

**CONSTITUTION AND BY-LAWS**  
**DISTRICT 19 C**  
**Under the Jurisdiction of**  
**INTERNATIONAL ASSOCIATION OF LIONS CLUBS**  
As adopted by District 19-C on March 6, 2004  
At District 19-C Annual Convention in Tacoma, Washington.

**ARTICLE I**  
**Name and Territorial Limits**

SECTION 1. The name of this organization shall be District 19-C, of Multiple District 19, International Association of Lions Clubs.

SECTION 2. The territorial limits of this District shall be those set forth by Multiple District 19 as accepted by the Association of Lions Clubs International.

SECTION 3. These limits shall not be changed until, and unless, authorized by the International Association of Lions Clubs.

SECTION 4. This District shall be divided into Zones, as designated by the Council of Governors of Multiple District 19.

**ARTICLE II**  
**Objectives**

SECTION 1. The objects of this District shall be:

To seek within the District, and through the clubs of the District, the attainment of the objects of the International Association of Lions Clubs as set forth in the Constitution and By-Laws thereof.

- A. To increase the fellowship and cooperative efforts of the clubs within the District.
- B. To cooperate with International Association of Lions in organizing new clubs, and in education and strengthening all clubs with the District. (By inclusion, the district officers shall afford Club Branches with the same support and assistance as provided to Chartered Clubs wherever addressed in this Constitution or the associated By-Laws)
- C. To promote the participation of the clubs of the District in general objectives, programs, and policies of the International Association of Lions Clubs.

**ARTICLE III**  
**Membership**

SECTION 1. The membership of this District shall consist of every chartered Lions Club and their associated Club Branches, meeting within the Territorial limits of this District in good standing with the Multiple District, and with the International Association of Lions Clubs.

SECTION 2. Any member club more than sixty (60) days in arrears for any financial obligation to the Multiple District and/or Lions Clubs International shall be considered not in good standing.

**ARTICLE IV**  
**Officers**

SECTION 1. The officers of this District shall be the District Governor, Vice District Governor, Immediate Past District Governor, District Secretary, District Treasurer and the Zone Chairpersons of each Zone within the District.

SECTION 2. Under the general supervision of the International Board of Directors, the District Governor shall represent the International Association of Lions Clubs in this District. In addition, they shall have direct supervision of the Vice District Governor, District Secretary, District Treasurer, Zone Chairpersons and such other cabinet members as may be provided for in this Constitution and By-Laws. The District Governor shall be responsible to:

- (I) Further the purpose and Objects of the Association;
- (II) Supervise the organization of new Lions Clubs;
- (III) Promote the Lions Clubs International Foundations and all service activities of the association.
- (IV) Preside, when present, over cabinet, Conventions and other District Meetings, and
- (V) Perform such other functions as shall be required of them by the International Board of Directors.

SECTION 3. District Governor shall be a member of a Club in good standing within the District electing them to office.

SECTION 4. The Vice District Governor, subject to the supervision of the District Governor, shall be the chief administrative assistant to the District Governor. The Vice District Governor shall be responsible to:

- (I) Further the purpose and Objects of the Association;
- (II) Familiarize themselves with the duties of the District Governor so that in the event that the District Governor is unable to serve the Vice District Governor will be prepared to assume the duties and responsibilities of the office of District Governor and
- (III) Perform such other functions as may be required of them by the International Board of Directors.

SECTION 5. Vice District Governor shall be a member of a Club in good standing within the District electing them to office.

SECTION 6. The Zone Chairperson shall be the Liaison Officer between the District Governor and the Clubs and their associated Club Branches within their Zone. They shall hold a least three (3) Zone Advisory Meetings in their term of office, under the advice and direction of the District Governor. They shall cooperate with the District Governor, and perform such duties as may, from time to time, be assigned to them by the District Governor.

SECTION 7. Each Zone Chairperson shall be a member of a Club in good standing within the District electing them to office.

SECTION 8. The District Governor shall be elected in accordance with the rules and qualifications set forth in this Constitution and By-Laws and the Constitution and By-Laws of the International Association of Lions Clubs.

SECTION 9. The Vice District Governor shall be elected in accordance with the rules and qualifications set forth in this Constitution and By-Laws and the Constitution and By-Laws of the International Association of Lions Clubs.

SECTION 10. The Zone Chairpersons shall be elected in accordance with the rules and qualifications set forth in this Constitution and By-Laws and the Constitution and By-Laws of the International Association of Lions Clubs.

SECTION 11. The official voting delegates of each Lions Club shall nominate and elect a District Governor for their District at the District Annual Conference and at least thirty (30) days prior to the opening date of the Multiple District Annual conventions. Each club shall be entitled to cast its vote for District Governor in accordance with the provisions of the Constitution and By-Laws of Lions Clubs International.

SECTION 12. The official voting delegates of each Lions Club shall nominate and elect a Vice District Governor for their District at the District Annual Conference and at least thirty (30) days prior to the opening date of the Multiple District Annual conventions. Each club shall be entitled to cast its vote for Vice District Governor in accordance with the provisions of the Constitution and By-Laws of Lions Clubs International.

SECTION 13. The designated delegates of each Zone shall nominate and elect a Zone Chairperson for their Zone at a specially designated Zone Meeting fixed within the limits of practical planning to precede or coincide with the District "C" conference. Each club shall be entitled to 2 (two) delegates to the Zone Meetings; each with 1 (one) vote and such delegates shall be the President and the Secretary, or their official representatives, in case of their inability to be present. It shall be the duty of each club to be represented by their delegates at all Zone Meetings.

SECTION 14. Each club shall be entitled to have two (2) delegates to the Zone Advisory Meeting, and such delegates shall be the President and Secretary, or their official representative, in the case of their inability to be present. It shall be the duty of each club to be represented at all Zone meetings. In order for the club to cast their two (2) votes, they must have two (2) delegates, or their Official Representatives present.

SECTION 15. The officers of this District shall take office at the close of the next Annual Convention of the International Association of Lions Clubs succeeding their election, and shall serve for a period of one year, or until their successor shall be duly elected and enter upon his duties of office.

SECTION 16. All officers shall serve without compensation except for actual expenses (not otherwise allowed by the International Association of Lions Clubs) and then only at the direction of the Multiple District Council of Governors.

SECTION 17. In the event of a vacancy in the Office of District Governor the Vice District Governor shall assume the duties of District Governor in accordance with the Constitution and By-Laws of the International Association of Lions Clubs.

SECTION 18. In the event of a vacancy in the Office of Vice District Governor the replacement shall be selected in accordance with the Constitution and By-Laws of the International Association of Lions Clubs.

SECTION 19. In the event of a vacancy in the Office of Zone Chairperson, the District Governor shall convene a special meeting of the Zone Council of the Zone concerned, to fill by election, the vacancy in this Office, except where such vacancy occurs after April 1, then, the Governor may appoint an Interim Zone Chairperson to fill the remainder of the unexpired term.

SECTION 20. In the event of a vacancy in the Office of Immediate Past District Governor, the next preceding Past District Governor, willing and able to serve, shall fill the unexpired term of Immediate past district Governor on the District Cabinet.

**ARTICLE V  
District Cabinet**

SECTION 1. The voting members of the District Cabinet shall be: The District Governor, the Vice District Governor, the Secretary of the Cabinet, the Treasurer of the Cabinet, the Zone Chairperson of each Zone of the District, and each appointed Cabinet Chairperson required by the Constitution and By-Laws of the International Association of Lions Clubs, Multiple District 19 and District 19-C, including but not limited to:

- |                                  |   |
|----------------------------------|---|
| 1. Bulletin Editor               | 15. Leadership  |
| 2. C.A.R.E.                      | 16. Leos  |
| 3. Constitution & By-Laws        | 17. Lioness   |
| 4. Contests & Awards             | 18. Membership  |
| 5. Convention                    | 19. Parliamentarian   |
| 6. Diabetes                      | 20. Public Relations  |
| 7. District Roster               | 21. Sight   |
| 8. Drug Awareness                | 22. Youth Exchange  |
| 9. Environment                   | 23. Lions Clubs International<br>Foundation                           |
| 10. Extension                    | 24. Members of the Northwest Lions<br>Foundations for Sight & Hearing |
| 11. Hearing and Speech           | 25. Visual Eyeglass Recycling   |
| 12. Honorary                     |   |
| 13. International Understanding  |   |
| 14. Journey for Sight (Diabetes) |   |

SECTION 2. The District 19-C Cabinet shall operate as an Advisory Council to the District Governor and shall vote on each question put to them by the District Governor.

SECTION 3. A majority of the District Cabinet shall constitute a quorum for the transaction of any business.

SECTION 4. Subject to the supervision of the District Governor the Cabinet Members shall perform such functions as may be required of them under the Constitution and By-Laws of Lions Clubs International, Multiple District 19 and District 19-C to effect the purpose of their office.

**ARTICLE VI**  
**Conferences**

SECTION 1. An Annual Conference of this District shall be held each year.

SECTION 2. The time of the Annual Conference shall be fixed within the limits of practical planning and shall precede the Multiple District Convention by at least thirty (30) days.

SECTION 3. The Secretary of the District shall insure, and cause to be mailed to each member club an official call for the Annual Conference at least sixty (60) days prior thereto.

SECTION 4. Each member club in good standing shall be entitled, at and conference of the District, to one voting delegate for every ten (10) members, or a major fraction thereof, who have been enrolled for at least one year and a day in the club carried upon the roster of the club and so reported upon its monthly report to Lions International and the Multiple District Executive Secretary from the month immediately preceding the conference.

SECTION 5. The selection of the voting delegates of the club shall be made by the Board of Directors of the member club. The member club shall select its voting delegate(s) from its active membership and such selection shall be evidenced by a certificate signed by the President or Secretary of the club, which certificate shall be filed by the delegate with the Committee of Credentials not later than one hour prior to any or all voting.

SECTION 6. Delegates in attendance at any session of a Conference, representing more than one-half of the total number of member clubs in good standing present and certified to vote shall constitute a quorum for the transaction of any business of the District.

**ARTICLE VII**  
**District Finances**

SECTION 1. The District 19-C Cabinet shall have the responsibility to determine how the annual conference will be financed.

SECTION 2. Any registration fees for Lions, Lioness, Leos, and guests shall be set by the Conference Chairperson and approved by the District 19-C Cabinet.

SECTION 3. No financial obligation, other than as specified herein above, shall be placed upon the clubs by the District.

SECTION 4. The district shall maintain a bank account in the name of the District in a Federally-insured bank, located within District 19-C, to be maintained with all records of deposits and expenditures by the Treasurer of District 19-C.

SECTION 5. All expenditures shall be paid only upon a receipt or a printed request of payment submitted to the Treasurer.

SECTION 6. All checks for payment of any sort shall be issued in accordance with Article VI "BL", Treasurer, Section 2, Sub-Section B.

**ARTICLE VIII**  
**District Operations**

SECTION 1. District Governor Declaration of Candidacy:

- A. All candidates meeting the requirements for the office of District Governor must submit their declaration of candidacy to be received in writing by the Multiple District Office and the District Governor no later than December 31st prior to the year of the election.
- B. If NO candidate has declared in accordance with "A" above then all candidates meeting the requirements for the Office of District Governor may declare their candidacy to be received in writing by the Multiple District Office and the District Governor thirty (30) days prior to the first day of the District Conference.
- C. If NO candidate has declared in accordance with either "A" or "B" above, the candidate(s) meeting the requirements for the office of District Governor may be nominated from the floor at the General Session of the District Conference.

SECTION 2. Vice District Governor Declaration of Candidacy:

- A. All candidates meeting the requirements for the office of Vice District Governor must submit their declaration of candidacy to be received in writing by the Multiple District Office and the District Governor no later than December 31st prior to the year of the election.
- B. If NO candidate has declared in accordance with "A" above then all candidates meeting the requirements for the Office of Vice District Governor may declare their candidacy to be received in writing by the Multiple District Office and the District Governor thirty (30) days prior to the first day of the District Conference.
- C. If NO candidate has declared in accordance with either "A" or "B" above, the candidate(s) meeting the requirements for the office of Vice District Governor may be nominated from the floor at the General Session of the District Conference.

SECTION 3. The District Credentials and Election Committee shall conform to the Constitution and By-Laws of Multiple District 19.

SECTION 4. The Elections and Voting procedure shall conform to the Constitution and By-Laws of Multiple District 19.

**ARTICLE IX**  
**Requirements for District Office**

SECTION 1. Every Zone Chairperson shall:

- A. Be an active member in good standing in their respective club.
- B. Be an active member in good standing in their respective Zone.
- C. Have served or will have served at the time of taking office, as President or Secretary of a Lions Club for the full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years.
- D. Be limited to two (2) terms consecutively.

SECTION 2. Every Candidate Vice District Governor shall be an active member of a chartered Lions Club in good standing in District 19-C, and shall have served, at the time they take office as Vice District Governor:

- A. As President or Secretary of a Lions Club for the full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years.
- B. As Zone Chairperson for a full term or major portion thereof.
- C. As a member of the District Cabinet for one (1) year; and
- D. With none of the above being accomplished concurrently.

SECTION 3. A District Governor shall be an active member of a chartered Lions Club in good standing in District 19-C, and shall have served, at the time they take office as District Governor:

- A. As President or Secretary of a Lions Club for the full term, or major portion thereof, and a member of the Board of Directors of a Lions Club for no less than two (2) additional years.
- B. As Zone Chairperson for a full term or major portion thereof.
- C. As a member of the District Cabinet for one (1) additional year.
- D. As Vice District Governor for a full term, or major portion thereof. Provided, however, that in the event the incumbent Vice District Governor does not stand for election as District Governor, any club member who fulfills the qualifications of Section 8 of ARTICLE IV of the International Constitution and who is currently serving or completed C above is also eligible.
- E. With none of the above being accomplished concurrently.

## **ARTICLE X Amendments**

SECTION 1. This Constitution may be amended by two-thirds (2/3) majority vote of the certified voting delegates present at the Annual Conference of the District. All proposed amendments shall:

- A. Have the written approval of a least one (1) Lions Club of the District over the signature of the Club President and attested to by the Clubs Secretary, or
- B. Be submitted by the Chairperson of the Constitution and By-Laws Committee who shall certify in writing that the amendment(s) was proposed, discussed and voted to be offered as an amendment to the Constitution and By-Laws;
- C. All proposed amendments shall be submitted to the District Governor with the reason, therefore, no later than December 15, and the Cabinet Secretary shall submit the proposed amendments to the Secretary of each Lions Club at least sixty (60) days prior to the opening date of the Annual District Conference.
- D. Amendments proposed and adopted shall become effective at the close of the Conference.

**END OF DISTRICT "C" CONSTITUTION**

**BY-LAWS**  
**ARTICLE I “BL”**  
**Designation of ARTICLES**

SECTION 1. Each article of the By-Laws shall be numbered by a roman numeral, followed by the initial “BL”.

**ARTICLE II “BL”**

SECTION 1. These By-Laws may be amended by two-thirds (2/3) majority vote of the certified voting delegates present at the Annual Conference of the District.

SECTION 2. Proposed amendments, other than those submitted by the Constitution and By-laws Committee, shall have the written approval of at least one club of this District over the signature of the club President attested to by the club Secretary. All proposed amendments shall be submitted to the District Governor at least ninety (90) days prior to the district Annual Convention. The District Cabinet Secretary shall submit the proposed amendment to all secretaries of the member clubs of this District at least sixty (60) days prior to the opening date of this District Annual Convention.

SECTION 3. All proposed amendments adopted, unless otherwise dated, shall become effective at the close of the Convention.

**ARTICLE III “BL”**  
**Training of Club and District Officers**

SECTION 1. Under the supervision of the District Governor, the Leadership Chairperson of this District shall provide training for the officers of the member clubs and Zone Chairpersons of this District.

SECTION 2. After all club elections and prior to club officers taking office, the Leadership Chairperson shall set, with thirty (30) days prior notice, a day, time and place where said training shall be accomplished.

SECTION 3. After the Zone Chairpersons of each Zone have been elected and prior to taking office, the District Leadership Chairperson, with at least thirty (30) days prior notice, a day, time and place where said training shall be accomplished.

SECTION 4. With the approval of the District Cabinet, the Leadership Chairperson shall set a registration fee for each training session, only to the extent to cover expenses incurred.

**ARTICLE IV “BL”**  
**Zone Chairperson, Vice District Governor**  
**and District Governor Candidates**

SECTION 1. The following procedure shall be followed:

A. The club of which the Zone Chairperson candidate is a member shall, by written resolution, propose their candidacy to the Zone, fifteen (15) days prior to the next scheduled Zone Advisory Meeting, to the Zone Chairperson and to each member club of the Zone of which the candidate is a member.

B. The club of which the Vice District Governor candidate is a member shall, by written resolution and fifteen (15) days prior to the next scheduled Zone Advisory Meeting, propose their candidacy to the Zone. The Zone of which the candidate's club is a member shall, by written resolution and no later than December 31 prior to the year of the election, notify the District Governor and the Executive Secretary of Multiple District 19.

C. A club may endorse only one member of their club as a candidate for each office

above Club level. A zone may endorse only one member of a zone for each office above zone level.

D. In the event that a zone has more than one candidate for each office above zone level, the Zone Chairperson shall call for a special election, at least sixty (60) days prior to the opening day of the District Convention to determine which candidate the zone will endorse. The Zone Chairperson shall report, in writing, to the District Governor, within five (5) days, of said election.

E. All resolutions regarding the candidates (the club resolution, zone resolutions, the winning candidate report form the District Governor) must be in the office of the Executive Secretary of Multiple District 19 a least fifteen (15) days prior to the Annual Convention of Multiple 19.

## **ARTICLE V "BL"** **Candidates Above District Level**

SECTION 1. The District shall make no rules regarding candidates above District level. If a candidate is to claim or receive the endorsement of this District the following procedures shall be followed:

A. The club of which the candidate is a member shall, by written resolution, propose their candidacy to the Zone Chairperson and member clubs of the Zone fifteen (15) days prior to the next scheduled Zone Advisory Meeting.

B. The Zone of which the Club is a member shall, by written resolution, propose their candidacy to the District Governor, member Clubs of this District and each member of this District Cabinet fifteen (15) days prior to the next scheduled District Cabinet Meeting.

C. This District shall, by written resolution of a majority of the District Cabinet, propose their candidacy to the Clubs of Multiple District 19 thirty (30) days prior to the opening of the Annual Convention, or Special Convention of Multiple District 19 at which the resolution will be proposed.

SECTION 2. The District may only endorse one (1) member of the District for each office above District level.

SECTION 3. In the event that there is more than one proposed candidate for the same office above District level, the District Governor shall call for a special election at the District's Annual convention to determine which candidate the District will endorse.

## **ARTICLE VI "BL"** **Treasurer**

SECTION 1. The Treasurer of District 19-C shall be appointed by the District Governor to serve during the term of the said District Governor, and shall not serve more than two terms in succession.

SECTION 2. Duties of the Treasurer shall be as follows:

A. Receive all monies and deposit same in the bank approved by the Finance Committee.

B. Pay out monies in payment of District 19-C obligations, only on authority given by the Finance Committee. The Treasurer shall have authority for signing all checks and vouchers in amounts less than \$250.00; any checks and vouchers in excess of this amount shall be signed by the Treasurer and the District Governor or as authorized by the Finance Committee;

C. Have custody, keep, and maintain general records of District 19-C receipts and disbursements;

D. Prepare and submit a quarterly financial statement at each Cabinet Meeting, and to the General Meetings of the Finance Committee. Said reports shall be available to the General Membership of District 19-C.

E. Give bond for the faithful discharge of their office in such sum and in such surety as determined by the Finance Committee. Such bond to be paid for by the said District 19-C.

**ARTICLE VII “BL”  
Finance Committee**

SECTION 1. The District 19-C Finance Committee shall consist of the District Governor who will be the Chairperson of the Committee, the Immediate Past District Governor, the Vice District Governor, the District Treasurer, the Convention Chairperson, the District Roster Chairperson and the District Secretary.

SECTION 2. Duties of the District 19-C Finance Committee shall be as follows:

A. Recommend and approve a bank to maintain an account for all monies of District 19-C;

B. Authorize all expenditures while not creating any indebtedness beyond the then-current income of District 19-C, nor authorizing disbursement of District 19-C funds inconsistent with the business and policies authorized by District 19-C membership;

C. Prepare an annual budget and submit the same to the District Cabinet for approval at the time of the first Cabinet Meeting of the District Governor's term;

D. Hold regularly scheduled quarterly meetings at such time and place as the Chairperson of Finance Committee determines;

E. Have the books, accounts, and operations of District 19-C reviewed annually, or, in its discretion, more frequently. An accounting review of the handling of District 19-C funds may be required by written request of the Board of Directors of any club in good standing within District 19-C. Such accounting audits may be inspected, upon request, by any member of District 19-C in good standing, at such time and place as may be reasonable for the parties involved;

F. Make a report to the Cabinet at each Cabinet Quarterly Meeting, and also a quarterly report for the District 19-C Bulletin to the Clubs, showing all activities and expenditures;

G. Make a determination as to how it shall raise the necessary funds to finance the business operation of District 19-C and the District Governor's Office. Fundraisers may include; holding raffles, holding Honoraries, accepting gifts, registration fees for conventions, profits from District Roster Booklet sales, or any other methods within the By-Laws of the International Lions, the Multiple District 19 Lions, and the District 19-C Lions, without imposing any financial obligation upon any of the Clubs of District 19-C.

**ARTICLE VIII “BL”**  
**Associate Zone Chairperson**

The Zone Chairperson of each Zone within District 19-C may appoint an Associate Zone Chairperson to assist with the duties of the Zone Chairperson, as designated by the Zone Chairperson. The Associate Zone Chairperson shall have all the qualifications required for the Zone Chairperson, as described in Article IX, Section 1 of this Constitution and By-Laws.

The Associate Zone Chairperson, subject to the supervision of the Zone Chairperson, shall be an assistant to the Zone Chairperson. The Associate Zone Chairperson should familiarize themselves with the position and duties of Zone Chairperson to be prepared to take over some or all of the duties and responsibilities of the Zone Chairperson, as delegated.

In the event of the incapacity of the Zone Chairperson to perform the duties of the office of Zone Chairperson, the District Governor may appoint the Associate Zone Chairperson to perform the duties of the Zone Chairperson, until such time as Article IV, Section 19 has been invoked. The Associate Zone Chairperson will not ascend automatically to the office of Zone Chairperson, but must run for the office in accordance with articles of this Constitution and By-Laws.

**END OF DISTRICT “C” BY-LAWS**