

Constitution & By-Laws  
Glendale Evening - Longhaven Lions Club Inc.



Revised - September 25, 2009

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## **PREAMBLE:**

Be it hereby resolved, that the Glendale Evening I Longhaven Lions Club hereafter referred to as the "Club" does approve of and agree to abide by the Constitution and By-Laws of Multiple District 21 and Lions International. Be it further resolved that the Glendale Evening - Longhaven Lions Club has abided by and will continue to abide by the "Standard Form Constitution and By-Laws as furnished by the International Association of Lions Clubs". Since receiving our charter we have from time to time made slight changes in our By-Laws for clarification and so that, all our members may be aware of these additions and alterations, we list below and make a part of our Constitution and By-Laws the following:

## **CONSTITUTION**

### **1. INCORPORATION**

The Club is incorporated to protect the officers and Club from legal action. The club a 501 C4 Corporation.

### **2. BOARD OF DIRECTORS**

The 13 Board of Directors will consist of the elected officers as follows:

- 1) President
- 2) First Vice President
- 3) Second Vice President
- 4) Secretary
- 5) Treasurer
- 6) Lion Tamer
- 7) Tail Twister
- 8) The 3 elected directors of the Club. 1, 2 & 3 year.
- 9) The immediate Past President of the Club.
- 10) The Membership Committee Director

The duties and responsibilities of each officer are defined by the Lion Clubs International Constitution Laws Article II

### **3. REGULAR MEETINGS**

A. The first regular meeting of the month will be held promptly at 6:30 pm on the second Thursday of the month at the Bitzee Mama's Restaurant.

B. The second meeting of the month and shall be held at 6:30 pm on the fourth Thursday of the month at the Bitzee Mama's Restaurant. The foregoing meeting will have an entertainment or educational program.

C. The club may adjourn for the summer months of June, July and August when approved by a majority vote of the members.

#### **4. BOARD OF DIRECTORS MEETINGS**

The Board of Directors meetings will be held at Longhaven Estates, 5201 W Camelback Rd. Phoenix Az. On the first Thursday of the month at 6:00 P.M. The Board at its discretion may dispense with the Board Meeting during the summer adjournment. All members are invited to attend the Board Meetings.

#### **5. CLUB BULLETIN**

A club bulletin shall be prepared each month the club is not in recess. The bulletin will be emailed to Lions members who have internet access and mailed to the other members

#### **6. FUNDS**

##### **A) SECRETARY'S FUND.**

The secretary shall have a fund maintained at \$50.00. The foregoing fund to be used for club supplies, such as postage, copying and other normal business expenses as the Club may incur.

1) The foregoing fund will be automatically maintained by the Treasurer. The Secretary will submit receipts to the Treasurer for all expenses drawn on the foregoing fund.

2) The Secretary will have custody and keep and maintain general records of this club including any money from the Tail Twister and the sale of club supplies sold at the meetings, such funds shall be turned over to the Secretary at the end of each meeting or at the conclusion of a fund raising project. The Secretary will give a receipt for all moneys turned to him or her. The treasurer will be responsible for all funds paid out.

##### **B) SUNSHINE CHAIRPERSON FUND**

(Hearts and Flowers) shall send out cards/flowers to club members or family in distress due to illness or bereavement.

1) At the discretion of the board the Sunshine Chairperson shall a fund of \$50.00 maintained by the Treasurer from the Admin-

istrative fund.

- 2) The Sunshine Chairperson shall furnish receipts for all funds used to the Treasurer for payment.

**C) TREASURER'S FUND**

The Treasurer shall have a petty cash fund to be maintained at \$100.00 from the administrative fund. This fund shall be used to pay operating costs in doing the business of the club. All cash payments must be substantiated with receipts.

- 7 **EXPENSES PAID FROM ADMINISTRATIVE FUND TO CLUB MEMBERS -**  
Wishing to promote attendance at the District, Multiple District and Lions International sessions, such as cabinet meetings U.S.A. Canada Forum, State and International Conventions, the Club will:

- A.** At the discretion of the Board of Directors and adequate funds in Administrative Account, the club shall pay the registration fee for club member for the aforementioned sessions. However, the club will not pay the registration fee for Internationally sponsored events such as the International convention when such events are held in the state of Arizona.
- B.** Pay the registration fee for the club's appointed delegates and alternates to all sessions.
- C.** The Club shall pay for the "Officers Training Day" training session for those incoming officers of the Club.
- D.** When a Lion informs the club that he or she will attend a session and the club has paid that member's registration, that Lion has a responsibility to the club to attend the session. In the event the Lion cannot attend he or she is responsible to notify club secretary or president at the earliest possible time and explain the reasons for being unable to attend and ask to be excused. The board shall decide whether the club members excuse is valid and whether the Lion should be billed for the registration fee.

**8. ENTERTAINMENT FUND**

To promote outstanding programs for the Club. The Club shall establish and “Entertainment Fund” from the “Administrative Fund”. The forgoing fund to be established at \$300.00 per year.

- A. The foregoing fund to be only disbursed when necessary to pay for refreshments and entertaining or educational programs for the club.
- B. All disbursements from the foregoing fund must be approved in advance by the Board or Directors or the Club.

**9) TREASURERS PERMISSION TO PAY LIONS INTERNAL BILLS-**

The Treasurer shall pay all bills from Lion District 21A, Multiple District 21 or The International Association of Lions Clubs on receipt. No prior action by the Club or Board of Directors are required. All other bills shall be submitted to the Board of Directors for approval.

**10. SERVICE PROJECTS**

- A The club may annually furnish American flags for the first grade children assigned to us by the District. The foregoing is considered a service activity.
- B. United States flags may be sold at reasonable prices. profit if any is to be included in the Administration fund.
- C. The club may annually sponsor a Peace Poster contest in the local schools as selected by the club.
- D. The club will conduct sight and hearing test for the schoolchildren in the local schools and for other organizations as designated by the club

**11. LIONS CLUB CHARITIES - Activities Fund**

- A The Club shall furnish eye glasses for qualified needy children that attend the neighborhood schools. The parents are encouraged to pay for the eye examinations. If the parents are unable to pay for the eye examination, the cost of the examination will be paid by the club.
- B. The Lions Sight and Hearing Foundation
- C. Lions Foundation of Arizona
- D. Lions International Foundation
- E. Melvin Jones Memorial Park
- F. Camp Tatiyee
- G. The Sight First Program
- H. Leader Dogs for the Blind

**a. Local Charities**

- 1) Faith House
- 2) Salvation Army
- 3) Westside Food Bank
- 4) St. Vincent DePaul Food Bank
- 5) Other local charities ad decided by the Club

**13 PERMANENT FUND RAISING ACTIVITIES SHALL BE:.**

- A) Barbecues as a fund raising project
- B) St. Patties Day Dinner
- C) Reclamation of aluminum cans.
- D) Glendale Glitters/Glows Refreshment booths.
- E) Garage/Fleas market sales.
- F) White Cane Drive.
- G) Spaghetti Dinner.
- H) Grants

**14 MEMBERSHIP REQUIREMENTS -**

All prospective members shall satisfy the requirements of the Multiple District and Lions International constitution.

**BY-LAWS**

**1. MEMBERSHIP FEES AND DUE**

A. Dues schedule as of December 22, 2005

- |                    |         |                           |
|--------------------|---------|---------------------------|
| 1) Active Member   | \$72.00 |                           |
| 2) Member at Large | \$72.00 |                           |
| 3) Honorary        | **      |                           |
| 4) Life            | \$14.00 |                           |
| 5) Associate       | \$15.00 | * Effective after 7/2009. |
| 6) Affiliate       | \$48.00 |                           |
| 7) Privileged      | \$48.00 |                           |

\*\*Paid By club.

B.The Club shall be empowered to pass onto the club members any dues increase enacted by Multiple District or Lions International without Constitu-tion or By-Laws change or Board action.

C.The Initiation fee shall be what is currently required by Lions Inter-national.



