes..

Convention Host – PDG OJ Wilura & PRC Charlie Davis

The 2012 Convention "I'm a Believer" will be held at the Holiday Inn, Fairway Road, Kitchener on the following dates: April 27, 28, & 29.

Upon approval of the budget by the Cabinet and some other issues, the Registration Forms will be available.

We have managed to keep some prices in line with previous years but some adjustments have to be made in order to keep the costs at that level. Actually our room rates are slightly lower this time around.

A request to accept a slightly higher price for the luncheon on Saturday (\$1.00) and an increase of the registration fee (by \$2.00) top the list. Hospitality Friday, should we keep it the same as the last convention there, one big room, or close the walls and assign them to Regions. It make it difficult to do as we have done in the past years as more and more hotels are not allowing hot food to be brought in due to Health Regulations and Liability issues.

Governor Norma will announce our guest speaker in the near future.

The tentative budget follows.



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Revenue

50/50 Draw		\$ 500
Friday - Hospitality Food		\$ 2,000
Convention Pins Sold	300 @ \$5	\$1,500
Governor's Banquet	200 @ \$40	\$8,000
Hospitality rooms	4	\$ 600
PDG Breakfast	24 @ \$15	\$ 360
Registration - Lions & Lioness	450 @ \$17	\$7,650
Registration - Spouse/Non Lion	80 @ \$10	\$ 800
Room Registration - (1 night)	60 @ \$132.20	\$7,932
Saturday Luncheon	150 @ \$18	\$2,700
		\$32,042

Expenses

Badge Holders		\$ 500
Convention Pins		\$2,000
Curtains for Banners		\$ 500
Draw Prize		\$ 500
Entertainment		\$2,000
Flowers - Corsages		\$ 300
Friday Governor & Guests Dinner		\$ 600
Friday - Hospitality Food		\$ 2,000
Governor's Banquet		\$8,000
Hospitality Night Rooms		\$ 600
Lanyards		\$ 500
Memorial Service		\$ 400
PDG Breakfast - Guests		\$ 80
Piper		\$ 100
Printing - Booklet		\$ 450
Registration Forms		\$ 100
Reserved 1st night rooms		\$7,932
Reserved Rooms - Guests		\$ 270
Rooms - Business Sessions		\$ 590
Saturday's Luncheon		\$2,700
Special Occasion Permit		\$ 50
Supplies		\$ 100
Voting		\$ 150
Wine & Cheese		\$ 1,200
		\$31,622

Cultural & Community Activities - Lion Ajit Manku

District A-15 Lions International Festival will celebrate the cultural diversity in our communities on March 3, 2012 at the United Kingdom of Cambridge Club, 35 International Village Road, Cambridge. This year, we are celebrating the Chinese culture. Your visit to the festival will start with Cantonese buffet especially prepared. You will also enjoy wine/beer. For your entertainment, local talent from Grand River Chinese School students will be performing traditional folk dances. The vendors and craftspeople will display and sell their products. The tickets are now sale. Let me know how many tickets are required by your club. Cost \$20.00 per person. Come dressed up in your native country's traditional dress and create a truly international night. Bring a friend with you, so that he or she can see how the Lions have fun and may like to join us.



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Diabetes Awareness – ZC Stephen Hendry

Diabetes Tag Day is November 12th, 2011. Please get involved. Personal delivery of necessary materials to those Clubs that have declared participation will occur just as soon as the delayed materials arrive.

District Historian – PDG Nancy Ransom

A letter introducing the District Historian was sent to all Clubs via the new email system. Clubs are encouraged to forward articles of historical interest for addition to the District History website. The history data base of the Clubs and our District will be much enriched and also be available for anyone wishing to access information. The printed articles can be either forwarded by email to historian@a15clubs.org, mailed or given to me in person. I will attend zone and cabinet meetings and will be glad to receive materials at these meetings. All materials will be returned to the Clubs, once they have been scanned or copied to add to the data base. I have made up a form to fill out for the loan of these materials in order to aid in keeping track of them. In order to save costs, I would return the materials to the Clubs at a later zone meeting or event. At some future point in time, it would be great to collect actual memorabilia such as pins, banners, scrapbooks and so on. At present there is no facility or funding in place for storage of such items. It would also be interesting to forward articles of historical interest for inclusion in our District Bulletin and the Lion Magazine. This year I would like to have an A-15 Historical display at this year's District convention. If your Club is interested in loaning items such as photos, scrapbooks, pins, banners, old trophies, etc. – I will display them during the convention weekend, and ask that a member of your club pick them up on Sunday morning for return to your Club. To date I have attended the Zone 9E and Zone 51W meetings in October, and plan to attend the Zone 37W meeting in Exeter. So far I have received the history of the Guelph Lions Club, and I look forward to gathering more memorabilia during this Lions year.

Elections & Credentials – PDG John Brash

Nominations for First and Second Vice District Governor are open as of November 1st, 2011. Nominations for the remaining Voting Cabinet positions are open as of January 1st, 2012. Nomination papers are available from the District Web site and should be forwarded to the Cabinet Secretary. Constitution changes needing approval will be made available 60 days prior to the 2011/12 District Convention.

Environment – Lion Linda Vinette

Our International Lions President, Wing-Kun Tam, had set a goal for the Lions Clubs of the World to plant 1,000,000 trees for the environment in 2011-2012. On the date of this report submission 2,731,263 trees have already been planted throughout the world by fellow Lions. The part that concerns me: Canada has only planted 1,492 trees. I realize that the best time to plant trees is in the Fall & Spring to ensure their survival, So... let's all plan to get on board to be part of this wonderful idea. We've set a goal for District A15 of 1,200 trees. I know Rockwood Lions & Belwood Lions have set plans in place for planting trees and I'd I've heard from the Woodstock Lions that they're making inquiries for their tree planting. I'm hoping all the Lions Clubs of District A15 have started their plans as well. Please keep me informed & forward pictures so I can display them at our 2012 District Convention.

We've had some wonderful weather this fall and some of the tree colours have been amazing. I'm hoping some of you have taken pictures for submission for the Environmental Photo Contest, before the wind blew them off the trees and into your neighbour's yard. Just a reminder that the criteria for Photos are; 8"X10" photos with categories of Animal Life, Landscape, Plant life & Weather Phenomenon. Please submit your photos to me by March 26th 2012. Display & Voting will occur at our 2012 District Convention. The winning photo will be sent to the 2012 MDA convention in Niagara.

Lion Alison King from the Innerkip Lions implemented a brilliant idea of sharing excess garden produce from the community with the local food bank with great results. Belwood Lions adopted the same idea & it not only was it a success, it involved the community & community awareness about the local Lions Club. Alison has been kind enough to partner with me to supply information to all of the clubs in the District on how to implement this worthwhile project of helping those in need.

It's a great time to do Roadside, Park, & Rivers edge cleanup to keep our communities beautiful. Emailed pictures of your environment cleanup activities would be appreciated & I'll display them at the 2012 District Convention. My email address is env@a15lions.org.

Special Dates to remember are the Breslau LFC facility cleanup on Wednesday, June 6th 2012 and the Memorial Forest Rededication service on Saturday June 9th 2012. Please plan to participate as many hands make quick work at the cleanup.



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GMT Club Success Team Leader – PRC Tim DeBlock

The learning continues!! With the Goals and resources laid out in the August Cabinet Meeting plus the presentations at the Zone meetings seems like it would be great if we could be involved in some conversations at the Club level. Whether it be for a specific concern or just a stirring of ideas, it is always great learning and awareness for all of us! Of course a dinner meeting is always a bonus. “I Believe” we all have something to offer, and something to learn.

GMT District Coordinator – PDG OJ Wilura

Well, we are off to somewhat of a sluggish start with this new and revised program. But, by the time of the Cabinet Meeting our Team will have attended all first Zone Meetings except one.

I must reassure the members of this great district that neither GMT nor GLT are in a position to require any club to do anything except we would like all 53 clubs to submit a MAP (Membership Action Plan). We are here to help and assist in membership growth and provide training in various areas, when asked.

In the future it is with hope that when clubs submit their reports the future Governors will be able to establish district goals as required the LCI. Thus, we can truly say that we are driven by the “grass roots” or “from the bottom up”.

The article in the recent District Newsletter further explains our goals and ambitions for this district.

PDG Larry Wainwright and PRC Tim DeBlock will provide separate reports as to their specific areas.

GMT Membership & Club Growth Team Leader – PDG Karen McNeight

Membership.... To the Clubs that have submitted their Membership Plan for this Lions year I say Thank You. To the remaining Clubs please prepare and submit as soon as possible. For your assistance 2nd Vice District Governor Lion Denis Vnette has placed the plans submitted so far this year on the District website and has an outline to assist those who are not certain what is required to be in your club's plan. The earlier your plan is prepared the earlier you can start utilizing it. New members are being inducted in our District but the concern in retaining members is still out there. Your plans should include ideas on how to retain your present membership.

Extension.... It is my understanding that plans are well on the way for a New Leo club. I have requested assistance from clubs to be on the lookout for Communities surrounding their clubs to investigate the beginning of a Branch Club. If there are 3-6 or more that have an interest then let me know, a meeting can be set up and the wheels put in motion to organize a Branch Club with a goal in mind to bring it to a fully chartered Lions Club.

Respectfully submitted

P.D.G. Lion Larry Wainwright
Global Membership Team

Information Technology – PRC Stephen Jones

The district website continues to be a valuable source of information for district clubs, members and officers.

Communications

Beginning in July, the district introduced new @a15lions.org email addresses for each club, cabinet member and committee chair in order to provide better, more consistent year-to-year communications among the clubs, cabinet and committee chairs.

While transitioning to this new form of communication has been a challenge to some (change always is), some have embraced this process and have taken full advantage of it.

Unfortunately, even though the process has been in place since July, there remains several clubs who have yet to participate, despite repeated requests from Cabinet Secretary Dennis. This leaves a gap in communications with the clubs not being informed of events within the district and therefore many members losing out on information, fun and fellowship.

As a reminder to Cabinet and Committee Chairs, the new process enables each of you to email directly to the clubs, chairs, cabinet and PDGs, using the district email groups, directly from your respective @a15lions.org email address.

Technology

In order to simplify and reduce costs, a change has been made in the overall hosting package wherein the total yearly cost, billed annually (simpler for the district treasurer), will be reduced by about 30%.

I continue to encourage all clubs to submit information on upcoming events, celebrations, announcements, etc. to the district newsletter chair to be printed in the newsletter and myself to be posted on the district website.



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LCIF – PCC Bill Carson,

We take opportunity to remind Cabinet of the mandate that requires advising and encouraging all Clubs in District A15 that there is a renewed commitment by our Governor & this Chair to meet & exceed a goal of \$30,000 US new funding from A15 to LCIF this Lion year.

Lion Gov. Norma and this Chair have information by LCIF outlining A15's contributions in the past decade. We excelled during CSF II, fell back somewhat and excelled in 2010-2011.

At the same time, we have continued to earn matching fund grants for such causes as Woodstock Hospital & signing for the \$75M grant for the expansion of LFC facility in Oakville, to the credit of District A15.

Visitations initially are being planned through Zone Chairs at their meetings. Once again we have a commitment to see this Chair visit 20 % of all Clubs in the District in order that we may bring a direct presentation where we feel we can add some emphasis to the good work already being reported by LCIF. I shall be contacting the president of those Clubs and requesting the opportunity to speak to their membership at a regular meeting in the near future.

We look forward to developing a greater appreciation and in turn more generous funding of our great Lions Foundation.

The **Lions of Canada Fund for LCIF** has been approved as a charitable organization. LCIF may now receive donations through the fund from Canadian Lions and disperse funds to Canadian Districts. Its charity registration number is 85732 1517.

Donations from individuals NOT clubs should be sent to

Jack Isaman

Lions of Canada Fund for LCIF

222 Signature Way S.W.

Calgary, Alberta T3H 2Y2

All club donations should be sent directly to LCIF as usual.

LFC – PRC Wolfgang Boelke

Since my last report, I am happy to report a few things have developed, Letters were sent to all Club Presidents. Donations have started to arrive. Thank you! Donation certificates were presented to Ariss and District, Belwood & District, Centralia Huron Park, Paris, Burford, Marsville & District, Thamesford and the Vanastra Lions Clubs.

Been busy visiting Clubs , Church Groups. Received a\$ 500.00 cheque from Hammond Power Solution Inc. (Guelph). A Life Membership was presented at the Ariss and District Lions Club meeting on Monday Oct.24th-2011. Had the Opportunity to receive the cheque from the evening proceeds for the event. It was a night of song and fun. It was for the Lions Foundation of Canada DOG GUIDES benefit. The event raised \$2800.00 approx. It could be a few dollars more. In Honour of Verna Letourneau and her Guide Dog Buster the Paris Lions put on the show. Verna received her dog Buster from the Lions Foundation of Canada this year in February 2011 Sponsored by the Paris Lions Club.

Lions Quest – PCC Tim Cronin with additions by Thom Herrmann

We have been busy promoting Lions Quest programs in the District.

Current activities include:

Rockwood School (Darrell Nichol & Rockwood Lions)

The Principal is still interested but cannot get enough participation to train the school at this time. We will invite teachers interested to an open workshop in January.

Sandowne School (Kitchener)(CC Todd Wilson)

A Lions Quest Workshop is planned but the date has not yet been set.

Tait School (Cambridge)

A former LQ trained Vice Principal from Linwood now at Tait has expressed interest in bringing Lions Quest to her new school. A teacher Manual was dropped off so she can present to her staff.

We need a Cambridge Lion to follow up.

The Lions Quest program was presented to members of cabinet at a gathering in St. Jacobs October 22. Thank you for your participation. Please let me know if any follow up information would be helpful.

We did confirm that all cheques received by lions should be sent to the District Treasurer. The clubs should specify if the money is for Lions Quest Programs or for Lions Quest Operations (i.e. Fellowships). LQ Operations money should immediately be forwarded to Lions Quest.



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Three teacher Lions Quest Manuals were purchased by the district to be used in promoting Lions Quest at the schools. An invoice for \$437.97 was submitted to the District Treasurer for payment. One Manual is presently at Rockwood School, One is at Tait and I have the third.

I need lions to introduce me to schools so that these manuals can be put to work.

2VDG Dennis brought back information from the USA Canada Form about the Community Partnership Grant Program. This is a possible source of funding in the Multiple District to promote Lions Quest.

Thank you DG Norma for the \$50.00 donation from the St. Mary's Lions Club in recognition of your visit.

The Waterloo Lions Club presented me with a \$1000.00 when I was at their club to present two previously purchased Lions Quest Fellowships. Thank Waterloo.

I am working with Lions Quest to arrange an open Lions Quest Workshop for late January or early February to make training available for those teachers where an entire school training in not going to happen. We will try to use Affiliate trainers to keep the costs down. We will be looking for a location as soon as the date can be confirmed.

We will need the Lions clubs to promote this with their teachers.

I am available almost anytime to meet a Lion at a school to present the Lions Quest Program with a manual or to present at any Lions Club when invited.

It is imperative that we hold Lions Quest Workshops this year to fulfill our obligations and complete the final report for the Core 4 Grant we have received. This grant was approved in 2005 with PDG Nancy Brash.

I will be asking Lions Quest to invoice the District for the three workshops planned (Sandowne, Tait, and the Open one) so they are prepaid and ready to go.

3 (workshops) X 25 (Participants) X \$150.00 = \$11,250.00

Last year's debt of over a third of a million dollars has been reduced as of August 2011 to \$170,000 of which \$35,000 is to MDA. Our District's contribution to this debt reduction continues to be excellent however help is also needed to support an increase in planned trained programs.

Peace Poster – Lion Jeff Sullivan

Deadline for Club Peace Poster contribution is November 15th, 2011.

Sight Screening – PRC Charlie Davis

The eye screening teams in Waterloo Region are up and running. Numbers will be available for the next Cabinet Meeting in the New Year.

Youth Camp Chair – PCC Dave Rumble & Lioness Mary Rumble

Applications are being received for the 2012 Youth Exchange and Camp Program, although at this time they are slow. Things will pick up after the first of the year.

As in past years we are looking to bring in 24 youth from around the world.

Camp Clean up is scheduled for May 11th and 12th. We do have access to the Chalet for overnight accommodations. We need to know numbers as soon as possible because spaces are limited.

Clean-UP; We need chain saw experts, aluminum experts to put some eaves trough above two or three of the doorways.

We require an electrician to move hydro wires from one panel to another. Small project, it just takes an expert.

Painting is required inside the dining centre (anybody can paint). The ceiling in the wash area needs to be completed with mud and then painted as well.

We have quite a few bushes to remove around the Hermitage building and it requires a new roof as well.

Outgoing youth were only seven students last year and we would like to see this number increased. We receive 18 – 24 youth and only send out 7 or 8. Why is that?????



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Members of Cabinet:

Here is the first draft of the Criminal Records Check Policy for A-15 I have prepared.

I used Scouts Canada information, Policy of the Ontario Hockey Association and the OHL as well as the Ontario Government policy for those working at camps etc.

I have treated this in a manner similar to Health and Safety Policy you might find in any business and divided things into two parts. Doing this adds a layer of protection as it requires action by each participant in the affected A-15 activity. It requires each person to sign a copy of this policy stating that they have read it and understand they are required to adhere to it. I feel this is particularly useful where you have asked for policy about no adult being alone with a vulnerable person.

The first page is the suggested Policy. This would replace what we presently have in Policy.

The balance would be a new manual which, if adopted would have to be circulated throughout the various Chairs/Committees affected.

I suggest you provide this to anyone who might be affected and could give input.

With regard to costs, I have left this at the discretion of each successive Cabinet as I feel we should not (cannot) tie the hands of future District leaders. Initially we may have 80+ people potentially requiring checks at a cost in excess of \$3,000. Since checks are good for three years in this policy this figure would drop dramatically in year two and three but be large again in year 4. You may want to consider this when passing the 2011/12 budget.

I have not run this by any legal beagle at this point but you might want to consider doing so. If you also feel a pre-cabinet meeting on this matter is advisable I would welcome the chance to discuss what I have produced and any apprehensions, problems or concerns you might have.

George Patton
Constitution and Bylaws Chair
george@georgepatton.com
consbylaws@a15.org
519-578-7300 (Bus)
519-579-3108 (Res)



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Volunteers working with vulnerable people

It is the policy of District A-15 that anyone involved in a Lions program dealing directly with vulnerable people may be subject to certain Criminal Record Checks which include Vulnerable Sector and Sex Offender Checks. As well they shall have to comply with the requirements as laid out in the 'District A-15 VOLUNTEERING TO PARTICIPATE IN A-15 SANCTIONED ACTIVITIES INVOLVING VULNERABLE PEOPLE' Manual. Individuals with outstanding Criminal Code convictions or charges pending for certain offences shall not be eligible to participate in District A-15 activities involving vulnerable people except as provided for in the manual.

The District Cabinet shall, at the time of acceptance of the annual budget, determine if all, or part, of applicants costs for Criminal Records Checks shall be covered by District A-15 as well as how such costs shall be funded.



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LIONS DISTRICT A-15

VOLUNTEERING

TO PARTICIPATE IN

A-15 SANCTIONED ACTIVITIES

INVOLVING

VULNERABLE PEOPLE

A member is entitled to all rights and privileges and subject to all obligations which membership in a Lions club confers or implies (including) conduct reflecting a favourable image of this Lions club in the community.
Lions Club Standard Constitution and Bylaws

Adopted October 2011

PREAMBLE

It is the intention of Lions District A-15 that vulnerable persons be protected while participating in an activity of Lions Clubs International and/or District A-15, as duly authorized to be conducted in the District. It is the policy of the District that every reasonable effort will be made to satisfy the District requirements that Lions members and/or others put in positions of supervision of vulnerable people will have been met.

PROCEDURE

In order to accomplish this policy the following procedure shall be used. All persons applying to participate in sanctioned activities of District A-15 involving vulnerable people shall provide a Criminal Records Check, attend a personal interview and provide three references as part of their application.

VULNERABLE SECTOR SCREENING

Criminal Record Checks (or Policy Background Checks), including Vulnerable Sector Checks and Sex Offender Checks, shall be required from all adults, whether Lions members or not, dealing with vulnerable people participating in A-15 sanctioned activities.

The vulnerable sector screening provides screening of individuals who intend on working or volunteering with the vulnerable sector. A vulnerable person is defined as a person who, because of their age, a disability or other circumstances whether temporary or permanent are:

- (a) in a position of dependence on others
- (b) otherwise at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them.

A vulnerable sector screening search may provide the following information:

- Criminal record (adult and/or young offender, including summary offenses)
- Outstanding charges
- Findings of not guilty by reason of mental disorder
- Probation, prohibition and other judicial orders which are in effect
- Convictions/pending charges under Child and Family Services Act
- Apprehensions and/or contact under Mental Health Act
- Suspect/Culprit information; where the release of such will not hinder any ongoing investigation.

Individuals with outstanding Criminal Code convictions or charges pending for certain offences shall not be eligible to participate in A-15 sanctioned activities.

The offenses include:

Part VIII Criminal Code-Offenses against Persons

All forms of assault including sexual assault, assault with a weapon, threats to a third party or causing bodily harm and aggravated assault

Sexual Exploitation

Sexual Interference

Sexual Touching

Child Pornography

Current prohibitions or prohibition orders forbidding the individual to have contact with children under the age of 14

Using a firearm in the commission of any offence

Impaired driving and included offenses.

It is the responsibility of any person required to produce a Criminal Record Check by virtue of this policy to advise the District Governor (or the Lions member designated by the District Governor) of any charge or conviction of any offence listed in this policy.

It shall be the responsibility of each Committee Chair (and/or anyone appointed by the District Governor) overseeing a District Sanctioned Activity involving Vulnerable People to carry out the policy as set out in this manual. The only exceptions shall be as provided for in this Manual and such actions shall constitute the extent of any variations permissible. Where exceptions are used they must be reported to the Cabinet Secretary unless previously authorised by the District Cabinet.

The District Governor shall appoint a Member Designate who is responsible for the collection and retention of criminal record checks (and any other sensitive information collected in implementation of this policy). All records shall be secured in a safe storage area separate from District files and under their control. Records shall be kept for a period of 3 years after which time they shall be destroyed.

A Criminal Record Check shall be consider valid for 3 years from the date of receipt but on-going participants shall be required to submit a copy of the 'Applicant Declaration Form' (copy attached as part of this manual) on an annual basis between Checks.

INTERVIEWS

All persons applying to participate in District sanctioned activities involving vulnerable persons may be required to submit to an interview by a Lions member committee of at least 3 members as appointed by the District Governor.

REFERENCES

All persons applying to participate in District sanctioned activities involving vulnerable persons shall be required to submit a list of three references. It is understood that these references will be contacted in the course of evaluating the applicant.

RIGHT OF APPEAL

In the event that an individual is rejected, as a result of the contents of a Criminal Records Check, they shall have the right to appeal the decision to a 3 member panel as appointed by the District Governor. The decision of this panel shall be final.

EXCEPTIONS

The A-15 District Cabinet may waive the requirement for a Criminal Records Check for Lions and/or others conducting District sanctioned activities (including, but not limited to, eye screening, effective speaking contests, peace poster contest) taking place largely in public locations. Lions participating shall be required to read and sign a copy of this manual, **agree, in writing, to always have another adult present at all times while interacting with vulnerable people** and sign and submit an 'Applicant Declaration Form' on an annual basis.

Due to the amount of time needed to acquire a Criminal Records Check, in some cases, it will not be possible to refer to one before the commencement of the activity. In this case the District Governor (or the Lions member designated by the District Governor) shall refer to the interview with the applicant, the results of reference interviews and any other source of information to which they wish to refer, in order to make a decision. In any case the applicant must show proof that they have made application for a Criminal Records Check before being accepted to participate in a sanctioned activity involving vulnerable people and provide same upon receipt.

IMPLEMENTATION

It shall be the responsibility of the District Cabinet to implement this policy and see that its provisions are adhered to. Every Lion appointed to oversee any District Sanctioned Activity involving Vulnerable People shall be provided with a copy of this Manual and, upon demand, provide the Cabinet Secretary with proof that it was followed in selecting volunteers. The name of the Lion Member Designate who has control of receipt and storage of Criminal Record Checks (and any other sensitive information collected in implementation of this policy) shall be published in the Governor's Directory. Through the Cabinet Secretary, the Member Designate shall inform the Lions appointed to oversee each activity when a Criminal Record Check is expiring and that a new Check is required.



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



APPLICANT DECLARATION FORM

This form is to be used by a person applying for a position with a person or organization responsible for the well being of one or more children or vulnerable persons where the position is a position of authority or trust relative to those children or vulnerable persons.

By signing this form I am guaranteeing that I have not been convicted or pardoned of a sexual offence listed in the schedule to the Criminal Records Act.

Identification of the Applicant

Surname: _____ Given First Name: _____

Given Middle Name: _____ Sex: _____

Date of Birth (YYYY/MM/DD): _____ Place of Birth: _____

Address: _____

Previous Address (if any) within last 5 years: _____

Signed: _____

Date: _____