



CONSTITUTION & BY-LAWS

DISTRICT 2-S3

Lions Clubs International

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TABLE OF CONTENTS

CONSTITUTION

AREA	TOPIC	PAGE NO.
ARTICLE I	NAME	6
ARTICLE II	AUTHORITY	6
ARTICLE III	OBJECTIVE	6
ARTICLE IV	MEMBERSHIP AND ORGANIZATION	6
ARTICLE V	REVISIONS TO DIST. CONSTITUTION AND BY-LAWS	6
Section 1	Authority	6
Section 2	Procedure	6
ARTICLE VI	DISTRICT ORGANIZATION	7
Section 1	Organization	7
Section 2	District Governor	7
	(a) Qualifications	7
	(b) Election	8
	(c) Term of Office	8
	(d) Duties and Responsibilities	8
	(e) Removal from Office	11
	(f) Vacated Office	11
	(g) Procedure for Filling a Vacancy	11
Section 3	First Vice District Governor	12
	(a) Qualifications	12
	(b) Election	12
	(c) Term of Office	13
	(d) Duties and Responsibilities	13
	(e) Removal from Office	14
	(f) Vacated Office	14
Section 4	Second Vice District Governor	14
	(a) Qualifications	14
	(b) Election	14
	(c) Term of Office	14
	(d) Duties and Responsibilities	14
	(e) Removal from Office	15
	(f) Vacated Office	15
Section 5	District Governor's Honorary Committee	15
ARTICLE VII	DISTRICT GOVERNOR'S CABINET	16
Section 1	Membership	16
Section 2	Executive Committee	16
Section 3	Authority	17
Section 4	Duties and Responsibilities	17
	(a) Purpose	17
	(b) Cabinet Meetings	17
	(c) Surety Bond	18
	(d) Minutes and Records	18
	(e) District Revenue	18

TABLE OF CONTENTS (Continued)

CONSTITUTION

AREA	TOPIC	PAGE NO.
Section 4	Duties and Responsibilities (Continued)	
	(f) District Convention	18
	(g) Multiple District 2 Convention	19
	(h) International Association of Lions Clubs Convention	19
	(i) Financial Reports and Audits	19
ARTICLE VIII	RESERVED	20
ARTICLE IX	DISTRICT FUNDS	20
Section 1	District Convention Fund	20
Section 2	Multiple District 2 Convention Fund	20
Section 3	International Association of Lions Clubs Convention Fund	20
Section 4	Emergency Fund	20
Section 5	Unbudgeted Fund	20
Section 6	Disaster Relief Fund	21
Section 7	Past District Governors Committee	21
Section 8	Transfer of Money Between District Funds	22
Section 9	Accounting and Disbursements	22
ARTICLE X	DISTRICT CONVENTION	22
Section 1	Provisions and Purpose	22
Section 2	Time and Place	22
Section 3	Administration	22
Section 4	Program	23
Section 5	Nominations and Proposals	23
	(a) District Governor	23
	(b) First Vice District Governor	23
	(c) Second Vice District Governor	23
	(d) Director of Texas Lions Camp	23
	(e) Lone Star Lions Eye Bank Directors	24
	(f) Council of Dist. Governor's Chairperson-Elect-Elect	26
	(g) Host City	27
	(h) Nomination and Motion Speeches	27
	(i) International Candidates	27
Section 6	Arrangements	27
Section 7	Delegates	28
Section 8	Elections	28
ARTICLE XI	REVENUE	28
Section 1	Collections	28
Section 2	District Administration Fund	28

TABLE OF CONTENTS (Continued)

CONSTITUTION

AREA	TOPIC	PAGE NO.
Section 2	District Administration (Continued)	
	(a) Provision and Amount	28
	(b) Billing	29
	(c) Base	29
	(d) Due Date	29
	(e) New and Reorganized Clubs	29
Section 3	District Newsletter Fund	29
	(a) Provision and Amount	29
	(b) Billing	29
	(c) Base	29
	(d) Due Date	30
	(e) New and Reorganized Clubs	30
Section 4	Multiple District 2 Administrative Fund	30
	(a) Purpose, Provision and Amount	30
	(b) Billing	30
	(c) Base	30
	(d) Due Date	30
	(e) New and Reorganized Clubs	30
	(f) Remittance to State	30
Section 5	Promote Texas Fund	30
	(a) Purpose, Provision and Amount	30
	(b) Billing	31
	(c) Base	31
	(d) Due Date	31
	(e) New and Reorganized Clubs	31
	(f) Remittance to State	31
Section 6	Disaster Relief Fund	31
Section 7	Texas Lions Camp Fund	33
	(a) Provision and Amount	33
	(b) Billing	33
	(c) Base	33
	(d) Due Date	33
	(e) New and Reorganized Clubs	33
	(f) Remittance to the Texas Lions Camp	33
ARTICLE XII	DISTRICT NEWSLETTER	33
ARTICLE XIII	ADOPTION	33

TABLE OF CONTENTS (Continued) CONSTITUTION

AREA	TOPIC	PAGE NO.
ARTICLE XIV	AMENDMENTS AND REVISIONS	34

TABLE OF CONTENTS BY-LAWS

AREA	TOPIC	PAGE NO.
ARTICLE I	DUTIES AND RESPONSIBILITIES	35
Section 1	District Cabinet Secretary	35
Section 2	District Cabinet Treasurer	35
ARTICLE II	DISTRICT AWARDS	37
Section 1	Annual Club Awards	37
	(a) W. E “Webe” Ray Award	37
	(b) C. W. A. MacCormack Award	37
Section 2	Annual Individual Awards	37
	(a) Harry Reasonover Award	37
	(b) Gold Spur Award	38
	(c) Silver Spur Award	38
Section 3	Texas Lions Hall of Fame Award	38

CONSTITUTION

ARTICLE I - NAME

The name of this organization is the International Association of Lions Clubs, District 2-S3, a sub-district of Multiple District 2, State of Texas, U. S. A., hereinafter referred to as "District".

ARTICLE II - AUTHORITY

The International Association of Lions Clubs Constitution and By-Laws, and Multiple District 2 Constitution and By-Laws are hereby made a part of this document. Where conflict occurs the latest edition of International Association of Lions Clubs Constitution and By-Laws and/or Multiple District 2 Constitution and By-Laws shall take precedence.

ARTICLE III - OBJECTIVE

To provide this District with an efficient organization for the purpose of advancing Lionism, therein in accordance, with objects of Lions International.

ARTICLE IV - MEMBERSHIP AND ORGANIZATION

The membership of this organization shall consist of all Lions Clubs within the boundaries of this District duly chartered by International Association of Lions Clubs and in good standing.

ARTICLE V - REVISIONS TO DISTRICT CONSTITUTION

Section 1. Authority: The District cabinet shall have the authority and it shall be its duty to recommend change(s) to this Constitution and change(s) to the District per capita tax, for good and just cause, in the best interest of Lionism within the District.

Section 2. Procedures:

- (a) Recommended change(s) shall be placed in the hands of the District Governor not later than fifteen (15) days after that Cabinet Meeting at which the recommendation(s) receive the heretofore provided approval, but not less than thirty (30) days prior to the beginning of the annual District Convention.
- (b) The District Governor shall then transmit said recommendation to a, hereafter provided, District Constitution and By-Laws Committee

and to each Club in the District not later than fifteen (15) days prior to the District Convention. The same shall be presented to the District Convention through a District Constitution and By-Laws Committee.

- (c) All voting in this regard at the District Convention shall be by individual secret printed ballots.
- (d) A tabulation of votes cast for and votes cast against the aforementioned recommended change(s) shall be made at the District Convention by a, hereinafter provided, District Election Committee [ARTICLE VI, Section 3(d)(8)], and certified by the District Governor.
- (e) A two-thirds (2/3) majority of the delegates or alternates, present in person, qualified and legally voting at the District Convention shall be required to change the provisions of this document. The decision of said majority shall be binding on all members, the District Cabinet, and he succeeding District Cabinets.
- (f) Upon passage of said change(s) by the aforementioned majority the same shall become effective with the beginning of the next fiscal year.
- (g) Changes to the By-Laws shall be approved only by the District Cabinet by a simple majority of those present and voting and shall become effective upon adjournment of the meeting.

ARTICLE VI - DISTRICT ORGANIZATION

Section 1. Organization:

The District Organization shall be in accordance with International Association of Lions Clubs Constitution and By-Laws without exception and the Lions International booklet entitled "District Governor's Manual" except as noted and/or expanded upon herein.

Section 2. District Governor:

The District shall have a District Governor duly elected as provided herein and in accordance with International Association of Lions Clubs Constitution and By-Laws.

- (a) **Qualification**
A candidate for District Governor must satisfy all the requirements as stated in the Multiple District 2 and International Association of Lions Clubs Constitutions and By-Laws and in

addition must be willing and must attend, unless providentially hindered, the District Governors School at the International Association of Lions Clubs Convention prior to taking office. A candidate for District Governor shall be required to have a written endorsement (nomination) of his Club or a majority of the Clubs of the District. The Candidate must meet with the Screening Committee prior to the voting at the District Convention. (ARTICLE VI, Section 6)

- (b) Election
The election of the District Governor must conform to the International Association of Lions Clubs Constitution and By-Laws. The following procedure and rules shall apply in lieu of more definitive provisions in said International Association of Lions Clubs Constitution and By-Laws.

- (c) Term of Office
The term of office for a District Governor shall be from the adjournment of the International Association of Lions Clubs Convention succeeding his election to the adjournment of the following International Convention as provided in the International Constitution and By-Laws.

- (d) Duties and Responsibilities
 - (1) The District Governor is the chief executive of his/her District. He/She shall supervise the work and activities of the District. He/She shall perform all duties as set forth herein and in the International Association of Lions Clubs Constitution and By-Laws, and all such duties as may be required of him/her in the best interest of Lionism.

 - (2) The District Governor shall, by the time he/she takes office, divide the District into Regions and Zones in accordance with International Association of Lions Clubs rules and procedures.

 - (3) The District Governor shall, by the time he/she takes office, appoint a Region Chairperson for each Region and a Zone

Chairperson for each Zone within the District.

- (4) The District Governor shall, by the time he/she takes office, appoint a District Cabinet Secretary and a District Cabinet Treasurer. [Rev. 4-17-99]
- (5) The District Governor shall appoint District Committees and designate the Chairpersons thereof and such other officers as deemed necessary for the furtherance of Lionism within the District.
- (6) The District Governor shall, by the time he/she takes office, appoint three or more Past District Governors (PDGs) as mentors and will notify the Chairperson of the Honorary Committee in writing.
- (7) The District Governor shall issue an official call for the District Convention, as hereinafter provided.
- (8) The District Governor shall appoint Committees and designate the chairperson thereof for the operation and function of the, hereinafter provided, District Convention. Such Committees are hereinafter referred to as Convention Committees. Said appointments shall be made as following: The District Governor shall appoint, and at least sixty (60) days prior to the District Convention, a Convention Nominating Committee of not more than five (5) members, each of whom shall be members of different Lions Clubs within the District. The District Governor shall appoint, and he/she shall receive notification of acceptance, at least sixty (60) days prior to the District, a Convention Constitution and By-Laws Committee, provided that recommended revisions to the Multiple District 2 and/or International Association of Lions Clubs Constitution and By-Laws are to be presented at the District Convention. Said committee shall consist of not more than five (5) members, each of whom shall be

members of different Lions Clubs within the District.

The District Governor shall appoint all other Convention committees such as: Credentials, Elections, International Association of Lions Clubs Convention, Necrology, Parliamentary, Registration, Resolutions, Rules, Sergeant-At-Arms, at least fifteen (15) days prior to the District Convention.

The District Governor has the authority and it shall be his/her duty to remove from office any officer appointed by him/her who is derelict and negligent in his/her responsibility or for any other good and just cause in the best interest of Lionism.

- (9) In the event of vacancy in any district office, except that of District Governor, First Vice - District Governor or Club President and Secretary, the District Governor has the authority and it shall be his/her option to fill such vacancy for the unexpired time thereof.
- (10) The retiring District Governor shall transmit to his/her successor all District files, financial records and all records and communications pertinent to the functioning, organization and conducting of District business.
- (11) The District Governor shall appoint a competent committee whose chairperson shall have a current permit to practice accounting to conduct an audit (more frequently if required) of the financial records of the District. Said audit shall show all receipts and all disbursements made by the District during the fiscal year. Said audit shall be completed by October 1st immediately following his/her term as Governor. A copy of said audit shall be furnished to all District Officers, the current District Governor, his/her Cabinet Treasurer, the Multiple District 2 office and the International Association of Lions Clubs.
- (12) Whenever a Council Chairperson from this District is unable to serve as Council

Chairperson, as determined by his/her physician, the District Governor shall appoint, with the advice and consent of the Past District Governors living in this District, a Past District Governor from this District to serve as Council Chairperson for the duration of the incapacity. The appointed Council Chairperson shall perform all the duties and functions of the Council Chairperson as defined in the Multiple District 2 and the International Association of Lions Clubs Constitution and By-Laws.

- (e) **Removal from Office**
Any District Governor who is negligent in his/her duties and responsibilities, or for any other good and just cause, may be removed from office by the following procedure in its entirety and sequence:
- (1) A two-thirds (2/3) vote for removal by the District Cabinet.
 - (2) A two-thirds (2/3) vote for removal by the Boards of Directors of the clubs in the District.
 - (3) Submission of a petition to International Association of Lions Clubs stating full particulars.

The subsequent decision of the International Association of Lions Clubs Board of Directors shall be final.

- (f) **Vacated Office**
In the event of a vacancy in the District Governor's office for any reason under the International Association of Lions Clubs Constitution and By-Laws the First Vice District Governor shall act as the District Governor until such time as said vacancy is filled by the International Association of Lions Clubs Board of Directors for the remainder of the term
- (g) **Procedure for Filling a Vacancy**
The International Association of Lions Clubs Board of Directors may make an appointment to fill a

vacancy in the office of District Governor prior to the time when the term of an elected District Governor commences under the Constitution of the International Association of Lions Clubs.

If so made, such appointee shall be treated as if elected to said office, subject to regular expense audit rules.

In making such appointments, and in filling any vacancy in the office of District Governor under the Constitution and By-Laws of the International Association of Lions Clubs, the International Board of Directors shall not be bound by but shall consider any recommendations resolved at a meeting to which the District Governor, Immediate Past District Governor, First and Second Vice District Governors, the Region Chairpersons, Zone Chairpersons, the Cabinet Secretary, the Cabinet Treasurer, all Past International Directors, and Past District Governors who are members in good standing of a chartered Lions Club in good standing in the district have received invitations to attend.

Said meeting is to be held within fifteen (15) days of notification by the International Board of Directors. It shall be the duty of the Immediate Past District Governor or if he/she is not available, the most recent Past District Governor who is available, to send out invitations to attend said meeting. It shall also be his/her responsibility to preside as chairperson of said meeting. It is the duty of the Chairperson to convey the results to the International Board of Directors within seven (7) days, together with evidence of invitations sent and attendance at said meeting. Each Lion who is entitled to receive an invitation to attend and is present at said meeting shall be entitled to cast one (1) vote for the Lion of his/her choice as the nominee for the appointment to the office of District Governor.

Section 3. First Vice District Governor:

- (a) **Qualifications**
Section 2(a) of this Article shall apply in its entirety. In addition, candidates for this office must currently be serving as the Second Vice District Governor of this district. Only in the event the current Second Vice District Governor does

not stand for election as First Vice District Governor, or if a vacancy in the position of Second Vice District Governor exists at the time of the District Convention, a candidate for this office must meet with the Screening Committee. Failure or refusal to meet with the Screening Committee disqualifies the candidate for the office. (ARTICLE VI Section 5)

- (b) Election
Section 2(b) of this article shall apply in its entirety.
- (c) Terms of Office
Section 2(c) of this article shall apply in its entirety.
- (d) Duties and Responsibilities

The First Vice District Governor, subject to the supervision and direction of the District Governor, shall be the chief administrative assistant of the District Governor. His/Her specific responsibilities shall be as follows.

- (1) To further the purposes of the International Association of Lions Clubs;
- (2) To play an active role in the membership development including the extension of new clubs and leadership development within the district;
- (3) To become familiar with the duties of the District Governor so in the event of a vacancy in the office of District Governor he/she will be better prepared to assume the duties and responsibilities of that office;
- (4) To perform such administrative duties as may be assigned by the District Governor;
- (5) To perform such other functions and acts as may be required for him/her by the International Association of Lions Clubs Board of Directors and other directives;
- (6) To actively participate in all cabinet meetings and conduct all meetings in the absence of the District Governor;
- (7) To participate in the Council of Governors meetings as appropriate;

- (8) To participate in the preparation of the district budget;
- (9) To engage actively in all matters to be continued during the next year;
- (10) At the request of the District Governor, supervise appropriate district committees and participate in the review of strength and weaknesses of the district..

(e) Removal from Office

In the event the First Vice District Governor is negligent in the performance of his/her duties and responsibilities, or any other good and just cause, he/she may be removed from office by a two-thirds (2/3) vote for removal by those Cabinet members present and voting at a regularly scheduled District Cabinet meeting.

(f) Vacated Office

In the event of a vacancy for any reason in the office of First Vice District Governor, the Second Vice District Governor shall be elevated to fill this position.

Section 4. Second Vice District Governor:

- (a) **Qualifications**
Section 2(a) of this Article shall apply in its entirety. In addition, candidates for this office must meet with the Screening Committee. Failure or refusal to meet with the Committee disqualifies the candidate for the office. (ARTICLE VI, Section 5) (Rev. 4-21-2001)
- (b) **Election**
Section 2(b) of this article shall apply in its entirety.
- (c) **Term of Office**
Section 2(c) of this article shall apply in its entirety.
- (d) **Duties and Responsibilities**
The Second Vice District Governor, subject to the supervision of the District Governor, shall be an assistant in the administration of the District, and a representative of the District Governor.

The specific duties of the Second Vice District Governor shall be, but not limited to:

- (1) Furthering the purposes of the International Association of Lions Clubs;
- (2) Performing such administrative duties as assigned by the District Governor;
- (3) Performing such other functions and acts as required by the International Association of Lions Clubs;
- (4) Participating in the Cabinet meetings, and conducting meetings in the absence of the District Governor, and participating in the Council of Governors meetings as appropriate;
- (5) Familiarizing himself/herself with the health and status of the clubs in the District, and assisting the District Governor and the First Vice District Governor in identifying and strengthening the existing and potentially weak clubs;
- (6) Conducting Lions Clubs visitation, as a representative of the District Governor, when requested by the District Governor;
- (7) Assisting the District Governor and the First Vice District Governor in planning and conducting the annual District convention;
- (8) Working with the District Retention Committee and assisting the committee to prevent the loss of clubs and members, particularly due to inactive club administration and/or financial problems or negligence;
- (9) Working with the District Lions Clubs International Foundation (LCIF) Committee and assisting the committee to achieve the goals of the year through regular distribution of LCIF information and materials to increase understanding and support of LCIF;
- (10) Working with the District Information and Technology Committee and assisting the committee to promote the use of the International Association of Lions Clubs' web site and the internet among the clubs and members to obtain information, file reports, purchase club supplies, etc.;
- (11) Supervising other District committees at the request of the District Governor;
- (12) Assisting the District Governor, First Vice District Governor and the Cabinet in planning for the next year;
- (13) Familiarizing himself/herself with the duties of the District Governor so that, in the event of a vacancy in the offices of the District Governor and First Vice District Governor, he/she would be better prepared to assume the duties and responsibilities of said offices as the acting District Governor or acting First Vice District Governor until the vacancies are filled according to the By-Laws and rules of procedure adopted by the International Board of Directors.

The Second Vice District Governor shall be encouraged to

attend: the Council of Governors meetings; all meetings of the Council of Second Vice District Governors; and the special training offered by Multiple District 2; the annual Multiple District 2 Convention; and all other special meetings and events of Multiple District 2, including those held at the Texas Lions Camp.

- (e) **Removal from Office**
In the event the Second Vice District Governor is negligent in the performance of his/her duties and responsibilities, or any other good and just cause, he/she may be removed from office by a two-thirds (2/3) vote for removal by those Cabinet members present and voting at a regularly scheduled District Cabinet meeting.
- (f) **Vacated Office**
In the event of a vacancy for any reason in the office of Second Vice District Governor during the first half of the Lion's year, the District Governor, with the advice and consent of the Screening Committee, shall appoint a replacement meeting all of the required qualifications for the office to fill the unexpired one year term. Should the vacancy occur during the second half of the Lion's year, this office shall remain vacant until a candidate for the office can be elected at the next District Convention election.

Section 5. District Governor's Honorary Committee:

There shall be a District Governor's Honorary Committee the membership of which shall consist of Past International Officers, Past International Directors, and all Past District Governors who are members of Lions Clubs within the District.

- (a) The Chairman, Vice Chairman, and Secretary shall be elected from the Committee by the Committee in accordance with MD 2 Texas Constitution and By-Laws.
- (b) A Screening Committee, composed of five members, shall be elected from the Honorary Committee for the purpose of screening each candidate for First Vice District Governor and Second Vice District Governor.
 - (1) Screen for background, qualifications, time available, outlook for the position, understanding of the responsibilities, and the general attitude toward the office.
 - (2) The Committee shall explain the duties,

responsibilities, time schedule, and consequences of failure to meet the requirements of the office. This does not take the place of the training at the State and International sessions.

- (3) The Committee shall notify the candidate of its decision to endorse or not endorse his/her candidacy. The Committee may endorse all or none of the candidates. Following the meeting, failure to be endorsed does not prohibit the candidate from running for the office.
- (4) The Screening Committee shall inform the Honorary Committee and the Governor of their decisions, and their decisions will be announced by the monitor at the nomination for election.
- (5) The Committee will meet with the First Vice District Governor at each cabinet meeting to ascertain the progress of forming his/her cabinet.

ARTICLE VII – DISTRICT GOVERNOR’S CABINET

Section 1. Membership:

The membership of the District Governor’s Cabinet, hereinafter, called Cabinet, shall be the District Governor as the presiding officer, Immediate Past District Governor, First Vice District Governor, Second Vice District Governor, Region Chairpersons, Cabinet Secretary, Cabinet Treasurer, District Chairpersons, Zone Chairpersons, Texas Lions Camp Directors, and Lone Star Lions Eye Bank Directors from District 2-S3.

Section 2. Executive Committee:

The executive committee of the Cabinet shall consist of the District Governor, the First Vice District Governor, the Second Vice District Governor, the Immediate Past District Governor, the Cabinet Secretary and the Cabinet Treasurer.

Section 3. Authority:

The Cabinet shall function within the limits of the International Association of Lions Clubs Constitution and By-Laws and this document. The Cabinet shall be the Executive Body of the District, and as such, all corporate powers of the District expressed or implied, are vested in the Cabinet. A majority of the Cabinet’s members present shall constitute a quorum.

Section 4. Duties and Responsibilities:

(a) Purpose

The Cabinet's purpose is to supervise, coordinate and promote the general welfare of Lions Clubs and the individual members thereof, and to assist the District Governor in performing the duties of his/her office. The Cabinet shall act in behalf of and transact all business of the District in the best interest of the membership.

(b) Cabinet Meetings

The cabinet shall meet at least four (4) times during the year (once each quarter) and/or as set by the District Governor. The first meeting shall be held within thirty (30) days after the adjournment of the preceding International Association of Lions Clubs Convention for the purpose of:

- (1) Approving the surety company from which a bond, as hereinafter provided, shall be secured;
- (2) Approving the depository for District funds;
- (3) Adopting a budget for the year;
- (4) Discussing matters and transacting business pertaining to the District.

Ten (10) days written notice of Cabinet meetings shall be given to each member by the Cabinet Secretary. Special meetings of the Cabinet may be called at the discretion of the District Governor, or shall be called by him/her upon written request by a majority of the members thereof. Not less than five (5) days nor more than ten (10) days written notice of special meetings of the Cabinet shall be given to each member thereof.

One (1) of the said regular meetings may be held in conjunction with (immediately prior to) the District Convention as hereinafter provided.

(c) Surety Bond

The Cabinet shall require the posting of a surety bond in the amount of \$5,000.00 minimum on the Cabinet Treasurer.

(d) Minutes and Records

The Cabinet shall require that accurate records of each and all Cabinet meetings and all District proceedings, including District Convention, shall be kept; that minutes of said meetings and/or proceedings, including financial

reports, shall be transmitted by the Cabinet Secretary to the District Governor, each member of the Cabinet, International Association of Lions Clubs and the Multiple District 2 Office within fifteen (15) days after approval and adoption by the Cabinet and that copies of same shall be given to the succeeding District Governor and Cabinet Secretary.

(e) District Revenue

The Cabinet shall require:

- (1) That all monies collected as District Revenue and all other monies deposited with or transmitted through the District for any reason shall be deposited in the approved depository of the District;
- (2) That said monies shall be disbursed as payments or withdrawals only by check and signed by the Cabinet Treasurer or Cabinet Secretary and countersigned by the District Governor; however, no two signers shall be related by blood or marriage.
- (3) All disbursements be approved by the Cabinet.

In the event that, for any reason, the Cabinet Treasurer, Cabinet Secretary, and/or the District Governor cannot sign a check, a notarized attestation by a majority of the Cabinet shall be sufficient to release the monies or provide for another signatory or signatories.

(f) District Convention

The Cabinet shall provide for a District Convention annually. The Cabinet shall have the absolute power to change at any time, for good and sufficient reason, without any liability to the District or Multiple District 2, the city or place of holding the District Convention.

The District Governor's expenses in conjunction with the District Convention shall be considered a District Administrative expense. Reimbursement for said expenses shall be in accordance with the Rules of Audit of International Association of Lions Clubs.

(g) Multiple District 2 Convention

The Cabinet shall be responsible for providing for and coordinating any District functions at the Multiple District 2 Convention. The Cabinet shall, when requested by the Executive Committee of the Council of Governors, assist in every way in providing for, organizing and coordinating the

Multiple District 2 Convention held in its District.

- (h) International Association of Lions Clubs Convention
The Cabinet shall be responsible for gifts and favors for the International Association of Lions Clubs Convention as requested by the District Governor.

The Cabinet shall provide for the expenses of the District Governor-Elect in conjunction with attending the International Association of Lions Clubs Convention and District Governor's School at the same, unless otherwise provided by International Association of Lions Clubs. Said expenses, if required, shall be considered District Administrative or Convention Fund expense and reimbursement for same, by the District, shall be in accordance with the Rules of Audit of International Association of Lions Clubs or as designated by the Cabinet.

- (i) Financial Reports and Audits
The Cabinet shall receive from the Cabinet Treasurer financial reports at each Cabinet meeting showing expenditures and balances against each budget line item and shall make provisions for an annual audit (more frequently if required) of the books and accounts of the District. Said audit(s) shall be made by a competent committee whose chairperson is appointed by the District Governor, one member by the Governor-Elect and one member by the Honorary Committee Chairperson. The audit committee shall examine all receipts and disbursements made from all District accounts during the fiscal year. Copies of the audit will be distributed to the following: one copy to the outgoing District Governor; one copy to the outgoing Cabinet Treasurer for the District records; and one copy to the PDG Honorary Committee.

The Cabinet shall provide for the transfer of records of the District including record and account books, etc., to the succeeding District Governor and his/her Cabinet Treasurer. Such records do not include M & A reports, bank statements, and cancelled checks which may be retained by the outgoing District Governor.

ARTICLE VIII – RESERVED

ARTICLE IX - DISTRICT FUNDS

Section 1. District Convention Fund:

The District Convention Fund shall be for the purpose of defraying part of the administrative expenses of the District Convention. The Convention Committee shall make a full accounting of all expenditures to the Cabinet Treasurer.

Section 2. Multiple District 2 Convention Fund:

The Multiple District 2 Convention Fund shall provide for the administrative costs of the State Convention when it is held in District 2-S3. The Convention Committee shall make a full accounting to the Cabinet Treasurer for use of these monies.

Section 3. International Association of Lions Clubs Convention Fund:

The International Association of Lions Clubs Convention Fund shall be established for contributing to the expenses of the outgoing District Governor, and his/her spouse, when going to the International Association of Lions Clubs Convention when and only when it is held outside the forty-eight contiguous states. Additions to this fund shall be 60% of any balance of monies remaining in the District account at the end of the Governor's term of office. Expenses when the Convention is within the states are covered by the Governor's budget.

Section 4. Emergency Fund:

The Emergency Fund shall consist of 40% of the balance of monies remaining in the District account at the end of the Governor's term of office and surpluses from any special purpose collections. This fund shall be used to meet emergency needs of the District as determined by the Convention Fund Committee.

Section 5. Unbudgeted Fund:

The Cabinet shall provide in the District Administrative Budget an amount of \$1,500.00 which shall be designated as an unbudgeted fund. Said fund shall be transferred to the succeeding District Governor to provide for District operating expenses prior to the receipt of the first semi-annual per capita taxes from the clubs in the District.

Section 6. Disaster Relief Fund:

The District Disaster Relief Fund shall be for the purpose of helping defray the cost of any natural disaster evidenced by significant mortality, injury, property damage and loss, population displacement or any substantial combination of these.

(a) Natural disaster is defined as a sudden and unforeseen

extraordinary misfortune bringing with it destruction of life and property affecting many persons and, often, causing widespread distress.

- (b) This fund shall be administered by a District Disaster Relief Committee (DDRC) as established in Article XI, Section 6(c).
- (c) The DDRC shall make a full accounting of this fund in accordance with Article XI, Section 6(d).
- (d) The remittance of these funds to the “District 2-S3 Disaster Relief Fund” shall be as described procedure in Article XI, Section 6(b). These funds will be maintained in a bank determined by the DDRC under the Tax ID number of the District.

Section 7. Past District Governors Committee:

The District 2-S3 District Convention, Multiple District 2 Convention, International Association of Lions Clubs Convention and Emergency Funds, as established in Sections 1, 2, 3 and 4 of this Article, being in one account, with a ledger for each Fund shall be placed in a bank in Austin, Texas, and held in that bank as a permanent depository under the Tax ID Number of the District. These Funds shall be administered by the District 2-S3 Past District Governors Committee. This Committee shall consist of the three (3) most recent Past District Governors with the PDG with the most seniority serving as Chairperson, the one with the second most seniority serving as Vice Chairperson, and the one with the least amount seniority serving as Secretary. The responsibility of this Committee shall be as set forth in the District By-Laws approved by the District Cabinet. These Funds shall be disbursed by a favorable vote of the 2-S3 District Cabinet, upon a recommendation of the Past District Governors Committee.

Section 8. Transfer of Money Between District Funds:

In the event one or more of the following Funds, District Convention Fund, Multiple District 2 Convention Fund, International Association of Lions Clubs Convention Fund and Emergency Fund, is deemed to have a surplus of money and one or more of these same funds is deemed to be in need of money to

meet expenses or desired disbursements, then by two-thirds (2/3) vote of the District Cabinet money may be reallocated between these same four above mentioned Funds as long as a minimum of \$5,000.00 remains in the District Convention Fund, a minimum of \$10,000.00 remains in the State Convention Fund, a minimum of \$5,000.00 remains in the International Convention Fund and a minimum of \$5,000.00 remains in the Emergency Fund.

Section 9. Accounting and Disbursements:

Deposits to, disbursements from, and accounting of all District Funds shall be accomplished by the Cabinet Treasurer in accordance with cabinet approvals and instructions, in writing, of the Past District Governors Committee.

ARTICLE X - DISTRICT CONVENTION

Section 1. Provisions and Purpose:

There shall be a District Convention held annually. The District Convention shall elect a District Governor to serve the next year; elect a First Vice District Governor; elect a Second Vice District Governor; elect a Director to the Texas Lions Camp to serve the next two (2) years; elect two (2) Eye Bank Director to serve for three (3) years; elect a Multiple District 2 Council of Governor's Chairperson-Elect-Elect in the time period two years prior to the year the Multiple District 2 Convention is scheduled to be held in this District; select a candidate (if proposed) for nomination of an International Association of Lions Clubs office; vote on proposed changes (as presented) to the provisions of this Constitution and By-Laws; vote on all matters of statewide business (as presented); and conduct such District business as may require District Convention action.

Section 2. Time and Place:

The convention of each District shall be held at a place and time selected in accordance with International Association of Lions Clubs Constitution and By-Laws. The District Governor shall issue an official call for the annual District Convention not earlier than ninety (90) days nor later than thirty (30) days prior to the date fixed for holding same.

Section 3. Administration:

The District Governor and his/her Cabinet shall have full supervision over all phases of the convention and all members of the Cabinet shall be officers of the convention.

Section 4. Program:

There shall be a printed program of convention sessions and events stating time and place and occurrence. Said program shall be the

order of the day for the convention.

Section 5. Nominations and Proposals:

All nominations and proposals shall be first presented to the, hereafter provided, applicable Convention Committee.

- (a) District Governor
The District Governor and the Convention Nominating Committee shall receive the written endorsement (nomination) of any member, who satisfies the qualifications as heretofore stated, for the office of District Governor. Such endorsement (nomination) shall be received not later than thirty (30) days prior to the opening of the District Convention. Nominations for the office of District Governor shall NOT be made from the floor of the District Convention.
- (b) First Vice District Governor
Section 5(a) of this article shall apply in its entirety.
- (c) Second Vice District Governor
Section 5(a) of this article shall apply in its entirety.
- (d) Director of Texas Lions Camp
The District Governor and Nomination Committee shall receive the written nomination (endorsed by the majority of the members of the nominee's club) of any member for the office of Director of Texas Lions Camp. The nomination shall be received not later than thirty (30) days prior to the opening of the District Convention. Should there be no written nomination received, nominations from the floor of the convention shall be the order of the day. All nominees shall be members in good standing of a Lions Club within the District, likewise in good standing.
 - (1) Term of Office
Directors shall serve for a term of two (2) years beginning 1 July after election. No Director may serve more than two (2) consecutive elected terms. Appointment to fill the unexpired term of another shall not prohibit any member from serving two (2) full consecutive elected terms.

District 2-S3 shall be represented on the Texas Lions Camp Board of Directors by two (2) elected Directors; generally, one from the northern part of the District and one from the southern part of the District. These two (2) Directors shall serve staggered terms. In the event of a Special Election

to fill an unexpired term, as defined in Section (3) below, the term of a member elected at a Special Election shall be for one (1) year only and shall not prohibit that individual from serving two (2) consecutive regular terms of two (2) years each subsequently. No single Lions Club will be entitled to having more than one elected Director serving at one time.

(2) Removal from Office

Any Texas Lions Camp Director who is negligent in his/her duties and responsibilities, or for any other good and just cause, may be removed from office by a two-thirds (2/3) majority vote for removal by the qualified voters of the District.

(3) Vacated Office

In the event a vacancy for any reason in the office of Texas Lions Camp Director, a replacement is to be appointed by the District Governor to complete the term or in case of a first year Director until a special election can be held at the next District Convention.

(e) Lone Star Lions Eye Bank Directors

The District Governor and the Nomination Committee shall receive the written nomination (endorsed by the majority of the members of the nominee's club) of any member for the office of Lone Star Lions Eye Bank Director. The nomination shall be received not later than thirty (30) days prior to the opening of the District Convention. Should there be no written nominations received, the outgoing District Governor shall appoint nominees to be voted on by the District Convention. All nominees shall be members in good standing of a Lions Club within the District, likewise in good standing.

(1) Term of Office

Directors shall serve for a term of three (3) years beginning 1 July after election. No member may serve as an Officer or Director of the Lone Star Lions Eye Bank for more than two (2) consecutive elected terms. Appointment to fill the unexpired term of another individual shall not prohibit any member from serving two (2) full consecutive elected terms.

District 2-S3 shall be represented on the Lone

star Lions Eye Bank Board of Directors by the current District Governor and the Vice District Governor, who have full voting privileges, and by six (6) elected Directors, one Director from each of the five (5) Regions of the District and one Director-At-Large. These six (6) Directors shall serve staggered terms by having the terms of Directors from Regions 1 and 2 end June 30, 2007, and each third year thereafter; the terms of Directors from Region 3 and the Director-At-Large end June 30, 2008, and each third year thereafter; and the terms of Directors from Regions 4 and 5 end on June 30, 2009, and each third year thereafter. No single Lions Club will be entitled to have more than one elected Director unless the second Director is an Honorary Director, as defined in Article I, Section F, of the Lone Star Lions Eye Bank By-Laws, or Immediate Past President of the Lone star Lions Eye Bank Board of Directors.

- (2) **Removal from Office**
In the event that any Director is absent as many as three (3) consecutive Lone Star Lions Eye Bank Board of Directors meetings, his/her office shall be deemed vacant. Any Lone Star Lions Eye Bank Board member who violates any of the rules or purposes of the Lone Star Lions Eye Bank or who conducts himself/herself, in or out of the Lone Star Lions Eye Bank, in a manner that his/her continued membership in the Lone Star Lions Eye Bank is deemed by the Board of Directors to be detrimental to the Lone Star Lions Eye Bank may be dropped from membership on the Board by a two-thirds (2/3) vote of the members of the Board of Directors provided such Director shall have been given ten (10) days notice in writing of such pending actions and be given an opportunity to appear before the Board in person or by Attorney in his/her behalf. Such individual shall have no right of appeal to the membership.

- (3) **Resignation of Office**

Any Director may resign the office of Director at any time by giving written notice to the District Governor and the President or Secretary/Treasurer of the Lone Star Lions Eye Bank Board of Directors with such resignation to take effect at the time specified therein.

(4) Vacated Office

In the event a vacancy occurs for any reason in the office of Lone Star Lions Eye Bank Director, a replacement is to be appointed by the District Governor in order to complete the term. In case of a first year or second year Director, the appointment shall last only until a special election can be held at the next District Convention. The appointee shall meet the requirements of Article IV of the Lone Star Lions Eye Bank Constitution.

(f) Council of District Governor's Chairperson-Elect-Elect

The District Governor and the Nomination Committee shall receive the written nomination (endorsed by the majority of the members of the nominees club) of any Past District Governor for the office of Multiple District 2 Council Chairperson-Elect-Elect. The nomination shall be received and accepted at any time during the Lion's year preceding the District Convention at which the nominee is to be elected, but no later than thirty (30) days prior to the opening of the District Convention. All nominees shall be members in good standing of a chartered Lions club in the District, likewise in good standing.

(1) Term of Office

The Council of District Governor's Chairperson-Elect-Elect shall serve a one year term in the time period two (2) years prior to the year the Multiple District 2 Convention is scheduled to be held in this District. The Council of District Governor's Chairperson-Elect-Elect shall automatically progress to the office of Council of District Governor's Chairperson-Elect the succeeding year to serve a one year term in that office and then automatically succeed to the office of Multiple District 2 Council of District Governor's Chairperson the next year.

(2) Duties of the Council of District Governor's

Chairperson-Elect-Elect
Duties of this office are as described in Article V, Section 7, of the Multiple District 2 Constitution. In addition, the Council of District Governor's Chairperson-Elect-Elect shall attend all Council of District Governor's meetings.

- (g) **Host City**
The District Governor shall receive all invitations in writing from cities and clubs in the District desiring to host the District Convention the following year. The District Governor-Elect shall select the site of the Subject District Convention and shall announce same at the District Convention at which he/she is elected.
- (h) **Nomination and Motion Speeches**
Nominations and seconding speeches shall be limited to one (1) each, which shall be limited to five (5) minutes and three (3) minutes respectively for each candidate and/or question presented to the District Convention, excluding the position of Eye Bank Director unless the position is contested.
- (i) **International Candidates**
The Nominating Committee shall receive from the Multiple District 2 Office, as heretofore prescribed, all presentations (resolutions) of State Candidates for an International office. The Nominating Committee shall report the resolution to the District Convention assembly in fullest detail.

Nomination and seconding speeches shall be conducted in accordance with ARTICLE X, Section 5(h).

Section 6. Arrangements:

The Convention Committee shall be responsible for making all arrangements for the convention including lodging, meeting rooms, banquets, luncheons, facilities, entertainment, gifts for guests, etc. under the supervision of the District Governor and his/her cabinet. The District Governor shall make arrangements for guest speakers.

Section 7. Delegates:

Each Chartered club in good standing shall be entitled at its District Convention to one voting delegate for each ten (10) members or major fraction thereof and alternates in accordance with International Association of Lions Clubs Constitution and By-

Laws. To be deemed in good standing all dues (Lions International, Multiple District, District, etc.) must be paid in full and all International Association of Lions Clubs bills older than ninety (90) days must be paid. Membership figures shall be in accordance with International Association of Lions Clubs Constitution and By-Laws.

All Past District Governors in good standing from a club in good standing are entitled to a vote. Any Past District Governor, even though a member of a club and entitled to a vote, shall not count toward the allotment of voting delegates of that club.

Section 8. Elections:

All elections shall be in accordance with International Association of Lions Clubs Constitution and By-Laws and this document. All voting on any question submitted to the District Convention of a statewide nature, electing a District Governor, First Vice District Governor, Second Vice District Governor, an Eye Bank Director and all others as deemed advisable by the District Cabinet shall be by individual secret printed ballot. Each legal delegate or alternate present in person shall be entitled to cast one (1) vote on every District wide question submitted to the District Convention. The delegates or alternates present in person, qualified and voting at the District Convention shall constitute a quorum. The decision of the majority on all questions except as otherwise provided herein, shall be binding upon all the members.

ARTICLE XI - REVENUE

(District, State, Texas Lions Camp and Lone Star Lions Eye Bank)

Section 1. Collections:

It shall be the duty and responsibility of the District Cabinet Treasurer to bill, collect and disburse the revenue as hereinafter and heretofore provided.

Section 2. District Administration Fund:

(a) Provision and Amount

To provide a District Administration Fund, an annual per capita tax of \$6.00, billed semi-annually at \$3.00, shall be levied on each club for each member thereof. Said tax shall be remitted by each club in the District to the Cabinet Treasurer as hereinafter provided. The amount of said tax shall be determined by vote at the District Convention prior to its levy. As part of the Administrative Fund, dues of \$0.25 per member per year shall be assessed for the District Convention Fund (ARTICLE IX, Section 1) and dues of \$0.25 per member per year shall be assessed for the Multiple District 2 Convention Fund (ARTICLE IX, Section 2).

- (b) **Billing**
Each club in the District shall be billed by the Cabinet Treasurer not sooner than sixty (60) days nor later than thirty (30) days prior to the due date as hereinafter provided.
- (c) **Base**
Said tax shall be based upon the membership of the club as shown by its membership report of June and December respectively.
- (d) **Due Date**
Said tax shall be paid semi-annually by each club as soon as possible after billing but not later than September 10th and March 10th respectively of each fiscal year.
- (e) **New and Reorganized Clubs**
Newly organized and reorganized clubs shall pay prorated semi-annual per capita tax beginning the first day of the month following that in which the club is chartered or organized. Said tax shall be due and payable not later than the first day of the second month following that which the club is chartered or organized.

Section 3. District Newsletter Fund:

- (a) **Provision and Amount**
To provide a District Newsletter Fund for the publication of the District Newsletter, a semi-annual per capita tax shall be levied on each club for each member thereof. Said tax shall be remitted by each club in the District to the Cabinet Treasurer as hereinafter provided. The amount of said tax shall be determined by vote at a District Convention prior to its levy. [Rev. 4-17-99]
- (b) **Billing**
Section 2(b) of this Article shall apply in its entirety.
- (c) **Base**
Section 2(c) of this Article shall apply in its entirety.
- (d) **Due Date**
Section 2(d) of this Article shall apply in its entirety.
- (e) **New and Reorganized Clubs**
Section 2(e) of this Article shall apply in its entirety.

Section 4. Multiple District 2 Administrative Fund:

- (a) Purpose, Provision and Amount
To provide a Multiple District 2 Administrative Fund a semi-annual per capita tax shall be levied on each club for each member, thereof. Said tax shall be remitted by each club in the District to the Cabinet Treasurer as hereinafter provided. The amount of said tax shall be determined in accordance with the Multiple District 2 Constitution and by-Laws.
- (b) Billing
Section 2(b) of this Article shall apply in its entirety.
- (c) Base
Section 2(c) of this Article shall apply in its entirety.
- (d) Due Date
Section 2(d) of this Article shall apply in its entirety.
- (e) New and Reorganized Clubs
Section 2(e) of this Article shall apply in its entirety.
- (f) Remittance to State
Said tax shall be remitted by the Cabinet Treasurer to the Multiple District 2 office semi-annually in accordance with Multiple District 2 Constitution and By-Laws. The Cabinet Treasurer shall remit only that amount collected from the clubs. A statement of delinquent clubs, if such exist, shall accompany said remittance. Further payments may be made as corrected.

Section 5. Promote Texas Fund:

- (a) Purpose, Provision and Amount
To provide monies whereby Texas Lionism may be publicized there shall be a Promote Texas Fund. Said fund shall be used:
 - (1) to promote good will among the Lions of other states and countries;
 - (2) to exalt Texas Lionism to the general public both within and without the state;
 - (3) in support of the promotion of a State Candidate for International Office;
 - (4) for any other good and just cause, at the discretion of the Council of Governors in pursuance of these and/or related goals.

To provide said fund a semi-annual per capita tax shall be levied on each club for each member thereof. Said tax shall be remitted by each club to the Cabinet Treasurer as herein provided. The amount of such tax shall be determined in accordance with the Multiple District 2 Constitution and By-Laws.

- (b) **Billing**
Section 2(b) of this article shall apply in its entirety.
- (c) **Base**
Section 2(c) of this article shall apply in its entirety.
- (d) **Due Date**
Section 2(d) of this article shall apply in its entirety.
- (e) **New and Reorganized Clubs**
Section 2(e) of this article shall apply in its entirety.
- (f) **Remittance to State**
Said tax shall be remitted by the Cabinet Treasurer to the Multiple District 2 office semi-annually, not later than November 15th and May 15th respectively of each fiscal year. The Cabinet Treasurer shall remit only that amount collected from the clubs. A statement of the delinquent clubs, if such exist, shall accompany said remittance. Further payments may be made as collected.

Section 6. Disaster Relief Fund:

- (a) Source of funds shall be from volunteer contributions received by the District from LCIF, Texas Lions Foundation, Districts, Clubs, and individual contributions.
- (b) All monies collected by the District shall be deposited in the approved Depository of the District and shall be disbursed as payments or withdrawals only by check signed by the District Treasurer or Cabinet Secretary and countersigned by the District governor. These funds will be disbursed by check signed by the Cabinet Treasurer or Cabinet Secretary and countersigned by the District Governor and made payable to the “District 2-S3 Disaster Relief Fund” to be administered by the District Disaster Relief Committee (DDRC) as set forth in Section 6(c) of this Article.
- (c) The District Disaster Relief Committee (DDRC) shall administer these funds.

The Committee will be composed of the following members:

- (1) The Chairperson will be appointed annually by the District Governor and shall be a member of the Cabinet.
 - (2) There shall be five (5) other members of the committee, one appointed from each Region by the District Governor.
 - (3) Those members from odd-numbered regions shall serve a two-year term and members from even-numbered regions shall serve a one-year term initially, thereafter, a two-year term. Each member will be restricted to two consecutive terms.
 - (4) Members of this Committee shall be approved by the District Cabinet at the July cabinet meeting.
 - (5) All members of the Committee must undergo an indoctrination and training program administered by the District. Such program will be conducted by September 1st of each year.
- (d) Fund expenditures shall be approved and disbursed by the signature of the Chairperson and one other committee member. The Chairperson shall provide a financial report at each Cabinet meeting showing receipts, expenditures, and balance against the Fund. A copy of the bank statement will be sent by the depository to the Cabinet Treasurer.
 - (e) The Committee shall provide a surety bond for each member who is involved with the control of these funds.
 - (f) All funds remaining after a disaster and/or at the end of the year will be carried over for use in further disasters.

Section 7. Texas Lions Camp Fund:

- (a) Provision and Amount
To provide a "Texas Lions Camp" Fund, hereinafter called Texas Lions Camp Fund, a semi-annual per capita tax shall be levied on each club for each member. Said tax shall be remitted by each club to the District Cabinet Treasurer as hereinafter provided. The amount of such tax shall be

in accordance with the State Lions Constitution and By-Laws.

- (b) **Billing**
Section 2(b) of this article shall apply in its entirety.
- (c) **Base**
Section 2(c) of this article shall apply in its entirety.
- (d) **Due Date**
Section 2(d) of this article shall apply in its entirety.
- (e) **New and Reorganized Clubs**
Section 2(e) of this article shall apply in its entirety.
- (f) **Remittance to the Texas Lions Camp**
Said tax shall be remitted semi-annually by the Cabinet Treasurer to the State Office in accordance with Multiple District 2 Constitution and By-Laws. The Cabinet Treasurer shall remit only the amount collected from the clubs unless otherwise directed by the District Governor. Concurrent with this remittance the Cabinet Treasurer shall send notification of remittance to the Treasurer of the Texas Lions Camp and to the Council Treasurer stating District remitting, delinquent clubs, date remitted, amount of remittance, name of bank on which the check was drawn and the check number. Further payment may be made with notification.

ARTICLE XII - DISTRICT NEWSLETTER

Inasmuch as it is vital to the growth and to the efficient functioning of this District to provide complete, clear, timely, and pertinent information to each member of the District, a District Newsletter shall be authorized for the regular publication and distribution to each Lion in the District.

ARTICLE XIII - ADOPTION

This Constitution shall become in full effect with the beginning of the next fiscal year after same has been adopted by a two-thirds (2/3) affirmative vote of the delegates at the District Convention.

ARTICLE XIV - AMENDMENTS AND REVISIONS

This Constitution or By-Laws may be amended or revised only in accordance with the procedures outlined in Article V of this Constitution.

BY – LAWS

ARTICLE I - DUTIES AND RESPONSIBILITIES

Section 1. District Cabinet Secretary

The Cabinet Secretary shall assist the District Governor and the Cabinet in conducting the business of the District, and shall perform such duties as are specified or implied in the Constitution and By-Laws of the District, or as may be assigned to them from time to time by the District Cabinet.

The Cabinet Secretary shall generally be responsible for maintaining all official records of the District. He/She shall keep his/her books and files available at all times for inspection by the Cabinet, District Governor, or any auditors named by the Cabinet.

Specifically, the Cabinet Secretary shall be responsible for:

- (1) Preparing, distributing and maintaining the Minutes of all District Cabinet and Executive Committee Meetings.
- (2) Maintaining records of all official correspondence of the District.
- (3) Keeping all District records, including committee appointments, officer lists, attendance records, and a list of Cabinet members with addresses and telephone numbers.
- (4) Assuring that Cabinet members and Executive Committee members are notified of meetings in a timely manner.
- (5) Signing all notices and documents issued by the District.
- (6) Placing in the hands of their successor all books and files that pertain to the office of Cabinet Secretary immediately following the end of the fiscal year.
- (7) Performing such other duties as normally and customarily pertain to the office of Cabinet Secretary.

Section 2. District Cabinet Treasurer

The Cabinet Treasurer shall assist the District Governor and the Cabinet in conducting the business of the District, and shall perform such duties as are specified or implied in the Constitution

and By-Laws of the District, or as may be assigned to them from time to time by the District Cabinet.

The Cabinet Treasurer shall generally be responsible for maintaining all official financial records of the District. He/She shall keep his/her records and accounts available at all times for inspection by the Cabinet, District Governor, or any auditors named by the Cabinet.

Specifically, the Cabinet Treasurer shall be responsible for:

- (1) Maintaining detailed and accurate records of all District revenues and expenses.
- (2) Collecting from the clubs in the District the stipulated per-capita dues.
- (3) Depositing all funds in such bank or banks as may be designated by the Cabinet.
- (4) Disbursing District funds in accordance with the adopted District budget or as authorized by the District Cabinet.
- (5) Providing a bond for the faithful discharge of their duties in an amount set by the Cabinet.
- (6) Preparing and submitting financial reports to the District Governor and Cabinet no less regularly than at the quarterly District Cabinet meeting.
- (7) Assisting the District Governor in preparing an annual budget.
- (8) Making available all District financial records, accounts and information for review and audit as directed by the Cabinet.
- (9) Placing in the hands of their successor all financial records and accounts that pertain to the office of Cabinet Treasurer immediately following the end of the fiscal year.
- (10) Performing such other duties as normally and customarily pertain to the office of Cabinet Treasurer.

ARTICLE II - DISTRICT AWARDS

Section 1. Annual Club Awards

(a) W. E. “Webe” Ray Award

This award is presented to a District 2-S3 Lions Club that shows, based on Monthly Membership Reports and Monthly Activity Reports, outstanding qualities such as growth in membership, good organization, well run committees, meaningful fundraisers, outstanding community involvement of its members, etc. The selection of the award recipient is made by the District Governor. The award is presented by the Spring Branch-Bulverde Lions Club at the District Convention.

(b) C. W. A. MacCormack Award

This award is presented by the Austin Downtown (Founders) Lions Club to the most active District 2-S3 Lions Club based on the Monthly Membership Reports and the Monthly Activities Reports. The selection of the award recipient is made by the District Governor. The award is presented by the Austin Downtown Lions Club at the District Convention.

Section 2. Annual Individual Awards

Written nominations depicting the candidate’s years of service in Lionism and his/her community involvement shall be dated and signed by the Club President and Club Secretary and sent to the District Governor to arrive no later than thirty (30) days prior to the District Convention.

The District Governor shall appoint a secret Selection Committee consisting of five (5) Lions from clubs not submitting award candidates to select award recipients based on nomination reports from the clubs.

Awards shall be presented at the District Convention. Previous award winners are not eligible to receive the individual award a second time.

(a) Harry Reasonover Award

The Harry Reasonover Award is the highest award given to an individual Lion of District 2-S3. Nomination is made by vote of the membership of the candidate’s club. The selection is based on the outstanding service rendered by the candidate over his/her years of membership in District 2-S3.

A plaque is donated and presented by the West Austin Lions Club at the District Convention.

(b) Golden Spur Award

This award is presented by District 2-S3 for outstanding service to Lionism by a Lion member during the year in which it is presented. Nomination is made by vote of the membership of the candidate's club.

This award is presented by the District Governor at the District Convention.

(c) Silver Spur Award

This award is presented by District 2-S3 for outstanding service to Lionism during the year it is presented to a first year Lion member. Nomination is made by vote of the membership of the candidate's club.

This award is presented by the District Governor at the District Convention.

Section 3. Texas Lions Hall of Fame Award

The purpose of this award is “to bestow honor to outstanding Lions who have given usefully of their time, talent and means to further the cause of humanitarian services”.

Each District has the privilege of nominating one (1) Lion for the Texas Lions Hall of Fame every third year. The District Governor shall notify all clubs in the District, in writing, of the request for nominations and the procedure to be followed in making nominations for this award. Candidates are nominated by a vote of the membership of their club. Nominations shall be in the form of a Resolution with an attachment depicting the years of service, activities, positions held, awards received, current position, etc. Also, include community involvement. Nominating Resolutions must be received by the District Governor thirty (30) days prior to the Mid-Winter Conference. Nominations are to be sent to the District Governor in a sealed envelope with only the words, “Texas Lions Hall of Fame”, and enclosed in an envelope addressed to the District Governor.

The sealed Resolutions are presented to the Selection Committee, consisting of Texas Lions Hall of Fame members of the District for their selection. Nominees are prohibited from campaigning for the award.

The District's selection is presented at the District Mid-Winter Conference and the award recipient is presented at the MD-2 State Convention and receives a plaque and medallion. The name, photo, write-up and required funds from the District as budgeted by the District Governor must be received by the State office by the February Council of Governors meeting.

