



Troubleshooting Guide for Districts

This guide identifies common district issues and provides resources with potential solutions.

Overall district operations effectiveness

- [District e-Book](#) – Your guide to managing your district. As a busy district governor, you want to quickly find the resources you need to complete all your tasks, check key policies for club and district administration and keep on top of your busy schedule. It provides the information you will need, such as choosing your district cabinet, finding resources to support club health or how to quickly turn around your expense claim.
- [District Governor Webpage](#) – Provides quick access to tools and resources and contains two sections: One, key resources and the second, supplemental resources.
- [District Constitution and By-Laws](#) – Governing documents of a Lions district. Your district may have its own constitution and by-laws, so make sure that you are aware of the governing document for your district.

Our district is losing clubs

We don't know how to prevent club loss

- Review the [Club Health Assessment](#) every month and look for the warning signs of clubs at risk
- Use the [Club Assessment](#) tool to identify specific problems within at-risk clubs
- Ask at-risk clubs to apply for the [Club Rebuilding Program](#) and accept the assignment of a [Certified Guiding Lion](#) to assist the club

Our new clubs lack direction

- Use the [Charter Night Planning Guide](#) to get new clubs off to a good start
- Share the [New Club Journey](#) webpage to provide resources for new club next steps
- Plan a regular schedule of check-ins with the [Certified Guiding Lion](#) of new clubs throughout the club's first two years
- Ask Zone chairpersons to invite Guiding Lions to [Zone Meetings](#), so challenges and solutions can be discussed

Our district is not chartering new clubs

We don't know how to start new clubs

- Read the overview in the [Lions Clubs Better Communities. Changed Lives](#) brochure
- Learn the steps in the latest [New Club Development Guide](#)
- Review the [Do It Yourself \(DIY\) New Club Development Workshops](#) timeline and overview to help form new clubs in your area.
- Recruit a knowledgeable Lion to be a [Specialty Club Coordinator](#) and start multiple specialty clubs

We don't know where to start new clubs

- Review the [New Club Community Needs Assessment](#) Guide
- Visit the [Start a new club](#) webpage to download resources, tools and to learn the steps in forming a new club

We need materials to help us start new clubs

- Order a New Club Extension Kit by emailing membership@lionsclubs.org
- Visit the [Start a new club](#) webpage to download resources and tools to help form a new club including recruiting tools, posters, brochures and more

Traditional club models are not attractive to potential new club members

- Explore whether a [Virtual club](#) or a [Specialty club](#) would work better
- Consider starting a [Club branch](#), until the new club determines how it wants to operate

Our district is losing members

Our club membership chairpersons need extra support

- Share the online resources for this position: the [Club Membership Chairperson Job Description](#), [Club Membership Chairperson's Guide](#) and [Club Membership Chairperson e-Book](#)
- Ensure membership chairpersons are aware of the Club Officer training available to them through the [Lions Learning Center](#) and encourage them to attend relevant training offered by your district

Club members are not connected to the larger organization

- Have all clubs participate in [Worldwide Induction Day](#) to foster a sense of belonging to our global organization
- Provide district-wide new member orientations regularly using the resources from the [New Member Orientation webpage](#) and the [New Member Orientation video](#)
- Encourage clubs to participate in the [Lions International Peace Poster Contest](#)
- Hold a special reception for all new members each year at your [district convention](#)

Our district is not gaining new members

Existing clubs are not actively recruiting new members

- Encourage clubs to incorporate service activities and social events with recruiting goals into their [Club Activity Calendar](#)
- Lead a district-wide service project (see ideas in [The Service Journey](#)) where community members are invited to participate and [recruitment brochures](#) and [membership applications](#) are shared
- [Develop local partnerships](#) with other community organizations and take advantage of the incentives provided in the [Join Together](#) program
- Encourage appointment of [Club Membership Chairperson](#)

Existing clubs are not welcoming to prospective and new members

- Encourage clubs to customize how their club works with the [Your Club, Your Way!](#) guide
- Charter a [virtual club](#) and encourage the formation of [club branches](#) for members with differing interests

Our district has overall challenges

We lack direction or accountability

- Ensure the District Governor shares the district vision and [goals](#) with all clubs through communications, zone allies and club visits
- Use the [Goals Dashboard](#) to track extension, membership, service and leadership goals

We lack funds

- Apply for one or more of the [LCI & LCIF Grant Programs](#)
- Find ideas to help fund your district convention in [How to Plan a District Convention](#)
- Review the district budget and dues structure to identify ways to gain more value from district dues

Our convention attendance is low

- Find ideas to improve the district convention in [How to Plan a District Convention](#)
- Request best practices from other districts be shared at the next council meeting

Our leaders stay in the same position year after year

- Encourage district leaders to practice succession planning. Take the Succession Planning training course in the [Lions Learning Center](#)
- District Leadership Report lists all active Lions who have served as club president over the last five years as well as Lions who are currently serving at the district level. To request your copy email districtadministration@lionsclubs.org



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