



District 27-D1 Zone Chair Manual 2024-25

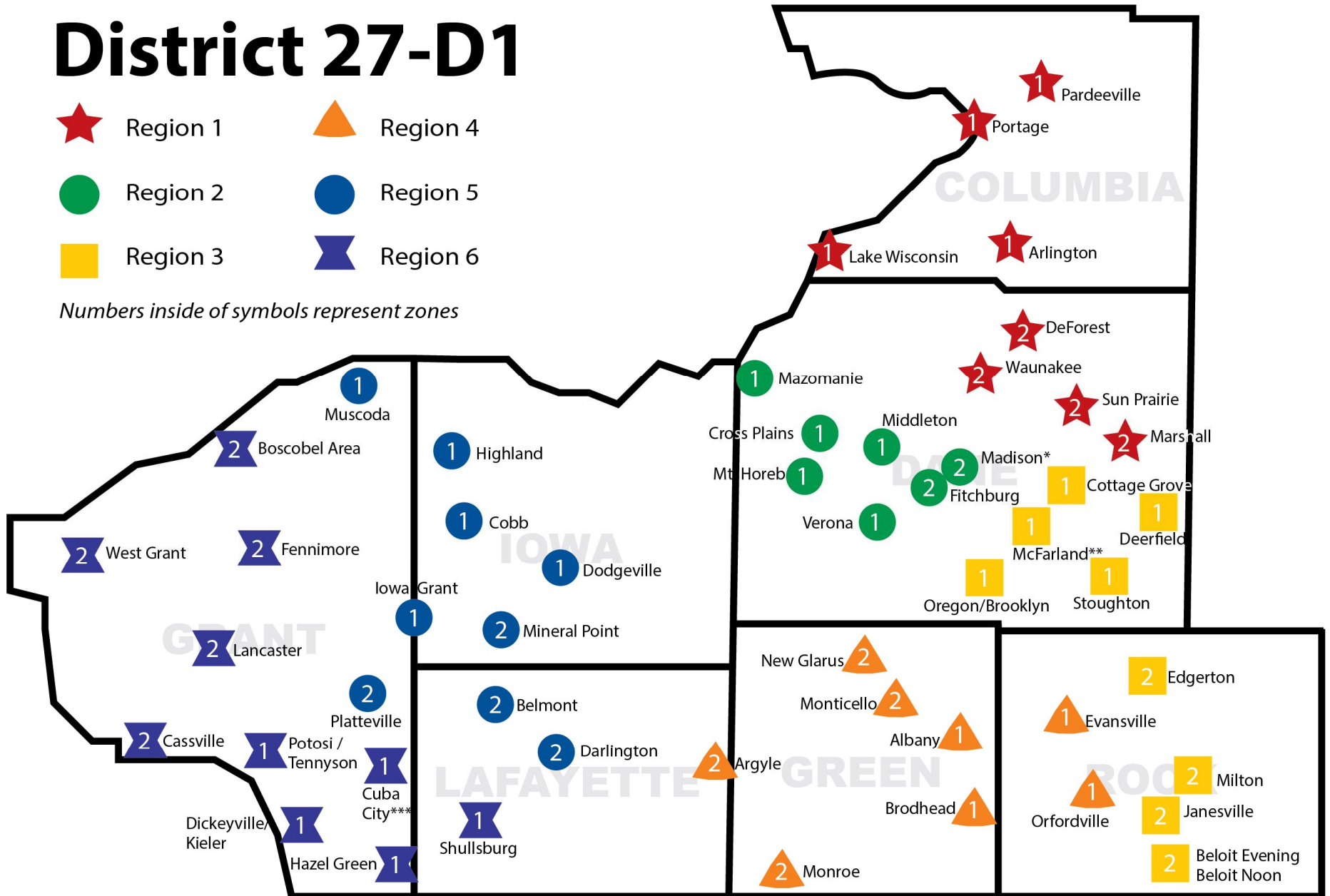
District 27-D1 Zone Chair Manual 2024-25
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District 27-D1

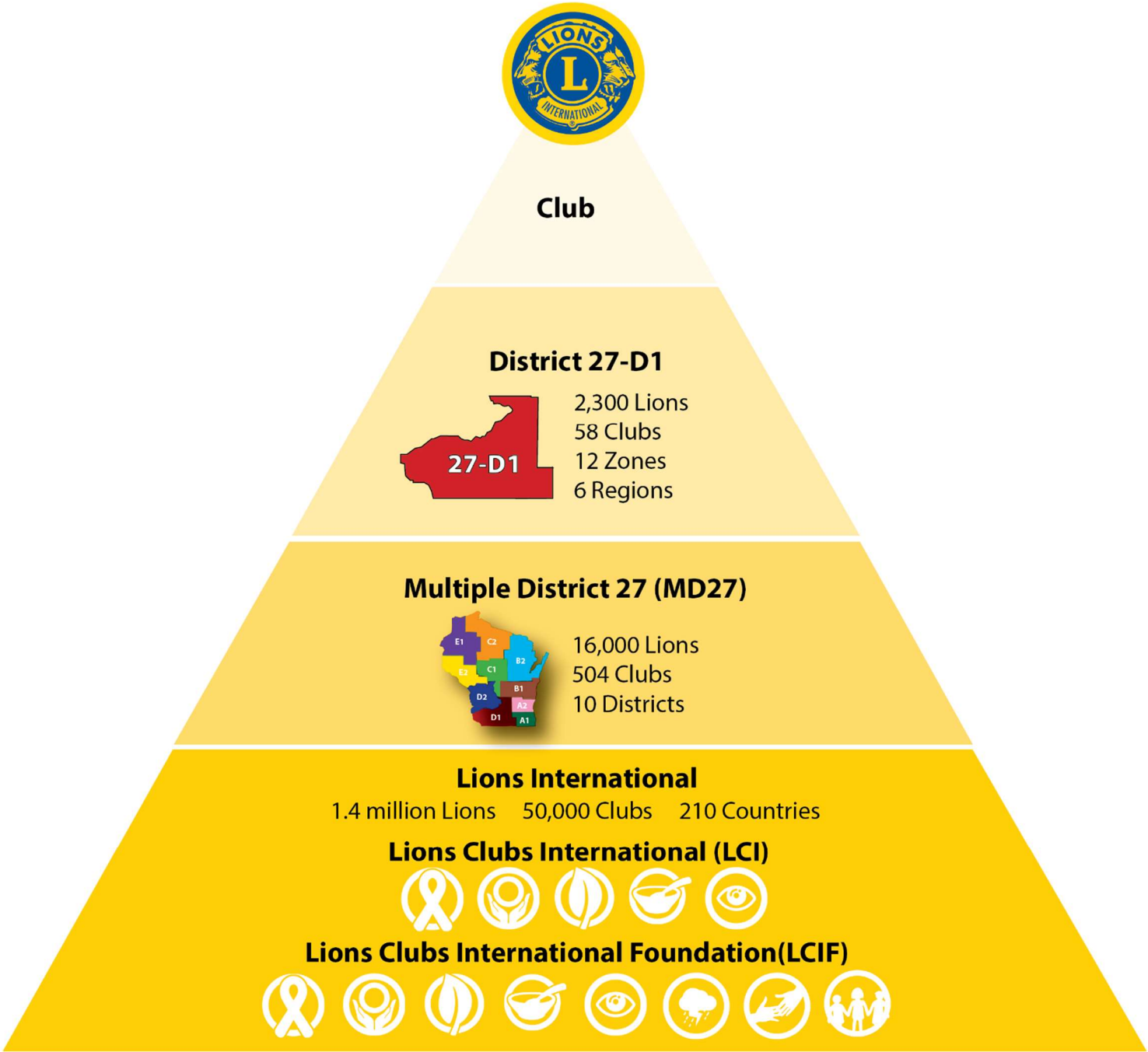
- ★ Region 1 ▲ Region 4
- Region 2 ● Region 5
- Region 3 ▣ Region 6

Numbers inside of symbols represent zones



*Madison Eve, Madison Central, Madison West, Madison/Monona Lioness Lions, UW Madison **McFarland - Lions & Lioness Lions ***Cuba City - Lions & Lioness Lions

Lions Organization



2024-25 District Calendar

July 2024

16 Cabinet Meeting Invite to Zone & Committee Reports due to execteam@lions27d1.org

August 2024

4 Cabinet Meeting Sun Prairie Lions Clubhouse, Sun Prairie, WI

10 Stuff The Bus Statewide Collection Date

Misc. dates Zone Meetings

September 2024

22 Cabinet Meeting Invite to Zone & Committee Reports due to execteam@lions27d1.org

October 2024

6 Cabinet Meeting Albany Lions Club, Albany WI

23 Region 5 & 6 Meeting Crossroads, Arthur

24 Regions 3 & 4 Meeting Albany Lions Clubhouse, Albany

28 Regions 1 & 2 TBD

December 2024

29 Cabinet Meeting Invite to Zone & Committee Reports due to execteam@lions27d1.org

January 2025

12 Cabinet Meeting – Virtual Time TBD

March 2025

14 Cabinet Meeting Invite to Zone & Committee Reports due to execteam@lions27d1.org

28 Cabinet Meeting District Convention

28-29 District Convention Marriott, Madison/Middleton, WI

May 2025

2-3 MD27 State Convention hosted by 27-D2 LaCrosse

June 2025

?? Region 5 & 6 Officer Training TBD

?? Regions 3 & 4 Officer Training TBD

?? Regions 1 & 2 Officer Training TBD

27-D1 District Governor Team

District Governor

Ron Wright
608-209-3949
lionronwright27d1@gmail.com

1st Vice District Governor

Jim Klubertanz
608-535-0234
jrklube@live.com

2nd Vice District Governor

Tony Sobczak
608-444-6629
liontonys@yahoo.com

Region/Zone	Zone Chair	Email	Cell
Region 1			
Zone 1	Andrea Murray	anlmur82@gmail.com	815-238-2228
Zone 2	Pat Parrish	patp@americandigital.com	608-334-5195
Region 2			
Zone 1	Krisann Dreger	angelkrisy@gmail.com	608-799-8819
Zone 2	Julie Baglama	juliebags2527@gmail.com	608-516-2527
Region 3			
Zone 1	Andy Grosvold	cartopilot@yahoo.com	608-217-0342
Zone 2	Russ Jorstad	russjorstad@frontier.com	608-220-5447
Region 4			
Zone 1	Gof Thomson	thomson@tds.net	608-214-5642
Zone 2	Troy Pettis	troypettis.317@gmail.com	309-540-0362
Region 5			
Zone 1	Jerry Schmitz	jerryschmitz76@yahoo.com	608-438-1512
Zone 2	Steve Handel	steve@handelent.com	608-469-0292
<i>Region 6</i>			
Zone 1	Tim Meier	tmeier@yousq.net	608-732-7907
Zone 2	Stacey Martin	smartin@grantregional.com	608-778-7902

27-D1 District Goals

1. Start 1 new club
2. Increase membership by a net margin of 10 new Lions
3. Increase service reporting to 85%
4. Increase Peace Poster participation by 5 new clubs
5. Create a Districtwide day of service
6. Increase retention rate by 10%
7. Increase LCIF donations by clubs by 25%
8. Increase LCIF donations by individual Lions by 20%

Global Action Team Coordinators

Global Leadership Team (GLT)

Bill Clausius

lionsdgbill@gmail.com

608-698-1683

Global Service Team (GST)

Alan Johnson

aj542012@gmail.com

608-513-4984

Global Membership Team (GMT)

Tim Meier

tmeier@yousq.net

608-732-7907

Global Extension Team (GET)

Jodi Burmester

jodi.burmester@gmail.com

608-444-9123

Resources

LCI Member Resource Center – Managing your Zone and Region

<https://www.lionsclubs.org/en/resources-for-members/resource-center>

<https://www.lionsclubs.org/en/resources-for-members/resource-center/zone-region-chairpersons>

<https://www.lionsclubs.org/en/resources-for-members/resource-center/improving-club-quality>

Zone Chair Responsibilities

As Zone Chair, you are the first line of support for 3-5 clubs, and you have 5 primary responsibilities:

1. Attend & make a short presentation at 2 meetings of all your clubs each year (one before November, the other after the first of the year).
2. Attend the 4 Cabinet Meetings each year (usually on a Sunday in August, October & January and at District Convention).
3. Conduct a Zone Meeting within 2-3 weeks of each Cabinet Meeting.
4. File Quarterly Reports prior to each Cabinet Meeting.
5. Assist in identifying locations for October Regional meetings and Officer Training in May or June with location requirements - Make sure the room is large enough to hold all the attendees comfortably. This will include up to 8 presenters
 - a. Officer training location requirements - Please arrive early to help with registration
 - i 6 side rooms and 1 large main room
 - ii Ability to have food served
 - iii Respond by March 15th with location to GLT - PDG Bill Clausius
6. Find your replacement & foster leadership growth in all your clubs
7. Work with your clubs to ensure that their membership & activity reports are filed each month. The District MyLCI Coordinator is available to assist you in this role.

You should expect to spend an average of 2-4 hours a month on Zone Chair duties. Each Zone Chair has a budget of \$100/year to help offset costs such as mileage to club and zone and cabinet meetings costs.

To assist you in your duties, the District will provide initial and ongoing training and will also provide mentoring/support from the GAT coordinators, Vice District Governors and other District leaders.

Cabinet Meetings & Reports

Cabinet Meetings occur within two weeks of the Council of Governors Meeting and are designed to pass information from the International, State and District levels to the clubs.

As the primary contact/resource for the clubs, it is vitally important that Zone Chairs attend all Cabinet Meetings and submit a written report to execteam@lions27d1.org two weeks in advance of each Cabinet Meeting.

Your report should include a summary of your most recent Zone Meeting (attendance, developing issues and discussions), club visits and any other pertinent information about your Zone. Your report should also include details about the date, time and location of your upcoming Zone Meeting. Include any expenses that you incurred on your District Expense Form.

The DG or Cabinet Secretary will send a Cabinet Meeting invitation out a few weeks in advance of the Meeting date requesting you to RSVP.

Reports Due	Cabinet Meeting	Location
July 16	August 4th	Sun Prairie Lions Club, Sun Prairie, WI <ul style="list-style-type: none">• Zone Meeting dates for the year should be emailed to: execteam@lions27d1.org• Also include if you have contacted all your Club Presidents & Secretaries.
September 22 nd	October 6 th	Albany Lions Club, Albany, WI 11:00 am
December 29 th	January 12 th	Virtual – Time TBD
March 14th	March 28th	Friday at District Convention – 6:00 pm

Zone Meeting & Notification

Zone meetings should be scheduled within two weeks of each of the first three cabinet meetings. Materials for the clubs will be distributed at the cabinet meetings. These are the basic timelines and guidelines for zone meetings:

ASAP

- Determine the dates for your zone meetings and coordinate these with the DG, VDGs, GAT Coordinators to avoid conflict with other zones when possible. Some zones may combine their meetings with other zones in the same region; some regions may hold a combined zone meeting with all clubs in a region participating.
- Select a location for your zone meetings. Some Zone Chairs have each club host a zone meeting; others choose one location for all meetings. Whatever the case, confirm the date with the hosting location/club.
- Notify each club president, secretary, membership chair and execteam@lions27d1.org of these dates and locations for the year ASAP.

2 Weeks Prior

- Confirm location details with the restaurant / host club.
- Send a meeting invitation to each club president, secretary and membership chair requesting an RSVP within a week.

1 Week Prior

- Follow-up with any not heard from via phone.
- Confirm any guest speakers that will be presenting at your meeting (district committee chairs, WLF directors, etc.)
- If possible, provide an agenda to all.

Day of

- Make enough copies of the agenda for all attendees.
- Organize handouts. Have a packet for each Club President.
- Go over your agenda/notes to make sure you have all the information you need.

Zone Meeting Structure

To better serve the officers' and clubs' needs the structure is designed to focus on ongoing leadership training and allow for more club interaction. It is our hope that this new structure will increase Zone Meeting attendance, not only by club officers, but grassroots members, as well.

Here's how the new structure will work:

- A compiled Cabinet Meeting Report will be sent out to all Zone Chairs following the Cabinet Meeting.
- Zone Chairs will email the Zone Meeting Invite/Agenda & Cabinet Meeting Report to their club officers prior to the Zone Meeting.
- Sample Zone Meeting Agenda

Pledge

Introductions

- Cabinet Highlights – 10-20 mins - review Cabinet Meeting items of importance. Start review of packet given to each President. This is the time for any Cabinet guests to present, too.
- Club Reports – 15-20 mins - Each club takes 5 mins reporting on what is happening in their club (challenges, opportunities, upcoming projects/events, etc.)
- Open Discussion – 10-20 mins

This is the best part of your meeting! Take notes to follow up with Clubs any issues that arise.

Club Meeting Visits

To support the clubs, you must experience firsthand the dynamics of the club and there is no better way to gain this experience than by attending club meetings.

Listed below are minimum considerations:

1. Attend one club meeting before November 30, the second one after January 1. In general, it is better to visit the club as early in the year as possible.
2. Club events are not an official visit. Club events offer the opportunity to get to know the members on a different level but do not necessarily give you a good feel for the club's dynamics. So, attend these when possible but don't count them as an official visit.
3. Be prepared to make remarks/speak on a topical Lions subject.
4. Explain the Club Excellence Award, Club Success Program & Lion & Club of the Year Awards and encourage your clubs to participate in all.
5. Things to look for at club meetings and included on your report:
 - Well run & timely meeting
 - Active committees
 - Engagement by all members
 - Look for rising leaders
 - Meeting being controlled by cliques
 - Members having fun
 - Good member interaction
6. Clubs that are weak or struggling may require more support than 2 meetings/year. It is your obligation to attend these club meetings on a more regular basis and provide whatever outside assistance is necessary. If you require additional support, contact your GAT Coordinators, VDG or the DG.
7. It is your responsibility to make sure that all club officers are aware of the district committees that are there to support their local committees. Committee chairs are available to attend meetings, make presentations and offer support as necessary.
8. In addition to your other duties, you will be asked to install new members and induct new officers. These ceremonies are included in the "Tools" section of the manual. You should always carry these ceremonies with you, so you are prepared when asked. You should also be prepared to present awards upon request.
9. You should also instill in the clubs an awareness of Lionism beyond the club including district, state and international.

Ensure your clubs are aware that you are available to help them and participate.

Club Meeting Visit Report

Complete after every club visit & email to execteam@lions27d1.org. Also keep a copy for your records

Report Date Club Name:

Members:

Attending:

Meeting Date:

Visit: 1st 2nd Additional

	Yes	No	Quality 1 (poor) – 5 (excellent)
Did the meeting start on time?			
Did the meeting end at a reasonable time?			
Prepared agenda			
Was the agenda followed?			
Prepared minutes			
Financial report			
Committee reports			
Was the meeting well run?			
Did members seem bored?			
Were members enthusiastic?			
Did members participate?			
Was the President comfortable running the meeting?			
Was the President enthusiastic?			
In your opinion did the members feel the meeting was valuable?			
Was the Tail Twister appropriate and active?			
Were new members/guests identified and engaged?			
Do you receive the club newsletter?			

Strengths / Weaknesses / Opportunities / Threats

Zone Chair Award Application @ <https://www.lionsclubs.org/en/resources-for-members/resource-center/zone-and-region-awards>



ZONE CHAIRPERSON AWARD APPLICATION 2024-2025

Zone Chairperson Name: _____ Date: _____

Home Club Name: _____ District: _____

Member Number: _____

It is suggested that the following be completed within 90 days of the International Convention or as specified by your District Constitution and By-Laws

- Confirm that each club has at least three viable and meaningful [service projects](#) planned for the year.
- Promote the [Club Excellence Award](#) and the tools available to support strong clubs.

How was the Club Excellence Award promoted? _____

Throughout the year

- Encourage every club to actively [recruit members](#).
- Visit a regular meeting of each club in the zone and report findings and suggestions for future actions to the district governor.
- Hosted three [district governor advisory committee meetings](#) (zone meeting).
- Promote attendance to district (sub- and multiple) and the International Convention during the zone meeting, via email or during your personal visit.

How were the conventions promoted? _____

- Promote Leadership Development Courses on the Lions International website to all club members during the zone meeting, via email or during your personal visit.

How were [Leadership Development Courses](#) promoted? _____

Before the end of the year

- Meet with your successor to share information related to the status of the zone and plans for future action.
- Complete either the Zone Chairperson Training or the Certified Guiding Lion Training during the 2023-2024 or 2024-2025 Lion year.
- Completed the Zone Chairperson Training on _____ (date).
- Completed the Certified Guiding Lion Course on _____ (date).
- Host a successful zone meeting. Attach a copy of the agenda and minutes.
- My zone participated in the formation of a new Lions club. Club name: _____ .

At the end of the Lion Year

- Ensure that all clubs are in active status and that each club in the zone properly elected club officers and they have been fully reported to Lions International.
- A minimum of 35% of the clubs in the zone qualify for the Club Excellence Award.

Clubs that achieved the award in your zone include:

Club Name	Club Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- Zone has a net growth in membership.

I confirm that the requirements above have been met and that the zone chairperson indicated qualifies for the award:

*District Governor Signature: _____ District: _____

District Governor Member Number: _____ Date: _____

*If sent from the district governor's registered email, it qualifies as signature on applications submitted electronically.

Please send the completed signed application to Lions International by August 31, 2025

Email: zoneandregion@lionsclubs.org



Lions International

District and Clubs Administration

Lions International
 300 W. 22nd St.
 Oak Brook IL 60523-8842 USA
www.lionsclubs.org

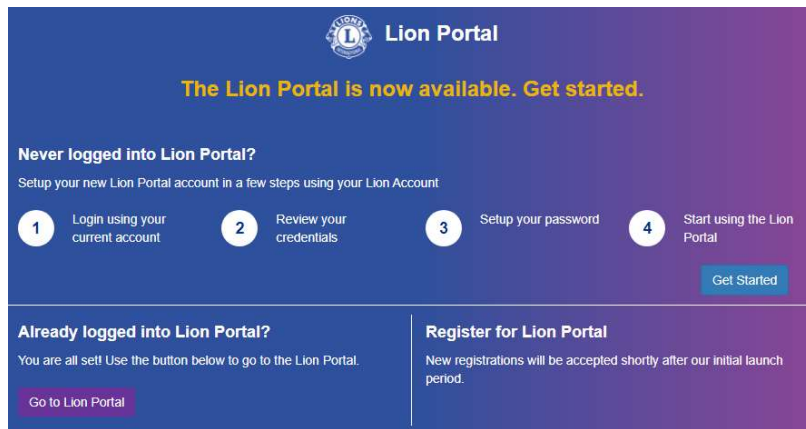
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Monitoring Your Clubs – Lions Portal

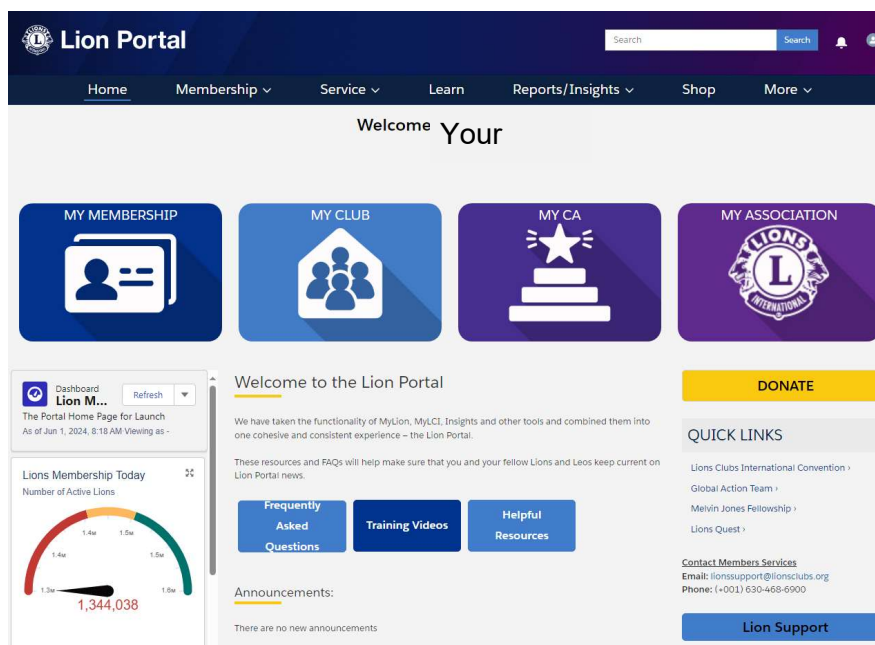
Creating Your Account – If you have not yet created your account for the new Lion Portal, you will need to do so. To create your account...

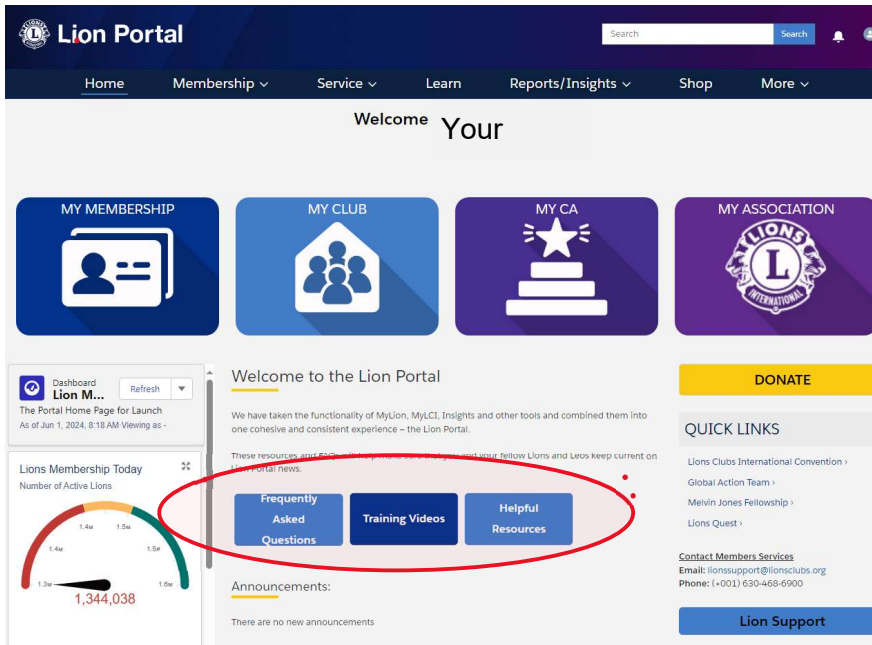
1. Go to www.lionsclubs.org
2. Click on 'Member Login' on the upper right side of the page
3. Set up your Lion Portal account following the 4 steps shown below
4. Click Get Started
5. Once you have created your new Lion Portal account, bookmark the Lion Portal login screen for easy access.

Note: You can set up your account at any time, but your 2024-25 Zone Chair access will be active as of 7/1/2024.



Lion Portal Home Screen



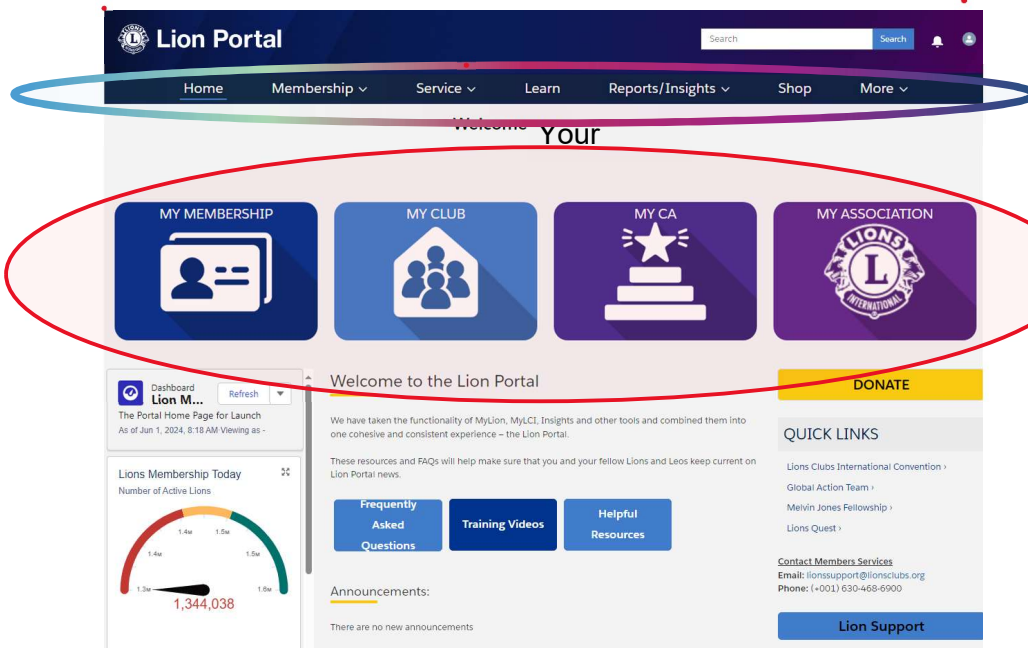


Frequently Asked Questions - Training Videos – Helpful Resources

To help with navigation, please review the training videos. Two to get started with are:

Navigating Lion Portal as a Lion or Leo

Navigating Lions Portal as a Leader



Navigation Bar

Navigation Tiles

Four Navigation Tiles – My Membership, My Club, My CA, My Association

To Access Information on your Zone, Use My CA

Navigation Bar will provide additional options for moving around the system

My CA

The screenshot shows the Lion Portal interface. At the top, there is a dark blue header with the Lion Portal logo and a search bar. Below the header is a navigation menu with options: Home, Membership, Service, Learn, Reports/Insights, Shop, and More. The main content area is titled 'Welcome to the My CA Page!' and includes links to explore officers, regions and zones, and send messages. Below this is contact information for members services. The main content area is divided into tabs: Details, My Officer Assignments, Clubs & Officers, Regions & Zones, New Club Applications, and More. The 'Clubs & Officers' tab is selected and circled in red. Below the tabs is a form displaying account information for District 27 D1, including account name, type, parent account ID, charter date, and website. To the right of the form is an 'Actions' sidebar with buttons for Manage Officers, Manage Conventions, View Conventions, Print Certified List, New Club Application, and View Officers. A 'Next' button is located at the bottom right of the form.

To Access Club Information, Select 'Club & Officers'

Then Click on 'Explore Clubs'

Select 'District' Level'

Then Select the Club from the List & Click Next

You can also use the Search Bar to access Club Information

Note: There may be more than one club with the same or similar name.

From this page, you can also access:

Your Officer Assignments

Regions & Zones

Club Statements

Lion Portal | de forest | Search | [User Icon]

Home | Membership | Service | Learn | Reports/Insights | Shop | More

Account: **MC FARLAND** | + Follow

Lion ID	Type	Status	Billing Address	Active Member Count
10642	Lions Club	Active	McFarland, Wisconsin United States	60

Club Details | Club Statements | Club Service Activities | Club Financial Details

Account Name: MC FARLAND | Type: Lions Club | Active Member Count: 60

Parent Account: District 27 D1 | Region or Zone: Zone 1 | Lion ID: 10642

Charter Established Date: 12/12/1962

Website: https://e-clubhouse.org/sites/mcfarland_wi/index.php

Meeting Location 1

Meeting Place: GREEN LANTERN | Meeting Local Place: Meeting Local Place

Meeting Week of Month: First | Meeting Local Street: Meeting Local Street

Meeting Day: Tuesday | Meeting Local City: Meeting Local City

Meeting Time: 18:30 | Meeting Local Zip Code: Meeting Local Zip Code

Meeting Street: 4412 SIGGELKOW ROAD | Meeting Local State or Prov: Meeting Local State or Prov

Meeting City: MCFARLAND | Meeting Local Country: Meeting Local Country

Meeting State or Prov: WI | Online Meeting 1:

Meeting Zip Code: 53558 | Online Meeting 1 Place: Online Meeting 1 Place

Meeting Country: UNITED STATES | Online Meeting 1 Address: Online Meeting 1 Address

Member Actions | Club Actions

- Manage Club Members
- Manage Club Officers
- Manage Delegates
- View Delegates
- View Club Officers

Club Members | Club Officers | Sponsored Clu...

Active Members

Showing 60 of 60 items

Name	Mem...	Mem...	Mem...
Ernie Thieding	Lion- Regular [Active]	ethliedg4 755@chart er.net	608-213- 4682
Albert Wheeler	Lion- Regular [Active]	mk75whee ler@gmail. com	608-695- 0118
Dennis Gullickson	Lion- Regular [Active]	denny.gulli ckson@gm ail.com	1-608- 516- 6032
Jerry Adrian	Lion- Regular [Active]	jerryamcf @aol.com	
David Olson	Lion- Regular [Active]	lv16s@ch arter.net	608-469- 7903

[View All](#)

Contact Members Services
 Email: lionsupport@lionsclubs.org
 Phone: (+001) 630-468-6900

From the Club Screen, you will be able to review Club Details, Club Statements, Club Service Activities, View Club Members and Club Officers

Club Excellence Award Application @ <https://www.lionsclubs.org/en/resources-for-members/resource-center/club-excellence-awards>



2024-2025

CLUB EXCELLENCE AWARD APPLICATION

Date: _____

Club Name: _____ Club Number: _____ District: _____

2024-2025 Club President's Name: _____

Member Number: _____ Email Address: _____

1. MEMBERSHIP

- Achieved a net growth of 2 members or 10% or more members (whichever is greater) or Chartered a new Lions club.

Name of Lions club: _____

2. SERVICE

- Started a new service project. *Consider one of our Global Causes!* Explain: _____

- List three service activities your club participated in that were reported to Lions International:

1. _____

2. _____

3. _____

3. LCIF

- Contributed to LCIF an amount greater than or equal to the club's membership total multiplied by US\$10.

Year-end membership count _____ x US\$10 = _____

4. LEADERSHIP & ORGANIZATIONAL EXCELLENCE

- Club is in Good Standing: Not in Status Quo or Financial Suspension. District dues paid and no unpaid balance with Lions International greater than US\$50 outstanding 90 days or more.

- Reported club officers to Lions International.

- Key officers participate in club officer training.

- District Webinars

- Multiple District Lions Learning Center

- International

5. MARKETING

- The club has publicized its service activities through local media or social media.

Provide a link to where they were publicized: _____

Learn more about [promoting your club and activities](#), and learn about the Marketing Award.

2024-2025 District Governor Signature*: _____ District: _____

District Governor Member Number: _____ Date: _____

**If sent from district governor's registered email, it qualifies as signature on applications submitted electronically.*

Due by: August 31, 2025

Send to: clubexcellenceaward@lionsclubs.org

Awards mailed to: 2025-2026 district governors

Request to review award eligibility from a disqualified club will be considered only if received at International Headquarters within 12 months after completion of the Lion year, provided that the original application form is already filed at Lions International.



Lions International

District and Clubs Administration

Lions International
300 W. 22nd St.
Oak Brook IL 60523-8842 USA
www.lionsclubs.org

DA-CEA 4/2024 EN

Communications - District

District Website - www.lions27d1.org

Facebook - www.facebook.com/District27D1Lions/

- District Exec Team - execteam@lions27d1.org
 - Goes to the 27-D1 District Governor, Vice District Governors, Cabinet Secretary, Cabinet Treasurer, Immediate Past District Governor, Global Membership Approach Coordinator (GMA), Global Service Team Coordinator (GST), Global Membership Team Coordinator (GMT), Global Leadership Team Coordinator (GLT) & Global Extension Team Coordinator (GET).
- District PR - pr@lions27d1.org
 - Goes to the 27-D1 Communication Team: Wisconsin Lion District Editor, PR Chair, Wisconsin Lion Editor, Social Media Chair, IT Chair and District Governor.
- District E-Mail Lists
 - 27-D1 IT Chair (Scott Grover - revorg.scott@gmail.com) creates & maintains, a number of district email lists including separate lists for Club Presidents and Secretaries. The email addresses come directly from the Club Officer Reports.
 - These lists are used to facilitate information sharing across the District to club officers. Grober reports that a percentage of officers opt out of this mailing list which means that they are not receiving communications from the District and other clubs that use the list to promote their upcoming events. Please encourage your club officers to share the information they receive with their members and to use the list to promote their upcoming projects/fundraisers.

Communications – MD27

Website - www.wisconsinlions.org

Facebook – <https://www.facebook.com/WisconsinLions>

Dues Structure for 2024-25

Membership Type	Regular	Family 1 st member at address	2 nd – 4 th Member at an address
Lions Clubs International	\$48.00	\$48.00	\$26.50
MD27	\$10.50	\$10.50	\$5.25
District 27-D1	\$6.50	\$6.50	\$3.25
Total	\$65.00	\$65.00	\$35.00

The above dues do not include the one-time \$35 initiation fee for new Lions or local club dues.

International Dues Increases

International Dues: 7/1/2024	\$48.00
International Dues: 7/1/2025	\$50.00

Supporting the Association - How Your Dues Are Used

5-year average of how your US\$43 annual dues were used fiscal 2019-2023



DISTRICT CABINET 2024-25				
Title	First Name	Last Name	Cell Phone	email
District Governor	Ron	Wright	608-209-3949	lionronwright27d1@gmail.com
District Administrator	Bruce	Voight	608-572-9173	bfvoight@charter.net
1st Vice District Governor	Jim	Klubertanz	608-535-0234	jrklube@live.com
2nd Vice District Governor	Tony	Sobczak	608-444-6629	liontonys@yahoo.com
Cabinet Secretary	Steve	Pogue	608-469-7228	svpogue@gmail.com
Cabinet Treasurer	William	Severson	608-843-3710	wcseverson@gmail.com
Candidate Search & Review/ Nominations	John	Jenson	608-770-2991	jhjenson@gmail.com
Children's Cancer Initiative	Julie	Baglama	608-516-2527	juliebags2527@gmail.com
Constitution & By Laws Policy Manual	Greg	Clark	608-444-7781	2qoclark@gmail.com
Constitution & By Laws Policy Manual	John	Jenson	608-770-2991	jhjenson@gmail.com
Constitution & By Laws Policy Manual - Chair	Phil	Ingwell	608-225-0612	pingwell36@gmail.com
Conventions (MD27&LCI) Chair	Jeff	Winkler	608-575-3291	jeffrey.winkler2@frontier.com
Diabetes Awareness & Action Plan	Jill	Kietzke	608-512-8115	fdmh7@yahoo.com
District Bartender	Missy	Dickson	608-393-4057	misskayd@gmail.com
District Bonspiel / Curling Chairperson	Tom	Coy	608-837-3466	tdcoy20@gmail.com
District Bowling Chairperson	Bruce	Voight	608-572-9173	bfvoight@charter.net
District Convention Chair	Jeff	Winkler	608-575-3291	jeffrey.winkler2@frontier.com
District Convention Member	John	Jenson	608-770-2991	jhjenson@gmail.com
Environmental Chair	Leah	Purdy	608-449-9392	leahrosepurdy@gmail.com
GET - Global Extension Team Coordinator	Jodi	Burmester	608-444-9123	jodi.burmester@gmail.com
GLT – Advisor	Jim	Klubertanz	608-535-0234	jrklube@live.com
GLT - Global Leadership Team Coordinator	Bill	Clausius	608-698-1683	lionsdgbill@gmail.com
GLT - Guiding Lion	Jodi	Burmester	608-444-9123	jodi.burmester@gmail.com
GLT – Global Leadership Team Coordinator	Rob	Sherman	608-695-4511	pdgrobs@gmail.com
GMA - Global Membership Approach Champion	Jodi	Burmester	608-444-9123	jodi.burmester@gmail.com
GMA - MD27 Coordinator Global Membership Approach	Tammy	Rockenbach	608-438-9572	lzrock@charter.net
GMT – Advisor	Adam	Crowson	608-572-2498	lionadamcrowson@gmail.com
GMT – Family & Women's Specialist/New Voices	Adam	Crowson	608-572-2498	lionadamcrowson@gmail.com
GMT - Global Membership Team Coordinator	Tim	Meier	608-732-7907	tmeier@yousq.net
GMT- Lions Portal	Adam	Crowson	608-572-2498	lionadamcrowson@gmail.com
GMT- Lions Portal	Bruce	Voight	608-572-9173	bfvoight@charter.net
GMT- Awards & recognition (Lion & club of the year)	Andy	Grosvold	608-217-0342	cartopilot@yahoo.com
GMT –Retention	Becky	Faliveno		bobnbecky@mhtc.net
GST - Global Service Team Coordinator	Alan	Johnson	608-513-4984	aj542012@gmail.com
Hearing Preservation Awareness& Action Chair	Laurie	Holthaus	608-317-4239	laurieholthaus@gmail.com
Hunger Initiative	Chuck	Wilson	608-295-0250	cwmusic@hotmail.com
Information Technology	Scott	Grover	608-215-4244	revorg.scott@gmail.com
International Relations	Peter	Cerniglia	608-219-8049	pcernigl@gmail.com

District 27-D1 Zone Chair Manual 2024-25

Title	First Name	Last Name	Cell Phone	email
Leader Dogs for the Blind Co-Chair	Patty	Zallar	608-206-2593	patty.zallar@gmail.com
Leo Chair	Brenda	Steele	608-345-3910	brendabargerrt@hotmail.com
Lions Clubs International Foundation LCIF Coordinator	Conrad	Dreyer	608-658-2505	cwdreyer@gmail.com
Lions Eye Bank of Wisconsin LEBW Director	Erica	Singley	608-279-2304	edsingley1@gmail.com
Marketing	Chris	Mertes	608-515-4289	chrismertas65@gmail.com
Parliamentarian	Phil	Ingwell	608-225-0612	pingwell36@gmail.com
Peace Poster Contest	Katie	Kapler	203-887-5096	peaceposter27D1@gmail.com
Pins	Brian	McKay	608-886-4607	bmckay22@gmail.com
Public Relations, Lions Information, Social Media	Bill	Clausius	608-698-1683	bclausius@gmail.com
Reading Action Program Chair	Steve	Pogue	608-469-7228	svpogue@gmail.com
Research & Long-Range Planning	Exec Team			
Restoring Hope Transplant House Chairperson	Alan	Johnson	608-513-4984	aj542012@gmail.com
Restoring Hope Transplant House Co-Chair	Tammy	Rockenbach	608-438-9572	lzrock@charter.net
Sergeant at Arms	Conrad	Dreyer	608-658-2505	cwdreyer@gmail.com
Stuff the Bus chair/Lions Services for Children	Bruce	Voight	608-572-9173	bfvoight@charter.net
Tail Twister	Dennis	Gullickson	608-516-6032	denny.gullickson@gmail.com
Tech Support - Zoom Commander	Dale	Burmester	608-271-4473	dburmester@gmail.com
USA/Canada Forum	Tammy	Rockenbach	608-438-9572	lzrock@charter.net
Vision Screening - Adult	Bob	Faliveno	608-444-5192	bobnbecky@mhtc.net
Vision Screening - Children / Sight Preservation Awareness & Action	Scott	Grover	608-215-4244	revorg.scott@gmail.com
Vision Screening - Children / Sight Preservation Awareness & Action Chair	Milo	Parker	608-527-5724	bluebird49@charter.net
Wisconsin Lion Newspaper Editor	Bill	Clausius	608-698-1683	pr@lions27d1.org
Wisconsin Lions Foundation	John	Elvekrog	608-575-7680	jmicheals36@gmail.com
Wisconsin Lions Foundation	Jim	Fletcher	608-845-6067	Verona.lions@gmail.com
Wisconsin Lions Missions	Jeff	Winkler	608-575-3291	jeffrey.winkler2@frontier.com
Youth Camp & Exchange Chair	Crystal	Riniker	608-732-8192	cmriniker@gmail.com
Zone Chair R1Z1	Andrea	Murray	815-238-2228	anlmur82@gmail.com
Zone Chair R1Z2	Pat	Parrish	608-334-5195	patp@americandigital.com
Zone Chair R2Z1	Krisann	Dreger	608-799-8819	angelkrisy@gmail.com
Zone Chair R2Z2	Julie	Baglama	608-516-2527	juliebags2527@gmail.com
Zone Chair R3Z1	Andy	Grosvold	608-217-0342	cartopilot@yahoo.com
Zone Chair R3Z2	Russ	Jorstad	608-220-5447	russiorstad@frontier.com
Zone Chair R4Z1	Gof	Thomson	608-214-5642	thomson@tds.net
Zone Chair R4Z2	Troy	Pettis	309-540-0362	troypettis.317@gmail.com
Zone Chair R5Z1	Jerry	Schmitz	608-438-1512	jerryschmitz76@yahoo.com
Zone Chair R5Z2	Steve	Handel	608-469-0292	steve@handelent.com
Zone Chair R6Z1	Tim	Meier	608-732-7907	tmeier@yousq.net
Zone Chair R6Z2	Stacy	Martin	608-778-7902	smartin@grantregional.com

District 27-D1 Zone Chair Manual 2024-25

Title	First Name	Last Name	Cell Phone	email
Past District Governor 1982-83	Jerry	Whitford	608-553-2613	whitfordjerry@gmail.com
Past District Governor 1986-87	Phil	Ingwell	608-225-0612	pingwell36@gmail.com
Past District Governor 1987-88	Peter	Cerniglia	608-219-8049	pcernigl@gmail.com
Past District Governor 1993-94	Michael	Tiber	608-383-3185	windstar.mt@gmail.com
Past District Governor 2000-01	Arlen	Milestone	608-235-7975	ajmilestone@charter.net
Past District Governor 2003-04	Walt	Althaus	608-293-1151	wrraega@wekz.net
Past District Governor 2006-07	Rob	Sherman	608-695-4511	pdgrobs@gmail.com
Past District Governor 2008-09	John	Jenson	608-770-2991	jhjenson@gmail.com
Past District Governor 2009-10	Rick	Daluge	608-345-0865	rhdaluge@wisc.edu
Past District Governor 2011-12	Neil	Winchell	608-346-4272	Neilwinchell1@gmail.com
Past District Governor 2011-12 – District C1	Rick	Koch	608-548-4615	rakjek1@hotmail.com
Past District Governor 2013-14	Bob	Faliveno	608-444-5192	bobnbecky@mhtc.net
Past District Governor 2014-15	Randy	Harrison	608-334-5513	randy@prairiehog.com
Past District Governor 2016-17	Eric	Holthaus	608-317-4238	ericholthaus@yahoo.com
Past District Governor 2017-18	Jodi	Burmester	608-444-9123	jodi.burmester@gmail.com
Past District Governor 2018-19	John	Elvekrog	608-575-7680	jmicheals36@gmail.com
Past District Governor 2019-20	Conrad	Dreyer	608-658-2505	cwdreyer@gmail.com
Past District Governor 2020-21	Tammy	Rockenbach	608-438-9572	lzrock@charter.net
Past District Governor 2021-22	Bill	Clausius	608-698-1683	bclausius@gmail.com
Past District Governor 2022-23	Alan	Johnson	608-513-4984	aj542012@gmail.com
Past District Governor 2023-24	Jeff	Winkler	608-575-3291	jeffrey.winkler2@frontier.com
Past International Director 1994-96	Phil	Ingwell	608-225-0612	pingwell36@gmail.com
Past International Director 2001-03	Peter	Cerniglia	608-219-8049	pcernigl@gmail.com

Lions Donation Opportunities

* Checks made out to 27-D1 should be sent to: 27-D1 Treas. Bill Severson

PO Box 16, Mount Horeb, WI 53572 / 608-843-3710 / wcseverson@gmail.com

WISCONSIN LIONS FOUNDATION (WLF) www.wlf.info 877-463-6953 wlf@wlf.info

3834 County Road A, Rosholt, WI 54473 / Evett Hartvig, Executive Director

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	WLF
Birch-Sturm Fellowship	\$1,000 - \$5,000	Ongoing	Birch-Sturm Memorial Fund, Inc (memo: honoree name)
Memorials	Varies	Ongoing	Birch-Sturm Memorial Fund, Inc (memo: honoree name)
Wish List	Call for list	Ongoing	WLF (memo: honoree name)

LIONS PRIDE ENDOWMENT FUND www.lionspride.org 715-677-7000 pride@wlf.info

3834 County Road A, Rosholt, WI 54473 /

Item	Recommended	Timing	Check Payable To
Ray Hempel Fellowship	\$1,000 - \$5,000	Ongoing	Lions Pride Campaign (memo: honoree name)

LIONS EYE BANK OF WISCONSIN www.lebw.org 608-233-2354 info@lebw.org

5003 Tradewinds Parkway, Madison, WI 53718 / Attn: Adam Crowson

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	LEBW
Capital Campaign	Varies	Ongoing	LEBW (memo: honoree name)
Knight of Sight Fellowship	\$1,000	Ongoing	LEBW (memo: honoree name)
Memorials	Varies	Ongoing	LEBW (memo: honoree name)

RESTORING HOPE TRANSPLANT HOUSE www.restoringhope.org 608-831-1726 restoringhope@tds.net

7457 Terrace Avenue, Middleton, WI 53562 / Cindy Herbst, Executive Director

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	Restoring Hope Transplant House and mailed to: Middleton Lions Club 3701 Mandimus Ct. Middleton, WI 53562

27-D1 COMBAT BLINDNESS INTERNATIONAL 608-843-3710 wcseverson@gmail.com

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	By Nov 1 st	27-D1 (memo: CBI)

27-D1 DIABETES www.wisconsinlions.org/dfg.html 608-843-3710 wcseverson@gmail.com

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	27-D1 (memo: Diabetes)

27-D1 HEARING CONSERVATION

Eric Holthaus 1209 3rd Street North, Monroe WI 53589 608-317-4238 ericholthaus@yahoo.com

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	27-D1 (memo: Hearing)
Physician Visit	\$200	As Requested	27-D1 (memo: Hearing)

LEADER DOG <https://www.leaderdog.org/>

Bill Killian 2020 14th Street, Monroe, WI 53566 608-325-4703 ktcline@hotmail.com

Item	Recommended	Timing	Check Payable To
Annual Donations	Varies	Early in Lion yr	27-D1 (memo: Leader Dog)

WISCONSIN LIONS MISSIONS <https://www.wisconsinlions.org/missions> 608-843-3710 wcseverson@gmail.com

Item	Recommended	Timing	Check Payable To
Annual Donations	\$1/member	Early in Lion yr	27-D1 (memo: WI Lions Missions)

YOUTH EXCHANGE <https://www.wisconsinlionsyouthexchange.org/>

Crystal Riniker 1825 17th Ave, Hazel Green, WI 53811 608-732-8192 cmriniker@gmail.com

Item	Recommended	Timing	Check Payable To
Annual Donations	\$2/member	By Nov. 1 st	27-D1 (memo: Youth Exchange)

LIONS CLUBS INTERNATIONAL FOUNDATION (LCIF) <https://www.lcif.org>

Form available here for download--- <http://www.lionsclubs.org/resources/EN/pdfs/lcif/lcif42m.pdf> or
send info to: 27-D1 Lions / Attn: Bill Severson / PO Box 16 / Mount Horeb, WI 53572

608-843-3710 wcseverson@gmail.com

Item	Recommended	Timing	Check Payable To
Melvin Jones Fellowship	\$1,000	Ongoing	27-D1 (memo: MJF w/recipient name)
<ul style="list-style-type: none"> Area of Greatest Need, Disaster, Sight, Youth, Humanitarian Needs 			

27-D1 Lions Contributions

2024-25 Club Worksheet

Return completed worksheet & check made out to 27-D1 by November 1st if possible, to:

27-D1 Treasurer, Bill Severson – P.O. Box 16, Mt Horeb, WI 53572

Club Name _____ Date _____ Check# _____

Project	Description	Amount
Vision Screening Adult / Children	Funds supporting vision screening and other eye health programs (including equipment purchase/maintenance & training)	\$ _____
Alert Disaster Emergency	Matching Funds Grant for MD27-D1 Lions/Lioness Clubs in the event of a local disaster or emergency	\$ _____
Birch-Sturm Foundation	Fellowship to recognize individuals who exemplify Dedication and commitment to Lionism	\$ _____
Combat Blindness International	Funds supporting Combat Blindness International	\$ _____
Diabetes	Funds support district & state diabetes awareness	\$ _____
District Lions Clubs International Foundation	Funds to support various Lions Club International Foundation activities	\$ _____
Leader Dog	Funds to support Leader Dog programs	\$ _____
Lions Eye Bank of Wis.	Funds to provide needed resources in the effort To restore sight and prevent blindness	\$ _____
Restoring Hope House	Funds supporting Restoring Hope Transplant House	\$ _____
Wisconsin Lions Foundation <i>*See note below</i>	Funds for Lions Camp, Diabetes Awareness, Eye Glass Recycling, Hearing, Vision Screening, Youth Activities Example: MD27-D1 Hearing on check memo line Unless Specified – all Funds to General Fund	\$ _____
Lions Pride Endowment Fund <i>*See note below</i>	Funds to preserve protect and provide financial Support for the continuation of all WLF statewide Projects	\$ _____
Wisconsin Lions Missions <i>See note below</i>	Funds to support 3-4 mission trips per year	\$ _____
Youth Exchange <i>*See note below</i>	Funds support annual grants for 27-D1. Youth Abroad & the MD-27 Youth Exchange Camps	\$ _____

TOTAL DONATIONS \$ _____

* Submissions to the Wisconsin Lions Foundation, Lions Pride Endowment Fund & Lions Eye Bank of Wisconsin should be made directly to those organizations.

Note --- Suggested amount of \$4.00 a member for Hearing (WLF), \$2.00 a member for Youth Exchange and \$2.00 for Wisconsin Lions Mission

Roberts Rules of Order

To...	You say...	Interrupt Speaker	Need 2nd	Debatable	Amendable	Vote Needed	Reconsider
Adjourn meeting	I move that we adjourn	No	Yes	No	No	Majority	No
Call an intermission	I move that we recess for...	No	Yes	No	Yes	Majority	No
Complain about heat, noise, etc.	I rise to a question of privilege	No	No	No	No	Majority	No
Temporarily suspend consideration of an issue	I Move to table the motion	No	Yes	No	No	Majority	No
End debate and amendments	I move the previous question	No	Yes	No	No	2/3	Yes
Postpone discussion for a certain time	I move to postpone discussion until...	No	Yes	Yes	Yes	Majority	Yes
Give closer study to something	I move to refer the matter to...	No	Yes	Yes	Yes	Majority	Yes
Amend a motion	I move to amend the motion by...	No	Yes	Yes	Yes	Majority	Yes
Introduce business	I move that...	No	Yes	Yes	Yes	Majority	Yes
<p>Motions listed above are in order of precedence. Motions listed below are no particular order</p>							
Vote on the ruling of a chair	I appeal from the chair's decision	Yes	Yes	Yes	No	Majority	Yes
Reconsider a hasty action	I move to reconsider the vote on...	Yes	Yes	Yes	No	Majority	No
Request information	Point of information...	Yes	No	No	No	No Vote	No
Protest breach of rules or conduct	I rise to a point of order	Yes	No	No	No	No Vote	No
Avoid considering an improper matter	I object to consideration of this motion	Yes	No	No	No	2/3	Yes
Take up a previously tabled matter	I move to take from the table....	No	Yes	No	No	Majority	No
Suspend rules temporarily	I move to suspend the rules so that...	No	Yes	No	No	2/3	No
Verify a voice vote by having members stand	I call for a division or Division?	Yes	No	No	No	No Vote	No

Procedure For Handling A Main Motion

NOTE: Nothing goes to discussion without a motion being on the floor.

Obtaining and assigning the floor

- A member raises hand when no one else has the floor
- The chair recognizes the member by name

How the Motion is Brought Before the Assembly

- The member makes the motion: I move that (or "to") ... and resumes his seat.
- Another member seconds the motion: I second the motion or I second it or second.
- The chair states the motion: It is moved and seconded that ... Are you ready for the question?

Consideration of the Motion

1. Members can debate the motion.
2. Before speaking in debate, members obtain the floor.
3. The maker of the motion has first right to the floor if he claims it properly
4. Debate must be confined to the merits of the motion.
5. Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.

The Chair Puts The Motion To A Vote

1. The chair asks: Are you ready for the question? If no one rises to claim the floor, the chair proceeds to take the vote.
2. The chair says: The question is on the adoption of the motion that ... As many as are in favor, say 'Aye'. (Pause for response.) Those opposed, say 'Nay'. (Pause for response.) Those abstained please say 'Aye'.

The Chair Announces The Result Of The Vote

1. The ayes have it, the motion carries, and ... (indicating the effect of the vote) or
2. The nays have it and the motion fails

WHEN DEBATING YOUR MOTIONS

1. Listen to the other side
2. Focus on issues, not personalities
3. Avoid questioning motives
4. Be polite

How To Accomplish What You Want To Do In Meetings

MAIN MOTION - You want to propose a new idea or action for the group.

- After recognition, Member makes a motion by saying: "Madame Chairman, I move that _____."

AMENDING A MOTION - You want to change some of the wording that is being discussed.

- After recognition, Madame Chairman, I move that the motion be amended by adding the following words _____."
- After recognition, "Madame Chairman, I move that the motion be amended by striking out the following words _____."
- After recognition, "Madame Chairman, I move that the motion be amended by striking out the following words, _____, and adding in their place the following words _____."

REFER TO A COMMITTEE - You feel that an idea or proposal being discussed needs more study and investigation.

- After recognition, "Madame Chairman, I move that the question be referred to a committee made up of members Smith, Jones and Brown."

POSTPONE DEFINITELY - You want the membership to have more time to consider the question under discussion and you want to postpone it to a definite time or day, and have it come up for further consideration.

- After recognition, "Madame Chairman, I move to postpone the question until _____."

PREVIOUS QUESTION - You think discussion has gone on for too long and you want to stop discussion and vote.

- After recognition, "Madam President, I move the previous question."

LIMIT DEBATE - You think discussion is getting long, but you want to give a reasonable length of time for consideration of the question.

- After recognition, "Madam President, I move to limit discussion to two minutes per speaker."

POSTPONE INDEFINITELY - You want to kill a motion that is being discussed.

After recognition, "Madam Moderator, I move to postpone the question indefinitely."

POSTPONE INDEFINITELY - You are against a motion just proposed and want to learn who is for and who is against the motion.

- After recognition, "Madame President, I move to postpone the motion indefinitely."

RECESS - You want to take a break for a while.

- After recognition, "Madame Moderator, I move to recess for ten minutes."

ADJOURNMENT - You want the meeting to end.

- After recognition, "Madame Chairman, I move to adjourn."

PERMISSION TO WITHDRAW A MOTION - You have made a motion and after discussion, are sorry you made it.

- After recognition, "Madam President, I ask permission to withdraw my motion."

CALL FOR ORDERS OF THE DAY - At the beginning of the meeting, the agenda was adopted. The chairman is not following the order of the approved agenda.

- Without recognition, "Call for orders of the day."

SUSPENDING THE RULES - The agenda has been approved and as the meeting progressed, it became obvious that an item you are interested in will not come up before adjournment.

- After recognition, "Madam Chairman, I move to suspend the rules and move item 5 to position 2."

POINT OF PERSONAL PRIVILEGE - The noise outside the meeting has become so great that you are having trouble hearing.

- Without recognition, "Point of personal privilege."
- Chairman: "State your point."
- Member: "There is too much noise, I can't hear."

COMMITTEE OF THE WHOLE - You are going to propose a question that is likely to be controversial and you feel that some of the members will try to kill it by various maneuvers. Also, you want to keep out visitors and the press.

- After recognition, "Madame Chairman, I move that we go into a committee of the whole."

POINT OF ORDER - It is obvious that the meeting is not following proper rules.

- Without recognition, "I rise to a point of order," or "Point of order."

POINT OF INFORMATION - You are wondering about some of the facts under discussion, such as the balance in the treasury when expenditures are being discussed.

- Without recognition, "Point of information."

POINT OF PARLIAMENTARY INQUIRY - You are confused about some of the parliamentary rules.

- Without recognition, "Point of parliamentary inquiry."

APPEAL FROM THE DECISION OF THE CHAIR

- Without recognition, "I appeal from the decision of the chair."

Rule Classification and Requirements

Class of Rule	Requirements to Adopt	Requirements to Suspend
Charter	Adopted by majority vote or as proved by law or governing authority	Cannot be suspended
Bylaws	Adopted by membership	Cannot be suspended
Special Rules of Order	Previous notice & 2/3 vote, or a majority of entire membership	2/3 Vote
Standing Rules	Majority vote	Can be suspended for session by majority vote during a meeting
Modified Roberts Rules of Order	Adopted in bylaws	2/3 vote

New Member Induction Ceremony

I would like the new members and their sponsors to come to the front of the room.

Would everyone please close your eyes?

Imagine a world where you cannot see

Imagine a world where you cannot hear

Imagine a world where you do not have clean water to drink

Imagine a world where you do not know when your next meal will be

Imagine a world of finger pricks and carb counting

Imagine the world of a parent whose child has been diagnosed with cancer

Now, imagine a person that works hard to ease these sufferings

Imagine a person that volunteers their time for others

These are focus areas of the Lions

Now you have a picture of the Lions

Please open your eyes to the Lions surrounding you

Lions started in 1917 by Melvin Jones a businessman wanting to better his community

In 1925, Helen Keller gave the Lions their first mission when she asked them to be Knights of the Blind in the crusade against darkness.

While that was our first mission, we are doing so much more. Now, our mission is to empower volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions clubs.

Our motto is We Serve

Since you have expressed a desire to affiliate with this club, and with Lions Clubs International, I now ask that you respond to my words with a simple "I will"

Do you hereby accept membership in the _____ Lions Club knowing that you are encouraged to participate in functions of the club?

I WILL

To the best of your ability will you abide by the Lions Code of Ethics, attend meetings whenever possible and contribute your share to the programs of your club, district and Lions Clubs International

I WILL

Congratulations, you are now a member of the _____ Lions Club. Will your sponsor now present your Lions emblem pin, which signifies membership?

Alternate New Member Induction Ceremony

It is an important day in the life of any Lions Club when a new member joins, because it is from new members that we draw new energy, ideas, and hands, for Lion service.

Today we welcome: _____ (new member) _____ and his/her sponsor, Lion _____(sponsor)_____, please come forward.

_____ (new member) _____ is an _____ (occupation) _____ for _____ (employer) _____ and he/she lives in _____ (city) _____ with _____ (spouse/partner name, if appropriate) _____.

You have been invited to join the _____ (club name) _____ Lions Club. We are a member club of Lions Clubs International, the largest service organization in the world, with over 1.35 million members in 207 countries and geographic areas.

We offer you a warm welcome to a group of congenial people who will become your friends, interesting and informative meetings, and, most of all, the opportunity to serve those less fortunate through our committees and projects.

Our service extends throughout the state through the Wisconsin Lions Foundation, and throughout the world through Lions Clubs International Foundation. There are opportunities to attend training and information sessions that offer invaluable information useful not only in Lions but in all aspects of your life and can lead to leadership responsibility.

We ask that you attend meetings regularly, participate in Club activities as much as possible, & get involved in as many aspects of Lionism as you can.

Do you accept our invitation? (New member reply).

You are now a member of _____ (club name) _____ Lions Club.

To remind us all of why “We Serve”, I ask all present to close their eyes.

You are experiencing a momentary limitation of your senses.

Think for a moment of what you have lost.

How will you do all the things you now do routinely?

At the 1925 Convention, Helen Keller asked Lions to be her “Knights of the Blind”, and since that time, the preservation and restoration of vision has been Lions primary mission.

With your help, we will do more. You may now open your eyes.

Your sponsor will now present your Lions pin, which you should wear with pride and satisfaction, knowing that you are helping others in many ways and in many places.

Lion President: (President offers welcome, presents New Member Kit.)

Lion (new member’s name), you now have a minute or two to tell us anything you wish about yourself, your occupation, family, interests - whatever you choose.

LCI New Member Induction Ceremony

On behalf of the officers and members of the _____ Lions Club, I express to you our pleasure and pride at your presence at this meeting. You have been invited to become (a) member(s) of our fellowship and we are happy and proud that you have decided to accept membership in the _____ Lions Club and Lions Club International.

Membership in this club is a privilege. You are about to become a member of the world's largest and most active service club.

Lionism is a cooperative effort in which all of us must participate with our time and talents to be successful in our efforts to serve. Therefore, as a Lions club member, we expect that you will become actively involved in this club's fundraising and service projects in order to serve our communities and those less fortunate than ourselves here and around the world. What we ask of our members is...

- To give freely of your time and energy.
- Attend club meetings.
- Be available for committee assignments
- Be knowledgeable about the aims and objectives of Lions
- Support you club officers

In return for this commitment, you will enjoy the fellowship of some of the finest people in your community and more importantly you will have the opportunity to make a positive difference in the lives of others.

Having heard about the commitment and rewards of Lionism and since you have expressed a desire to become a member of the _____ Lions Club and therefore Lions Clubs International I now ask that you respond to the following with "I do" or "I will" as appropriate.

Do you _____ hereby accept membership in the _____ Lions Club knowing that by becoming a member you are obligated to participate in all club functions to the best of your ability?

New Member: I will

Will you abide by the Lions Code of Ethics, regularly attend meetings, accept committee assignments and contribute your share to the programs of your club, district and Lions Clubs International?

New Member: I will

And now Lion _____, as Lion _____'s sponsor you have a number of obligations to him/her and the club that will to ensure that he/she can be the best Lion possible. Will you fulfill the following responsibilities?

- Introduce your new member to all the club members and help them to feel welcome.
- Provide your new member with information about the club, it's officers and the organization beyond the club.
- See to it that you new member is assigned to the appropriate committees to ensure he/she is an active member of the club.
- Arrange for a formal Lions orientation session.
- Act as a mentor and answer any questions that your new member might have.
- Encourage your new member to discuss any issues they might have and offer possible solutions.
- Assist your new member in any way possible so he/she can develop into an outstanding Lion. **Sponsor:** I will

Congratulations Lion _____! As your sponsor presents you with your first Lions pin, wear it proudly. It identifies you as a member of the world's largest service organization and a person who has answered the call of "We Serve."

I also wish to present you with a new member kit that contains your certificate of membership and other materials which will help you better understand our organization.

And now Lion _____, please tell us a little about yourself... family, work, hobbies, where you live, etc. This is probably the one and only time you can speak freely with no worries of fines from the Tail Twister.

Thank you, Lion President, _____ for the privilege of inducting the newest member(s) of our great association.

Will all Lions and guests please come forward and introduce and welcome our newest member.

Lions Club Officer Installation Ceremony

Installing Officer:

It is my honor today to install the officers of this club for the coming Lionistic year.

Lion Secretary, have the officers to be installed been properly elected to their respective offices?

(The secretary attests the election.)

It is not my intention to instruct them in detail on their various duties. Their names have been filed with Lions Clubs International, from which they will receive information and suggestions for carrying out their various duties. They have also had the opportunity to attend regional officer training sessions earlier this year that detailed the responsibilities of each office. With all this information available to them they should fully understand their duties and can be depended upon to execute their duties faithfully.

I shall, however, call each officer to the dais, and briefly outline his/her duties to the club, so that all members may know what to expect.

(The Lion Tamer is called.)

Lion _____, you have been elected to serve as Lion Tamer. As such you will be in charge of and responsible for the club's property. You will see to it that the flags, gong, gavel and badge boards are properly placed, that the standard organization chart is displayed conspicuously at every meeting; and that all materials are properly distributed. You are to assist the past presidents as the official greeters, always welcome and introduce all guests and see that places are provided for all.

Will you perform these duties to the best of your ability?

Lion Tamer: I will. (The Tail Twister is called.)

Installing Officer:

Lion _____, you have been elected to serve as Tail Twister. As such you shall maintain harmony, and encourage good feelings, life and enthusiasm in the meetings. You shall impose and collect the fines at the meetings and shall use your best judgment when doing so.

Much of the success of the meetings will depend upon your resourcefulness in promoting fellowship, fun and laughter, making the members forget, for a time at least, their business and any worries they may have. Thus you will break down any reserve which might exist, and draw the members together in closer friendship.

Will you perform these duties to the best of your ability?

Tail Twister: "I will." (Directors are then called.)

Lions _____ and _____, you still have one year to serve as directors.

Lions _____ and _____ you have been

elected to serve as directors on the board two years. With the other officers, you form what is termed the board of directors of the club. Your position is important because you will assist in formulating and executing the policies of the club. All new business is considered and shaped by this board of directors.

You will faithfully attend the regular and special meetings of the board, and give unselfishly of your time and effort to advance your club and Lions Clubs International.

Will you perform these duties to the best of your abilities?"

Directors: 'I will. (The Membership Director is called.)

Lion _____, you have been elected to serve as the club's Membership Director. You will lead the Membership Committee and help them to develop and implement a growth program as approved by the club's board of directors. You will regularly report to the

club and encourage and assist members in bringing qualified members into the club, always using proper recruitment methods. In addition, you will work with the club's leadership in insuring that membership losses are kept at a minimum. You will also serve as a member of the zone level membership committee and cooperate generally with programs at the district level.

Will you perform these duties to the best of your ability?

Membership Director: I will. (Vice-presidents are called.)

Lions (third vice-president, second vice-president and first vice-president), you have been elected to serve as vice presidents. What I have just said about the duties of the directors also applies to you. In addition, you, in order of your office and presence, will substitute for the president when absent from any club or board of directors meeting.

Your position is more than an honorary one. In a Lions club, the vice-presidents shall, under direction of the president, oversee the functioning of such committees as the president may designate.

Will you, as vice-presidents, perform your duties to the best of your abilities?

Vice Presidents: I will. (Treasurer is then called.)

Lion _____ you have been elected to serve as treasurer. As such you will be custodian of all club funds. Naturally you will deposit all monies received in such bank or banks as are designated by the board of directors.

You will assist the finance committee in preparing a budget and such financial statements as may be necessary. You will disburse funds only upon direction of the board of directors. You will give bond for the faithful performance of your duties; this is for your own protection and in keeping with recognized and accepted business procedure.

Will you, as treasurer, perform your duties to the best of your ability?

Treasurer: I will. (Secretary is then called.)

Lion _____, you have been elected to serve your club as secretary. Yours is one of the most important offices in the club. The success of your club will be determined largely by the efficiency with which you perform the duties of your office. You are the president's right hand. Under the president's direction and that of the board of directors, you are the liaison officer between your club and Lions Clubs International and between your club and your district governor's organization. You will receive many communications from both. Through you, in the post of corresponding officer, it will be your duty to see that all communications are properly referred to your board of directors or your club as circumstances require or justify.

Among your duties as provided in the Lions Clubs International Constitution and

By-laws, you shall submit regular Monthly Membership Reports to Lions Clubs

International, with copies to our district governor and vice district governor. You shall keep the general club records, including minutes of club and board meetings, committee appointments, officers' list, attendance records, list of key members and list of members showing their classifications, addresses and telephone numbers.

You shall collect from the members, and others, all monies due the club, turning such funds over to the treasurer, taking proper receipt.

You shall furnish a financial statement to the board of directors monthly, to the club quarterly, and to Lions Clubs International semi-annually. As part of your monthly report to the board, you shall include the names of all members who are in arrears in payment of dues and those who have absented themselves beyond the attendance requirement provided in the Constitution and By-laws.

You are also an active member of the district governor's advisory committee and as such you will attend the quarterly advisory committee meetings of your zone. You will receive pertinent information from Lions

Clubs International intended to aid you in properly performing the duties of your office.

Will you, as secretary, perform such duties to the best of your ability?

Secretary: I will. (The president is then called.)

Lion _____, having been elected to the office of president of your club, you are its chief executive officer and will be expected to preside at all meetings of your club, and regular and special meetings of your board of directors.

It is your duty to appoint the administrative and activities committees, in accordance with the Lions International Club Standard Organization Plan, and to act as an ex-officio member of each of these committees. With your vice-presidents, you shall see to it that these committees' function.

You are also, with the club secretary, an active member of the district governor's advisory committee and as such you will attend the quarterly advisory committee meetings of your zone.

Keep in mind that at the end of your term of office you will be called to give an account of your stewardship. Your record of achievement will then be history. This record in years to come will be compared with the records of other presidents. Your club members will best decide your success. Now is the time to plan and take steps to continue to build your club in every way possible so that it may be an example to other clubs, and a credit to the community, the district and to Lions Clubs International.

Will you, as president, perform your duties to the best of your ability?

President: I will.

The policies and the achievements of this Lions club will depend largely upon the actions of the board of directors of which you are members.

You shall authorize all expenditures. So may I, at this time, caution you not to create any indebtedness beyond the income of the club, nor disburse funds for purposes that are non-essential to the objects of the club.

On your honor as Lions, do you individually and collectively promise to stand by this club, live with it and work with it throughout the coming year; to take such time as may be necessary to perform your official duties properly?"

Officers: I do.

(Requests club membership to rise. Addresses club members.)

Lions, I want to call to your attention the fact that these Lions who have been entrusted by you with the club responsibilities for the coming year, have signified their intention to exert their very best personal efforts to make your Lions club the kind of organization it should be.

It must be remembered that the only way in which these new officers can successfully carry on is for them to receive the fullest support of every individual member. As an individual, when requested by your president to serve on a committee, to perform some duty in Lions or to support your club in any way in which it will need your support, will you bear in mind that you members collectively elected these officers, and accordingly, will you pledge to support them actively at all times?"

Club members: I do.

It is now my great pleasure to declare these Lions duly installed into the respective offices to which they have been elected.

(Addresses president, presenting the gavel of the club):

To you, Lion President, I hand this gavel, as a token of your club's esteem, love and confidence in you, and as your symbol of authority. On behalf of the membership of your club, I want to assure you to their readiness to follow your leadership during your term of office."

And now Lion _____, it is my personal pleasure to congratulate you upon the honor your club has conferred in electing you as its chief executive, and to extend my very best wishes to you and this splendid club, for a most successful year under your leadership.

Alternate Officer Installation Ceremony

In one sense, what we do today is routine - all over the world, around this date, about a quarter million Lions will be inducted into offices in their Lions Clubs.

But it is still a special occasion when a new leadership team takes the helm. New ideas, new directions, and hopefully, new jokes.

Election to office in a Lions Club is at the same time a recognition and a challenge. Recognition, because your fellow members have seen the effort you put into serving your community. And a challenge to continue that effort to build your Club.

Lion Secretary, have these officers and directors to be installed been duly elected and qualified?

President _____(current president)_____, you remain on the Board this year as Immediate Past President. Freed of the responsibilities of day-to-day operation, you should use your experience to counsel the Board as it builds on the foundation laid by you and your predecessors. We don't reinvent the wheel nearly as often when an experienced wheelwright is at hand. You may, however, without a single twinge of conscience, hand over to your successors all of that wonderful correspondence from worthy organizations that will continue to fill your mailbox.

Lion _____(membership chair)_____, you have been elected to the position of Membership Director, established by Lions International because of the importance of membership to a Club's service. In this capacity you should encourage and assist Club members to seek out prospective new members, keep members mindful of how the process works, and with the help of your committee, compile information so that prospects will understand what is expected of a Lion, and the benefits they will receive as members of the world's largest service club.

I now ask next year's Board of Directors to please step forward. Lions _____(directors)_____ you have been chosen to serve as Directors. In that capacity you are not

responsible for any specific Club activity, and so you should consider and guide all aspects of the Club's operations. Where possible, you should serve on the Club's major committees, so that there will be a continued flow of information and understanding back and forth between the Board which sets policy and the committees who execute it.

Lions _____(secretary)_____ and _____(treasurer)_____, please come forward. You have been chosen as Secretary and Treasurer, the administrative officers of the Club. It is your job to keep the records and make the reports required for Club operation, and to use your experience to advise the Board on matters of history, precedent, and bank balance. Good records and sound finance are vital to the success of our Club.

I ask _____(tt)_____ to come forward. You have been elected Tail Twister, in many ways the most difficult position on the Board. In spite of what you hear from time to time, your fellow Club members have great confidence that you will perform the delicate task of maintaining cheerful fellowship at our meetings, so that serious business can be lightened with good humor.

I ask _____(lion tamer)_____ to come forward. You have been elected to serve as Lion Tamer. You are responsible for the club's property. It is your job to ensure that the flags, gong, gavel and badge boards are properly placed at every meeting. You are also the club's official greeter, always welcome and introduce all guests and see that places are provided for all

_____(vp's)_____, please come forward. You have been elected Vice Presidents and executive officers of our Club. These positions recognize the leadership you can provide and require you to work with the Committee chairpersons assigned to you to be sure that the functions of the Club's operation are carried out. You will also preside at meetings should the President be absent.

Lion _____(incoming pres)_____, please come to the podium. You have been elected as President, and will preside at all Club and Board

of Directors meetings. You will represent the Club at Lions and public functions, and guide and coordinate the activities of

_____. Your election recognizes your ability to manage, and the many contributions you have already made to our Club and its service.

Board members, you have heard what your Club has selected you to do. Do you accept the responsibility of your office? If so, answer “I do.”

Will all Club members please stand. I now declare your Board of Directors installed, and ask you to join me in a commitment to work with them to perform the service and enjoy the fellowship that make Lion membership satisfying.

Lion President _____(president)_____, have a great year! Here is the gavel which is the symbol of your position.