

# **LIONS CLUBS INTERNATIONAL**

**STATE OF NEW MEXICO  
MULTIPLE DISTRICT 40**

**CONSTITUTION & BY-LAWS**

**REVISED 3 JUNE 2007**

# CONSTITUTION

## ARTICLE I NAME

SECTION 1. This organization shall be known as MULTIPLE DISTRICT 40, State of New Mexico, Lions Clubs International, hereafter referred to as "State".

## ARTICLE II OBJECTS

SECTION 1. To provide this State with an efficient organization, headed by International's Representatives (i.e., the District Governors in the State) for the express purpose of advancing Lionism and providing proper administration throughout the State.

## ARTICLE III MEMBERSHIP

SECTION 1. The membership of this organization shall consist of all Lions Clubs in the State duly chartered by Lions Clubs International and in good standing.

SECTION 2. This State shall consist of two Districts, the boundary lines of which are set by the vote of certified delegates at a State Convention. The Districts, as of the date of adoption of this constitution, are:

### DISTRICT 40 NORTH

All the territory of the State of New Mexico north of Highway US 60, but including Highway US 60, and also including Portales and Floyd, New Mexico, Window Rock-Fort Defiance, Arizona, and Farwell, Texas.

### DISTRICT 40 SOUTH

All the territory of the State of New Mexico south of Highway US 60, except Portales and Floyd, New Mexico.

## ARTICLE IV STATE COUNCIL

SECTION 1. There shall be a State Council composed of the District Governors and the Council Chairperson, each having the right to vote on matters brought before the Council.

SECTION 2. The Council Chairperson shall be

the Presiding Officer of the State Council. The Council Chairperson shall be a Past District Governor and an active member in good standing of a chartered Lions Club in New Mexico that is in good standing in his/her District. In the event that the Council Chairperson cannot continue or complete his/her term in office for any reason, a new chairperson shall be elected by the current State Council. The chairperson shall be elected from the ranks of the Past District Governors residing in the State.

SECTION 3. The Council Chairperson shall appoint the Council Secretary/Treasurer who shall be a past District Governor or a past District Cabinet secretary/Treasurer and is in good standing in his/her chartered Lions Club in New Mexico that is in good standing with the District. In the event the State Council Chairperson is replaced, for any reason, the current Council Secretary-Treasurer will continue in office.

Should the Council Secretary Treasurer not complete his/her term for any reason, the State Council Chairperson shall appoint a replacement. SECTION 4. If sufficient funds are available, the State Council may authorize payment to its members, who are not otherwise reimbursed, to cover all or part of the expense of attending Council meetings. The Extension, Leadership, Retention, and Membership Multiple District Committee Chairmen may be reimbursed for carrying out their assigned responsibilities if funds are available and the Council of Governors approves.

SECTION 5. A majority of the members of the State Council shall constitute a quorum providing each District is represented.

SECTION 6. The Council Chairperson shall call the first meeting of the State Council within thirty (30) days after the date on which the District Governors take office. The main purpose of this meeting shall be to make plans for the effective operation of the Council during the year to the end that Lionism shall be promoted throughout the State. Subsequent meetings of the Council shall be held at such times and places as are deemed advisable. At the first meeting of the Council, there shall be presented the

recommendation by the Convention Host Club(s) as to the dates of the next State Convention. Such recommendations shall be in accordance with ARTICLE V, Section 6 DISTRICT, (SINGLE, SUB, AND MULTIPLE) CONVENTIONS of the Constitution and By Laws of the International Association of Lions Clubs.

SECTION 7. Except where inconsistent with and contrary to the provisions of the Articles of Incorporation and Constitution and By-Laws of the International Association of Lions Clubs, the powers granted therein to the Board of Directors of said Association, and policies and acts of said Board of Directors, the State Council shall:

- a. Have jurisdiction and control over all officers and agents, when acting as such, of the State Council and all committees of the State and the State Convention;
- b. Have management and control over the property, business, and funds of the State. No officer, agent, or committee shall obligate funds without prior approval of the State Council for the amount to be incurred;
- c. Have jurisdiction, control and supervision over all phases of the State Convention and all other meetings of the State;
- d. Have original jurisdiction, when authorized under policy of said International Board and under rules of procedure prescribed by said Board, to hear and rule upon any complaint of a Constitutional nature raised by any District or Districts. All such rulings of the State Council shall be subject to review and decision by said International Board;
- e. Have control and management of all budgetary matters of the State and Committees of the State and State Convention. Have control and management of all matters pertaining to the New Mexico Lions Roar Newspaper. No obligation may be approved or made which shall effect an unbalanced budget or deficit in any fiscal year.

SECTION 8. The State Council Secretary-Treasurer shall be adequately bonded, the size of

the bond to be fixed by the Council.

SECTION 9. The State Council shall provide for an audit of all books and accounts of the Council Secretary-Treasurer annually or at more frequent intervals when deemed necessary. The report of such audit shall be sent to all Club Presidents.

## ARTICLE V STATE CONVENTION

SECTION 1. An annual Convention of this State shall be held in each year prior to the International Convention at a place selected by a previous annual convention of this State and at a date and time fixed by the State Council, as provided in ARTICLE IV, Section 6 STATE COUNCIL.

SECTION 2. All invitations from towns and cities desiring to entertain the Convention the second following year shall be presented in writing to the Chairperson of the State Council not later than thirty (30) days before the date of the first intervening Convention. Each invitation shall be supported by a statement of the number of hotel, motel and private rooms available and the price of same, and whether adequate police protection, parking facilities and a suitable convention meeting place can be furnished without charge; and whether suitable street decorations will be furnished without charge. It shall be the duty of the State Council Chairperson to investigate thoroughly the facilities available in each town or city which extends an invitation, and to certify to the intervening convention the names of all towns and cities which are ready, able, and willing to entertain the next succeeding State Convention. In the event that no invitations have been received by the time the convention is in session, any town or city which is ready, able and willing to entertain the convention may present its invitation to the Nominating Committee or present it on the floor of the Convention.

SECTION 3. The State Council shall have supervision over all phases of the State Convention, and the members, of the Council shall be the Officers of the annual State Convention.

SECTION 4. The State Council shall have

complete charge of the State Convention Administrative Fund and shall disburse same in payment of State Convention administrative expenses as approved by the Council under ARTICLE VI, STATE CONVENTION FUND.

SECTION 5. Each chartered Club in the State in good standing (with no debts to LIONS CLUBS INTERNATIONAL or to the District for the past thirty (30) days) shall be entitled to one (1) voting delegate and one (1) alternate for each ten (10) members of said Club, or major fraction thereof, who have been members for at least one year and a day as shown by the records of the International Office on the first day of the month preceding that month during which the convention is held. The major fraction referred to in this section shall be five (5) or more members. Each delegate must be a member in good standing. Each such vote based on membership shall be cast only by a delegate present in person at the Convention and no delegate shall cast more than one (1) vote on each question. In addition, each registered Past District Governor shall be entitled to vote on questions brought before the convention, except that a Past District Governor shall not vote as such, if he/she is voting as a Club delegate. Each delegate and Past District Governor shall be registered before the close of the registration on Saturday by 5:00 p.m. (No delegates or Past District Governor will be registered on the day of voting.)

SECTION 6. A majority of the delegates in attendance shall constitute a quorum of the Convention.

SECTION 7. The State Council shall retain, and have, absolute power to change at any time, for good and sufficient reason, the Convention site chosen by a State Convention, and neither the Council nor the State nor any District or Districts shall incur any liability what-so-ever thereby to any Club or District.

#### ARTICLE VI STATE CONVENTION FUND

SECTION 1. A State Convention Registration Fee, the amount of which shall be fixed by the Convention Host Club(s) and approved by the

State Council ninety (90) days prior to the State Convention, shall be collected from each Lion, Leo or guest attending the convention or any part thereof.

SECTION 2. In addition to the State Convention Registration Fee, there shall be an annual per capita State Convention Administrative Fund Tax of one dollar (\$1.00) levied upon each member in the District. This tax shall be paid in advance by the Clubs, except new and reorganized Clubs, in two (2) semi-annual payments of fifty cents (\$0.50) for each member on April 10 and October 10. Billings will be based on the Club membership as of March 1 and September 1, respectively, and as shown on the records of Lions Clubs International. This tax shall be collected by the Cabinet Secretary-Treasurer of each District and forwarded to the State Council Secretary-Treasurer.

SECTION 3. The State Council Secretary-Treasurer will forward thirty cents (\$0.30) per capita of the State Convention Administrative Fund Tax to the Convention Host Club(s) Committee prior to the date of the Convention to be used to defray expenses that must be paid prior to the Convention. The remaining seventy cents (\$0.70) per capita shall be placed in a special State Convention Administrative Fund which shall be used to defray the convention expenses related to International guests, the State Council Chairman, transportation, gifts, etc. and for such other purposes as are approved by the State Council. Payments out of said fund shall be by check drawn and signed by the Council Secretary-Treasurer and countersigned by the Council Chairperson or an authorized Past District Governor.

SECTION 4. New and reorganized Clubs shall be billed for the State Convention Administrative Fund Tax except that any new or reorganized Club organized after January 1, of any fiscal year shall pay only the March 10, semi-annual billing for that fiscal year. Such Clubs shall be entitled to full delegate privileges at the State Convention.

SECTION 5. In the event there is a balance left in the State Convention Administrative Fund after

payment of all State Convention administrative expenses, the balance shall remain in the State Convention Administrative Fund and shall be under the control of the Council of Governors.

SECTION 6. The Host Club(s) expenses shall be borne wholly by the State Convention Host Club(s) and shall include such expenses as are incurred by the Host Club(s) Committees in arranging for the various entertainment features, convention hall, committee rooms, liability insurance, decorations and miscellaneous expenses incidental to the running of a convention. The Registration Fee should be sufficient to cover the cost of the barbecue or similar entertainment such as breakfasts and luncheons and the cost of the District Governor's banquet and ball. The money from this fee shall be under the supervision of the District Governor of the District where the convention is to be held. All Clubs shall be notified of the amount fixed for said Registration Fee sixty (60) days before the State Convention.

SECTION 7. Within sixty (60) days after the close of the State Convention, an official report thereof shall be mailed to Lions Clubs International and each Club in the State by the Council, or, at its direction by the State Council Secretary-Treasurer.

## ARTICLE VII STATE REVENUE

SECTION 1. To provide revenue to defray the administrative expenses of the State organization and to provide funds for the use of the International Convention Committee under  
ARTICLE VIII INTERNATIONAL CONVENTION COMMITTEE, an annual per capita tax of seventeen dollars and fifty cents (\$17.50) shall be levied upon each member and shall be paid in advance by each Club in the State in two (2) semi-annual payments as follows: eight dollars and seventy-five cents (\$8.75) per member billed on September 10, due and payable by October 10, and eight dollars and seventy-five cents (\$8.75) per member billed on March 10, due and payable by April 10, of each fiscal year, billings to be based on the membership of each Club as of the first day of September and March

respectively. This is in addition to the State Convention Administrative Fund Tax of one dollar (\$1.00) per member listed in ARTICLE VI, Section 2, STATE CONVENTION FUND.

SECTION 2. The \$17.50 per capita tax shall be collected from each Club by the Cabinet Secretary-Treasurer in each District except that new and reorganized Clubs shall pay only the prorated per capita tax as of the first day of the second month following the date of their organization. Three dollars (\$3.00) of this per capita tax shall be forwarded upon collection to the State Council Secretary-Treasurer, the money to be used for such purposes as may be approved by the State Council. Seven dollars (\$7.00) shall be retained in a District Fund and shall be disbursed only for administrative expenses of the District organization as are approved by the District Cabinet. Two dollars and fifty cents (\$2.50) of this per capita tax shall be forwarded upon collection to the State Council Secretary-Treasurer, the money to be used for traveling (i.e., to visit Lions Clubs in the State) expenses by the State Committee Chairpersons for Membership Development, Extension Development, Retention Development, Leadership Development, and Women's Initiative Development. The remaining five dollars (\$5.00) shall be used to defray the cost of an annual subscription to the State's monthly newspaper, the "Lions Roar", for each Lion in the State (One dollar per year additional is allocated to make a total of \$4.50 to the Lions Roar by District actions taken as permitted under Article X SECTION 5 of this constitution). The District Cabinet Secretary-Treasurer shall collect this from the Clubs and forward it to the State Council Secretary-Treasurer.

## ARTICLE VIII INTERNATIONAL CONVENTION COMMITTEE

SECTION 1. There shall be an International Convention Committee consisting of the two District Governors and two Past District Governors, one representing each of the two Districts, and the Secretary-Treasurer of the State Council as an exofficio member and Secretary-

Treasurer of the committee. Each Past District Governor shall be appointed by the Governor of the District which he represents. The committee shall elect one of the Past District Governors as Chairman. The committee shall administer any funds made available for its use by the Council. The money shall be used for the operation of the New Mexico booth and/or hospitality room at the International Convention and to provide for the distribution, at the convention of materials suitable for giving favorable publicity to the State of New Mexico.

#### ARTICLE IX DISTRICT OFFICERS

SECTION 1. The Officers of the District shall be the District Governors who shall be the presiding officers, the Vice District Governors, the Region Chairperson, if used, the Cabinet Secretary-Treasurers, the Zone Chairpersons, and the Presidents and Secretaries of the Clubs.

SECTION 2. The District Governors may be elected at such District Conventions as provided in ARTICLE VII, Section 9 (a) (1) DISTRICT ORGANIZATION of the Constitution and By-Laws, International Association of Lions Clubs, or at the annual State Convention. The District Governors shall take office immediately upon the adjournment of the International Convention next succeeding their elections serving until the next following International Convention.

SECTION 3. A candidate for the office of District Governor shall:

- a. Be an active member in good standing of a chartered Lions Club in good standing in his/her District.
- b. Secure the endorsement of his/her Club or a majority of the Clubs in his/her District.
- c. Currently be serving as the Vice District Governor within the District from which he/she is to be elected.
- d. Only in the event the current Vice District Governor does not stand for election as District Governor or if a vacancy in the position of Vice District Governor exists at the time of the District

Convention, any Club member who fulfills the qualifications for the office of Vice District Governor and who is currently serving or who has served one (1) additional year as a member of the District Cabinet, shall fulfill the requirements of Subsection (c) of this Section.

SECTION 4. A candidate for the office of Vice District Governor shall:

- a. Be an active member in good standing of a chartered Lions Club in good standing in his/her District.
- b. Secure the endorsement of his/her Club or a majority of the Clubs in his/her District.
- c. Have served or will have served at the time he/she takes office as Vice District Governor:
  - 1) 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 (2) additional years; and
  - 2) As Zone Chairperson or Region Chairperson or Cabinet Secretary and/or Treasurer for a full term or major portion thereof.
  - 3) With none of the above being accomplished concurrently.

SECTION 5. Regional Chairpersons, if used, shall be appointed by the District Governor and meet the requirements as listed below:

- a. Be an active member in good standing of a chartered Lions Club in good standing in his/her District.
- b. Secure the endorsement of his/her Club or a majority of the Clubs in his/her District.
- c. Have served or will have served by the time he/she takes office:
  - (1) 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 (2) additional years; and
  - (2) As Zone Chairperson or Cabinet Secretary

and/or Treasurer for a full term or major portion thereof.

(3) With none of the above being accomplished concurrently.

SECTION 6. Each District Governor shall appoint, by the time he/she officially takes office, one Zone chairperson in each Zone of his/her District. Each officer appointed by the District Governor shall be an active member in good standing of a chartered Lions Club in good standing in his/her District. The appointed Zone Chairperson shall have served or will have served at the time of taking office as President of a Lions Club for a full term or major portion thereof and a member of the board of directors for no less than two additional years.

SECTION 7. No District officer shall be paid a salary.

#### ARTICLE X DISTRICT ORGANIZATION AND REVENUE

SECTION 1. Each District shall be divided by the District Governor into Regions of sixteen (16) or fewer Lions Clubs each, due regard having been given to the geographical locations of the Clubs, and shall be subject to change by the District Governor as is deemed necessary for the best interests of Lionism and the individual Lions Clubs.

SECTION 2. Each Region shall be divided by the District Governor into Zones, which Zones shall be composed of eight (8) or fewer Lions Clubs each, due regard having been given to the geographical location of the Clubs, and shall be subject to change by the District Governor as is deemed necessary for the best interests of Lionism and the individual Lions Clubs.

SECTION 3. Meetings of all member Clubs in a Region shall be designated and known as Region Meetings, and Region Meetings shall be held throughout the State during the year at times and places fixed by the Region Chairperson in active charge provided that the position of Region Chairman is utilized by the District Governor. Region Meetings shall be so arranged and of such

number as will make it possible and convenient for the members of each Club in the State to attend at least one (1) such meeting each year.

SECTION 4. Meetings of all member Clubs in a Zone shall be designated and known as Zone Meetings and Zone Meetings shall be held throughout the State during the year at times and places to be fixed by the Zone chairperson of each individual Zone, who shall be in active charge. Zone Meetings shall be so arranged and of such number as will make it possible and convenient for the members of each Club in each Zone to attend at least three (3) such meetings each year.

SECTION 5. Revenue to finance the operations of each District may be provided by a per capita tax in addition to the seven dollars (\$7.00) provided in ARTICLE VII, Section 2, STATE REVENUE. The amount of the tax shall be fixed by two thirds (2/3) vote of the delegates representing the District and properly assembled at any District or State Convention. Advance notice shall have been provided as specified in Article XIV, SECTION 2 of this constitution.

#### ARTICLE XI DISTRICT GOVERNOR'S CABINET

SECTION 1. There shall be a District Governor's Cabinet in each District composed of the District Governor as its presiding officer, the Immediate Past District Governor, the Vice District Governor, the Region Chairpersons if used, the Secretary-Treasurer, and the Zone Chairpersons. In all meetings of the cabinet the voting privileges shall be extended to each of the aforementioned officers.

SECTION 2. In the event that any Region Chairperson, if used, shall move into a Region other than the one from which appointed, the term of office of such Region Chairperson shall terminate immediately and his/her successor shall immediately be appointed by the District Governor to serve until the next State Convention.

SECTION 3. The District Governor shall

appoint a Cabinet Secretary-Treasurer who shall be a member of the same Lions Club to which the District Governor is a member, or of a Lions Club in close proximity thereto.

SECTION 4. A majority of the District Governors Cabinet shall constitute a quorum.

SECTION 5. The District Governor shall call at least three (3) regular meetings of the District Governors Cabinet during his year. A minimum of ten (10) days written notice of such meetings shall be given to each member of the Cabinet by the Cabinet Secretary-Treasurer. Special meetings of the District Governors Cabinet may be called by the District Governor at his/her discretion, or shall be called upon written request made either to the District Governor or the Cabinet-Secretary-Treasurer by a majority of the members of the Cabinet. Not less than five (5) days written or telegraphic notice of special meetings of the District Governors Cabinet shall be given to each member by the Cabinet Secretary-Treasurer.

SECTION 6. In the event of a vacancy in a District Governors Cabinet, or in any office except that of District Governor, the vacancy shall be filled by the District Governor with the approval of the District Governor's Cabinet. The officer appointed shall serve until the next annual State Convention.

SECTION 7. The District Governor and his/her Cabinet shall not incur obligations in any fiscal year which will effect an unbalanced budget or deficit in said fiscal year.

SECTION 8. Each Cabinet Secretary-Treasurer shall be adequately bonded, the size of the bond to be fixed by the District Governors Cabinet.

SECTION 9. The District Governor's Cabinet shall provide for an audit of all books and accounts of the Cabinet Secretary-Treasurer annually, or at more frequent intervals if deemed necessary, by a competent auditor. The report of such audit shall be sent to all Clubs in the District.

#### ARTICLE XII DISTRICT GOVERNOR'S ADVISORY COMMITTEE

SECTION 1. There shall be a District Governor's Advisory Committee in each Zone, composed of the Zone Chairperson and the Presidents and the Secretaries of the Clubs in the Zone. The duties of the committee shall be those outlined in the current Manual of Information for District Governors published by Lions Clubs International.

SECTION 2. In the event any Zone Chairperson shall move into a Zone other than the one from which appointed, the term of office of such Zone Chairperson shall terminate immediately, and his successor for the remaining term shall be appointed by the District Governor.

SECTION 3. The Zone Chairperson in each Zone shall call no fewer than three (3) meetings of the District Governor's Advisory Committee during the year. The first of these meeting shall be held within sixty (60) days after the adjournment of the preceding International Convention; the second in the month of November; and the third in the month of February.

#### ARTICLE XIII DISTRICT GOVERNOR'S HONORARY COMMITTEE

SECTION 1. There may be in each District, a District Governor's Honorary Committee. The membership of this committee shall consist chiefly of Past International Officers, Past International Directors and Past District Governors within the District; and said members of the committee shall be appointed by the District Governor. The Immediate Past District Governor may be the chairman of this committee.

SECTION 2. This District Governor's Honorary Committee shall meet when and as called upon by the District Governor to do so.

SECTION 3. The duties of this committee shall be those outlined in the current Manual of Information for District Governors published by Lions Clubs International.

#### ARTICLE XIV AMENDMENTS AND RESOLUTIONS

SECTION 1. This Constitution may be amended only at a State Convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by the affirmative vote of two-thirds (2/3) of votes cast.

SECTION 2. No amendment shall be so reported or voted upon unless the same shall have been furnished in writing to each Club no less than thirty (30) days prior to the convening date of the annual State Convention with notice that the same will be voted upon at said Convention. A proposed amendment shall be submitted by a Lions Club in good standing in the Multiple District and Lions Clubs International. The proposed amendment shall be submitted to the Multiple District Constitution and By-laws Chairperson ninety (90) days in advance of the State Convention that it is to be voted upon. The Chairperson will review for accuracy and submit to all Lions Clubs Presidents in the Multiple District no less than thirty (30) days prior to the opening date of the State Convention with notice that it will be voted upon. The submitting Lions Club and the Constitution and By-Laws Chairperson must have proof that the above dates were complied with for the proposed amendment to be considered at the convention. Published in the Lions Roar or any other Multiple District 40 Lions document will be considered advance notice only if it meets the thirty (30) advance notice. The Multiple District Constitution and By-Laws Chairperson is responsible to verify and maintain proof that the publications are mailed in a timely manner to meet the thirty (30) day advance notice. If these communications cannot meet this advance notice then a separate notice shall be sent to each Lions Club President that does meet the advance notice requirement.

SECTION 3. Each amendment shall take effect at the close of the Convention at which adopted unless otherwise specified in the amendment.

SECTION 4. This constitution will become effective upon the adjournment of the 2004 State Convention or July 1, 2004, whichever date comes first.

#### ARTICLE XV CONFLICT RESOLUTION

SECTION 1. If any article or section of this Constitution and By-Laws is in conflict with the International Association of Lions Clubs Constitution and By-laws, the provisions of the International Association of Lions Clubs shall prevail.

### BY-LAWS

#### ARTICLE I DISTRICT NOMINATIONS AND ELECTIONS

SECTION 1. Any member of a Club in a District seeking the office of District Governor or Vice District Governor, shall file his/her intention to run in writing with his/her District Governor sixty (60) days prior to the State Convention, and furnish therewith evidence of his/her compliance with the qualifications for said office as set forth in the International Constitution and By-Laws. The candidate may, for the District Governor and the Vice District Governor, file said information with the State Council thirty (30) days prior to the State Convention. The State Council shall place in nomination at the State Convention the names of all candidates so qualified. If none are so received, and/or qualified, then, but only then, nominations for the office may be made from the floor. Each candidate shall be allowed one seconding speech of no more than three (3) minutes duration.

SECTION 2. Elections shall be by secret written ballot. The candidate receiving the largest number of votes cast shall be declared elected. In case of a tie on any ballot, balloting shall continue on the tied candidates until one is elected.

SECTION 3. In the event of a vacancy in the office of Vice District Governor or any Region Chairperson, the same shall be filled immediately by appointment by the District Governor to serve until the next State Convention.

SECTION 4. In the event of a vacancy in the office of District Governor, the same shall be filled in accordance with the provisions of the

International Constitution. The remaining Cabinet Officers and District Governor Honorary Committee shall convene at a date, time and place called and determined by the Immediate Past District Governor to pick a replacement for recommendation to the International Board of Directors.

## ARTICLE II ELECTION OF STATE COUNCIL CHAIRPERSON

SECTION 1. A candidate for the State Council Chairperson must be a Past District Governor and an active member in good standing of a chartered Lions Club in New Mexico and in good standing in Multiple District 40.

SECTION 2. All eligible Past District Governors that desire to be a candidate for Council Chairperson shall file their intent with the Council Chairperson sixty (60) days in advance. The Council will review for compliance and submit the names to all Lions Clubs Presidents in Multiple District 40 a minimum of thirty (30) days prior to the opening of the NM State Convention with notice that the delegates will elect. The candidate receiving the largest number of votes cast at the NM State Convention shall be declared elected. If no qualified candidates have filed an intent, then and only then, nominations from the floor would be accepted. Any candidate nominated from the floor shall meet the office requirements and agreed to be nominated.

SECTION 3. The candidates for State Council Chairperson each year will alternate between the two Districts.

SECTION 4. In the event of a vacancy in the office of Council Chairperson, the same shall be filled by election by the State Council from the ranks of the Past District Governors residing in the same District as the Council Chairperson who vacated the office.

## ARTICLE III DUTIES

SECTION 1. STATE COUNCIL CHAIRPERSON. Under the general supervision of the International Board of Directors, he/she shall be the administrative officer of the State. His/Her

specific responsibilities shall be to:

- a. Further the Purpose and Objects of the Association;
- b. Provide leadership, direction, and initiative for International and State programs, goals, and long range planning;
- c. Create and foster harmony and unity among Districts, and assist District Governors to solve issues;
- d. Preside over the State Convention and all Council Meetings;
- e. Submit reports and perform such duties as may be required by the State Constitution and By Laws;
- f. Perform such other administrative duties as may be assigned by the Multiple District Council;
- g. Facilitate, at the close of his/her term of office, timely presentation of all State accounts, funds, and records to his/her successor in office.

SECTION 2. STATE COUNCIL SECRETARY-TREASURER. Under the supervision and direction of the State Council, he/she shall:

- a. Keep an accurate record of the proceedings of all meetings of the Council, and within ten (10) days after each meeting forward copies thereof to all members of the Council and the office of Lions Clubs International;
- b. Assist the State Council in conducting the business of the Districts, and perform such other duties as are specified or implied in the Constitution and By Laws, or as may be assigned to him/her from time to time by the Council;
- c. Receive and give proper receipts for all per capita taxes required to be paid over to him/her by the District Cabinet Secretary-Treasurers, deposit the same in a bank or banks designated by the Council, and disburse the same under the supervision and control of the Council by checks

drawn against said deposits signed by himself/herself and countersigned by the Council Chairman or other duly authorized Past District Governor;

- d. Keep accurate books and records of accounts and minutes of all State Council meetings, and permit inspection of the same by any member of the Council or any Club in the State (or any duly authorized agent of either) at any reasonable time for any proper purpose; and
- e. Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the Council.

SECTION 3. STATE COUNCIL. It shall:

- a. Make all contracts and approve all bills relating to State Convention administrative expenses;
- b. Designate a depository for State funds;
- c. Determine the amount of surety bond for the Council Secretary Treasurer, and approve the surety company issuing said bond;
- d. Receive financial reports, semi annually or more frequently, from the Council Secretary-Treasurer, if necessary, and provide for an audit at the end of the fiscal year of the books and accounts of the Council Secretary Treasurer; and
- e. Give prior approval to any officer, agent or committee to obligate funds before such amount is incurred.

SECTION 4. DISTRICT GOVERNOR.

Under the general supervision of the International Board of Directors, he/she shall represent the Association in his/her District. In addition, he/she shall be the chief administrative officer in his/her District and shall have direct supervision over the Region Chairpersons, the Zone Chairpersons, the Cabinet Secretary-Treasurer and such other Cabinet members as may be provided for in the State Constitution and By-Laws. His/Her specific responsibilities shall be to:

- a. Further the Purpose and Objects of this Association;

b. Supervise the organization of new Lions Clubs;

c. Promote the Lions Clubs International Foundation and all service activities of the Association;

d. Preside, when present, over Cabinet, Convention and other District Meetings. During any period he/she is unable to preside, the Vice District Governor, if present shall preside. If neither the District Governor nor the Vice District Governor is able to preside, a Region Chairperson chosen by the attending members shall preside;

e. Perform such other functions and acts as shall be required of him/her by the International Board of Directors through the District Governor's Manual and other directives;

f. Exercise such supervision and authority over Cabinet Officers and appointed District Committee Chairmen;

g. Submit a current itemized statement of total District receipts and expenditures to his/her Cabinet meetings and District Convention for approval by the voting members of the respective meeting; and

h. Deliver at the termination of his/her term of office, all Sub-District financial accounts and records to his/her successor at the first Cabinet Meeting of his/her successor.

SECTION 5. VICE DISTRICT GOVERNOR .

Subject to the supervision and direction of the District Governor he/she shall be chief administrative assistant to the District Governor. His/Her specific responsibilities shall be to:

a. Further the Purpose and Objects of this Association;

b. Familiarize himself/herself 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 said office;

c. Perform such administrative duties as may be assigned to him/her by the District Governor;

d. Perform such other functions and acts as may be required of him/her by the International Board of Directors through the Vice District Governor's Manual and other directives;

e. Actively participate in all Cabinet meetings and conduct all meetings in the absence of the District Governor;

f. Participate in the preparation of the District budget;

g. Be actively engaged in all matters to be continued during the next year;

h. Participate in the review of the strengths and weaknesses of the Clubs of the District; and

i. At the request of the District Governor supervise appropriate District Committees.

SECTION 6. CABINET SECRETARY-TREASURER. Under the supervision of the District Governor, his/her specific responsibilities shall be to:

a. Further the Purpose and Objects of this Association;

b. Perform such duties as are implied by the title of said office, including the following:

1) Keep accurate record of the proceedings of all meetings of the Cabinet and, within five (5) days after each meeting, forward copies of the same to all members of the Cabinet and the office of Lions Clubs International;

2) Take and keep minutes of the District Convention and furnish copies of the same to Lions Clubs International, the District Governor, and the Secretary of each Club in the District;

3) Make reports to the Cabinet as the District Governor or Cabinet may require;

4) Collect and receipt for all per capita taxes levied hereunder on members and Clubs in the District, deposit the same in such bank or banks as the District Governor shall determine, and disburse the same by order of the District

Governor;

5) Remit and pay over to the State Council Secretary-Treasurer the State per capita tax, if any, collected by the District and secure a proper receipt therefor;

6) Keep accurate books and records of accounts, and minutes of all Cabinet and District meetings, and permit inspection of the same by the District Governor, any Cabinet member, and any Club (or any authorized agent of any of them) at any reasonable time for any proper purpose. Upon direction of the District Governor or the Cabinet, he/she shall furnish any such books and records as requested to any auditor appointed by the District Governor;

7) Secure bond for the faithful performance of his/her duties in such sum and with such sureties as may be required by the District Governor; and

8) Perform such other functions and acts as may be required of each by the International Board of Directors through the Cabinet Secretary-Treasurer Manual and other directives.

SECTION 7. REGION CHAIRPERSON. Subject to the supervision and direction of the District Governor, he/she shall be the chief administrative officer in his/her Region. His/Her specific responsibilities shall be to:

a. Further the Purpose and Objects of this Association;

b. Supervise the activities of the Zone Chairpersons in his/her Region and such District Committee Chairpersons as may be assigned to him/her by the District Governor;

c. Play an active role in organizing new Clubs and in strengthening weak Clubs;

d. Visit a regular meeting of each Club in his/her Region at least once during his/her term of office, reporting his findings to the District Governor;

e. Visit a regular Board of Directors Meeting of each Club in his/her Region at least once during his term of office, reporting his/her findings to

the District Governor;

f. Endeavor to have every Club in his/her Region operating under a duly adopted Club Constitution and By-Laws;

g. Promote representation at International, State and District Conventions by at least the full quota of delegates to which Clubs in his/her Region are entitled;

h. Carry out such official visitations to Club meetings and charter nights as shall be assigned to his/her by the District Governor;

i. Perform such additional assignments as shall be given to him/her from time to time by the District Governor;

j. Perform such other functions and acts as may be required of him/her by the International Board of Directors through the Region Chairperson Manual and other directives. In the event a Region Chairperson for any reason can not or does not, in the judgment of the District Governor, perform the duties of his/her office, or in the event the office is for any reason vacated, the District Governor shall appoint a successor to serve until the next State Convention.

#### SECTION 8. ZONE CHAIRPERSON.

Subject to the supervision and direction of the District Governor and/or Region Chairperson, he/she shall be the chief administrative officer in his/her Zone. His/Her specific responsibilities shall be to:

a. Further the Purpose and Objects of the Association;

b. Serve as chairperson of the District Governor's Advisor Committee in his/her Zone and as such Chairperson to call regular meetings of said committee;

c. Make a report of each District Governor's Advisory Meeting and send copies within five (5) days thereafter to Lions Clubs International and to the District Governor and Region Chairperson;

d. Play an active role in organizing new Clubs and keep informed on the activities and well being of all Clubs his/her Zone;

e. Represent each Club in his/her Zone in any problems with the District, State or Lions Clubs International;

f. Supervise the progress of District, State, and Lions Clubs International projects in his/her Zone;

g. Endeavor to have every Club within his/her Zone operating under a duly adopted Club Constitution and By-Laws;

h. Promote representation at International, State and District Conventions by at least the full quota of delegates to which Clubs in his/her Zone are entitled;

i. Visit a regular meeting of each Club in his/her Zone once or more during his/her term of office, reporting the findings to the Region Chairperson, particularly with respect to weaknesses he/she may have discovered. (Copy to District Governor); and

j. Perform such other functions and acts as may be required of him/her by the International Board of Directors through the Zone Chairperson Manual and other directives. In the event the Zone Chairperson for any reason can not or, in the judgment of the District Governor, does not perform the duties of his/her office, or in the event the office is for any reason vacated, the District Governor shall appoint a successor to serve for the unexpired term.

#### SECTION 9. DISTRICT GOVERNOR'S CABINET. It shall:

a. Assist the District Governor in the performance of his/her duties and in the formulation of administrative plans and policies affecting the welfare of Lionism within the District;

b. Receive from the Region Chairperson, reports and recommendations which concerns the Clubs and Zones;

c. Supervise the collection of all per capita taxes by the Cabinet Secretary-Treasurer, designate a depository (s) for said funds, and authorize the

payment there from of all legitimate expenses pertaining to the administration of the affairs of the District;

d. Secure, set the amount of and approve the surety company issuing, the surety bond for the Cabinet Secretary-Treasurer;

e. Secure semi-annually, or more frequently, District financial reports from the Cabinet Secretary-Treasurer and;

f. Provide for an audit of the books and accounts of the Cabinet Secretary-Treasurer, and with the District Governor's approval, set up definite schedule of dates, times and places of Cabinet meetings to be held during the fiscal year.

SECTION 10. DISTRICT GOVERNOR'S ADVISORY COMMITTEE. It shall assist the Zone Chairperson in an advisory capacity, procure recommendations affecting the welfare of Lionism and the Clubs in the Zone and relay the same through the Zone Chairperson to the District Governor and his/her Cabinet.

SECTION 11. DISTRICT GOVERNOR'S HONORARY COMMITTEE. It shall assist under the direction of the District Governor in the promotion of harmony throughout the District. The Chairperson of this committee shall attend meetings of the Cabinet when requested by the District Governor.

#### ARTICLE IV COMMITTEES

SECTION 1. The Credentials Committee of the State Convention shall be composed of the current District Governors and Cabinet Secretary-Treasurers. The Chairperson of this committee shall be the State Council Chairperson. At District Conventions, the District Governor, as Chairperson, his/her Cabinet Secretary-Treasurer and two (2) other non-officers of the District shall serve as the Credentials Committee. Each such Credentials Committee shall have the powers and perform the duties set forth in ROBERT'S RULES OF ORDER NEWLY REVISED.

SECTION 2. The State Council shall appoint, designate the Chairperson of, and fill any

vacancies occurring in the following State Convention Committees: Resolutions, Nominations, Elections, Constitution and By Laws, Rules and International Convention. Each District shall have at least one representative on each such committee. These committees shall perform such duties as the Council shall designate.

#### ARTICLE V. RULES FOR CONVENTION PROCEDURE

SECTION 1. The State Council shall arrange the order of Business for the State Convention, and the same shall be the order of the day for all sessions.

SECTION 2. Except as otherwise specifically provided in this Constitution and By-Laws, or in the Rules or Procedure adopted for a meeting all questions of Order and Procedure in any State or District meeting or convention, any meeting of the State Council, District Cabinet, Region, Zone or member Club or of any group or committee of any one of them shall be determined by ROBERT'S RULES OF ORDER NEWLY REVISED.

#### ARTICLE VI NOMINATION & ENDORSEMENT: INTERNATIONAL DIRECTOR & 2ND VICE PRESIDENT NOMINEES

SECTION 1. Subject to the provisions of the International Constitution and By- Laws, any member of a Lions Club in the State seeking endorsement of conventions of his/her District and State as a candidate for the office of International Director or Second Vice-President shall:

a. Deliver (by mail or in person) written Notice of Intention to seek such endorsement to the District Governor of his/her District, and the State Council Secretary-Treasurer no less than sixty (60) days prior to the convening date of the convention (District or State) at which such question of endorsement is to be voted upon; and

b. Deliver with said Notice of Intention evidence of fulfillment of the qualifications for such office

set forth in the International Constitution and By-Laws.

SECTION 2. Each Notice of Intention so delivered shall be transmitted forthwith by the District Governor and/or the Cabinet Secretary-Treasurer, as the case may be, to the State Council which shall review and perfect the same by obtaining from each prospective candidate any additional evidence of such intention and qualifications as may be necessary under the International Constitution and By-Laws, and shall place in nomination at the respective Convention the name of each such prospective candidate who has fulfilled said procedural and constitutional requirements.

SECTION 3. Each such nominee for endorsement shall be entitled to one seconding speech of no more than three (3) minutes duration.

SECTION 4. The vote on the question of endorsement shall be by secret ballot. To be elected a candidate shall receive fifty (50) per cent plus one vote of the registered and certified delegates at the convention. This means that a registered and certified delegate who does not vote is counted in determining the number of votes required to be elected. In the event of a tie vote, or failure of one nominee to receive the required majority on any ballot, balloting shall continue with respect to the two nominees only who received the largest number of votes on the previous ballot until one receives the required majority of the votes.

SECTION 5. Certification of endorsement by the State Convention shall be made in writing to the International Office by the State officials designated, and in accordance with the requirements therefor set forth, in the International Constitution and By-Laws.

SECTION 6. No endorsement of any candidacy of any member of a Lions Club in the State shall be valid unless and until the provisions of this ARTICLE VI have been met.

## ARTICLE VII FISCAL YEAR

SECTION 1. The fiscal year of this State and each District shall be from July 1st through June 30th.

## ARTICLE VIII AMENDMENTS

SECTION 1. These By-Laws may be amended only at a State Convention, by resolution reported by the Convention Committee on Constitution and By-Laws and adopted by a majority of the votes cast.

SECTION 2. No amendment shall be so reported or voted upon unless the same shall have been furnished in writing to each Club no less than thirty (30) days prior to the convening date of the annual convention with notice that the same will be voted upon at said convention. A proposed amendment shall be submitted by a Lions Club in good standing in the Multiple District and Lions Club International. The proposed amendment shall be submitted to the Multiple District Constitution and By-Laws Chairperson ninety (90) days in advance of the opening date of the State Convention that it is to be voted upon. The Chairperson will review for accuracy and submit to all Lions Clubs Presidents in the Multiple District no less than thirty (30) days prior to the opening date of the State Convention with notice that it will be voted upon. The submitting Lions Club and the Constitution and By-Laws Chairperson must have proof that the above dates were complied with for the proposed amendment to be considered at the convention. Published in the Lions Roar or any other Multiple District 40 Lions document will be considered advance notice only if it meets the thirty (30) day advance notice. The Multiple District Constitution and By-Laws Chairperson is responsible to verify and maintain proof that the publications are mailed in a timely manner to meet the thirty (30) day advance notice. If these communications cannot meet this advance notice then a separate notice shall be sent to each Lions Club President that does meet the advance notice requirement.

SECTION 3. Each amendment shall take effect at the close of the convention at which

adopted unless otherwise specified in the amendment.

#### ARTICLE IX. EFFECTIVE DATE

These By-Laws will become effective upon the adjournment of the 2004 State Convention or July 1, 2004, whichever date comes first.

#### **CHANGES TO THIS CONSTITUTION APPROVED BY THE DELEGATES AT THE SEVENTY-EIGHTH ANNUAL CONVENTION OF MD40 AT LAS CRUCES, NEW MEXICO, 3 JUNE 2006.**

PROPOSITION 1: Article VII, Section 1. CHANGE where appearing, per capita tax of “sixteen dollars and fifty cents (\$16.50)” and “eight dollars and twenty-five cents (\$8.25)” TO READ “seventeen dollars and fifty cents (\$17.50)” and “eight dollars and seventy-five cents (\$8.75)”, respectively.

PROPOSITION 2: Article VII, Section 2, CHANGE “\$16.50” TO READ “\$17.50”

PROPOSITION 3: Article II, Section 2. CHANGE “The remaining four dollars (\$4.00) shall be used to defray the cost of an annual subscription to the State’s monthly newspaper, the Lions Roar” TO READ “The remaining five dollars (\$5.00) shall be used to defray the cost of an annual subscription to the State’s monthly newspaper, the Lions Roar.”

PROPOSITION 4: Article IV, Section 6. CHANGE “such recommendations shall be in accordance with Article VII, Section 5 District Organization of the Constitution and By-Laws of the International Association of Lions Clubs” TO READ “such recommendations shall be in accordance with Article V, Section 6 District, (Single, Sub, and Multiple) Conventions of the

Constitution and By-Laws of the International Association of Lions Clubs”

#### **CHANGES TO THIS CONSTITUTION APPROVED BY THE DELEGATES AT THE SEVENTY-NINTH ANNUAL CONVENTION OF MD40 AT POJOAQUE, NEW MEXICO, 3 JUNE 2007.**

ARTICLE IV STATE COUNCIL SECTION 3. The Council Chairperson shall appoint the Council Secretary/Treasurer who shall be a past District Governor or a past District Cabinet Secretary /Treasurer and is in good standing in his/her chartered Lions Club in New Mexico that is in good standing with the District. In the event the State Council Chairperson is replaced, for any reason, the current Council Secretary-Treasurer will continue in office. Should the Council Secretary/Treasurer not complete his/her term for any reason, the State Council Chairperson shall appoint a replacement.

ARTICLE II ELECTION OF STATE COUNCIL CHAIRPERSON SECTION 2. All eligible Past District Governors that desire to be a candidate for Council Chairperson shall file their intent with the Council Chairperson sixty (60) days in advance. The Council will review for compliance and submit the names to all Lions Clubs Presidents in Multiple District 40 a minimum of thirty (30) days prior to the opening of the NM State Convention with notice that the delegates will elect. The candidate receiving the largest number of votes cast at the NM State Convention shall be declared elected. If no qualified candidates have filed an intent, then and only then, nominations from the floor would be accepted. Any candidate nominated from the floor shall meet the office requirements and agreed to be nominated.