



DISTRICT ELECTION PROCEDURES

EFFECTIVE JULY 1, 2016

- ***District Convention: Timeline***
 - ✓ Annual district convention to conclude at least thirty (30) days prior to the convening date of the International Convention. (*See Article VII, Section 1 of Standard Form District Constitution*)
 - ✓ District Governor shall issue an official call to all clubs at least sixty (60) days prior to the district convention. (*See Article VI, Section 2 of Standard Form District By-Laws*)
 - ✓ Each district's nominating committee must be selected at least sixty (60) days prior to the convening date of the district convention. (*See Article II, Section 1 of Standard Form District By-Laws*)
 - ✓ Within fifteen (15) days after the close of each single and sub-district convention, the cabinet secretary shall transmit one (1) copy of the complete proceedings to the international office. (*See Article VI, Section 6 of Standard Form District By-Laws*)

- ***District Convention: Site***
 - ✓ The location shall be selected by the delegates of a previous annual convention. (*See Article VII, Section 1 of Standard Form District Constitution*)
 - ✓ There is no restriction to holding the location of the district convention outside the geographic location of the district unless otherwise restricted by amendment of the district constitution and by-laws.
 - ✓ The district cabinet shall retain, and have, the power to change at any time, for good reason, the convention site. (*See Article VI, Section 3 of Standard Form District By-Laws*)
 - ✓ Notice of any site change shall be furnished in writing to each club in the district at least thirty (30) days prior to the convening date of the annual convention. (*See Article VI, Section 3 of Standard Form District By-Laws*)

- ***Order of Convention Business***
 - ✓ The district governor shall arrange the order of business for the district convention, and the same shall be the order of the day for all sessions. (*See Article VI, Section 8 of Standard Form District By-Laws*)
 - ✓ The number of certified delegates shall be announced to the convention upon close of certification and prior to the commencement of voting. (*See Exhibit A, Rule 3 of Standard Form District Constitution and By-Laws*)

- ✓ The attendance in person of a majority of the delegates registered at a convention shall constitute a quorum at any session of the convention. (*See Article VII, Section 3 of Standard Form District Constitution*)

➤ **Delegates**

(*See Article IX, Section 3 of International By-Laws*)

- ✓ Each chartered Lions club in good standing in the association and its district (single, sub- and multiple) shall be entitled in each annual convention of its district to one (1) delegate and one (1) alternate delegate for each ten members who have been enrolled for at least one year and a day in the club, or major fraction thereof.
- ✓ Each certified delegate present in person shall be entitled to cast one (1) vote of his/her choice for each office to be filled by, and one (1) vote of his/her choice on each question submitted to, the respective convention.
- ✓ Eligible delegates must be members in good standing of a chartered Lions club in good standing in the district.
- ✓ Delinquent dues may be paid and good standing acquired up to fifteen (15) days prior to the close of credential certification.
- ✓ Replacement of delegate and alternate delegate provisions are provided for in *Exhibit A, Rule 5 of Standard Form District Constitution and By-Laws*.

➤ **Committees**

Nominating Committee

- ✓ Each member shall be a member in good standing of a different Lions club in good standing in the district, and shall not through the duration of the appointment hold any district or international office. (*See Article II, Section 1 of Standard Form By-Laws*)
- ✓ Shall consist of no less than three (3) and no more than five (5) members. (*See Article II, Section 1 of Standard Form By-Laws*)
- ✓ Responsible for reviewing qualifications of each nominated candidate within thirty (30) days prior to the election and rule on the eligibility of same. (*See Exhibit A, Rule 4(a) of Standard Form District Constitution and By-Laws*)
- ✓ Shall submit a completed checklist for each nominated candidate to the elections committee prior to district governor and first and second vice district governor elections. (*See Exhibits D, E & F of Standard Form District Constitution and By-Laws*)

Credentials Committee

- ✓ Shall be composed of the district governor, as chairperson, the cabinet secretary/treasurer and two other non-officers of the district that are appointed by the district governor. (*See Article VI, Section 7 of Standard Form District By-Laws*)

- ✓ Each member shall be a member in good standing of a different Lions club in good standing in the district, and shall not through the duration of the appointment hold any district or international office. (*See Article VI, Section 7 of Standard Form District By-Laws*)
- ✓ Responsible for verifying club delegate credentials. (*See Exhibit A, Rule 3 of Standard Form District Constitution and By-Laws*)

Elections Committee

(*See Exhibit A, Rule 7 of Standard Form District Constitution and By-Laws*)

- ✓ Shall consist of three (3) members appointed by the district governor.
- ✓ Responsible for preparation of materials, vote tabulation, and resolving questions concerning the validity of individual ballots.
- ✓ Shall prepare a comprehensive report of election results.

➤ ***Candidate Qualifications***

- ✓ District Governor candidate qualifications are provided for in *Article IX, Section 4 of the International By-Laws*.
- ✓ First and second vice district governor candidate qualifications are provided for in *Article IX, Section 6 of the International By-Laws*.
- ✓ Candidate(s) may withdraw from the contest at any time prior to the issuance of the final report of the nominations committee. (*See Exhibit A, Rule 4(b) of Standard Form District Constitution and By-Laws*)

➤ ***Voting***

(*See Exhibit A, Rule 8 of Standard Form District Constitution and By-Laws*)

- ✓ The election shall be by secret written ballot, with the candidate or candidates required to secure a majority of the votes cast by the delegates present and voting.
- ✓ Majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions.
- ✓ If a majority vote is not received in the election of district governor, first vice district governor and second vice district governor, a vacancy shall occur and *Article IX, Section 6(d) of the International By-Laws* shall apply.

➤ ***Form of Ballot***

(*See Exhibit G of Standard Form District Constitution and By-Laws*)

- ✓ See Exhibit G - Sample 1 ballot format for election(s) when there are two (2) candidates.
- ✓ See Exhibit G – Sample 2 ballot format for election(s) when there is only one (1) candidate.
- ✓ See Exhibit G – Sample 3 ballot format for election(s) when there are three (3) or more candidates.
- ✓ Officers of the convention shall designate an appropriate symbol or approved stamp to indicate the vote of the delegate(s). The symbol or approved stamp must be placed in the proper location to constitute a valid vote.
- ✓ A candidate must receive a majority of affirmative votes to move forward.