

SECTION TWO:

DISTRICT, REGION AND ZONE ORGANIZATION

Our district is divided into regions (comprised of no more than 16 and no less than 10 clubs). In turn, each region is broken down into zones (with no more than eight clubs and no less than four), presided over by a zone chairman. Zone chairmen work under the leadership of the district governor. Lions clubs are part of a district which is usually comprised of at least 35 clubs that have a combined total of at least 1,250 members.

DISTRICT GOVERNOR

The district governor is elected at the district or state convention to serve a one year term. The district governor serves as the executive officer for the district. The new governor takes office at the close of the international convention.

Under the general supervision of the International Board of Directors, the district governor represents the association in the district. In addition to being the chief administrative officer in the district, the governor has direct supervision over the two vice district governors, the cabinet secretary, the cabinet treasurer, the zone chairmen and the district committee chairman.

The District Governor is empowered to:

- Further the purposes of the association
- Actively participate and inspire other district officers to administer and promote effective membership growth and supervise the organization of new clubs organization
- Actively participate and inspire other district officers to administer and promote leadership development at the club and district levels
- Support and promote the Lions Clubs International Foundation
- Preside, when present, over the district convention, cabinet meetings and other district meetings
- Perform other functions as required by the International Board of Directors
- Coaching and motivating district cabinet members
- Promoting membership retention
- Encouraging fiscal responsibility at the club level
- Striving to have all clubs in good standing
- Reviewing the strengths and weaknesses of clubs in the district
- Providing guidance to declining clubs in the district and monitoring their progress

FIRST VICE DISTRICT GOVERNOR

The first vice district governor assists the governor with membership development, the chartering of new clubs and the promotion of district events. The specific responsibilities of this officer are to:

- Further the purposes of this association
- Perform administrative duties as assigned by the district governor
- Assist the district governor in identifying opportunities and challenges facing the district, and in developing long-term strategies to strengthen and grow the district
- Work with the district membership and extension committees and assist these committees in reaching their goals for the year
- Work with the district leadership development committee and assist the committee to develop and implement a district-wide leadership development plan to enhance the competency and confidence of district officers and other members in the district

- Work with the district convention committee and assist the committee in planning and conducting the annual district convention
- Supervise other district committees at the request of the district governor
- Assist the district governor in organizing and promoting district events
- Assist the district governor in the review of the strengths and weaknesses of the clubs in the district, identify potential declining clubs and establish plans to strengthen the clubs
- Attends cabinet meetings
- Preside at cabinet meetings and other meetings in the absence of the district governor
- Participate in council of governor meetings
- Conduct club visitations when requested by the district governor
- Participate in the preparation of the district budget
- Engage actively in all matters to be continued during the next year
- Become familiar with the responsibilities of the district governor, so in the event a vacancy occurs, he/she is prepared to assume the duties and responsibilities as acting district governor until the vacancy is filled

If a vacancy occurs in the office of district governor, the first vice district governor acts as district governor performing the district governor's duties and has the same authority as the district governor until the vacancy is filled by the International Board of Directors for the remainder of the term. If a vacancy occurs in the office of first vice district governor, the vacancy will be filled in accordance with the multiple district constitution and by-laws.

SECOND VICE DISTRICT GOVERNOR

The second vice district governor assists the governor with membership retention and increasing the awareness among Lions about the association's various programs. The specific responsibilities of this officer are to:

- Further the purposes of the association
- Perform administrative duties as assigned by the district governor
- Accept and complete other duties as required by the International Board of Directors
- Work with other district officers to promote membership growth, new club organization, and member retention
- Attends cabinet meetings
- Preside at cabinet meetings and other meetings in the absence of the governor and the first vice district governor
- Monitor the health of clubs by regularly reviewing LCI recap and membership reports; develop action steps to assist declining clubs in coordination with zone chairpersons
- Assist clubs in financial suspension
- Work with the district retention committee and encourage the committee to prevent the loss of clubs and members due to inactive club administration and/or financial problems or negligence
- Assist the district LCIF committee in achieving its annual goals and help the committee distribute LCIF information and materials to clubs to increase understanding and support of LCIF
- Assist the district information technology committee in promoting the use of the association's Web site to clubs and members to obtain information, file reports, purchase club supplies, etc.
- Conduct club visitations when requested by the district governor
- Assist in the preparation of the budget and other matters to be continued in the following year
- Supervise appropriate district committees as requested by the district governor

Become familiar with the responsibilities of the district governor and first vice district governor so that in the event a vacancy occurs in either office, he/she is prepared to assume the duties and responsibilities of the office as acting governor or acting first vice district governor until the vacancy is filled

If a vacancy occurs in the offices of district governor and first vice district governor, the second vice district governor serves as acting district governor until the vacancy is filled by the International Board of Directors for the remainder of the term. If a vacancy occurs in the office of first vice district governor, the second vice district governor serves as acting first vice district governor until the vacancy is filled in accordance with the multiple district constitution and by-laws.

CABINET SECRETARY AND CABINET TREASURER

The cabinet secretary and the cabinet treasurer are under the supervision of the district governor. The duties of the cabinet secretary are to:

- Further the purposes of the association
- Keep an accurate record of the proceedings of all meetings of the district governor's cabinet and district convention
- Forward cabinet meeting minutes within five days after each meeting to all members of the cabinet and Lions Clubs International.
- Monitor the Monthly Membership Report from the clubs in the district and make copies for distribution to other district officers, if requested by the governor
- Perform such other duties pertaining to the office of secretary, and as delegated to him or her by the district governor and the cabinet

The duties of the treasurer are to:

- Deposit funds in bank(s) as are designated by the cabinet
- Disburse those funds only on authorization of the cabinet
- Obtain bond for the faithful discharge of the duties of this officer in an amount set by the cabinet
- Submit a semi-annual financial report to the cabinet and other special reports as requested by the cabinet
- Submit the district's books and accounts for audit whenever required by the cabinet
- Give the successor all monies and records, financial and otherwise, that are pertain to the office of cabinet treasurer, immediately following the end of the fiscal year
- Perform such other duties pertaining to the office of treasurer, and as delegated to him or her by the district governor and the cabinet

ZONE CHAIRPERSON

The zone chairperson is the link between the clubs in the zone and the district leadership team. This officer motivates, counsels and communicates with clubs. The zone chairperson is a Lion who has leadership ability and is respected in the area. If this office is vacated for any reason, the district governor appoints a successor to serve the unexpired term. The zone chairperson must:

- Be an active member in good standing of a club in good standing in the zone
- Have served or will have served, at the time of taking office as zone chairperson, as president of a Lions club for a full term or major portion thereof, and a member of the board of directors of a Lions club for no less than two additional years

The duties of the zone chairperson are to:

- Further the purposes of the association
- Serve as chairperson of the district governor's advisory committee in the zone and call regular meetings of the committee
- Play an active role in membership development including the organization of new clubs
- Be well-informed about the activities and health of the clubs in the zone
- Endeavor to have every club in the zone operate according to its constitution and by-laws and the association's policies and constitution and by-laws
- Promote representation at international, multiple district and district conventions by each of the clubs in the zone
- Visit a regular meeting of each club in the zone at least once and report the results to the district governor, first vice district governor and second vice district governor
- Attend a business meeting of each club in the zone and report the results to the district governor, first vice district governor and second vice district governor
- Play an active role in leadership development at the club level
- Perform such other functions and acts as may be required by the International Board of Directors

DISTRICT GOVERNOR'S ADVISORY COMMITTEE

This committee serves in an advisory and administrative capacity to the district governor and the cabinet. It is composed of:

- A zone chairperson who serves as the committee chairperson
- Presidents and secretaries of clubs within the zone

The duties of the District Governor's Advisory Committee are to:

- Assist the zone chairperson in making sure every club in the zone is operating efficiently and abides by the constitution and by-laws
- Promote attendance from the clubs in the zone to district, multiple district and international conventions
- Assist the zone chairperson in promoting attendance during charter nights in the zone
- Discuss ways of assisting clubs experiencing problems with club administration, membership development or finances, as well as status quo clubs
- Cooperate with the zone chairperson in promoting various functions for the clubs in the zone, such as inter-club meetings, installation of club officers, induction of new members, and ceremonies honoring Key members and participating in sport tournaments, banquets and celebrations

Advisory Committee meetings present an opportunity for the zone chairperson to promote and encourage unity among clubs. Clubs can also exchange ideas about club operations during Advisory Committee meetings.

At least three meetings of the District Governor's Advisory Committee should be held during the year.

- The first is held within ninety days after the international convention. The general condition of all clubs within the zone and the International Program can be discussed. Leadership development must be also planned.
- The second meeting is held in November. General plans are formulated to promote the general welfare of the clubs and the association throughout the zone.
- The third meeting is held in February or March. The condition of the clubs within the zone are reviewed, and progress of the plans for the general welfare of the clubs are discussed. Suggestions can be offered as to how clubs can have at least their full quotas of delegates at the annual multiple district and international conventions.

CABINET MEETINGS

At least four quarterly meetings of the district governor's cabinet are held during the year. The district follows the provisions of the *Standard District Constitution and By-Laws*. A copy of the cabinet meeting minutes is sent to the English Language Department. Standard items, as well as specific business items the district cabinet needs to discuss, are on the agenda for each cabinet meeting.

PAST DISTRICT GOVERNORS

Past district governors can be among most valuable assets in the district. Their experience, if used wisely, can add to the success of the district. Many of the challenges, problems and decisions facing the district may have been previously faced by the past district governor.

Some of the positions past district governors may serve are:

- Guiding Lion of a new club
- Workshop or seminar presenter
- Workshop or seminar organizer
- Organizer of new clubs
- Spokesperson at installation ceremonies
- Chairperson of a district committee
- Member of the Long Range Planning Committee

DISTRICT CHAIRMAN.

The district committee chairmen assist the district governor and zone chairmen in the work with their clubs. District committees also assist club officers in accomplishing district goals. Lions Clubs International officially recognizes 24 committees. The official committees include:

District Campus Club *

District campus club chairpersons team up with the multiple district campus club chairperson and the district and multiple district extension chairpersons to build and strengthen campus club membership.

District Convention

International convention, multiple district and district conventions require coordination and promotion through the district.

District Cultural and Community Activities

The Lions Crew at Work Program encourages clubs to undertake projects that physically enhance local facilities such as a food pantry, shelter for the homeless, shelter for domestic abuse victims, a community center, a playground, or a recreational camp for disabled children.

The Lions Cultural and Community Activities encourage clubs to undertake cultural projects that foster local customs such as concerts, theater productions, art exhibits, and handcrafts. Lions can participate in the annual Lions Performance Festival that occurs during the Lions international convention.

District Diabetes Awareness and Action

In March 1984, the Diabetes Awareness Program became a major commitment of the association. The program name has been recently expanded to: Diabetes Awareness and Action. The main objective of the program is to reduce the number of new cases of blindness caused by diabetic retinopathy through education, detection and research. Diabetic retinopathy is a leading cause of new cases of adult blindness. There is an emerging global epidemic of diabetes that can be traced back to rapid increases in overweight, obesity and physical inactivity. Diabetes is a “silent killer;” every 10 seconds a person dies of a diabetes-related cause. More than 285 million people worldwide live with diabetes.

District Environment

The district environment chairperson encourages clubs in the district to implement Lions Green Team projects such as: cleaning the environment, planting trees, recycling and environmental education. The chairperson is also responsible for encouraging clubs to participate in the Lions Environmental Photo Contest.

District Extension *

District extension chairpersons contribute to the success of the district by leading extension efforts through the formation of new clubs.

District Family and Women’s Membership Development *

The district family and women’s membership development chairperson position is one of the key components of the association’s initiative to bring more families and women into Lions clubs.

District Hearing Preservation, Awareness and Action

Hearing Conservation and Work with the Deaf became a major Lions activity in 1971. The program name was recently updated to: Hearing Preservation, Awareness and Action thereby broadening the Lion’s base of service.

District Honorary

The district governor may appoint a District Governor's Honorary Committee composed of past international officers who are members in good standing of clubs within the district. This committee meets when and as called upon by the district governor. It acts under the direction of the district governor in the promotion of harmony throughout the district. The chairperson of this committee attends meetings of the cabinet when requested by the district governor.

District Information Technology

As the fast advancement of new technology is affecting every aspect of our daily lives in every corner of the earth, each district is encouraged to stay in the main stream of the digital world by appointing an Information Technology Chairperson.

District International Relations

The International Relations Chairperson’s role is to create and foster a spirit of understanding among the peoples of the world.

District Leadership Development *

The district leadership development chairperson assumes an active role in the enhancement of the leadership skills of current, new and emerging Lions leaders in the district.

District Leo Club *

The Leo Club Program provides young people with the opportunity to develop leadership skills by conducting civic and service activities in their communities.

District Lions ALERT

The Lions ALERT Program encourages Lions clubs, districts, and multiple districts to cooperate with local authorities to develop a plan of action in the event of a natural, man-made, or healthcare emergency.

District Lions Quest *

Lions Quest is a comprehensive, positive, youth development program, sponsored by Lions Clubs International and Lions Clubs International Foundation. It involves the home, school, and community to cultivate capable, healthy young people of strong character through life skills, character education, civic values, service-learning, tolerance, and substance abuse prevention.

District Lions Services for Children

The mission of the Lions Services for Children Program is to improve the lives of children and young adolescents in adverse circumstances through health and education services, locally and internationally. The district committee chairperson assists clubs to provide aid to children.

District Membership *

Membership growth and development is vital to all clubs. The success of any club is dependent on continually obtaining and retaining quality members to carry on the principles of the Lions club. The district membership chairperson position is a three year term.

District Peace Poster Contest

The District Peace Poster Contest Chairperson is responsible for coordinating the efforts of the district for this annual contest that challenges young people to think about peace and express what it means to them.

District Public Relations and Lions Information

This chairperson is responsible for providing guidance and support to club public relations chairpersons, publicizing district activities to the community and informing Lions of district activities.

District Retention *

The International Board of Directors initially approved this position in June 2001, with the specific mission of minimizing the member drops within the district. The district retention chairperson's position is a three-year term.

District Sight Preservation, Awareness and Action

Previously known as Sight Conservation and Work with the Blind, the program name has been expanded to: Sight Preservation, Awareness and Action. The mission of the program is to provide programs and assistance to aid people who are blind and visually impaired, work towards reversible blindness and eliminate preventable blindness.

District Youth (Lions Opportunities for Youth)

This chairperson is responsible for overseeing the Lions Opportunities for Youth Committee that coordinates all youth-related activities in the district. Members of the committee include: Leo Club, Youth Camp and Exchange, and Peace Poster Contest chairpersons. The committee may also include chairpersons of other youth activities sponsored at the district level. It is suggested that the vice district governor and, if applicable, the Leo district president, serve on the Lions Opportunities for Youth Committee.

District Youth Camp and Exchange

The Youth Camp and Exchange Program is conducted by Lions who have an interest in promoting international relations and sponsoring a youth activity.

LCIF District Coordinator*

The LCIF District Coordinator serves a three year term appointed by the LCIF Multiple District Coordinator in consultation with the district governor. The District Coordinator is responsible for coordination of any LCIF grants given to the district and the raising of funds in the district for LCIF .

Chairpersons of committees with an asterisk mark (*) serve for three years subject to annual confirmation.

MULTIPLE DISTRICT COMMITTEES:

In addition to the Lions Clubs International officially recognized committees district 24 has additional committees The committees include:

BLAND MUSIC

The completion of youth for cash awards for performance in vocal and instrumental venues. Local, zone, region, district and multiple district contests are held.

LEADER DOG

Promote donation of funds for the leader dog program of uniting sight impaired individuals with guide dogs. Also to promote getting sight impaired individuals to leader dog to get a guide dog.

VLHF&RC

Encourage clubs to donate to the work of the Virginia Lions Hearing Foundation and Research Center, Inc. which is education and research into hearing improvement

LSFOV

Encourage clubs to donate to the work of the Lions Sight Foundation of Virginia which is for education and research into sight improvement

VLER

Promote clubs to donate both time and money to the Virginia Lions Eyeglass Recycling, Inc. which is for recycling

eye glasses.

LOVF

The District Coordinator is responsible for coordination of any LOVF grants given to the district and the raising of funds in the district for LOVF by sales of raffle tickets.

ODEF

The committee chairman represents the district on the Old Dominion Eye Foundation. Also provides programs for local clubs.

LAMP

Encourage clubs to participate in the various health fairs held by the Lions Area Medical Projects.

SPECIAL NEEDS

Provides clubs with equipment to support individuals who have special needs like computers for the blind.

DISTRICT COMMITTEES:

In addition to the Lions Clubs International officially recognized committees and the multiple district committees district 24-C has additional committees The committees include:

BARK

Monthly newsletter of the district placed on the district web site.

DIABETES CAMP

A camp held yearly for children with diabetes which includes a medical staff.

HISTORIAN

Compiles a history of every club in district 24-C by encouraging clubs to send in their information.

SEMINARS

Provide training seminars for new officers in the clubs. Held in April and May of each year.

SAHMSU

Promote the use of the Sight and Hearing Mobile Screening Unit in all areas of the district. Also encourage clubs to donate money to maintaining the unit.

ORIENTATION

Provide information to clubs needed to hold an orientation.

STAMPS

Collect used stamps to send to the Veteran Hospitals to help wounded veterans use these in dexterity training.

VISITATION

Encourage clubs to visit other clubs. This is an awards competition for the most number of clubs visited.

WHITE CANE

Encourage clubs to hold a white cane day where the public is requested to donate to sight projects.

DLCI

District 24-C Lions Charity, Inc. which will take automobiles and sell them and give the donator a tax deduction for doing so. The club can then spent the money by requesting it from DLIC.

DISTRICT CONFERENCES

The district conference is held for the purpose of conducting training seminars for club officers. These conferences are attended by club officers and committee chairmen, as well as by district cabinet members. Our district convention is held in conjunction with the multiple district convention.

DISTRICT CONTEST AND AWARDS

District contests, conducted over a period of several months, are very effective in stimulating interest among the clubs. These contests are based on a point system for various categories according to district needs.

MULTIPLE DISTRICT CONVENTIONS

District conventions are held to:

- Conduct general district business
- Take action on district matters in accordance with the constitution and bylaws of the association and the district
- Adopt resolutions
- Elect the district governor, first and second vice district governors and other district officers
- Vote on convention sites
- Conduct seminars
- Provide events important to the district
- Develop friendship among the Lions of the district

MULTIPLE DISTRICTS

When a district becomes too large, it is sub-divided along geographical lines to form two or more districts. Each district is identified by its own letter and/or number. Where there is more than one district in a defined area, such districts form a "multiple district."

Each multiple district has its own constitution. These constitutions may be amended by a vote of the delegates to the multiple district convention, provided that such amendments do not run counter to the provisions of the International Constitution or policies of the International Board.

Subject to the association provisions, each multiple district supervises the administration of its own affairs, and may choose officers, hold meetings, administer funds, authorize expenditures and exercise other administrative powers as provided in its respective multiple district constitution and by laws.

COUNCIL OF GOVERNORS

According to the International Constitution, the governors of districts constitute a council of governors for each multiple district. The district council may include one or more immediate past district governors, provided that the total number of immediate past district governors does not exceed one-half the number of district governors. Each member has one vote on each question requiring action of the council. A district council may also include past and present international presidents, vice presidents and past and present