

CHAPTER V CLUBS

A. OBLIGATIONS OF CHARTERED CLUBS

1. The obligations of each chartered club shall be as follows:
 - a. To hold regularly scheduled meetings.
 - b. Except as otherwise provided herein, to collect from each member minimum annual dues to cover international and district (single, sub-and multiple) dues and such other expenses as are necessary for club administration.
 - c. To encourage and motivate regular attendance.
 - d. To conduct activities for the advancement of the civic, cultural, social or moral welfare of the community and for the promotion of international understanding.
 - e. To submit regular monthly reports to International Office on forms provided by it containing such information as may be called for by the board of directors of the association.
 - f. To report to the International Office the financial condition of the club upon request.
 - g. To elect officers, annually, not later than April 15, whose terms of office shall commence on July 1 following their election.
 - h. To thoroughly investigate the background of all persons proposed for membership in the community where the proposed individual resides or has a place of business or is employed.
 - i. To uphold, preserve and enhance the image of The International Association of Lions Clubs.
 - j. To abide by the policies and requirements as determined by the International Board of Directors.
 - k. To further the Lions Clubs International Purposes and Lions Code of Ethics.

1. To resolve all disputes arising at the club level according to the Club Dispute Resolution Procedure determined by the International Board of Directors.

B. CLASSIFICATIONS

1. Good Standing

A club in good standing is one:

- a. Which is not in “status quo or financial suspension”;
- b. Which operates in accordance with the provisions of the International Constitution and By-Laws and International Board Policy;
- c. Which has:
 - (1) Current International and District (Single, Sub-and Multiple) per capita taxes, paid in full;
 - (2) No unpaid balances of more than U.S. \$50.00, ninety (90) days past due; and
 - (3) Entrance fees for new members affecting voting strength of more than one (1) delegate paid in full.

C. NON EXISTING CLUBS

If a Lions club is suspected to be non-operating and fictitious, the following matters shall be reviewed immediately:

- Monthly membership report
- Club meetings and activities
- Payment of dues (district, multiple district, and international)
- Attendance at zone, region, and district functions
- Multiple charter applications submitted at one time from one district

Also, the district governor, first and second vice district governors, concerned GMT Leader, and international directors of the area shall be contacted to verify the existence of the clubs and to solicit their comments. At the same time, a written notification shall be sent to the clubs, with copies to the individuals mentioned above, to inform the club presidents that the status of their clubs is being reviewed by the association and to request a response. If no reply is received within five business days, this process shall be repeated one more time.

If no response to the second written notification is received from the clubs within five business days, another written notification shall be sent to the district governor, first and second vice district governors, and district extension chairperson to inform them about the possibility of:

- In the case of a new club, the district governors who approved the club may be disqualified for any and all future awards issued by the association.
- Placement of the clubs in status quo for subsequent cancellation according to established Board Policy procedures

D. STATUS QUO AND CHARTER CANCELLATION

1. Status Quo

Status quo is a temporary suspension of the charter, rights, privileges, and obligations of a Lions club.

There are two kinds of status quo: Regular status quo and protective status quo. The executive director and divisions as designated by the executive director, acting on behalf of the International Board of Directors, has authority to place a Lions club in status quo or release it from status quo.

a. Regular Status Quo

(1) Lions clubs may be placed in status quo for the following reasons:

- (a) Failure to comply with the purposes of the association, or conduct unbecoming a Lions club, such as failure to solve club disputes or involvement in litigation;
- (b) Failure to fulfill any obligations of a chartered Lions club, such as failure to hold club meetings regularly, or failure to submit the Monthly Membership Report for three or more consecutive months;
- (c) Failure to pay district or multiple district dues;
- (d) Non-existing;
- (e) Disbanding;
- (f) Club merger.

(2) A regular status quo club shall:

- (a) Work closely with the district leadership toward releasing the club from status quo;
- (b) Hold meetings to discuss the future of the club and ways to regain the status of good standing;
- (c) Report the progress toward regaining the status of good standing to the district leadership and the District and Club Administration Division.
- (d) Make payments to clear the existing outstanding balance in the district, multiple district and international accounts;
- (e) Recruit new members when needed for the purpose of releasing the club from status quo;
- (f) Elect or confirm club officers at the time of release from status quo.

(3) A regular status quo club shall not:

- (a) Conduct service activities;
- (b) Conduct fund-raising activities;
- (c) Participate in district, multiple district, or international functions or seminars;
- (d) Participate in any voting procedures outside of the club;
- (e) Endorse or nominate a candidate for district, multiple district and international office;
- (f) Submit the Monthly Membership Report and other report forms;
- (g) Sponsor a Lions club, or organize a Leo club or a Lioness club.

b. Protective Status Quo

- (1) A Lions club may be placed in protective status quo when the country or the area of the Lions club is experiencing:
 - (a) War or civil insurgency;
 - (b) Political unrest;
 - (c) Natural disasters;
 - (d) Any other special circumstances which prevent a Lions club from functioning normally.
- (2) A Lions club shall stay in protective status quo for the initial period of 90 days, plus 180 additional days if warranted.
- (3) A protective status quo club shall be allowed to function normally, based on the definition of Lions club's functions defined in the Board Policy Manual, but exempted from:
 - (a) Payment of district, multiple district, and international dues;
 - (b) Submission of Monthly Membership Report and other report forms.

c. Recommendation to Place a Lions Club in Status Quo

- (1) The status quo recommendation shall be sent to headquarters no later than December 31 of each fiscal year.
- (2) The recommendation to place a Lions club in status quo shall be signed by the district governor and co-signed by the first vice district governor and zone chairperson. In the case of un-districted clubs, the recommendation must be signed by the Coordinating Lion and co-signed by the provisional zone/ region chairperson, or one of the present or international directors of the constitutional area.

d. Release of Status Quo Club

In order for a status quo club to regain the status of good standing, the club must:

- (1) Correct the reason for which the Club was placed in status quo;
- (2) Pay all outstanding balances in the district, multiple district and international accounts;
- (3) Secure the minimum requirement of 10 members
- (4) Submit a completed Reactivation Report to report membership or leadership changes.
- (5) The recommendation to release a status quo club shall be made at any time of the year;

e. Assistance for Status Quo Club

Every effort should be made to assist status quo clubs before charter cancellation.

The following procedures are to be followed to give assistance and support to status quo clubs:

- (1) When a Lions club is placed in status quo, the District Governor Team or the Coordinating Lion, shall start working with the club immediately toward its release from status quo. The District Governor Team must keep the district governor informed about the progress of the status quo clubs in the zone.
- (2) The district governor or the Coordinating Lion must review the progress and, if warranted, advise headquarters in writing to release the club from status quo by submitting a completed Reactivation Report.

2. Charter Cancellation

- a. Every effort must be made to return a status quo club to good standing. To remain in status quo, an explanation of the rebuilding activities, approved by the district governor and the first vice district governor, must be submitted to the District and Club Administration Division within 30 days. Measurable progress is required to remain in status quo status. If measurable progress is not made within six months, the club will be submitted to the board and may be considered for cancelation at the next Board meeting.

- b. When it is determined that charter cancellation of a status quo club is unavoidable, the district governor recommends charter cancellation to the District and Club Administration Division. Coordinating Lions recommend cancellation of undistricted clubs.
- c. When a Lions club notifies International Headquarters it is disbanding and the district governor agrees with the disbanding, the club charter will be automatically cancelled.
- d. Club charters will automatically be cancelled for the following reasons: 1.) Mergers, 2.) Failure to withdraw litigation involving Lions matters within the specified time.
- e. The cancellation of the club may be rescinded within 12 months from the date of cancellation if the reasons for canceling the club are resolved. The district governor or the Coordinating Lion must submit a Reactivation Report to rescind the charter cancellation.
- f. Charter cancellation for reasons other than disbanding, merger or unresolved litigations are submitted to the International Board of Directors for approval.

E. CLUB AWARDS

1. Club Excellence Award

The club excellence award was created to recognize Clubs that reach a standard of excellence in membership growth, club management and service. Criteria is recommended by the District and Club Service Committee and approved by the International Board of Directors.

2. Club Rebuilding Award

This award is given to a Lion who was instrumental in rebuilding an existing club or bringing a canceled or status quo club back to active and viable status.

- a. Is offered upon the recommendation of the governor or district governor team member, with the approval of the district governor, by submitting a completed Club Rebuilding Award Nomination Form. The award can not be awarded to the district governor. One award may be given for each club rebuilt.

- b. The Lion nominated to receive the award must have played a key role in recruiting new members to revitalize the club, in helping the club develop new activities, and in ensuring that the club is guided and motivated as it rebuilds;
- c. For a club not yet cancelled, suspended or in status quo, the award is conferred when the Lion helps rebuild a club of less than 15 and the club achieves an active club membership of 20 within the fiscal year. The club must be in good standing for 12 months, have initiated a new service project, filed monthly membership reports for 12 consecutive months and paid the club account in full to be conferred.
- d. For a club that is already cancelled, suspended or in status quo, the award is conferred after the club is reactivated and has a minimum of 20 members. The club must be in good standing for 12 months, have initiated a new service project, filed monthly membership reports for 12 consecutive months and paid the club account in full to be conferred.

3. **Perfect Attendance Awards**

Annual perfect attendance awards are available for purchase and can be issued to members who have attended every regularly scheduled meeting of their club for twelve consecutive months, making up any lost attendance in line with the attendance make-up rules of the club. This period may begin with any given month. The design of this award will be at the prerogative of the international president.

F. INFORMATION STORAGE AND RETRIEVAL

Information shall be obtained and stored on the following:

- 1. **Individual Membership Data** – Name, status, date joined, language, address, birth date and occupation or profession.
- 2. **Individual Club Data** – Number, name, district, location, charter approval date, region, zone, language, year-to-date adds, year-to-date drops, total members to date, size at charter, whether metropolitan, urban, suburban or rural; whether organized by a representative or by volunteer Lions; whether it meets in the morning, noon or evenings; and whether it meets weekly or semi-monthly.

G. SPONSORSHIP OF AFFILIATE LIONESSE CLUBS

1. **Purpose:** The purpose of Lioness clubs shall be:
 - a. To provide community service opportunities for individuals under the jurisdiction of the sponsoring Lions club.
 - b. To cooperate with the sponsoring Lions club in carrying out its service programs and activities.
 - c. To unite its members in friendship, fellowship and mutual understanding.
2. **Sponsorship:** No group or organization shall be recognized as a Lioness club unless sponsored by a Lions club. The sponsoring Lions club is responsible for organization, supervision and guidance of its affiliate Lioness club.
3. The board of directors shall and hereby does withhold official recognition of any proposed Lioness club entity other than local affiliate clubs.
4. Lioness clubs, as Lions club affiliate activities, will have the same program of comprehensive general liability insurance available at no cost as is provided to Lions clubs.

H. MERGER OF TWO OR MORE LIONS CLUBS

For the merger of two or more Lions clubs to occur the following procedure is to be completed:

1. The clubs considering a merger are to conduct a joint meeting to decide the following matters:
 - a. Which one of the clubs is to be cancelled.
 - b. Whether the name of the remaining club will be revised, and if so, determine an appropriate name. The revised name is to be approved by the district cabinet and the District and Club Administration Division of Lions Clubs International.
 - c. Whether the officers and committees of the remaining club will complete the term of office or new officers will be elected after approval of the merger. If

an election will be conducted, set the location, date and time for the election and forward the results to the district governor and international office.

- d. Adopt a resolution selecting the location, date and time for the board and general meetings of the remaining club after the merger is completed. Adopt a resolution for a continuation of charter date of one resolution of the clubs.
2. The general membership of each club considering a merger must adopt a resolution in support of the merger.
 3. The club(s) agreeing to be cancelled must also complete the following additional phases prior to the merge:
 - a. Pay all outstanding obligations.
 - b. Transfer any funds remaining in the administration and activities accounts to the appropriate accounts maintained by the remaining club.
 - c. Dispose of all club property in an appropriate manner.
 - d. File its closing Monthly Membership Report with the international office listing the members transferring to the remaining club.
 - e. Turn its charter over to the district governor.
 4. The club remaining forwards the following documents and materials to the District and Club Administration Division at the international office.
 - a. A copy of the merger resolution adopted by each club.
 - b. A copy of the district cabinet resolution approving the merger.
 - c. A Monthly Membership Report listing as transfer members the members from the merged club(s).
 - d. The Merger Request Form.
 5. The merged club may receive a certificate of merger upon request.
 6. When the name of the merged club is revised, the merged club may request that a charter be issued in the new name of the merged club.

I. CLUB NAME CHANGE

1. For a Lions club to change its name, the following information must be submitted to the District and Club Administration Division, International Headquarters:
 - a. A letter of authorization from the Lions club board of directors recommending the new name.
 - b. An expression of opinion letter from the district governor regarding the name change.
 - c. A letter signed by an authorized officer of each of the other clubs that about the Lions club requesting the name change consenting to the name change.
2. The new name of the club must comply with the requirements established in the Lions Clubs International Constitution and Board Policy.
3. The club may request that a charter be issued in the new name.

J. GUIDING LION PROGRAM

1. The “Guiding Lion” program assists newly chartered clubs. Two experienced Lions shall be selected from the sponsoring club or district to assist and provide guidance to the new club. The guiding Lion may be selected from a Lions club other than the sponsoring club only if the appointee is the best person for the new club. The guiding Lion cannot be a member of the newly organized club nor the current district governor. This Lion is provided with a Guiding Lion Pin during the charter ceremony to recognize his or her position.
2. The Extension and Membership Division shall record the guiding Lions based upon the recommendations of the district governor, and the sponsoring club president as noted on the Lions Club Charter Application.
3. The guiding Lion is appointed for a two year term beginning on the charter approval date and shall not serve as a guiding Lion for more than two clubs at any point in time.
4. A training course for charter members in newly organized clubs shall be established and administered by the guiding Lion with personnel being provided by the district and sponsoring club.
5. Guiding Lions are encouraged to become certified by successfully passing the Certified Guiding Lion Course. Certified guiding Lions qualify for the Certified Guiding Lion Award upon completing the Certified Guiding Lion Course and

serving successfully as Guiding Lion for two years as outlined in the Certified Guiding Lion Program Manual. The certified guiding Lion award shall be forwarded to the new club president for appropriate presentation. The District and Club Administration Division shall verify compliance with the guidelines and requirements for this award. The district governor shall be responsible for implementing the program. If a replacement of the guiding Lion becomes necessary, a successor shall be appointed under the same procedure.

6. To maintain certification, certified guiding Lions must retake the Certified Guiding Lion Course every three years.