

**CONSTITUTION AND BY-LAWS
DISTRICT 17 - N**

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**ARTICLE I
NAME**

SECTION 1. This organization shall be known as District Number 17- N, State of Kansas, the International Association of Lions Clubs (hereinafter referred to as "Lions Clubs International").

**ARTICLE II
OBJECTIVES**

SECTION 1. To provide an administrative structure with which to advance the purposes and objects of Lions Clubs International in this District.

**ARTICLE III
MEMBERSHIP**

SECTION 1. The members of this Organization are all Lions Clubs in this District chartered by Lions Clubs International. The boundary lines of District 17-N shall be defined as the district boundaries passed by Multiple District 17 on June 1, 2007.

**ARTICLE IV
DISTRICT ORGANIZATION**

SECTION 1. CABINET, OFFICERS, AND COMMITTEES.

- A. The District shall have a District Governor, a Vice District Governor, and optional Region Chairperson, the Zone Chairpersons, a Cabinet Secretary, a Cabinet Treasurer, and the Chairpersons of all District Committees. The members of the District Cabinet shall be the Officers of the District. Each such Officer shall be a member in good standing of a Lions Club in good standing in the District.
- B. The District Governor and Vice District Governor shall be elected at the Annual Convention of the District. They shall take office immediately upon the adjournment of the International Convention next succeeding his or her election, serving until the adjournment of the next following International Convention. The District Governor shall appoint, by the time he or she takes office, the Cabinet Secretary, the Cabinet Treasurer, one optional Region Chairperson for each Region, and one Zone Chairperson for each Zone in the District.
- C. In the event any District Officer or appointee, except Vice District Governor, for any reason cannot or does not, in the judgment of the District Governor, perform the duties of his or her office or appointment, or in the event the office or appointment is for any reason vacated, except that of the District Governor or the Vice District Governor, the District Governor shall appoint a successor to serve the unexpired term.
- D. No salary shall be paid any officer of the District.

SECTION 2. DISTRICT CABINET MEETING

- A. **REGULAR.** A regular meeting of the Cabinet shall be held in each quarter of the fiscal year. These meetings should be held no later than thirty (30) days following each regular meeting of the Kansas Lions State Council. Ten (10) days written notice of meeting setting forth a date, time and place determined by the District Governor shall be given to each member of the Cabinet by the Cabinet Secretary or Cabinet Secretary-Treasurer. This notice may be contained in the Governor's "newsletter".

- B. **SPECIAL.** Special meetings of the Cabinet may be called by the District Governor at his or her discretion, or shall be called upon written request made to the District Governor or the Cabinet Secretary by a majority of the members of the Cabinet. No fewer than five (5) nor more than ten (10) days written or telephone notice of special meetings, setting forth the purpose thereof and a date, time and place determined by the District Governor, shall be given to each member by the Cabinet Secretary.

QUORUM AND VOTE. The attendance of a majority of the voting members of the Cabinet shall constitute a quorum for any meeting thereof. In all such meetings, the voting privilege shall extend to the District Governor, the Immediate Past District Governor, the Vice District Governor, the Region Chairpersons, the Zone Chairpersons, and the Cabinet Secretary, Cabinet Treasurer or Cabinet Secretary-Treasurer.

SECTION 3. REGIONS AND ZONES

- A. The District Governor shall divide the District into Regions of no more than sixteen (16) and no fewer than ten (10) Lions Clubs, and each such Region into Zones of no more than eight (8) and no fewer than four (4) Lions Clubs, giving due regard to the geographical locations of the Clubs. All such Regions and Zones shall be subject to change by the District Governor when, in his or her sole discretion, he or she shall deem the same necessary to the best interest of Lions Clubs International.
- B. **OPTIONAL REGIONAL MEETINGS.** There shall be no regularly scheduled Regional Meeting. However, if the optional Regional Chairperson or a Regional shall request same from District Governor, the District Governor may allow the optional Region Chairperson to call as many Regional Meetings as the District Governor and the optional Regional Chairperson feel are necessary.
- C. **ZONE MEETINGS.** Meetings of representatives of all the Clubs in a Zone, with the Zone Chairperson presiding, shall be held within thirty (30) days after the Cabinet meeting, and it is recommended that the Zone Meeting not be held at the same time or place of any of the Clubs of the Zone's regular club meetings. The optional Region Chairperson should attend all the Zone meetings of his or her Region.

SECTION 4. DISTRICT COMMITTEES

DISTRICT GOVERNOR'S ADVISORY COMMITTEE. In each Zone, the Zone Chairperson and the Presidents and Secretaries of the Clubs in the Zone shall compose a District Governor's Advisory Committee, with the Zone Chairperson as Chairperson thereof. This Committee shall hold a meeting within thirty (30) days after each of the first three (3) quarterly District Cabinet Meetings. It is

recommended that the Zone Meeting not be held at the same time or place of any of the Clubs of the Zone's regular club meetings. A Zone Social, conducted by the Zone Chairperson, is recommended and, if held, shall be scheduled during the period between the third Zone Meeting and the International Convention. The agendas as provided by Lions Clubs International will be used as a guide by the Zone Chairperson in preparing for his or her meetings; however, good judgment should be used in the matter of whether or not all items are pertinent to his or her Zone.

SECTION 5. AWARDS BANQUET

At the option of the District Governor, an Awards Banquet may be held at any time during his or her year. The cost of such awards should be included in the District Budget for the current year.

ARTICLE V DISTRICT ADMINISTRATIVE FUND

SECTION 1. To provide revenue to defray the administrative expenses of the District, an annual District Administrative Fund per capita dues of \$6.00 is hereby levied upon each member of each Club in the District. It shall be collected and paid in advance by each Club in two (2) semi-annual payments as follows: \$3.00 per member by September 10th of each year to cover the semi-annual period from July 1 to December 31; and \$3.00 per Club member by March 10th of each year, to cover the semi-annual period from January 1 to June 30, with the billings of the same to be based upon the membership of each Club as reported by Lions Clubs International as July 1 and January 1, respectively. Said dues shall be so paid to the Cabinet Treasurer by each Club, except newly chartered and re-organized clubs, which shall collect and pay said per capita dues on a pro-rata basis from the first day of the second month following the date of their organization or reorganization, as the case may be. Said per capita dues shall be disbursed only for administrative expenses of the District and only upon approval of the District Governor. Disbursement there from shall be by check drawn and signed by the Cabinet Treasurer.

SECTION 2. Expenses of the District Governor in connection with his or her attending the International Convention and the U.S.A./Canada Forum shall be considered a District administrative expense. Reimbursement for such expenses shall be made on the same basis as outlined in the Rules of Audit of Lions Clubs International.

SECTION 3. Expenses for the Vice District Governor shall be reimbursed for mileage only for trips requested by the District Governor and trips with prior approval from the District Governor. Mileage amount to be paid is the amount stated in the Rules of Audit of Lions Clubs International.

SECTION 4. The District Governor and his or her Cabinet shall not incur obligations in any fiscal year which will affect an unbalanced budget or deficit in said fiscal year.

SECTION 5. The Cabinet Treasurer may be bonded in such amount and with such surety company as shall be approved by the District Governor and the cost of the same shall be administrative expense.

SECTION 6. The District Governor shall provide for an annual or more frequent audit of the books and accounts of the Cabinet Treasurer, and a statement of the financial condition of the District shall be sent to Lions Clubs International and each club in the District within sixty (60) days after the close of the fiscal year by the District Governor then in office.

ARTICLE VI DISTRICT CONVENTION

SECTION 1. An Annual Convention of the District shall be held each year in conjunction with and at the same time as the third quarterly District Cabinet meeting. A meeting of the registered delegates of the District in attendance at the Annual Convention of the Multiple District of which this District shall be a part may constitute the Annual Convention of the District.

SECTION 2. The voting members of the District Cabinet shall be the officers of the Annual District Convention.

SECTION 3. A convention Sergeant-At-Arms and Assistant Sergeant-At-Arms shall be appointed by the District Governor.

SECTION 4. Each chartered Club in good standing with Lions Clubs International and the District shall be represented by one or more delegates at the Annual District Convention and shall be entitled in such convention to one voting delegate and one alternate for each ten (10) members, or major fraction thereof, of said Club as shown on their M&A report of the month preceding the month of the Convention. The major fraction referred to in this section shall be five (5) or more members. Full delegate status is granted to each Past District Governor who is a member of a Club in the District, independent of the Club delegate quotas herein specified. Each certified delegate present in person may cast one (1) vote for each office to be filled, and one vote only on each issue to be voted on by the members of said Convention. Unless otherwise specified herein, the affirmative vote of a majority of the delegates voting on any question shall be the act of the Convention. A Voting Delegate must be a member in good standing in his or her Club. Delinquent dues may be paid and good standing acquired at any time prior to the close of credential certification, and such closing time shall be established by the rules of the respective convention.

SECTION 5. Voting Delegates from a Club and Past District Governors must have a Delegate Form signed by the President or Secretary of his or her Club. The District Governor or Vice District Governor may sign the Delegate Form if the Delegate has misplaced the original form.

SECTION 6. The attendance in person of a majority of the voting delegates at a convention shall constitute a quorum at any session of the convention.

SECTION 7. Within sixty (60) days after the close of the convention, an official report of the convention proceedings shall be mailed to Lions Clubs International and each Club in the District by the Cabinet Secretary or Cabinet Secretary-Treasurer.

**ARTICLE VII
KANSAS LIONS SIGHT FOUNDATION, INC.**

SECTION 1. The Kansas Lions Sight Foundation, Inc. was established as part of the permanent structure of Multiple District 17 in the furtherance of the objectives of this organization and Lions Clubs International and to assist the visually handicapped in the State of Kansas.

SECTION 2. The Corporation shall made up of directors from District 17-N that are elected or allowed for as prescribed by the Kansas Lions Sight Foundation Board of Directors. In the event that the Board of Directors of the Kansas Lions Sight Foundation changes their board configuration the board configuration in the 17-N Constitution and By Laws will be null and void and the new configuration and terms of office will be inserted.

The Board of Directors of this corporation shall consist of two (2) members from each District, one of which shall be designated as the “District Candy Chairman”. The Directors from District 17-N shall be members in good standing in the District, elected by the voting delegates at the Annual Convention.

SECTION 3. The length of term for these Directors shall be for three (3) years and said Directors shall not serve more than two consecutive three (3) year terms. The “Candy Day Director” shall be elected one year after the year the Director is elected.

SECTION 4. Any candidate for these directorships must be a Lion in good standing in District 17-N and meet the requirements as set forth in the Constitution and By-Laws of the Kansas Lions Sight Foundation.

SECTION 5. A candidate must announce his or her intention to seek the office with a letter to the District Governor not later than the second quarterly District Cabinet meeting. If no candidate has announced by the deadline described above, the District Governor shall ask the Nominating Committee to nominate at least one candidate for the position.

SECTION 6. The candidate(s) and a brief outline of each candidate(s) past history in Lionism shall be published in the District Governor’s Newsletter at least 30 days prior to the District Convention.

ARTICLE VIII

KANSAS LIONS BAND FOUNDATION

SECTION 1. The Kansas Lions Band Foundation, Inc., a not-for-profit Kansas Corporation, was established as part of the permanent structure of Multiple District 17 in the furtherance of the objective of this organization and Lions Clubs International and to assist financially with the Kansas Lions State Band and the Kansas Lions International Band.

SECTION 2. This Corporation shall consist of one (1) elected member from each District. The District shall elect this member from District 17N, who shall be a Lion in good standing in the District, for a term of two (2) years. The current District Governor is also a member of the Board of Directors of said Corporation for the year of his or her term of office as District Governor. In the event that the Board of Directors of the Kansas Lions Band Foundation changes their board configuration the board configuration in the 17-N Constitution and By Laws will be null and void and the new configuration and terms of office will be inserted.

ARTICLE IX KANSAS LIONS FOUNDATION

Section I - The Kansas Lions Foundation, Inc. was established in 1999 as part of the permanent structure of Multiple District 17 in the furtherance of the objectives of this organization and Lions Clubs International and to assist in the following areas:

1. Facilitate and manage Kansas Lions Youth Projects including but not limited to; Leos, Lions Quest, Peace Poster, Youth Outreach, Youth Exchange and Camps. This would include fundraising, from Lions and non-Lions, as well as distribution of said funds.
2. Administering disaster relief grants provided by LCIF; and
3. Energize communities throughout the state to act on behalf of youth by providing motivational and inspirational speakers to excite the participant about the initiative at hand and issuing challenges for personal and group commitments for specific actions and proposals, and by including break out sessions to create action plans in each community.

Section 2. - Election and Term of Office. In the event that the Board of Directors of the Kansas Lions Foundation changes their board configuration the board configuration in the 17-N Constitution and By Laws will be null and void and the new configuration and terms of office will be inserted. Two Directors shall represent each sub-district. One each elected in subsequent years for a three-year term. The Directors shall be elected at their District Convention. No Director will serve more than two (2) consecutive terms or a maximum of six (6) consecutive years on the Kansas Lions Foundation Board of Directors. However, after being off the board of directors of the Kansas Lions foundation for the period of one (1) term a Lion who has served for two (2) consecutive terms prior would be eligible for reelection to that position.

Section 3 - Initial terms starting in 2008 will be Director #1 from District "17-N will serve a two-year term. Director #2 from District "17-N" will serve a three year term. After the initial term that starts in 2008 all terms are 3 years.

Section 4 - All Directors shall hold office until their respective successors are elected. Any Director can be removed from office at any time for good cause. Removal of elected Directors would require a majority vote of the voting members of his/her sub-district. Elected Directors may be removed without cause by a two-thirds majority vote of the voting members of his/her sub-district.

**ARTICLE X
KANSAS-INTERNATIONAL K-I COMMITTEE**

SECTION 1. The Kansas-International K-I Committee is established as part of the structure of Multiple District 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 of an international nature.

SECTION 2. The Committee shall consist of one (1) member from the District who shall be a Past District Governor in good standing of a Club in good standing, and shall be appointed, or reappointed, by the District Governor prior to the first quarterly State Council meeting. Any Past International President or Past International Director residing in and in good standing within the District shall be an ex-officio member. The appointed member may not serve in excess of three years on this Committee.

**ARTICLE XI
MULTIPLE DISTRICT (STATE) CONVENTION**

SECTION 1. A Lions Club(s) wishing to host a Multiple District 17 Convention must receive approval of the current District Governor and a majority vote of the District Cabinet prior to submitting a bid for the convention, in accordance with the Multiple District Constitution, Article VIII.

**ARTICLE XII
AMENDMENTS**

SECTION 1. This Constitution may be amended only at a District Convention by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by the affirmative vote of two-thirds (2/3) of the votes cast. Amendments to this Constitution may be submitted by any Lion in good standing and having the approval of the majority votes of his or her club in good standing to the District Governor sixty (60) days before the Annual District Convention.

SECTION 2. No amendment shall be so reported or voted upon unless the same shall have been furnished to the District Governor in writing and published in the Governor's

“Newsletter” not less than thirty (30) days prior to the convening date of the Annual Conventions with notice that the same will be voted upon at said Convention.

SECTION 3. Each amendment shall become effective upon the adjournment of the Convention at which adopted unless otherwise specified in the amendment.

BY-LAWS

ARTICLE I DISTRICT NOMINATIONS AND ELECTIONS

SECTION 1. The District Governor shall appoint, by written notification at least sixty (60) days prior to the District Convention, a Nominating Committee of not more than three (3) members, each of who shall be member in good standing of a different Lions Club in good standing in the District, and they shall be Past District Governors. The Immediate Past District Governor shall be appointed as Chairman of the Committee and the next two (2) Immediate Past District Governors shall be appointed to the Committee. In the event any of the three above listed shall choose not to serve, the District Governor shall proceed with appointing any other Past District Governor to fill this vacancy. The names and addresses of Lions so appointed shall be published in the District Governor's "Newsletter" at least thirty (30) days prior to the convening day of the District Convention.

SECTION 2. Any member of a Club in the District seeking the office of District Governor or Vice District Governor shall file his or her intention to so run in writing to the Nominating Committee thirty (30) days prior to the Convention and furnish therewith evidence of his or her compliance with the qualifications of said office set out in the Lions Clubs International Constitution and By-Laws. The Nominating Committee shall place in nomination at the District Convention the names of all candidates so qualified. If no names are received or candidate or candidates have failed to qualify as stated above, then, and only then, nominations for the office of District Governor or Vice District Governor may be made from the floor of the District Convention with the previous consent of the nominee. Each candidate shall be allowed one nominating speech of no more than five (5) minutes duration, and one seconding speech of no more than three (3) minutes duration. The timing shall be conducted by the Sergeant-at-Arms who shall ring the gong at the end of the allocated time and the speaker must immediately stop at this time.

SECTION 3. The election shall be by secret written ballot, unless there shall be only one nominee, in which event a voice vote may be taken. The candidate receiving the largest number of the votes cast shall be declared elected. In the case of a tie vote on any ballot, balloting shall continue on the tied candidates until one is elected.

SECTION 4. The Nominating Committee shall, after placing all eligible candidates into nomination then become the Election Committee. In counting the ballots cast, in a separate room from the convention floor, the Chairperson will read the name marked and the other two will tally the votes. If upon counting all ballots cast, both tallies agree, and then the number of credentials received will be counted. If this count agrees with the number of ballots cast, then the Chairperson can certify to the District Governor the results of the election. The District Governor will announce the results of any election prior to the close of the business session of the Convention and invite the District Governor-Elect and Vice District Governor-Elect to be recognized by the members of

the Convention. When it is necessary to have a ballot cast for any District 17N officer of position on a Foundation, each candidate may upon written request to the Chairperson of the Election Committee, have one observer each present at the counting of the ballots (for that office or position only). The written request must be presented to the Chairperson of the Election Committee prior to the opening of the District Convention.

SECTION 5. In the event a vacancy occurs in the office of District Governor, the same shall be filled in accordance with the provision of the International Constitution. The Vice District Governor shall become Acting District Governor, who at the earliest possible date shall call a meeting of the remaining Cabinet Officers and members of the District Governor's Honorary Committee to pick a replacement for recommendation to the International Board of Directors.

SECTION 6. In the event a vacancy occurs in the office of Vice District Governor, the District Governor shall inform the District Lions that there will be a special meeting of the voting members of the District Cabinet to elect a Vice District Governor from the qualified candidates requesting the position. This election shall take place within thirty (30) days after the vacancy occurs.

ARTICLE II DUTIES OF OFFICERS

SECTION 1. DISTRICT GOVERNOR. Under the general supervision of the International Board of Directors, he or she shall represent the Association in his or her District. In addition, he or she shall be the chief administrative officer of the District and shall have supervision over the Vice District Governor, the optional Region Chairperson, the Zone Chairperson, the Cabinet Secretary, the Cabinet Treasurer, or at his or her option a Cabinet Secretary-Treasurer, and such other Cabinet members as may be provided for in this Constitution and By-Laws. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;
- B. Supervise the organization of the new Lions Clubs;
- C. Preside, when present, over Cabinet, Convention, and other District meetings. During any period he or she is unable to so preside, the presiding officer at any meeting shall be the Vice District Governor. If the Vice District Governor is unable to preside, the District Governor shall appoint a Region or Zone Chairperson to preside over the meeting, but if none is selected, the District officer chosen by the attending members shall preside;
- D. Promote cordial relations among the chartered Lions Clubs;
- E. Endeavor to visit each Club at least once during his or her term of office;

- F. Exercise such supervision and authority over Cabinet officers and District Committee appointees as is provided for in the Constitution;
- G. Submit a current statement of total District receipts and expenditures to his or her District Convention or Annual Meeting of his or her District at a Multiple District Convention;
- H. Deliver, forthwith, at the termination of his or her term of office, all District accounts and records to his or her successor in office;
- I. Report all known violations of the use of the Association name or emblem;
- J. Perform such other functions and acts as shall be required of him or her by the International board of Directors through the District Governor's Manual and other directives;
- K. Attend the "School of Instructions" provided by the Association prior to the International Convention the year of his or her election as District Governor.

SECTION 2. VICE DISTRICT GOVERNOR. The Vice District Governor, subject to the supervision and direction of the District Governor, shall be the chief administrative assistant to the District Governor. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;
- B. Familiarize himself or herself with the duties of the District Governor so in the event of a vacancy in the office of District Governor he or she will be better prepared to assume the duties and responsibilities of said office;
- C. Perform such administrative duties as may be assigned to him or her by the District Governor;
- D. Perform such other functions and acts as may be required of him or her by the International Board of Directors through the Vice District Governor's Manual and other directives;
- E. Support and further the goals and projects of the District Governor;
- F. In the event the District Governor position is vacant for any reason, the Vice District Governor may be asked to fill the unexpired term of the District Governor vacancy and to complete his or her term as Vice District Governor;
- G. Attend cabinet meetings of the District and District Convention;
- H. Substitute for the District Governor, when asked, at various District functions;

- I. Assist the District Governor in his or her official visits as requested;
- J. Solve special problems as directed by the District Governor;
- K. Assist at conventions;
- L. Assist with membership development;
- M. Assist with the Extension Chairperson;
- N. Assist with the publicity and fundraising;
- O. Attend Multiple District Council meetings as an observer;
- P. Be prepared at all times to induct New Members and install Officers when requested by a Club in the District to do so;
- Q. Work with the Zone Chairpersons In the strengthening of Clubs in the District;
- R. Preside over District Meetings in the absence of the District Governor;
- S. Perform other duties as delegated by the District Governor such as:
 - a. Assisting in District and Club Officer Seminars;
 - b. Supervising District Committees;
 - c. Holding New Member Indoctrinations.

SECTION 3. CABINET SECRETARY. He or she shall act under the supervision of the District Governor. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;
- B. Perform such duties as are implied by the title of said office, including but not limited to the following:
 - a. Keep an accurate record of the proceedings of all meetings of the Cabinet and within five (5) days after each meeting forward copies of the same to all Cabinet members and the offices of Lion International;
 - b. Take and keep minutes of the District Convention and furnish copies of the same to Lions International, the District Governor, the District Cabinet Officers, and the Secretary of each Club in the District;
 - c. Handle such correspondence as directed by the District Governor;
 - d. Perform such other functions and acts as may be required by the International Board of Directors through the Cabinet Secretary-Treasurer's Manual and other directives;

- C. Should the District Governor combine the positions of Cabinet Secretary and Cabinet Treasurer, the Cabinet Secretary-Treasurer shall also fulfill the duties and responsibilities of the Cabinet Treasurer, as set forth in these By-Laws.

SECTION 4. CABINET TREASURER. He or she shall act under the supervision of the District Governor. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;
- B. Perform such duties as are implied by the title of said office, including but not limited to the following:
 - a. Collect and receipt all per capital dues levied on members and Clubs in the District, deposit same in such bank or banks as the District Governor shall determine, and disburse funds by order of the District Governor;
 - b. Remit to the Multiple District Council Treasurer the multiple district per capita dues collected by the District, on or before the date required by the Multiple District 17 Constitution and By-Laws;
 - c. Keep accurate records and books of accounts and permit inspection of the same by the District Governor, any Cabinet member, any Club, or any authorized agent of the above, within a reasonable time for any proper purpose. Upon direction of the District Governor, furnish any such books and records as required to any auditor or audit committee appointed by the District Governor;
 - d. If required, secure a bond for the faithful performance of his or her duties in such sum and with such sureties as may be required by the District Governor;
- C. Perform such additional assignments as shall be given by the District Governor;
- D. Perform such other functions and acts as may be required by the International Board of Directors through the Cabinet Secretary-Treasurer's Manual and other directives;
- E. Should the District Governor combine the positions of Cabinet Secretary and Cabinet Treasurer, the Cabinet Secretary-Treasurer shall also fulfill the duties and responsibilities of the Cabinet Secretary, as set forth in these By-Laws.

SECTION 5. OPTIONAL REGION CHAIRPERSON. The optional Region Chairperson, subject to the supervision and direction of the District Governor, shall be the chief administrative officer in his or her Region. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;

- B. Supervise the activities of the Zone Chairpersons in his or her Region and such District Committee Chairpersons as may be assigned to him or her by the District Governor;
- C. Play an active role in organizing new clubs and strengthening weak clubs;
- D. Visit a regular Club meeting of each Club in his or her Region at least once during his or her term of office, reporting his or her findings to the District Governor;
- E. Visit a Board of Directors meeting of each Club in his or her Region at least once during his or her term of office, reporting his or her findings to the District Governor;
- F. Endeavor to have every Club in his or her Region operating under a duly adopted Club Constitution and By-Laws;
- G. Promote representation at International and District Conventions by at least the full quota of delegates to which Clubs in his or her Region are entitled;
- H. Carry out such official visitations to Club meetings and charter nights as shall be assigned to him or her by the District Governor;
- I. Perform such additional assignments as shall be given to him or her from time to time by the District Governor;
- J. Perform such other functions and acts as may be required of him or her by the International Board of Directors through the Regional Chairpersons Manual and other directives. In event the optional Regional Chairperson, for any reason, cannot or does not, in the judgment of the District Governor, perform the duties of his or her office, or in the event the office is for any reason vacated, the District Governor shall appoint a successor to serve for the unexpired term.

SECTION 6. ZONE CHAIRPERSON. The Zone Chairperson, subject to the supervision and direction of the District Governor and/or the optional Region Chairperson, shall be the chief administrative officer in his or her Zone. His or her specific responsibilities shall be to:

- A. Further the purposes and objects of the Association;
- B. Serve as Chairperson of the District Governor's Advisory Committee in his or her Zone and as such Chairperson to call regular meetings of said Committee;

- C. Make a report of each District Governor's Advisory Committee meeting and send copies within five (5) days;
- D. Plan an active role in organizing new Clubs and keep informed on the activities and well-being of all Clubs in his or her Zone;
- E. Represent each Club in his or her Zone in any problems with District, Multiple District and/or Lions Clubs International;
- F. Supervise the progress of District, Multiple District, and Lions Clubs International projects in his or her Zone;
- G. Endeavor to have every Club within his or her Zone operating under a duly adopted Club Constitution and By-Laws;
- H. Promote representation at International, Multiple District and District Conventions by at least the full quota of delegates to which Clubs in his or her Zone are entitled;
- I. Visit a regular meeting of each Club in his or her Zone two (2) or more times during his or her term of office reporting his or her findings to the District Governor or Optional Regional Chairperson, particularly to the weakness he or she may have discovered. Copy to the Vice District Governor and the District Governor;
- J. Perform such other functions and acts as may be required of him or her by the International Board of Directors through the Zone Chairperson's Manual and other directives. In event the Zone Chairperson for any reason cannot, or in the judgment of the District Governor, does not perform the duties of his or her office, or in the event the office is for any reason vacated, the District Governor shall appoint a successor to serves for the unexpired term.

SECTION 7. DISTRICT GOVERNOR'S CABINET. The District Governor's Cabinet shall:

- A. Consist of the District Governor, Immediate Past District Governor, Vice District Governor, Cabinet Secretary, Cabinet Treasurer or Cabinet Secretary-Treasurer, optional Regional Chairpersons, Zone Chairpersons, and all Chairpersons of District Committees. The voting members of the District Governor's Cabinet are the District Governor, Immediate Past District Governor, Vice District Governor, Cabinet Secretary, Cabinet Treasurer or Cabinet Secretary-Treasurer, optional Region Chairpersons, and Zone Chairpersons.

- B. Assist the District Governor in the performance of his or duties of his or her office and in the formulation of administrative plans and policies affecting the welfare of Lionism within the District;
- C. Receive, from the Vice District Governor, reports and recommendations which concern the Regions, Zones, and Clubs of the District;
- D. Receive, from the optional Regional Chairperson, reports and recommendations which concern the Clubs and Zones of his or her Region;
- E. Receive, from the Zone Chairperson, reports and recommendations which concern the Clubs of his or her Zone.

SECTION 8. DISTRICT GOVERNOR’S ADVISORY COMMITTEE. It shall assist the Zone Chairperson in an advisory capacity; procure recommendations affecting the welfare of Lionism and the Clubs in the Zone, and relay the same through the Zone Chairperson to the District Governor and his or her Cabinet.

SECTION 9. DISTRICT GOVERNOR’S HONORARY COMMITTEE. It shall act under the direction of the District Governor in the promotion of harmony throughout the District. The Chairperson of this Committee shall attend meetings of the Cabinet when requested by the District Governor. The Honorary Committee consists of all Past District Governors that are members in good standing of a Club in good standing in District 17K2.

SECTION 10. SERGEANT-AT-ARMS. The Sergeant-At-Arms shall maintain order and decorum at the respective conventions and meetings and perform such other duties as are incident to his or her office set forth in this Constitution and By-Laws.

ARTICLE III COMMITTEES

SECTION 1. The Credentials and Registration Committee of the District convention shall be composed of the Cabinet Secretary or Cabinet Secretary-Treasurer, as Chairperson, and two (2) other Lion non-officers of the District appointed by the Cabinet Secretary or Cabinet Secretary-Treasurer with the District Governor’s approval. The Credentials Committee shall certify each Delegate that meets the qualifications set forth in this Constitution and By-Laws.

SECTION 2. The District Governor shall appoint, designate the Chairperson, and fill any vacancies occurring in the following District Convention Committees: Resolutions, Elections, Constitution and By-Laws, Rules, and International Convention. Each Region shall have at least one (1) representative on each such Committee. These committees shall perform such duties as the District Governor shall designate.

ARTICLE IV

RULES FOR CONVENTION PROCEDURES

SECTION 1. 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.

SECTION 2. Except as otherwise specifically provided in this constitution and By-Laws, or in the Rules of Procedures adopted for a meeting, all questions of Order and Procedures in any District meeting or convention, any meeting of the District Cabinet, a Region, zone or member Club or any group or committee of them shall be determined by Robert's Rules of Order Newly Revised.

ARTICLE V FISCAL YEAR

SECTION 1. The fiscal year of the District shall be from the close of the International Convention to the close of the next International Convention. If there is no International Convention, the fiscal year shall be from July 1 to June 30th.

ARTICLE VI AMENDMENTS

SECTION 1. These By-Laws may be amended only at a District Convention, by resolution reported to the Convention Committee on Constitution and By-Laws and adopted by a majority of the votes cast. Amendments to these By-Laws may be submitted by any Lion in good standing, having the approval of the majority vote of their Club in good standing, and to the District Governor sixty (60) days before the Annual District Convention.

SECTION 2. No amendment shall be so reported or voted upon unless the same shall have been furnished to the District Governor in writing and published in the Governor's "Newsletter" no less than thirty (30) days prior to the convening date of the Annual Convention with notice that the same will be voted upon at said Convention.

SECTION 3. Each amendment shall become effective upon the adjournment of the Convention at which adopted unless otherwise specified in the amendment.

ARTICLE VII

The Constitution and By-Laws shall become effective upon the adjournment of the District Convention at which the same is adopted by the affirmative vote of two-thirds (2/3) of the votes.

Adopted this 10th day of February 2008, at the close of the Annual Convention after being adopted by two-thirds (2/3) affirmative votes cast.

As Amended 02-22-92

As Amended 02-06-94

As Amended 02-2-95

As Amended 02-11-96

As Amended 02-16-97

As Amended 02-10-02

As Amended 02-10-08