



BYLAWS

**River Hills/Lake Wylie Lions Club and
River Hills/Lake Wylie Lions Charities, Inc.
Effective November 16, 2024**

INTERNATIONAL ASSOCIATION OF LIONS CLUBS

MISSION STATEMENT

To empower volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions Clubs

OUR SLOGAN

‘WE SERVE’

The International Association of Lions Clubs
300 West 22nd Street
Oak Brook, Illinois 60523-8842 USA
www.lionsclubs.org



River Hills/Lake Wylie Lions Club
River Hills/Lake Wylie Lions Charities, Inc.
P. O. Box 5016
Lake Wylie, South Carolina 29710 USA
www.rhlwlions.org



We Serve

Preface

In the early 1970's a group of service-minded individuals in River Hills Plantation decided to form a charitable organization. They chose to form a Lions club which has since grown and is now approaching 150 members. The success of this club has raised and distributed two million dollars to needy causes since its founding.

These revised Bylaws of what is now the River Hills/Lake Wylie Lions Club are dedicated to our visionary founders. The provisions contained in these Bylaws dictate how we manage our internal affairs. They establish procedures for membership, meetings, elections, organization structure, officer duties and responsibilities as well as other important requirements for the operation of our Club.

Immediately upon adoption by our Club, these Bylaws and any future adopted amendments shall be in full force and effect, adhered to by all members and govern the operation of our Club.

Bylaws Committee

July 1, 2017

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BYLAWS

Article I NAME

These Bylaws govern the activities of the River Hills/Lake Wylie Lions Club, hereinafter referred to as the “CLUB,” chartered by, and under the jurisdiction of the International Association of Lions Clubs, hereinafter referred to as “LCI”. This CLUB was formed on March 24th, 1975, and chartered on March 28th, 1975, as the River Hills Lions Club, a non-profit 501(c)4 organization. The CLUB’S name was changed to the River Hills/Lake Wylie Lions Club on July 19, 2014.

River Hills/Lake Wylie Lions Charities, Inc. was formed as a 501(c)3 charitable organization on November 12, 1996, hereinafter referred to as “CHARITIES”.

For the purpose of these Bylaws all references to the CLUB shall include CHARITIES unless otherwise specified. Occasionally, both shall be used for emphasis.

Section A

The emblem of this CLUB shall be the same as that of LCI.



Section B

Use of the name, goodwill, emblems and other logos of this CLUB shall be in accordance with the guidelines established in these Bylaws.

Section C

The colors of this CLUB are purple and gold.

Section D

The Motto is “WE SERVE”

Article II FISCAL YEAR

The CLUB’S administrative and fiscal year shall be from July 1st through June 30th.

Article III OBJECTIVES

The purposes and objectives of this CLUB and CHARITIES, shall be:

- To create and foster a spirit of understanding among people,
- To promote the principles of good government and citizenship,
- To take an active interest in the civic, cultural, social and moral welfare of the community,
- To unite members 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 neither partisan politics nor sectarian religious topics shall be debated by CLUB members,
- To encourage service-minded people to serve their community without personal financial reward; to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors,
- To solicit and raise funds for charitable purposes,
- To disperse these funds to other organizations or individuals in accordance with Section 501(c)3 of the Internal Revenue Code.

Article IV MEMBERSHIP

A member of this CLUB, as defined in the CLUB's Constitution, is automatically a member of CHARITIES.

Section A Eligibility

- Any person at least eighteen years of age and of good moral character and reputation is eligible for membership in this CLUB.
- Membership is by invitation only, subject to approval by the Board of Directors, hereinafter referred to as the Board.
- This CLUB and its members shall not discriminate against any individual(s) for reasons of age, color, disability, national origin, race, religion, veteran status, sexual orientation, gender or gender identity expression or any other status that is protected by law.

Section B Membership Rights and Privileges

An active member is entitled to all rights and privileges and subject to all obligations which membership in a Lions club confers or implies. Without limiting such rights and obligations, such

Article IV-Continued

rights shall include eligibility to seek, if otherwise qualified, any office in this CLUB, its District or LCI and the right to vote on all matters which require a vote of the membership. Such obligations shall include regular attendance, prompt payment of dues, participation in CLUB activities and conduct reflecting a favorable image of this CLUB in the community.

Section C

Forfeiture of Membership

Any member may be expelled from the CLUB for cause by a two-thirds majority vote of the Board for the following reasons:

- Non-payment of dues
- Conduct or behavior unbecoming a Lion
- Serious violation of the Constitution or Bylaws

Section D

Resignations

Any member may resign voluntarily at any time. The resignation shall become effective upon acceptance by the Board. For a member to resign in good standing, the member must be current in the payment of all indebtedness and have returned all CLUB funds and property. All rights to the use of the name "LIONS", the emblem and other insignia of this CLUB and the LCI cease when membership is terminated.

Section E

Reinstatement of Membership

Any member who voluntarily resigned from membership in good standing may be reinstated by the Board and retain prior Lions service based upon LCI rules of reinstatement.

Section F

Transfer of Membership

Membership may be granted on a transfer basis to anyone who has resigned or is leaving membership in another Lions club, provided that:

- a completed "transfer member form" is received by the Secretary within twelve months following the date of resigning membership in the former club,
- prior service was in good standing,
- transfer member form is approved by the Board.

Section G

Leave of Absence

A member applying for a leave of absence must submit a completed request to the CLUB Secretary. A leave of absence must be approved by the Board. The CLUB Secretary will notify the applicant of the Board's decision.

Minimum requirements for consideration are the following:

- The applicant may request a leave of absence for a specific length of time
- Applicant must be in good standing with the CLUB
- Applicant account balances must be current

Article IV -Continued

Lions on approved Leave of Absence will:

- pay only monthly dues for International, State and District
- not participate in CLUB business or serve on a committee, unless specifically approved by the Board,
- return to regular active status on the agreed upon return date and resume regular member financial obligations. Membership may be subject to termination if the member does not return to regular attendance within 30 days of the expiration of the approved Leave of Absence.

Section H

Fees and Dues

- new, reinstated and transferred members shall pay an initiation fee which shall include the current LCI entrance fee. The initiation fee will be collected by the Membership Officer before the member is enrolled by the Secretary and reported to LCI.
- each member shall pay quarterly CLUB dues. These dues shall cover the CLUB's administrative expenses, current LCI dues, District dues, and the subscription for *The Lion Magazine*, published by LCI.
- statements for quarterly dues shall be sent to all members in the middle of the last month of each quarter. For example, the second quarter (April, May, and June) dues statement will be sent March 15th.
- dues are payable in full by the first day of each quarter.
- dues not paid by the end of the first month of the quarter (30 days past due) shall receive a friendly reminder from the Treasurer.
- if dues are not paid by the end of the second month of the quarter (60 days past due), the Club President shall contact the delinquent party electronically, verbally or certified mail, advising the delinquent party that his/hers membership in the Club will be recommended to the Board to be terminated if the outstanding dues are not paid in full within fifteen (15) days of being contacted (or date of any certified mail) by the President.

Article V MEETINGS

Section A

The CLUB has the following meetings:

Business Meetings: (also referred to as Breakfast Meetings)

These meetings 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.

Dinner Meetings:

These meetings may not necessarily have any CLUB business conducted. Dinner meetings are for guest speakers and/or special events. A record of all Dinner Meetings shall be maintained by Secretary.

Article V -Continued

Special Meetings:

Special Meetings of the CLUB may be called at the discretion of the President or 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.

Annual Meetings:

The Annual Meeting of the CLUB shall be held in June of each year at a time and place determined by the Board. Final reports of retiring Officers shall be presented and newly elected Officers installed.

Board of Directors Meetings:

Meetings of the Board of Directors shall be held regularly at a time and place set by the Board.

Section B

Quorum

Business, Special, Annual Meetings

A majority of members in good standing shall constitute a quorum at any meeting of the CLUB. The word "majority", (sometimes called "simple majority,") as used in these Bylaws, is defined as 51% or more of the total membership of the CLUB in order to conduct substantive business, i.e., to approve motions.

Board of Directors Meetings

The presence of a majority of the Board's members shall constitute a quorum at all meetings.

Section C

Voting

Provided that a quorum has been established, voting on motions may take place following a clear statement of the motion being made, seconded, and a thorough discussion of the merits of the motion. Approval requires 51% or more of the members present voting in the affirmative to pass. Failure to reach 51% results in the motion being defeated.

Section D

Only members in good standing may exercise voting privileges and hold office in this CLUB.

Section E

The act of a majority, (51%), of members present at any meeting shall be the decision of the entire CLUB unless otherwise specified in the Constitution or Bylaws.

Section F

Proxies and absentee ballots are prohibited at all meetings.

Article VI

BOARD OF DIRECTORS

Section A Composition

The composition of the Board of Directors, all of whom are Officers of the CLUB and CHARITIES, shall be the President, Immediate Past President, First Vice President, Second Vice President, Third Vice President, Secretary, Treasurer, Membership Officer, Publicity Officer and four Directors-at-Large. An elected or appointed member of the Board may hold only one position at a time.

Section B 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 C Duties and Powers

The Board of Directors shall:

- be responsible for the execution of policies approved by the CLUB. All new projects and policies of this CLUB shall be considered and approved first by the Board and ratified by the CLUB members at a Business or Special CLUB Meeting,
- submit all matters of new business and/or policy to the respective committee, (Standing or Special) for study and recommendation to the Board,
- refer all requests for expenditure of funds for other than regular obligations to the Finance Committee for its approval,
- uphold and abide by all Articles of the Constitution and Bylaws of the CLUB,
- attend all meetings well prepared to engage in the Board's discussions,
- adhere to ethical and legal standards,
- determine, monitor, and evaluate the effectiveness of the goals and programs of the CLUB to ensure success,
- authorize normal expenditures for CLUB operations but 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 policies authorized by the CLUB membership,
- possess the power to modify, override or rescind the action of any Officer of the CLUB,
- ensure that all financial controls are in place and authorized to have the books, accounts and operations of the CLUB and CHARITIES audited annually or, at its discretion, the Board may require an accounting or conduct an audit made of the handling of any CLUB funds by any Officer, committee or member of the CLUB. A member of this CLUB in good standing may inspect any such audit or accounting upon request at a reasonable time and place,
- designate, upon the recommendation of the Finance Committee, a bank or banks for the funds of CLUB and CHARITIES,
- specify and approve which members of the Board of Directors shall be bonded,

Continued – Article VI

- ensure that only the incumbent Treasurer and either the President and/or Secretary are authorized to sign checks,
- ensure that separate funds, records, financial accounts and reports are maintained for the CLUB and CHARITIES. The CLUB, which is a not-for-profit 501(c)4 organization, will include membership dues, tail twisting income and other internally raised CLUB funds. CHARITIES, a tax exempt 501(c)3 organization, will include funds from the public for charitable disbursement which shall be in strict compliance with the provisions of this **Article VI.**

Article VII 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 1st through June 30th).

Article VIII 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,
- serve as a non-voting Trustee of the River Hills/Lake Wylie Lions Community Foundation,
- 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,

Article VIII – Continued

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.

Article VIII - Continued

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: 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.

Article VIII - Continued

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

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.

Article VIII - Continued

Publicity Officer

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

- maintain contact with local media to ensure maximum publicity of CLUB activities, submit articles to the *Palmetto Lion* (South Carolina Lion Magazine), LCI Lion Magazine, and *Focus* (the CLUB's newsletter),
- submit news articles for the CLUB "blasts," 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,

**Article IX
ELECTIONS**

All Officers, excluding the Immediate Past President, shall be elected as follows:

- The President shall appoint a Nominating Committee in January of each year.
- The Nominating Committee shall submit its nominations for all Board positions to the general membership at the March Business Meeting. Nominations for all positions may also be made from the floor.
- At the April Business Meeting, following any further nominations from the floor, nominations will be closed and the election of all officers will be conducted in accordance with **Article V Meetings – Section B and C**.
- If, in the interim period between the elections in April and the installation of all Officers at the Annual Meeting in June, an officer-elect is unable to serve, the nominating committee shall submit an alternate nominee at the Annual Meeting.
- All Board Members, other than two Directors-at-Large and the Immediate Past President, shall be elected annually and will take office on July 1st. They shall hold office for one year, or until their successors have been elected and installed.
- Two Directors-at-Large shall be elected annually, installed and hold office for two years, or until their successors have been elected and installed.

Article X VACANCIES

If the office of the President or any Vice President shall become vacant, the Vice Presidents shall advance in office, according to their rank. If this advancement fails to fill the vacancy(s), the Board of Directors shall call a special election giving each CLUB member in good standing a fourteen calendar day notice to submit nominees for the vacancy.

In the event of a vacancy in any other office, the Board shall appoint a CLUB member to fill the unexpired term. In the event vacancies reduce the number of Board Members to less than the number required for a quorum (7), the membership of the CLUB shall have the power to fill such vacancies by an election held at any regular Business Meeting of the CLUB following a fourteen day notice. The nominee(s) will be voted upon and installed at the next Business Meeting.

If the office of the Immediate Past President becomes vacant, the position shall be filled by a previous Immediate Past President, starting with the most recent.

- serve a term of two years, and perform other duties as assigned or required.

Article XI
RECOGNITION OF SERVICE

MELVIN JONES FELLOWSHIP

Description	Established by Lions Club International to honor the memory of the Founder of Lions Club International. The distinction of being named a “Melvin Jones Fellow” is limited and bestowed upon a member of our CLUB who has demonstrated the highest commitment to our motto “We Serve”. It is conferred upon a member for outstanding achievement in the community and the CLUB. The Melvin Jones Fellowship is the highest honor bestowed by our CLUB. Melvin Jones Fellows are eligible for further recognition by the CLUB in the Melvin Jones Fellowship Progressive Program. It is not an “award.”
Criteria	The honoree should have proven extensive involvement, commitment, contribution and leadership in Lionism as well as charitable, cultural, educational, professional, non-profit, athletic or religious community organizations.
Process	The President shall direct the most recent Melvin Jones Fellow to convene a meeting of all current Melvin Jones Fellows in the CLUB to determine if there is a deserving candidate. The candidate’s name will then be presented to the Board of Directors for approval. If approved, the presentation will be made by the President at the CLUB’s December Holiday Dinner. There shall be a limit of one new Melvin Jones and one honoree in the Progressive Program in the CLUB’s fiscal year.
Type of Award	Plaque and Pin from LCIF
Funding	Funding is derived from contributions made by the CLUB to LCIF.

DR. FRANKLIN MASON FELLOWSHIP PROGRAM

Description	This South Carolina Lions Program was renamed the Dr. Franklin Mason Fellowship in 2008. Dr. Mason is a Past International Director and a leading supporter of the South Carolina Lions Foundation. Candidate shall have made an outstanding contribution to Lionism in the State of South Carolina. It is not an “award.”
Criteria	Consideration shall be given to the nominee’s accomplishments in the following: number of new members sponsored, attendance at meetings, level of awards received, positions held in CLUB, Zone, Region, or State. Participation or leadership in the CLUB or civic organizations shall also be considered.
Process	The President shall direct the most recent Franklin Mason Fellow to convene a meeting of all current Franklin Mason Fellows in the CLUB to determine if there is a deserving candidate. The candidate’s name will then be presented to the Board of Directors for approval. If approved, the presentation will be made by

the President at the CLUB's December Holiday Dinner. There shall be a limit of one honoree in the CLUB's fiscal year. Board members are ineligible to be named Fellows while serving in office.

Type of Award Plaque and pin from the State.

Funding Funding for the Franklin Mason Fellowship is based on the CLUB's annual donation to the South Carolina Lions Foundation.

LIFETIME ACHIEVEMENT AWARD

Description The Lifetime Achievement Award shall be presented to a CLUB member to recognize many dedicated years of service.

Criteria This award honors outstanding contribution to the growth and development of the CLUB and recognizes motivation that influences others to strive for achievement of humanitarian goals.

Process The President, following consultation with the Past Presidents Council, shall recommend honoree(s) to the CLUB Board of Directors. Since this award is not intended to be presented annually but on rare occasions, the Board of Directors shall determine an appropriate date and method of presentation.

Type of Award An appropriate certificate or plaque will be presented to the recipient.

Funding Cost paid by CLUB.

LION OF THE YEAR AWARD

Description The Lion of the Year Award shall be presented to a member whose loyalty, dedication and service to the CLUB have been exemplary in the past fiscal year.

Criteria Consideration shall be given to a member's attendance, new members sponsored, leadership, community service and civic achievements. A member may receive this award more than one time.

Process The Immediate Past President shall head a committee to determine if there is a deserving candidate. The candidate's name will be presented to the Board of Directors for approval. Presentation will be made by the President at the Annual Meeting in June. There will be a limit of one award in each fiscal year.

Type of Award Plaque from Lions Catalog.

Funding Cost paid by CLUB

NEW LION OF THE YEAR AWARD

Description The New Lion of the Year Award shall be given to a new member who in the first year of membership demonstrates enthusiasm and commitment to Lionism.

Criteria The recipient should have actively participated in the CLUB's projects and activities.

Process	The Immediate Past President shall head a committee to determine if there is a deserving candidate. The candidate's name will be presented to the Board of Directors for approval. Presentation will be made by the President at the Annual Meeting in June. There will be a limit of one award in each fiscal year.
Type of Award	Plaque from Lions Catalog.
Funding	Cost paid by CLUB.

ANNIVERSARY PINS

Definition	Members in good standing shall receive anniversary member pins after five years of service in the CLUB and every five years thereafter.
Funding	Cost paid by CLUB.

THE UNSUNG HERO AWARD

Definition	An Unsung Hero Award may be presented to a CLUB member or non-member.
Criteria	It may be presented for outstanding service, achievement and other related accomplishments in the community.
Process	The President shall appoint a chairperson for the Unsung Hero Award Committee. The chairperson will convene a committee of three or more members to determine if there is a deserving candidate. Recipient(s) shall be voted upon by the Board of Directors and the award shall be presented by the President at the Holiday Dinner.
Type of Award	Plaque from the Lions Catalog.
Funding	Cost paid by the CLUB.

HONORARY MEMBER DESIGNATION

Definition	An Honorary Member designation may be granted to an individual who is not a member of this CLUB.
Process	This "Honorary Member" designation must be presented and approved by the Board of Directors and ratified by the general membership. This individual must have performed outstanding service in the spirit of Lionism. The honoree may attend meetings but shall not be entitled to any privilege of active membership.
Type of Award	Certificate
Funding	Cost paid by CLUB.

APPRECIATION AWARD

Definition	The Board may recognize members or non-members for their exceptional achievement in any activities or project related to the CLUB, or in the spirit of Lionism.
Criteria	This award honors outstanding contribution to the growth and development of humanitarian goals.
Type of Award	An appropriate certificate or plaque will be presented to the recipient.
Funding	Cost paid by CLUB

COMMEMORATIVE DESIGNATION

Definition	The naming of any venue, program or event to honor an individual's memory. For example, the "Harold M. Breitman Memorial Scholarship." A request for this recognition must be presented to and approved by the Board, and then ratified by the membership.
Cost	Cost paid by CLUB.

EXCEPTIONS

Under exceptional circumstances, the respective committee and/or the Board of Directors, may recognize or award more than one individual for the following:

- Melvin Jones Fellowship
- Dr. Franklin Mason Fellowship Program
- Lifetime Achievement Award
- Lions of the Year Award
- New Lion of the Year Award
- The Unsung Hero Award

Article XII ENDORSEMENTS

This CLUB shall not endorse, recommend, or sponsor any candidate for, or incumbent in, public office.

Article XIII 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, financial gain or other aspiration. The CLUB shall not take part in any movement inconsistent with its purposes and objectives.

**Article XIV
SOLICITATION OF FUNDS**

No funds for commercial purposes shall be solicited from members of the CLUB during meetings by an individual(s). Any suggestion or proposition made at any meeting of this CLUB calling for the expenditure of money other than the regular obligations shall be referred to the Finance Committee. See **Article VI Board of Directors, Duties and Powers - Section C.**

**Article XV
DELEGATES TO CONVENTIONS AND MEETINGS**

The Board shall appoint delegates and alternates from the CLUB and may pay reasonable expenses to the South Carolina State Convention and District Convention.

**Article XVI
PARLIAMENTARY PROCEDURE**

All questions of order or procedure with respect to any meeting or action of this CLUB, its Board or any appointed committee shall be determined in accordance with *Robert's Rules of Order*, as revised from time to time, except as otherwise specifically provided in the CLUB's Bylaws.

**Article XVII
DISPUTE RESOLUTION**

Section A

Any and all disputes arising between any members of the CLUB for any reason must first be attempted to be resolved amicably by the parties involved within the CLUB.

Section B

If the dispute cannot be resolved within the CLUB the parties must follow the procedure outlined in **Article XIV** of the CLUB'S Constitution.

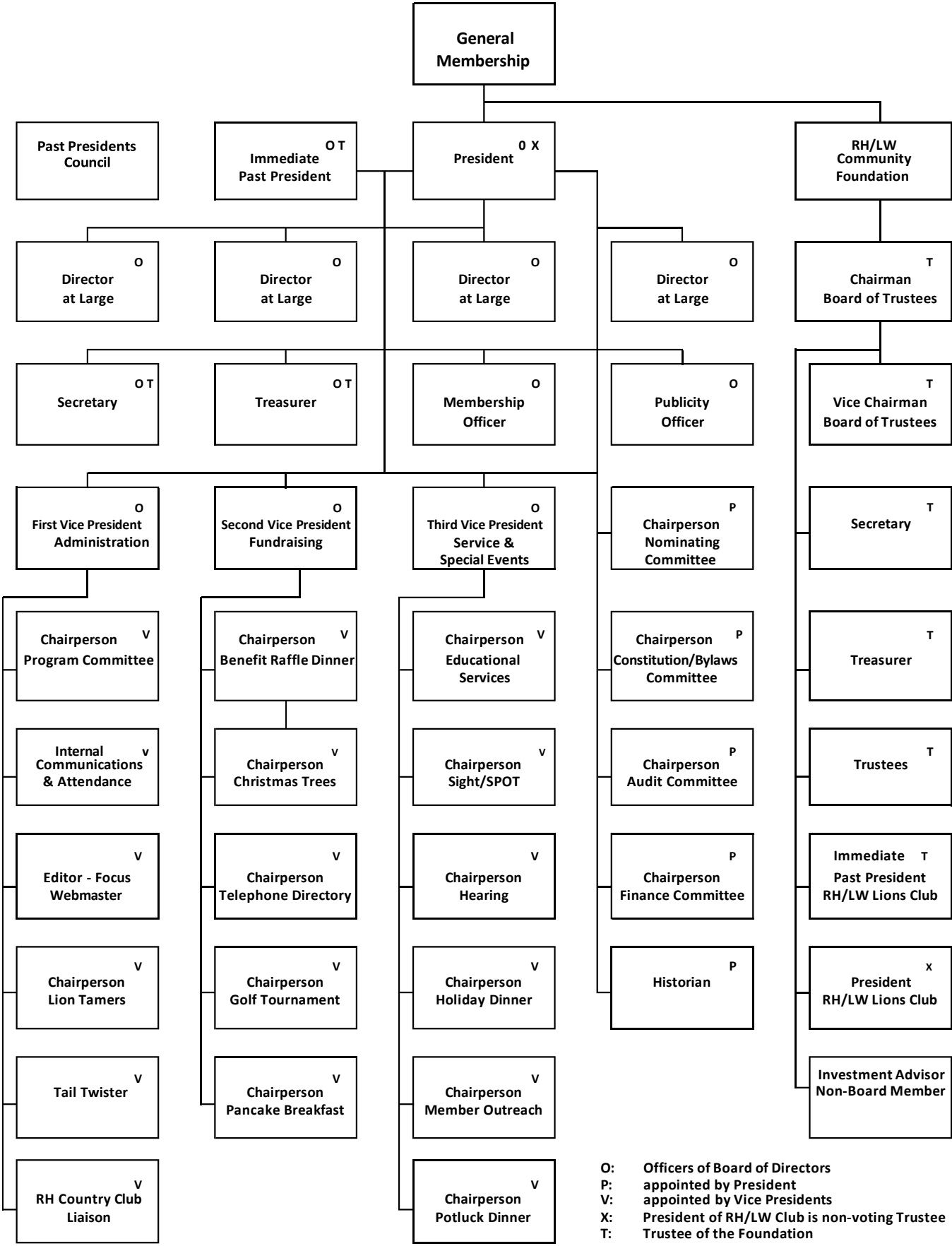
Article XVIII AMENDMENTS

These Bylaws may be amended at any Business Meeting at which a quorum is present by the simple majority vote of the members present and voting. The Board must have previously approved the proposed amendment(s) and met the notification requirements of **Article XIV**.

Article XIX SUPREMACY

This CLUB'S Bylaws adopted on July 1, 2017 supersede all prior CLUB Bylaws and Amendments. If any conflict exists between the terms and provisions of these Bylaws, the terms of the CLUB'S Constitution shall prevail. If the conflict is not resolved it must be referred to District level, State or LCI, in that order.

ORGANIZATION CHART
RIVER HILLS/LAKE WYLIE LIONS CLUB
RIVER HILLS/LAKE WYLIE LIONS CHARITIES, INC.
RIVER HILLS/LAKE WYLIE LIONS COMMUNITY FOUNDATION



(a)

RIVER HILLS/LAKE WYLIE LIONS CLUB RIVER HILLS/LAKE WYLIE LIONS CHARITIES, Inc.

COMMITTEES

Standing Committees

These standing committees or functions serve for the entire fiscal year from July 1st through June 30th. They must be established as quickly as possible after the swearing in of the new Board of Directors.

Administration

Attendance
Lions Tamers
Program
Internal Communication
Tail Twister
Country Club Liaison
Focus/Webmaster

Service

Educational Services
Sight/SPOT
Hearing
Member Outreach

President's Committees

Constitution & Bylaws
Audit
Finance

Special (ad hoc) Committees

These special committees are created by the Board of Directors for a specific purpose and are established at any time during the fiscal year but with sufficient time for the committees to achieve their goals.

Fundraising

Benefit Raffle/Dinner
Golf Tournament
Christmas Tree Sales
Telephone Directory
Pancake Breakfast

Awards

Melvin Jones
Franklin Mason
Lion of the Year
New Lion of the Year
Unsung Hero
Lifetime Achievement

Other

Holiday Dinner
Potluck Dinner
Nominating

Other committees may be established, as needed, to achieve the CLUB's goals.

DEFINITIONS

501(c)3	The IRS regulation which permits donations made to a charitable organization to be tax exempt. The River Hills/Lake Wylie Lions Charities, Inc. is a 501(c)3 organization.
501(c)4	The IRS regulation which permits an organization to be “not for profit; donations are not tax exempt. River Hills/Lake Wylie Lions Club is a 501(c)4.
Annual Meeting	The annual meeting of the CLUB and CHARITIES is held in June of each year. Membership receives reports from the Board of Directors and new Officers installed.
Board of Directors	The Board of Directors is the highest governing authority of the CLUB and CHARITIES. All members of the Board are Officers.
Business Meeting	A Meeting of the entire membership, also called a Breakfast Meeting. Typical topics are committee reports, announcements, new member inductions, etc.
Chairperson	Title designated by LCI for a person who presides over a meeting or a committee.
CHARITIES	The word CHARITIES in capital letters in the CLUB’S Bylaws is used to describe the River Hills/Lake Wylie Lions Charities, Inc. which was incorporated as a 501(c)3 by the Club in 1996.
CLUB	The word CLUB in capital letters in the CLUB’S Bylaws is used to describe the River Hills/Lake Wylie Lions Club. Unless otherwise specified, it usually includes Charities. The Club was chartered as a 501(c)4 in 1975. The CLUB is not incorporated.
Club Services Contributions	Also called “CSC”, formerly called “Candy Day,” supports operations of the S.C. Multiple District 32, which includes eye, hearing and health services in the state.
Dinner Meetings	Held in the evening. Programs may include guest speakers or entertainment. Normally no business is conducted
Directors	Thirteen directors make up the Board of Directors of the CLUB and CHARITIES and all are automatically Officers.
District	The CLUB is in District 32-D. The District Governor is the Chief Administrative Officer.
E-Blasts	An email by which relevant information is disseminated to all members electronically.
Focus	Our Club’s Quarterly Newsletter.
Foundation	The River Hills/Lake Wylie Lions Community Foundation was created on October 29 th , 2009, to serve as a vehicle to raise funds and support the charities work of River Hills/Lake Wylie Lions Club Charities, Inc., a 501(c)3. It is governed by a Board of Trustees elected from the Club Membership.

IALC	International Association of Lions Clubs. The formal and legal name of the parent organization.
LCI	Lions Clubs International is the commonly used name for the International Association of Lions Clubs.
LCIF	Lions Clubs International Foundation – the charities arm of LCI.
Lion Magazine	The official publication of Lions Club International.
Majority (simple)	A majority vote, sometimes called “simple majority,” is normally required to adopt a motion or to elect an individual to office. In the CLUB’S Bylaws it is defined as 51% or more of the votes cast by members entitled to vote.
Majority (Super)	A super majority, also called a two-thirds majority is defined as 67% or more of the votes cast by members entitled to vote.
Motion	A motion is a formal proposal by a member in a meeting. There should be no debate on any matter before a motion is clearly made and seconded. Following a discussion a vote is then taken.
Multiple District	A designated grouping of Lions Clubs. Usually two or more districts in a territory. We are in Multiple District 32 of South Carolina.
Officers	Each member of the Board of Directors of the CLUB and CHARITIES is automatically an Officer of the CLUB and CHARITIES.
Past Presidents Council	The Past Presidents Council includes all Past Presidents of the CLUB. It provides advice and counsel, as requested, to the Board of Directors.
President’s Discretionary Fund	An amount specified in the CHARITIES budget for disbursement by the President without a vote by the Board but recorded in the CLUB’s minutes. Typically used for unbudgeted, unforeseen needs.
Punchbowl	A computer program used to record attendance data.
Quorum	A quorum is the minimum numbers of members who must be present in order for a meeting to conduct substantive business. As used in these bylaws the required quorum is 51% or more members entitled to vote.
Region	A sub-division of a district consisting of several zones.
Special Committee	Special Committees have a continuing existence for a defined function and serve for the entire fiscal year.
SCLCS	South Carolina Lions Charitable Services headquartered in Columbia, South Carolina.
SCLF	South Carolina Lions Foundation headquartered in Columbia, South Carolina.
Zone	A sub-division of a region consisting of approximately four or more clubs.



OUR CODE OF ETHICS

TO SHOW my faith in the worthiness of my vocation by industrious application to the end that I may merit a reputation of quality of service.

TO SEEK success and to demand all fair remuneration or profit as my just due, but to accept no profit or success at the price of my own self-respect lost because of unfair advantage taken or because of questionable acts on my part.

TO REMEMBER that in building up my business it is not necessary to tear down another's to be loyal to my clients or customers and true to myself.

WHENEVER a doubt arises as to the right or ethics of my position or action towards others, to resolve such doubt against myself.

TO HOLD friendship as an end and not a means. To hold that true friendship exists not on account of service performed by one to another that that true friendship demands nothing but accepts service in the spirit in which it is given.

ALWAYS to bear in mind my obligations as a citizen to my nation, my state and my community and to give them my unswerving loyalty in word, act and deed. To give them freely of my time, labor, and means.

TO AID others by giving my sympathy to those in distress, my aid to the weak, and my substance to the needy.

TO BE CAREFUL with my criticism and liberal with my praise; to build up and not destroy.



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