

CONSTITUTION

AND

BY-LAWS

Kansas Lions



Multiple District - 17

Amended 6/4/2016

**CONSTITUTION AND BY-LAWS
MULTIPLE DISTRICT NO. 17
KANSAS**

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Amended June 4, 2016

**CONSTITUTION AND BY-LAWS
MULTIPLE DISTRICT NO. 17
KANSAS**

CONSTITUTION

ARTICLE I

Name

SECTION 1. This organization shall be known as Multiple District No. 17, State of Kansas, Lions Clubs International, hereinafter referred to as "State".

ARTICLE II

Object

SECTION 1. To provide this State with an efficient organization, headed by the District Governors in the State, for the express purpose of advancing Lionism and providing proper administration throughout the State.

ARTICLE III

Membership

SECTION 1. The membership of this organization shall consist of all Lions Clubs in this State duly chartered by, and in good standing with, Lions Clubs International and this organization. This State shall consist of as many Districts as may be approved by Lions Clubs International, the State Council and by a Convention of the Multiple District.

ARTICLE IV

State Council

SECTION 1. There shall be a State Council composed of the duly elected District Governors in the State and one Past District Governor. Any Kansas Lion serving or who has served as President or Director of the International Association shall serve as an advisor to the State Council as non-voting members.

SECTION 2. The State Council shall be charged with the responsibility of conducting the necessary business of the Kansas Lions State organization. In this body shall be vested the power to make final decisions on all matters expressed or implied by this Constitution and By-Laws, and Standard Operating Procedures, subject to the International Constitution and By-Laws, and International Board policies. It shall have general management and control of the business, property and funds of the Kansas Lions State organization and it shall exercise general control and supervision over all officers and committees of the Kansas Lions State organization.

SECTION 3. The State Council shall meet no fewer than three times in a fiscal year and according to a schedule of dates and locations selected by the State Council-Elect, and approved by the sitting State Council.

SECTION 4. Special meetings of the State Council may be called by the Council Chairperson or at the request of the majority of the sitting governors. Such call or request shall state the date, time, place and purpose of said meeting and shall be in writing and forwarded to each State Council member by certified mail, at least ten (10) days prior to said meeting, or by waiver of notification in writing.

SECTION 5. At any state council meeting, in the absence of a District Governor, the First Vice District Governor, or in his/her absence the Second Vice District Governor, with the approval of the State Council, may represent said district and be entitled to all the rights and privileges of District Governor at said meeting.

SECTION 6. The presence of a majority of the total number of voting Council members shall constitute a quorum.

SECTION 7. ALTERNATIVE MEETING FORMATS: Regular and/or special meetings of Multiple District 17 State Council may be held through the use of alternative meeting formats, such as teleconference and/or web conference. Such action may be initiated with approval of the majority of the Council of Governors.

SECTION 8. BUSINESS TRANSACTED BY MAIL. Multiple District 17 Council of Governors may transact business by mail (including letters, electronic mail, facsimile transmission, or cable), provided that no such action shall be effective until approved in writing by two-thirds (2/3) of the entire number of the members of the council of governors. Such action may be initiated by the Council Chairperson or a majority of the sitting governors.

ARTICLE V State Council Officers

SECTION 1. The officers of the State Council shall be: A Council Chairperson and a Council Vice-Chairperson.

SECTION 2. The Council Chairperson shall call a meeting of the State Council and all District Governors-Elect for the purpose of nominating and electing, for the succeeding year, a Council Chairperson as provided in ARTICLE IV, SECTION 1 and a Council Vice-Chairperson from the District Governors-Elect.

Any District Governor or Past District Governor seeking election to the office of Council Chairperson shall file in writing their desire along with credentials required by Lions Clubs International Constitution and By-Laws and the MD-17 Constitution and By-laws with the Council Chairperson at least thirty (30) days prior to the State Officer Election Meeting.

MD-17 Requirements include:

1. Have served Kansas Lions by serving on a state committee and/or as a foundation director all of the previous three (3) years.
Or
A current District Governor
2. Have not previously served as a council chairperson.

At the State Officer Election Meeting, the Council Chairperson will place into nominations all qualified letters of intent received. If none, then nominations along with required credentials will be accepted from the floor. Each State Council member and Governor-Elect shall have one vote in the election of each such said Council Officers at the State Council Officer Election Meeting.

SECTION 3. State Council officers will assume their duties at the time of adjournment of the International Convention.

SECTION 4. The Council Vice-Chairperson shall temporarily assume the duties of Council Chairperson when the Council Chairperson is unable to serve. And the Council Vice-Chairperson's district chair shall be considered absent and shall be temporarily filled according to Article IV, Section 5."

SECTION 5. The filling of the State Council officer vacancies other than previously mentioned in this Constitution shall be handled in the following manner: The State Council shall, within thirty (30) days following the creation of the vacancy, in a special or regular meeting, choose the qualified Lion to serve in such vacated offices for the balance of that term of office.

ARTICLE VI

Offices of State Secretary and State Treasurer

SECTION 1. The State Council may establish an office of State Secretary for Multiple District No. 17 and employ a person to fill such office. The Council must comply with any provisions that may be set forth by Lions Clubs International regarding such office.

SECTION 2. The duties of the State Secretary shall be those as may be designated by the State Council, so long as they do not conflict with duties as required by Lions Clubs International.

SECTION 3. The State Council may establish an office of State Treasurer for Multiple District No. 17 and appoint a person to fill such office. The Council must comply with any provisions that may be set forth by Lions Clubs International regarding such office.

SECTION 4. The qualifications and duties of the State Treasurer shall be those as may be designated by the State Council, so long as they do not conflict with duties required by Lions Clubs International.

ARTICLE VII

State Convention

SECTION 1. There shall be an annual State Convention for the Lions of Kansas (Multiple District No. 17) and the date for such Convention shall be fixed by the State Council.

SECTION 2. The annual convention of this multiple district shall be held at a place selected by the state secretary with assistance from the council chairperson and the state band committee.

SECTION 3. The State Council shall retain and have the power to change at any time the city or place of holding the State Convention, and no liability shall be incurred by the State, individual District or Districts by reason of such change.

SECTION 4. The State Council shall have complete supervision over all phases of the State Convention. The host Club or Clubs shall select a Convention Committee to work with the State Council State Convention Committee in setting up and carrying said State Convention.

SECTION 5. The members of the State Council shall be officers of the State Convention and may delegate authority to other persons or committees.

SECTION 6. A meeting of any district shall be held at the State Convention to elect a District Governor provided that he/she shall not have been elected at an earlier District convention.

SECTION 7. Each chartered Club, in good standing in the association and its District shall, at the State Convention, be entitled to voting delegates consistent with the Constitution and By-Laws as amended, of Lions Clubs International.

SECTION 8. In addition to delegates authorized under SECTION 7 of ARTICLE VII, all present Governors and Past District Governors in Multiple District 17 who are in good standing shall be entitled to full delegate privileges at the State Convention.

SECTION 9. A majority of the delegates registered at the State Convention, as certified by the Credentials Committee, shall constitute a quorum.

ARTICLE VIII

District Organization and Operation

SECTION 1. District Governors shall organize and govern their Districts in accordance with the Lions Clubs International Constitution and By-Laws and policies of the International Board.

SECTION 2. It shall be the duty of the State Council and right of any District of Multiple District No. 17 to initiate action to add one or more Districts or to otherwise redistrict existing Districts when necessary to comply with the International Constitution and By-Laws or Board policy or to assure equality of representation of Club and member interests and/or District administrative responsibilities.

SECTION 3. Each such redistricting proposal must conform to the number of Clubs and/or membership for each District as may be directed by the International Board of Directors from time to time.

SECTION 4. The State Council or any District(s) proposing such redistricting shall mail a written notice, at least sixty (60) days prior to their meeting at which a vote for approval shall be taken, to all State Council members and to the President and to the Secretary of each Lions Club directly affected by such proposed redistricting. Such notice shall contain the date, time and place of said meeting and detail such redistricting as may be proposed.

SECTION 5. On adoption by a majority of the State Council or a majority of the duly registered delegates present in person and voting at a District Convention, a written notice shall be mailed, at least sixty (60) days prior to the Multiple District Convention at which a vote for approval shall be taken, to all State Council members and to the President and to the Secretary of each Lions Club affected by such proposed redistricting. Such notice shall contain the date, time and place of said meeting and detail such redistricting as may be proposed.

SECTION 6. On adoption by a majority of the duly registered delegates present in person and voting at a Multiple District Convention, each such redistricting proposal shall be submitted within thirty (30) days, by the State Secretary, to the International Board of Directors for approval.

SECTION 7. In the event the International Board of Directors approves such redistricting proposal, it shall become effective at the convening of the next following annual convention of Multiple District No. 17.

ARTICLE IX

Kansas Lions Foundations

SECTION 1. The Kansas Lions Sight Foundation, a not-for-profit Kansas corporation, incorporated on April 29, 1966, was approved by the Kansas Lions Clubs of Multiple District 17, both acting through their delegates at the State Convention held in Wichita, Kansas, May 31, 1965 through June 2, 1965, for the objects and purposes as set out in Article Fifth of the Articles of Incorporation and in Article II of the Bylaws of said corporation.

SECTION 2. The Kansas Lions Band Foundation, Inc., a not-for-profit Kansas Corporation, incorporated on May 29, 1984, is hereby approved by the Lions Clubs of Multiple District 17 and Multiple District 17, both acting through their delegates at the State Convention held in Hays, Kansas, May 31 through June 2, 1985, for the objects and purposes as set out in ARTICLE III of the Constitution and in SECTION 1 of ARTICLE I of the By-Laws of said Corporation.

SECTION 3. The Kansas Lions Foundation, a not-for-profit corporation, incorporated on July 22, 1999, was approved by the Lions Clubs of Multiple District 17, both acting through their delegates at the State Convention held in Great Bend, Kansas, June 4, 1999 through June 6, 1999, for the objects and purposes set out in Article V of the Articles of Incorporation.

SECTION 4. Said Corporations shall be operated and governed in accordance with the terms of their charter and shall be subject to the authority and control of the Kansas Lions State Council under this Constitution and By-Laws.

SECTION 5. Any and all participation and contributions by local Lions Clubs shall be on voluntary basis only.

SECTION 6. Said corporations shall submit a detailed financial report of income from all sources, administrative and charitable expenditures, including assets and liabilities, to the State Council at each of its regular meetings and to the annual State Convention.

ARTICLE X

Kansas-International Committee

SECTION 1. The Kansas-International Committee is hereby established as part of the structure of Multiple District No. 17 to serve as liaison between the State Council, each District, Lions Clubs International and other Provisional, Single, and Multiple Districts of Lions Clubs International on all matters on an International nature.

SECTION 2. This committee shall consist of one member from each District, who shall be a past District Governor in good standing of a Club in good standing, appointed or re-appointed by the respective District Governor prior to the first State Council Meeting and any Past International President and Past International

Director residing in and in good standing within Multiple District No. 17, as ex officio members. The Chairperson of the Kansas-International Committee shall be selected by a majority vote of said District committee members.

SECTION 3. The objectives of the Kansas-International Committee shall be to cooperate with similar committees of other Districts of Lions Clubs International to the end that, qualified candidates shall be elected to the office of International Vice-President and to the Board of Directors. Particular emphasis shall be directed towards the advancement of qualified candidates from Multiple District No. 17 to one or more of the aforesaid positions.

SECTION 4. The Chairperson of the Kansas-International Committee shall be the Official Spokesperson of and for the committee and the chairperson's actions shall be governed by the rule of the majority of the voting members of this committee. The chairperson shall make periodic detailed reports to the State Council and shall express the decisions and recommendations of the committee to the Multiple District No. 17 delegates at the State and International Conventions.

SECTION 5. The Kansas-International Committee shall meet at the discretion and call of the Chairperson or at the request of any four (4) voting members. A majority of the total voting membership of the committee shall constitute a quorum.

SECTION 6. The expenses of the voting members of this committee shall be budgeted for and paid by the State Council from the administrative fund when necessary and when in accordance with established financial policies and procedures of the State Council.

ARTICLE XI

Amendments

SECTION 1. This Constitution can be amended only at the annual State Convention. Proposed amendments may be by resolution presented by the State Council Constitution and By-Laws Committee, by the State Council, by a District Cabinet, or by an individual Lions Club and adopted by a majority affirmative vote of the State Council at the first meeting of the new calendar year. The proposed amendment shall be placed on the ballot at the State Convention and a two-thirds affirmative vote of the delegates present and voting is required for passing.

SECTION 2. Any proposed amendment must be presented to the State Council and the State Council Constitution and By-Laws Committee not less than ten (10) days prior to the first meeting of new calendar year of the State Council. Not later than March 1st prior to the convening of the State Convention, the Chairperson of the Constitution and By-Laws Committee or state secretary shall have mailed to the Editor of the Kansas Lions News a copy of the proposed amendment(s) or proposal for amendments(s) or a notice of the nature and general content of the amendment(s), including the ARTICLE and SECTION proposed to be amended. The Editor of the Kansas Lion News shall publish in the next issue of the Kansas Lions News such information.

SECTION 3. Each amendment shall take effect at the beginning of the next Lions year unless otherwise specified in the amendment.

ARTICLE XII

Alignment

SECTION 1. The Constitution and By-Laws shall be consistent with the Constitution and By-Laws, as amended, of Lions Clubs International.

SECTION 2. AUTOMATIC UPDATE: When amendments to the International Constitution and By-Laws are passed at the International Convention, any amendments that would have an effect on Multiple District 17 Constitution and By-Laws shall automatically be updated in this said district constitution and by-laws at the close of the International Convention.

BY-LAWS

ARTICLE I

District Nominations and Elections

SECTION 1. Ninety (90) days prior to the annual State Convention, each District Governor shall appoint a nominating committee of not more than five (5) members who shall each be a member of a different regularly chartered Lions Club in the District and who shall not at time of their appointment hold any State, District, or International Office. At the time the District Governor appoints the nominating committee, the Governor shall send the names and addresses of the members of such committee to the secretary of each Lions Club in the District.

SECTION 2. Nominating committees shall accept up to thirty (30) days prior to the State Convention the written nomination of any member in good standing for District Governor, provided that the candidate's nomination is endorsed by a majority of the members in good standing of the Club and meets all requirements as set forth by Lions Clubs International.

In those Districts electing their District Governor at their District Convention the appointment of a nominating committee shall be ninety (90) days prior to the annual District Convention. The Nominating Committee shall accept nominations for District Governor up to thirty (30) days prior to their District Convention.

Provided further: That if no member of the District has qualified as above stated, nomination of a qualified candidate for the office of District Governor may be made from the floor at the District Meeting at the State Convention. Nominating speeches shall be limited to one of not more than five (5) minutes and seconding speech to one of not more than three (3) minutes for each candidate.

SECTION 3. The election shall be by written ballot and the candidate receiving the largest number of votes shall be declared elected. In case of a tie vote, the balloting shall continue until one candidate is elected.

SECTION 4. The procedure to fill a vacancy of a district governor shall be set forth as prescribed by Lions Clubs International By-Laws Article III, Section 9(c)

ARTICLE II

International Officer Nominations

SECTION 1. In order to be endorsed as a candidate for the office of International Director or Third Vice-President, a Lion must meet the following requirements of Lions Clubs International: (1) Be an active

member in good standing of a Lions Club in good standing; (2) Have completed or be completing a full term as District Governor of a full District of this Association; (3) Any candidate seeking endorsement at the Multiple District Convention must first have secured the endorsement of his/her sub-district; (4) Secure the endorsement of a Convention of the District and Multiple District by a majority affirmative vote. Each such endorsement shall be valid only for the two (2) successive International Conventions following said endorsement

SECTION 2. The endorsement procedure is subject to the provisions of the International Constitution and By-Laws, any member of a Lions club in Multiple District 17 seeking endorsement at a convention of the multiple district as a candidate for the office of international director or third vice-president shall:

(a) Deliver (by mail or in person) written notice of intention to seek such endorsement to the Multiple District 17 Council Secretary no less than 45 days prior to the convening date of the convention (annual or special) at which such question of endorsement is to be voted upon. If endorsement is requested to be considered at a Special State Convention, such Convention shall be held in conjunction with the next scheduled Mid-Winter Rally. Written notice of the Special Convention setting forth the time, place and purpose thereof, shall be provided to each club in the Multiple District by the Multiple District Council Secretary, no less than 30 days prior to the convening date of the Special Convention.

(b) Deliver with said notice of intention evidence of fulfillment of the qualifications for such office set forth in the International Constitution and By-Laws.

SECTION 3. Delegates shall be determined as provided in Article VII, Sections 7 and 8 of the Multiple District 17 Constitution. The vote on the question of endorsement shall be by secret written ballot, unless there shall be only one nominee seeking the same, in which event a voice vote may be taken. The nominee receiving a majority of the votes cast shall be declared endorsed (elected) as the candidate of the Multiple District 17 Convention. In the event of a tie vote, or failure of one nominee to receive the required majority, on any ballot, balloting shall continue with respect to the two nominees only who received the largest number of votes on the previous ballot until one receives the required majority of the votes cast.

ARTICLE III State Council Officers

SECTION 1. STATE COUNCIL - The State Council is the deliberative and assisting body in the forming of plans and policies affecting the State, including the annual State Convention. It shall be authorized to enter into contracts and after review of the budget and finance committee, approve all disbursements before they are paid from the State Council fund. It shall designate a depository for the State Council Administrative Fund and approve the depository for all funds held by designated committees.

When deemed necessary, it shall recommend to the Constitution and By-Laws Committee changes pertaining to the amount of State per capita dues to be collected from membership for carrying on the activities of the organization.

SECTION 2. STATE COUNCIL CHAIRPERSON - The State Council Chairperson shall preside at all meetings of the State Council and shall supervise the activities of the Multiple District. The Chairperson shall serve as an advisor to all committees and preside as chairperson of the first general session of the State Convention. If, for some reason the Chairperson is unable to serve and a vacancy should occur in the office, SECTIONS 4 and 5 of ARTICLE V of the Constitution shall apply.

SECTION 3. STATE COUNCIL VICE-CHAIRPERSON - The State Council Vice-Chairperson shall perform such duties as directed by the State Council. The Vice Chairperson shall also perform as directed by SECTION 4, ARTICLE V, of this Constitution.

SECTION 4. SERGEANT-AT-ARMS - The Sergeant-At-Arms shall be responsible for the maintenance of proper order and decorum at the annual State Convention and shall perform such other duties as are incident to the office. The appointment shall be the responsibility of the State Council Convention Committee with approval by the State Council.

ARTICLE IV Fiscal year

SECTION 1. The Lions fiscal year for Multiple District No. 17 of Lions Clubs International shall be from July 1 to June 30, inclusive.

ARTICLE V State Council Funds

SECTION 1. The annual dues per capita shall be seventeen dollars (\$17.00) per year except in those years when an International Vice President, President, or Immediate Past President from Kansas is in office; then dues shall be twenty-two dollars (\$22.00) per year. The annual per capita dues shall be levied upon each member of the State and shall be paid in advance by each Club in each District except new and reorganizing Clubs. Said dues shall be collected from the Clubs in each District of the State by the respective District Cabinet Secretary-Treasurer and turned over to the State Treasurer in semi-annual payment as follows: one half of the annual per capita dues on July 1st and January 1st. The amount of the billing for dues shall be based upon Lions Clubs International membership report to the Multiple District as of the first day of July and first day of January respectively.

A new or reorganized Club shall pay prorated per capita dues beginning the first day of the calendar month following the date of its organization as registered at Lions Clubs International and semi-annually thereafter.

SECTION 2. The annual per capita dues of seventeen dollars (\$17.00) shall be allocated by the State Treasurer as follows:

(a) State Council Administrative Fund: Twelve dollars and fifty cents (\$12.50) per member, annually, shall be allocated for defraying the expenses of the State Council, state office and any other expenses as may be necessary to carry out the duties and responsibilities of the State Council. Of such amount, twenty-five cents (\$.25) shall be set aside for the depreciation and replacement of equipment in the State Office.

(b) Kansas Lions News Fund: Two dollars (\$2.00) per member, annually, shall be allocated for publications and delivery of said newspaper. Any allocated funds not used during any fiscal year shall remain in the Kansas Lions News Fund to defray the cost of future increases in publication and/or mailing. In the event the Kansas Lions News ceases publication, the annual member allocation and balance of the fund shall revert to the State Council Administrative Fund.

(c) State Convention Committee Fund: Sixty cents (\$0.60) per member, annually, shall be allocated to the State Convention Committee to be used by the Convention Committee of the host Club(s) for necessary and customary promotion, operation and other expenses of the annual State Convention of Multiple District 17 in order that the cost to those Lions attending and participation in the State Convention shall be kept to a

minimum. Any allocated funds not required for any annual State Convention shall be returned to the State Treasurer and remain in the State Convention Fund and be available for succeeding conventions. An annual budget request must be submitted by the chairperson and approved by the State Council. The maximum amount to be accumulated in the State Convention Committee Fund shall be \$7,500 and any sums contributed to such fund in excess of the maximum accumulation shall revert to the State Council Administrative Fund.

(d) International Convention Committee Fund: Forty cents (\$0.40) per member, annually, shall be allocated to the International Convention Committee to be used for promoting Kansas Lionism within the International Organization, and for activities and necessary expenses in conjunction with the participation of the Kansas Lions in the International Convention. Any allocated funds not required for activities and necessary expenses in conjunction with the participation of Kansas Lions in the International Convention shall be returned to the State Treasurer and remain in the International Convention Committee Fund and be available for the next International Convention Committee. An annual budget request must be submitted by the chairperson and approved by the State Council.

(e) Kansas International Officers Election Fund: Sixty cents (\$.60) per capita, annually, shall be allocated to the Kansas-International Committee to be used by this Committee for the promotion of an endorsed candidate by the delegates of Multiple District 17 for office of International Vice President or to the International Board of Directors except when Multiple District 17 has an International Vice President, President, or Immediate Past President. In those years when Multiple District 17 has an International Vice President, President, or Immediate Past President, \$5.60 per capita shall be allocated to the Kansas International Fund Committee. In those years when Multiple District 17 does have an elected member on the International Board, these funds may be used by the Kansas-International Committee for the promotion of Kansas Lionism at the International level. The maximum amount to be accumulated in the Kansas International Officers Election Fund shall be \$60,000.00. After this amount is reached, the interest and any remaining portion thereof shall revert to the State Council Administrative Fund.

(f) Mid-Winter Rally Committee: Forty cents (\$0.40) per member, annually, shall be allocated for assisting with financing and executing a Mid-Winter Rally for the Lions of Kansas. Any allocated funds not required for assisting with financing and executing a Mid-Winter Rally shall be returned to the State Treasurer and retained in the Mid-Winter Rally Committee Fund and be available for succeeding Mid-Winter Rallies. An annual budget request must be submitted by the chairperson and approved by the State Council.

(g) The Global Membership Team (GMT) and the Global Leadership Team (GLT) jointly: Fifty cents (\$0.50) per member, annually, shall be allocated to the GMT and GLT Teams for assisting in growth of membership, developing new clubs, assisting in retention of the membership, and developing leadership skills for the Lions of Kansas.

All allocated funds not required for Membership, Extension, Retention and Leadership activities shall be returned to the State Treasurer and available for succeeding committees. An annual budget must be submitted by the GMT and GLT Teams and approved by the State Council. The maximum amount to be accumulated in the GMT/GLT Fund shall be \$10,000, and any sums contributed to such Fund in excess of the maximum accumulated shall revert to the State Council Administrative Fund.

SECTION 3. Each of the Funds delineated in SECTION 2, above, shall be carried on the books as separate accounts by the State Treasurer. Administrative expenses of State Council Standing Committees administering any of the above funds shall be paid from the State Council Administrative Fund.

SECTION 4. Any individual responsible for handling of State Council funds shall be bonded for an amount designated and paid for by the State Council.

ARTICLE VI
State Council Committees

SECTION 1. The newly elected State Council Officers and the Council Chairperson, as an ex officio member, shall comprise a Committee on Committees, with the Chairperson-Elect of the State Council serving as chairperson, for the propose of making appointments to all Standing Committees.

The newly elected Committee on Committees shall meet and submit to the newly elected State Council, in writing, ten days prior to the state convention, a complete list of such candidates for appointment to all Standing Committees, including the Chairperson and Vice-Chairperson of each such committee.

SECTION 2. All State Council Standing Committees shall have a chairperson and, including said chairperson, shall consist of no less than two or more than six members. Members of such committees shall be a member in good standing of and residing in Multiple District No. 17.

SECTION 3. Standing or Special Committee appointments shall be for one year, except as provided in Section 4, next following, and/or as provided by Lions International. All committee members shall assume their duties at the adjournment of the International Convention.

SECTION 4. By a majority vote, the State Council shall have the power to remove any committee member for reason(s) of: inability and/or refusal to perform the duties of office; lack of reasonable judgement in the performance of the assigned duties of office; refusal to comply with the instructions of the State Council; or failure to act in accordance with the Constitution and By-Laws of the State and Lions Clubs International.

SECTION 5. Within fifteen (15) days following the adjournment of the International Convention, each retiring committee chairperson shall be required to forward to the new chairperson a final report on the committee. Such report shall consist of all pertinent information regarding the activities of the committee for the preceding year, including finances. A copy of such final report shall be presented by the outgoing chairperson to the State Council at its first meeting.

SECTION 6. The following State Council Standing Committees shall be appointed by the Committee on Committees:

- (1) State Convention
- (2) International Convention
- (3) Budget and Finance
- (4) Constitution and By-Laws
- (5) Long Range Planning
- (6) Historical
- (7) Global Membership Team (GMT)
- (8) Global Leadership Team (GLT)
- (9) Public Relations

SECTION 7. In the event additional committees are deemed necessary by the State Council, the Council Chairperson is empowered to recommend such appointments, subject to the approval of the State Council.

SECTION 8. Any committee requiring funds for the operation of its activities shall be required to submit a budget to the State Council Budget and Finance Committee for review, which in turn must be approved by the State Council. Budgets must be presented to the Budget and Finance Committee not later than the committee's preliminary meeting at the first State Council meeting. All committee expenditures shall be paid by the State Treasurer.

SECTION 9. All appointed or elected committee members of Multiple District No. 17 who receive, collect or handle monies for fund raising projects will be bonded for said assignments at State Council Expense.

ARTICLE VII

Duties of State Council Committees

SECTION 1. STATE CONVENTION COMMITTEE - It shall be the responsibility of this committee to establish an acceptable format for State Convention activities, to be approved by the State Council. Such format shall, to the best knowledge of the committee, reflect the wishes of the Lions of Kansas. After approval by the State Council, it shall be placed into the hands of the Host Club Convention Committee in written form along with such other requirements as deemed necessary.

This committee shall require that the Host Club Convention Committee appoint the following minimum number of sub-committees: Credentials and Necrology.

It shall appoint, with approval of the State Council, a Sergeant-At-Arms for the State Convention. It shall also represent the State Council in working with the Host Club Convention Committee and shall be responsible for all State Convention activities being conducted in the prescribed manner.

SECTION 2. INTERNATIONAL CONVENTION COMMITTEE - It shall be the responsibility of this committee to plan and supervise all activities of Multiple District No. 17 at the International Convention which are not specifically delegated to other committees. This committee shall prepare and carry out a program of planned activities which are to take place at the International Convention. This may include such items as hospitality rooms, floats, Kansas Breakfast, gifts, parade participation, uniforms, bands and any other it may deem appropriate and feasible. An outline of such program for the forthcoming International Convention shall be set forth in this committee's initial report to the State Council at its first meeting and shall be approved by the State Council.

It shall also be the responsibility of the committee to see that the Lions of Kansas are properly informed on all phases of the International Convention, with particular emphasis upon this committee's activities. The chairperson of this committee may delegate authority for carrying out its activities to as many special committees as deemed necessary, with the approval of the State Council.

In years when the State has a candidate for elective International Office or an elected International Officer, the State Council shall appoint an official Liaison Officer to perform such International Convention duties as specified by the State Council.

SECTION 3. BUDGET AND FINANCE COMMITTEE - It shall be the responsibility of this committee to review all expenditures of funds of the State Council and recommend to the State Council the disposition of said funds. Such recommendations shall be in the form of a budget (or budgets) and if said budgets are approved by the State Council, all payments made within their limits shall be considered approved. At the first State Council Meeting, it shall accept budget requirements from all committees, and after consideration of all requests, prepare a general budget (or budgets) representing anticipated receipts and expenditures of all State Council funds.

Such budget (or budgets) shall then be presented to the State Council for approval. However, the committee may from time to time recommend revision of said budget (or budgets) as approved. It shall also be the responsibility of this committee to see that all dues are collected by the State Council Secretary-Treasurer, and shall provide for an audit of all State Council funds at least once each year. It shall recommend to the State Council, depositories for funds and amounts of surety bonds. The expenditure of any State Council

money not derived from a regular State Council revenues shall be reviewed by this committee before being approved by the State Council.

SECTION 4. CONSTITUTION AND BY-LAWS COMMITTEE - It shall be the responsibility of this committee to review the Constitution and By-Laws and recommend any changes that it deems necessary. It shall receive all proposed amendments to said Constitution and By-Laws and present same to the State Council, with recommendations, not later than the first meeting of the new calendar year. It shall appoint and oversee the following sub-committees of the State Convention: Credentials, Rules, and Election. It shall perform such duties as assigned by the State Council and as detailed in Article XII, Section 2 of the Constitution and Article IX, Section 1 of the By-Laws.

It shall be the responsibility of this committee to see that all State Council meetings be conducted in a proper parliamentary manner and that adherence to the Constitution and By-Laws of Multiple District No. 17 be maintained at all times. In matters not specifically covered by the Constitution and By-Laws, this committee shall be governed by Roberts Rules of Order. This committee shall serve as Parliamentarian Committee for the State Convention.

SECTION 5. LONG RANGE PLANNING COMMITTEE - It shall be the responsibility of this committee to recommend to the State Council appropriate goals for the State of Kansas.

SECTION 6. HISTORICAL COMMITTEE - It shall be the responsibility of this committee to compile and record annually in some permanent manner any information of historical value relating to Multiple District No. 17 as may be deemed necessary by the State Council, with the exception of financial records, and maintain whatever safe depository for such information as may be designated by the State Council. It may periodically, at the request of the State Council, bring such historical information current in some printed form that may be available for distribution to all the Lions of Kansas.

SECTION 7. GLOBAL LEADERSHIP TEAM (GLT) - It shall be the responsibility of this unit to promote and develop Lions leadership skills. The duties of Global Leadership Team (GLT) shall be as defined in the Multiple District 17 Standard Operating Procedures.

SECTION 8. GLOBAL MEMBERSHIP TEAM (GMT) - It shall be the responsibility of this unit to encourage and assist with the formation of new Lions clubs, and develop and promote a program for membership growth and retention of Lions within Multiple District 17. The duties Global Membership Team (GMT) shall be as defined in the Multiple District 17 Standard Operating Procedures.

ARTICLE VIII

Rules of Procedure

SECTION 1. Except as otherwise specifically provided in this constitution and by-laws, or in the rules of procedure adopted for a meeting, all questions of order and procedure in any multiple district meeting or convention, or of any group or committee of any one of them shall be determined by *Robert's Rules of Order, Newly Revised*.

ARTICLE IX

Amendments

SECTION 1. These By-Laws can be amended only at the State Convention when adopted by a majority affirmative vote of the delegates registered in the State Convention, present in person, certified and voting. Procedures of presentation, proposal and notification as detailed in ARTICLE XII of the Constitution shall be allowed.

SECTION 2. Each amendment shall take effect at the beginning of the next Lions year unless otherwise specified in the amendment

SECTION 3. AUTOMATIC UPDATE: When amendments to the International Constitution and By-Laws are passed at the International Convention, any amendments that would have an effect on Multiple District 17 Constitution and By-Laws shall automatically be updated in this said district constitution and by-laws at the close of the International Convention.

Amended 6/4/2016