



# **The International Association of Lions Clubs**

## **CONSTITUTION**

### **RIVER HILLS/LAKE WYLIE LIONS CLUB**

*Effective 2025*

# *Lions Clubs International*

## **PURPOSES**

**TO ORGANIZE**, *charter and supervise service clubs to be known as Lions clubs.*

**TO COORDINATE** *the activities and standardize the administration of Lions clubs.*

**TO CREATE** *and foster a spirit of understanding among the peoples of the world.*

**TO PROMOTE** *the principles of good government and good citizenship.*

**TO TAKE** *an active interest in the civic, cultural, social and moral welfare of the community.*

**TO UNITE** *the clubs in the bonds of friendship, good fellowship and mutual understanding.*

**TO PROVIDE** *a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.*

**TO ENCOURAGE** *service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.*

## Table of Contents

<b>VISION STATEMENT .....</b>	<b>6</b>
<b>MISSION STATEMENT.....</b>	<b>6</b>
<b>ARTICLE I .....</b>	<b>7</b>
<b>NAME.....</b>	<b>7</b>
<b>ARTICLE II .....</b>	<b>7</b>
<b>OBJECTIVES .....</b>	<b>7</b>
<b>ARTICLE III .....</b>	<b>8</b>
<b>RESTRICTIONS.....</b>	<b>8</b>
SECTION A. ENDORSEMENTS: .....	8
SECTION B. CONFLICT OF ASPIRATIONS:.....	8
SECTION C. SOLICITATION OF FUNDS.....	8
<b>ARTICLE IV .....</b>	<b>8</b>
<b>IDENTITY .....</b>	<b>8</b>
SECTION A. EMBLEM .....	8
SECTION B. USE OF NAME AND EMBLEM.....	9
SECTION C. COLOR: .....	9
SECTION D. MOTTO .....	9
<b>ARTICLE V .....</b>	<b>9</b>
<b>FISCAL YEAR .....</b>	<b>9</b>
<b>ARTICLE VI .....</b>	<b>9</b>
<b>MEMBERSHIP .....</b>	<b>9</b>
SECTION 1. ELIGIBILITY FOR CLUB MEMBERSHIP .....	9
SECTION 2. MEMBERSHIP BY INVITATION .....	9

SECTION 3. FORFEITURE OF MEMBERSHIP .....	10
<b>ARTICLE VII .....</b>	<b>10</b>
<b>SUPREMACY .....</b>	<b>10</b>
<b>ARTICLE VIII .....</b>	<b>11</b>
<b>OFFICERS.....</b>	<b>11</b>
SECTION 1. OFFICERS.....	11
SECTION 2. REMOVAL .....	11
SECTION 3. ELIGIBILITY .....	11
SECTION 4. COMPENSATION.....	11
<b>ARTICLE IX .....</b>	<b>11</b>
<b>BOARD OF DIRECTORS.....</b>	<b>11</b>
SECTION 1. MEMBERS.....	11
SECTION 2. MEETINGS .....	11
SECTION 3. DUTIES AND POWERS .....	12
SECTION 4. TERM LIMITS.....	13
SECTION 5. OFFICERS.....	13
<b>ARTICLE X .....</b>	<b>18</b>
VACANCIES .....	19
<b>ARTICLE XI .....</b>	<b>19</b>
MEETINGS .....	19
<b>ARTICLE XII .....</b>	<b>20</b>
DELEGATES TO CONVENTIONS AND MEETINGS.....	20
<b>ARTICLE XIII .....</b>	<b>20</b>
PARLIAMENTARY PRACTICES .....	20

**ARTICLE XIV .....21**

AMENDMENTS ..... 21

**ARTICLE XV .....21**

CLUB FUNDS ..... 21

**ARTICLE XVI .....22**

SUPREMACY ..... 22

## VISION STATEMENT

**TO BE** *the global leader in community and humanitarian service.*

## MISSION STATEMENT

**TO EMPOWER** *Lions clubs, volunteers and partners to improve health and well-being, strengthen communities, and support those in need through humanitarian service and grants that impact lives globally, and encourage peace and international understanding.*

# CONSTITUTION

## ARTICLE I

### Name

The name of this organization shall be the Lions Club of River Hills/Lake Wylie Lions Club, Inc. (referred to as the “Club”), chartered by, and under the jurisdiction of the International Association of Lions Clubs (referred to as the “Association”). This Club was formed on March 24, 1975 and chartered on March 28, 1975, **as *The River Hills Lions Club*** and incorporated as the **River Hills Lions Club, Inc.** It was then renamed ***River Hills/Lake Wylie Lions Club, Inc.*** by vote of the members on July 19, 2014.

## ARTICLE II

### Objectives

The objectives of this club shall be:

- a) To create and foster a spirit of understanding among the peoples of the world.
- b) To promote the principles of good government and good citizenship.
- c) To take an active interest in the civic, cultural, social and moral welfare of the community.
- d) To unite the members in the bonds of friendship, good fellowship and mutual understanding.
- e) To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.
- f) To encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.

## ARTICLE III

### Restrictions

**Section A. Endorsements:** This Club shall not endorse, recommend, or sponsor any candidate for, or incumbent in, public office.

**Section B. Conflict of Aspirations:** Except to further progress in Lionism, no Officer or member of this Club shall use the Club's membership as a means of furthering any personal, political, or financial gain. The Club, as a whole, will not take part in any movement inconsistent with its purposes and objectives.

**Section C. Solicitation of Funds:** No funds for commercial purposes shall be solicited from members of the Club during meetings by any individual or individuals.

Any suggestion or proposition made at any meeting of this Club calling for the expenditure of money for other than the regular obligations shall be referred to the Finance Committee.

## ARTICLE IV

### Identity

**Section A. Emblem:**

The emblem of this Club shall be the same as that of the Lions Club International:



**Section B. Use of Name and Emblem:** Use of the name, goodwill, emblem and other logos of this Club shall be in accordance with the guidelines established from time to time in the Bylaws.

**Section C. Color:** The colors of this Club shall be purple and gold

**Section D. Motto:** Its Motto shall be: We Serve

## ARTICLE V

### Fiscal Year

The Club's administrative and fiscal year shall be from July 1<sup>st</sup> through June 30<sup>th</sup>.

## ARTICLE VI

### Membership

**Section 1. ELIGIBILITY FOR CLUB MEMBERSHIP.** Subject to the provision of Article IV of the by-laws, any person of legal majority and good moral character and good reputation in their community, may be granted membership in this Lions club. Wherever the male gender or pronoun presently appear in this constitution and by-laws, it shall be interpreted to mean both male and female persons.

**Section 2. MEMBERSHIP BY INVITATION.** Membership in this Lions club shall be acquired by invitation only. Nominations shall be made by a member in good standing who shall act as sponsor and be submitted to the membership chairperson or the club secretary, who, after investigation by the membership committee, shall submit the same to the board of directors. If approved by a majority of said board, the prospect may then be invited to become a member of this club. A properly filled out membership form duly signed, as well as the entrance fee and dues must be received by

the secretary before the member is reported to and officially recognized by the association as a Lion member.

**Section 3. FORFEITURE OF MEMBERSHIP.** Any member may be expelled from the club for cause by a two-thirds vote of the entire board of directors. Upon removal from this club, any and all right to use the name “LIONS,” the emblem and other insignia of this club and this association shall be forfeited. This club shall remove members whose conduct has been deemed a violation of the International Constitution and By-Laws and Board Policy and unbecoming a Lion by the International Office or otherwise face charter cancellation. Any elected officer may be removed from office as provided in Article IX, Section 2 of this constitution prior to forfeiture of membership under this section. Any member may be expelled because of dues delinquencies in accordance with the Club’s By-laws.

## ARTICLE VII

### Supremacy

The Standard Form Club Constitution and By-Laws shall govern the club unless otherwise amended so as not to conflict with the district (single, sub- or multiple) and International Constitution and By-Laws and policies of Lions Clubs international. Whenever there may exist a conflict or a contradiction between the provisions set out in the club constitution and by-laws and the district (single, sub- or multiple) constitution and by-laws, the respective district constitution and by-laws shall govern. In addition, whenever there may exist a conflict or a contradiction between the provisions set out in the club constitution and by-laws and the international constitution and by-laws or board policy, the international constitution and by-laws and board policy shall govern.

## ARTICLE VIII

### Officers

**Section 1. OFFICERS.** The officers of this club shall be a president, immediate past president, the vice president(s), secretary, treasurer, membership chairperson, marketing chairperson and four directors-at-large.

**Section 2. REMOVAL.** Any officer of this club may be removed from office for good cause by two-thirds (2/3) vote of the entire club membership.

**Section 3. ELIGIBILITY.** Only members in good standing shall be eligible to hold office.

**Section 4. COMPENSATION.** No Officer or Director shall receive compensation for service rendered to the Club in an official capacity.

## ARTICLE IX

### Board of Directors

**Section 1. MEMBERS.** The members of the board of directors shall be the Officers as provided in Article VIII, Section 1 herein.

**Section 2. MEETINGS.** Meetings of the Board shall be held at such time and place as determined by the Board. Special Meetings of the Board shall be held when called by the President or when requested by five or more members of the Board, at such time and place as determined by the President. The presence in person of a majority of its members shall constitute a quorum at any meeting of the Board. Since the number of Officers on the Board is 13, the required quorum is 7 members in attendance.

**Section 3. DUTIES AND POWERS.** In addition to those duties and powers, express and implied, set forth elsewhere in this constitution and by-laws, the board of directors shall have the following duties and powers:

- a) It shall constitute the executive board of this club and be responsible for the execution through the club officers, of the policies approved by the club. All new business and policy of this club shall be considered and shaped, first, by the board of directors for presentation to and approval by the club members at a regular or special club meeting.
- b) It shall authorize all expenditures and shall not create any indebtedness beyond the current income of this club, nor authorize disbursement of club funds for purposes inconsistent with the business and policy authorized by the club membership.
- c) It shall have power to modify override or rescind the action of any officer of this club.
- d) It shall see that the books, accounts and operations of this club audited annually or, in its discretion, more frequently and may require an accounting or have an audit made of the handling of any club funds by any officer committee or member of this club. Any member of this club in good standing may inspect any such audit or accounting upon request at a reasonable time and place.
- e) It shall appoint, on recommendation of the finance committee, a bank or banks for the deposit of the funds of this club.
- f) It shall appoint the surety for the bonding of any officer of this club,
- g) It shall not authorize, nor permit, the expenditure, for any administrative purpose, of the net income of projects or activities of this club by which funds are raised from the public.
- h) It shall submit all matters of new business and policy to the respective standing or special club committee for study and recommendation to the board.
- i) It shall maintain at least two (2) separate funds governed by generally accepted accounting practices. The first fund to record administrative monies such as dues, tail twisting fines and other internally raised club funds. A second fund shall be established to record activity or public funds raised by asking support from the

public. Disbursement from such funds shall be in strict compliance with Section (g) of this article.

**Section 4. TERM LIMITS.** Board members, except Directors-at-Large, shall not serve for more than two consecutive terms in the same position. Directors-at-Large shall not serve for more than two consecutive terms (a total of four years. The Board may extend the term of office of any Board member beyond that specified but only with the concurrence of the general membership. (A term is defined as one fiscal year, July 1<sup>st</sup> through June 30<sup>th</sup>).

#### **Section 5. OFFICERS.**

##### *President*

The President shall be the Chief Executive Officer of the River Hills/Lake Wylie Lions Club and the River Hills/Lake Wylie Lions Charities, Inc., and shall:

- schedule and preside over all meetings,
- ensure that elections are duly called, communicated and held,
- appoint chairpersons of the following standing committees: Audit, Nominating, Finance, Constitution and Bylaws,
- attend region and zone meetings, district and state conventions,
- preside over the induction of new members,
- swear in the incoming Board of Directors with the exception of the President-elect,
- have authority to approve disbursements from the budgeted “President’s Discretionary Fund” account in the event of urgency for deserving causes or unforeseen situations,
- be entitled to serve on all committees as an ex officio member,
- serve, as requested, on any district advisory committees, and perform other duties as directed or required.

##### *Immediate Past President*

The Immediate Past President shall:

- swear in the incoming President,
- head committees for Lion of the Year and New Lion of the Year,
- serve as Trustee of the River Hills/Lake Wylie Lions Community Foundation,

and perform other duties as assigned by the President.

If the Immediate Past President vacates that post for any reason, the position shall be filled (by the Board) by offering the position to the previous Immediate Past President.

#### *First Vice President- Administration*

If the President is unable to perform the duties of the office for any reason, the First Vice President shall perform the President's duties with the same responsibility and authority.

The First Vice President shall, under the direction of the President, oversee the functioning of the following administrative functions or committees:

- Program Committee, Guest Speakers,
- Focus / Website,
- Country Club Liaison,
- Internal Communication,
- Meeting notices and attendance,
- E-mail blasts,
- Lion Tamers,
- Tail Twister,

And perform other duties as assigned or required.

#### *Second Vice President - Fundraising*

The Second Vice President shall, under the direction of the President, be responsible for the following fundraisers for CHARITIES:

- Benefit Dinner/Raffle
- Christmas Tree Sales
- River Hills Telephone and E-Mail Directory
- Golf Tournament
- Pancake Breakfast

The Second Vice President shall also oversee the exploration, development, and implementation of new fundraising projects, and perform other duties as assigned or required.

#### *Third Vice President – Service/Special Events*

The Third Vice President shall, under the direction of the

President, oversee and direct the following programs and activities:

- Clover/Lake Wylie Leo Club
- Peace Poster Contest
- Harold M. Breitman Memorial Scholarship
- Mentoring
- Sight
  - Visual Screening, KidSight, camera called SPOT™
- Hearing
- Potluck Dinner
- Holiday Dinner
- Member Outreach

and perform other duties as assigned or required.

### *Secretary*

The Secretary, under the direction of the President, shall:

- prepare and distribute agendas for Board of Directors Meetings,
- record minutes of the Board of Directors and Business Meetings of the CLUB,
- prepare and maintain summaries of Dinner Meetings,
- maintain general records including, but not limited to: elections, member information (addresses, telephone numbers, email addresses, resignations and additions),
- maintain the Club Charter, incorporation documents, Constitution and Bylaws of the CLUB,
- have the CLUB'S Constitution and Bylaws available at all meetings,
- prepare, issue and maintain the CLUB'S organization chart, yearly event calendar and the administrative action calendar,
- submit required reports to the District, State and LCI,
- maintain all CLUB correspondence,
- certify delegate registration to conventions,
- act as liaison between CLUB and CHARITIES, zone, region, district, state and LCI,
- deliver, at the conclusion of term in office, all records of the CLUB and CHARITIES to the incoming Secretary,
- serve as Trustee of the River Hills/Lake Wylie Community Foundation

and perform other duties as assigned or required.

### *Treasurer*

The Treasurer, under the direction of the President, shall:

- be responsible for the security, administration and reporting of all financial transactions and monies of the CLUB and CHARITIES,
- maintain the assets, liabilities, income and expenses in separate financial accounts for the CLUB and CHARITIES. Funds shall not be intermixed or co-mingled,
- receive and deposit all monies in an approved financial institution,
- disperse payments of obligations under the authority established by the Board,
- have the authority to disburse funds up to \$4,999.99, however, any distribution of \$5,000.00 or more requires two authorized signatures.
- maintain custody of receipts, accounts payable and any other obligations in accordance with authority established by the Board,
- secure a performance bond for the individual(s) as determined by the Board,
- issue quarterly dues statements to members for dues and any other financial obligations,
- submit to the Board detailed monthly financial reports, of the CLUB and CHARITIES,
- submit detailed annual financial reports and budgets for the two entities to the Board, the general membership and the auditing committee following the end of the fiscal year (June 30), but no later than August 30; submits other financial reports as required,
- ensure signatures for financial institutions are changed at the beginning of the fiscal year,
- prepare and file appropriate tax returns,
- serve on Finance Committee of the CLUB and CHARITIES,
- serve as Trustee of the River Hills/Lake Wylie Community Foundation

and perform other duties as assigned or required.

### *Director of Marketing*

The Director of Marketing, under the direction of the President, shall:

- develop and implement an annual marketing plan in collaboration with the club membership chair, taking into consideration the following internal and external audiences: club members, social media, news media, supporters, sponsors and potential new members,
- promote the work of the club on social media and develop a social media calendar to follow club service, community involvement and membership activities,
- work closely with the club membership chairperson to target and reach out to potential club members,
- develop club marketing and public relations talking points for club members and use word of mouth marketing tactics to promote the club and recruit new members,
- work with club leadership to submit a marketing award application for the Lions International Marketing Award,
- motivate members to be brand ambassadors and encourage members to take photos, share on social media, wear brand apparel, and share Lions messages during community involvement opportunities,
- publicize club activities including service projects, fundraisers, donations, Lions Club International sponsored contests, and other newsworthy accomplishments both internally and externally via the news media, social media and other effective means,
- assist the club president in communicating to club members information from our district, other districts, and international headquarters,
- participate in meetings held by the district marketing chairperson and perform other duties as assigned or required.

### *Membership Officer*

The Membership Officer, under the direction of the President, shall:

- promote and encourage the recruitment of new members,
- present applications of potential members to Board for approval,
- ensure appropriate materials are included in Welcome Packet: Lion pin, Membership Certificate, Constitution, Bylaws, Organization Chart, Calendar of Events, Welcome Letter from the President, *Focus*, and *Lions Magazine*,

- contact new member’s sponsor to ensure a biography is created for the introduction of the new member to CLUB membership,
  - encourage sponsors to ensure new members are involved in CLUB activities,
  - report to the Board the current number of members, additions and deletions,
  - conduct orientation sessions for new members,
  - maintain directory of all members,
  - focus on membership development, retention and leadership,
  - contact members who have resigned from the CLUB and report reasons to the Board,
  - distribute anniversary pins annually,
- and perform other duties as assigned or required.

### *Director-at-Large*

There shall be four Directors-at-Large whose elections will be staggered with two Directors-at- Large being elected each year. Under the direction of the President, Directors-at-Large shall:

- provide advice and counsel to the Board,

and perform other duties as assigned or required.

## ARTICLE X

### ELECTIONS

*Section A.* Officers, excluding the Immediate Past President, shall be elected as specified in the club’s by-laws.

*Section B.* All Board members shall be elected annually. They shall hold office for one year or until their successors shall have been elected and qualified

*Section C.* Two Directors-at-Large shall be elected annually and hold office for two years or until their successors have been elected. Two other Directors shall be elected in alternate years.

## VACANCIES

If the office of President or of any Vice President shall become vacant for any reason, the Vice Presidents shall advance in office, according to their rank. The Board of Directors shall call a special election to fill the resulting vacancy giving each member in good standing a ten-calendar day prior notice of the time and place. In the event of a vacancy in any other office, or any officer-elect declines to serve, the Board shall appoint a member to fill the unexpired term.

In the event vacancies reduce the number of Board Members to less than that required for a quorum, the membership of the Club shall have the power to fill such vacancies by an election held at any regular meeting of the Club following a ten-calendar day prior notice. Such notice may be given by any remaining Board Member, but if none, then by any member.

## ARTICLE XI

### MEETINGS

*Section A.* Business Meetings of the membership shall be held regularly at a time and place set by the Board. Notice of these meetings shall be given in such a manner as the Board deems proper.

*Section B.* An Annual Meeting of the Club shall be held in June of each year at a time and place determined by the Board, at which meeting the final reports of the retiring Officers shall be read and newly elected Officers shall be installed.

*Section C.* Special Meetings of the Club may be called at the President's discretion and shall be called by the President when requested by the

Board. Notice of Special Meetings setting forth the purpose, time and place shall be given to each member at least ten calendar days prior to the meeting date.

*Section D.* The presence of a majority of the members in good standing shall be necessary for a quorum at any Club meeting. The presence of a majority of the Board's members shall constitute a quorum at any meeting of the Board.

*Section E.* Only members in good standing may exercise voting privileges and hold office in this Club.

*Section F.* Neither proxy nor absentee voting is permitted.

*Section G.* Except as otherwise specifically provided, the vote of the majority of the members at any meeting shall be the act and decision of the entire Club. Likewise, the vote of a majority of the Board members at any Board meeting shall be the act and decision of the entire Board.

## ARTICLE XII

### DELEGATES TO CONVENTIONS AND MEETINGS

The Board shall have power to pay all reasonable expenses of its quota of delegates to each Annual International Convention of the Association, South Carolina Conventions and District Meetings.

## ARTICLE XIII

### PARLIAMENTARY PRACTICES

All questions of order or procedure with respect to any meeting or action of this Club, its Board or any committee appointed hereunder shall be determined in accordance with *Robert's Rules of Order*, as revised from

time to time, except as otherwise specifically provided in this Constitution and Bylaws.

## ARTICLE XIV

### AMENDMENTS

*Section 1. **AMENDING PROCEDURE.*** This Constitution and/or the club Bylaws may be amended at any regular or special meetings of this club, at which a quorum is present, by the affirmative vote of two-thirds (2/3) of the members present in person and voting, provided that the board has previously considered the merits of the amendment(s).

*Section 2. **NOTICE.*** No amendment shall be put to vote, unless written notice, stating the proposed amendment shall have been published to the member through regular post or electronic means, or delivered personally to each member of this club at least fourteen (14) calendar days prior to the meeting at which the vote on the proposed amendment is to be taken.

## ARTICLE XV

### CLUB FUNDS

*Section 1. **PUBLIC (CHARITY) FUNDS.*** All funds raised from the public must be returned to public use, including money accumulated from invested public funds. The only deductions that may be made from the charity account are the direct operating expenses of the fundraising activity. Money accumulated from interest must also be returned to public use.

*Section 2. **ADMINISTRATIVE FUNDS.*** Administrative funds are supported through contributions from members through dues, fines and other individual contributions.

## ARTICLE XVI

### SUPREMACY

This Club's Constitution adopted ***date*** supersedes all prior Club Constitutions, Bylaws and Amendments.

If any conflict exists between the terms and provisions of this Club Constitution or its Bylaws, those of the Constitution shall prevail.

If any conflict exists between the terms and provisions of this Club Constitution or its Bylaws with those of the Lions Clubs International, those of the Lions Clubs International shall prevail.