

District 27-B1 Policy Manual

This document is current as of April 2, 2017

Authorization of soliciting funds district-wide in 27-B1 Policy

Certification at Convention Policy

Diabetes Policy

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District Convention Policy

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District Pin Policy

Elections Policy

Emergency Fund Policy

Zone Chairman Orientation Policy

If you want to dig through your minutes and find out when these were passed and/or revised, let me know, Tom Clausen.
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DISTRICT 27-B1 POLICY MANUAL

Date of origin:	Authorization of soliciting funds district-wide in 27-B1 Policy	Date of revision:
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The following organizations, groups and committees are approved to solicit funds District-wide in 27-B1.

- 27-B1 Diabetes
- 27-B1 Emergency Fund
- 27-B1 Lions and Lioness Raffles
- Hearing Committee
- Hearing Dog
- Leader Dogs for the Blind
- Lions Clubs International Foundation
- Lions Eye Bank of Wisconsin
- Lions Project for Canine Companions for Independence
- Mission to Mexico
- Wisconsin Lions Foundation
- Wisconsin Lions Pediatric Eye Clinic
- Wisconsin Lions Pride
- Youth Exchange
- Youth Outreach – Quest

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	Certification at Convention Policy	Date of revision:

The cabinet secretary shall certify delegates immediately after the business session until start of the election except during luncheon and the parade of checks.

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	Diabetes Policy	Date of revision:

The Lions Club must indicate on the check for Diabetes where the donation is earmarked, i.e.: American Diabetes Association, Wisconsin Lions Foundation, or others.

Any checks that are not written for a special designation will be sent to the Wisconsin Lion Foundation for their Diabetes Funds.

DISTRICT 27-B1 POLICY MANUAL

Date of origin:

District Bowling Bowling Policy

Date of revision:

August 20, 2006

1. The Chairperson will advise the clubs of hosting requirements and rules and procedures established by the district.
2. Hosting requirements:
 - a. The hosting of the District Bowling Tournament shall be open to all Lions and Lioness Clubs. This tournament shall be completed on or before the last weekend in January with the dates to be determined by the hosting clubs or club. Every club in the district is eligible to bid on the tournament every year.
 - b. Any club desiring to host the tournament shall submit a written invitation to the District Bowling Chairperson by September 1st of the year prior to which they wish to host the tournament.
 - c. A secret ballot vote will be taken at the District Convention to determine which club shall host the tournament. The club receiving the most number of votes shall be designated as the host of the tournament. In case of a tie vote, the District Elections Chairperson shall summon a representative from each of the host candidates to the place of voting immediately upon confirmation of the tie vote. At that time, in the presence of the District Elections Committee, the District Elections Chairperson shall toss a coin, allowing it to fall to the floor. One of the tied candidates (as selected by the District Elections Chairperson) shall choose heads or tails. The winner of the toss is the winner of the election.
3. Tournament Rules and Regulations
 - a. The District Bowling Tournament shall be conducted on a handicap basis featuring 4 member teams, consisting of 3 games being bowled on one pair of lanes. Each bowler shall receive a handicap of 90% of the difference between their average and 220 pins. The host club is responsible to send in an entry blank to the United States Bowling Congress (USBC) for review and sanctioning and will follow their guidelines. This can be done on the Internet at bowl.com
 - b. Entering averages shall be his or her highest sanctioned average with a minimum of 21 games from the previous year. The current sanctioned average may be used provided 21 games have been bowled. Since the tournament involves only Lions and Lioness members in good standing and perspective Lions and Lioness members, all averages will be on an honorary basis. Anyone unable to meet the foregoing requirements will be required to use an average of 140 for women and 150 for men; the same as the Lions State Tournament. They shall receive handicaps based on these averages.
 - c. A breakdown of the fees must be on the entry form. The entry form must be reviewed by the Bowling Chairperson before it is sent out to the USBC and the respective clubs. The host club will mail out entries to all the clubs in the District.
 - d. Any deviation from the above rules and regulations must first be submitted to the District Bowling Chairperson for approval by the District Governor's Cabinet.

DISTRICT 27-B1 POLICY MANUAL

Date of origin:	District Convention Policy	Date of revision: 8/5/2012
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1. District Convention

- a. The District shall provide its members with an annual District Convention.
- b. The Convention must be held within the time period of the last two weekends of October and the first two weekends of November.
- c. The District Governor will select a Convention Chairperson, and or a Convention Coordinator.
- d. The Convention Committee will be selected by the District Chairperson and the District Governor. The Committee may be individuals, a club, zone or combination thereof. The Lioness will have two Lioness representatives.
- e. The District Governor shall have the right to make changes as long as they stay within the Convention budget.
- f. The following years Convention location will be decided by the members in attendance with voting rights at the Convention.

2. District Convention Procedures

- a. Registration fee will be established by the Convention committee for all Lions, Lioness, Leos and Guests.
- b. Registration will be on Friday from 4:00 p.m. to 8:00 p.m. and on Saturday from 8:00 a.m. to 11:00 a.m.
- c. Hospitality will be provided for a social get together for all Convention attendees on Friday evening. Hospitality area will open from 6:00 p.m. to 11:00 p.m. The District will provide entertainment
- d. The Convention will be called to order no earlier than 8:15 a.m. on Saturday.
- e. The day's agenda will be determined by the District Governor, Convention Chairperson, Convention Coordinator and the Convention Committee. Voting will be held 15 minutes after the close of the last session and will continue for one half hour.
- f. The closing banquet will be no later than 6:30 p.m.
- g. Dress code to be determined by District Governor and Convention Chairperson and Convention Coordinator.
 1. As a courtesy to the Lioness, who are an affiliate of the Lions, the Lioness affiliate President and spouse will be seated at the head table.

- h. Convention raffles will be held for Lions and all clubs will be asked to donate raffle items.
- i. Lioness will be allowed a raffle. All Lioness clubs will be asked to donate raffle items.
- j. Lioness will be allowed a skirt twister.
- k. Only Convention raffle tickets will be sold. The sale of individual Lions and Lioness Club tickets is prohibited.
- k. No Convention attendee will be allowed to take part in any activity without proper registration

3. Convention Compensations

- a. Registration, Meals, and Rooms for two nights will be paid for the following:
 - 1. International Guest
 - 2. District Governor
 - 3. Vice District Governors
 - 4. Cabinet Secretary-Treasurer
 - 5. Convention Chairperson
 - 6. District International Director or District PID, or in the absence of, the Wisconsin Host International Director or Wisconsin Host PID.
- b. In the event the International Guest arrives on Thursday an additional nights lodging will be provided for the Guest and the District Governor.
- c. Outside program presenters will be provided with registration and a noon luncheon at no cost. This does not include State or District Chairpersons giving reports. In all cases spouses are included.
- d. A Saturday continental breakfast may be provided to all attendees.

DISTRICT 27-B1 POLICY MANUAL

Date of origin: 8/5/2012	District Convention Requirements Policy	Date of revision: 4/2/2017
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1. Site Selection

- a. Site must be able to hold 350 attendees in a meeting room
- b. Site must have 100 rooms available for attendees for Friday night and 50 rooms available for Saturday night.
- c. Only the Governor for said convention along with his or her convention chair or the Cabinet Secretary-Treasurer may enter into contract with the Convention Site.

2. Eating requirements

- a. Site should be able to accommodate a Friday night buffet for 100
- b. Site should be able to accommodate a Saturday lunch for 250
- c. Site should be able to accommodate a Saturday banquet for 100
- d. Site should be able to accommodate a Saturday possible continental breakfast for 100

3. Meeting rooms Lions, Lioness, Leos

- a. Site should be able to accommodate a Lions business meeting for 150
- b. Site should be able to accommodate a Lioness business for 150
- c. Site should be able to accommodate a Friday night hospitality for 150
- d. Site should be able to accommodate three breakout rooms for 75 each for seminars on Saturday afternoon after Luncheon
- e. Site should be able to accommodate a Room for pin traders with 8 tables possible

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	District Pin Policy	Date of revision:

1. The District pin design shall be chosen at the Annual District Convention.
2. The designer of the winning District pin will receive \$25.00 from the 27-B1 District Cabinet.
3. In the event of a tie vote, the winner shall be determined by the District Pin Chairman, by a toss of a coin, prior to the Saturday night banquet.
4. If a pin design presented to the District pin committee is of a questionable nature in regards to suitability for the District, then a committee consisting of the District Governor, Vice District Governor, and Immediate Past District Governor, shall make the final decision on the suitability of the questionable pin design prior to the displaying of the pin designs for the vote.

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	Elections Policy	Date of revision:

The current District Governor, Vice-District Governor, and WLF Directors shall maintain a neutral position with regard to nominating candidates for elected office.

The above mentioned individuals shall not give a nominating speech or a seconding speech for the elected office of District Governor, Vice District Governor, Wisconsin Lions Foundation Director, or International Director endorsement.

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	Emergency Fund Policy	Date of revision:

This fund to be commonly known as the "We Serve" Fund.

Use:

In the case of a community disaster money is to be used to purchase food, clothing, blankets, and medical supplies.

In the case of an individual personal crisis request: the money is to be used to purchase blind and hearing equipment also handicapped equipment, medical supplies, and medical services.

Approval:

An application form must be filled out and the completed form returned to the District Governor.

Final approval to be made by the District Governor, Vice Governor, and the committee chairman for the area involved.

DISTRICT 27-B1 POLICY MANUAL		
Date of origin:	Zone Chairman Orientation Policy	Date of revision:

The District Governor and Vice Governor shall hold a Zone Chairman Orientation prior to September 1st each year. It should cover such subjects as Zone Meetings, Zone Reports and Reporting, District Policies, How to read District Financial Statements, and other subjects deemed necessary.