

# **CLEMSON LIONS CLUB**

## **CONSTITUTION**

**Revised March 2006**

# **The International Association of Lions Clubs Clemson Lions Club, Clemson, South Carolina**

## **Constitution**

### **Article I Name**

**Section 1.** This organization shall be known as the Lions Club of Clemson, South Carolina, chartered by, and under the jurisdiction of The International Association of Lions Clubs.

### **Article II Purpose**

**Section 1.** To form a body thoroughly representative of the business and professional interests of the city of Clemson, South Carolina; to unite its members in the closest bonds of good fellowship and to promote closer business and social union among the members.

**Section 2.** To encourage active participation in all things that have to do with commercial, civic and industrial betterment.

**Section 3.** To uphold the principles of good government.

**Section 4.** To assist in every honorable way in furthering the interests of its members and toward bringing about better understandings among them.

**Section 5.** To teach that organization, cooperation and reciprocity are better than rivalry, strife and destructive competition.

**Section 6.** To encourage the application of the highest ethical standards in business, and endeavor, by the exchange of methods and ideas, to increase efficiency in all lines of work represented.

### **Article III Membership**

**Section 1.** Any adult person of good moral character and good standing in the community who is engaged in or retired from a legitimate recognized business or professional activity should be eligible for membership. Wherever the male gender or pronoun appears in this Constitution and By-Laws, it shall be interpreted to mean both male and female.

**Section 2.** Membership shall be graded as Active, Life, Privileged, Member-at-Large, Honorary, Associate and Affiliate.

**Section 2.1. Active Member:** An Active member is entitled to all rights and privileges and subject to the obligations which membership in a Lions club confers or implies. Without limiting such rights and obligations, such rights shall include eligibility to seek, if otherwise qualified, any office in this club, district, or association and the right to vote on all matters requiring 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 the Lions Club in the community.

**Section 2.2. Member-at-large:** The board of directors shall have the power, in its discretion, to elect to Membership-at-Large members of the club who have moved from the community or members who because of health or other legitimate reasons are unable to attend club meetings regularly. Each member so classified is reviewed every six months by the board of directors. A Member-at-Large has no voting rights, but shall pay such dues as the local club may charge, which shall include district and international dues.

**Section 2.3. Life Membership:** Any member of this club, who has maintained a continuous active membership as a Lion for twenty or more years, and has rendered outstanding service to this club, his community, or to his association; or any member who is critically ill; or any member of this club who has maintained such continuous active membership for twenty or more years and has served as an officer of this association may be granted Life Membership in this club. Life membership is based on (1) recommendation by the club, (2) the payment of \$500.00 by the club in lieu of all future dues to the association, and (2) approval by the International Board of Directors. Nothing herein shall prevent the club from charging such dues, as it shall deem proper. Life members are active members of the club and shall be entitled to all the privileges of membership.

**Section 2.4. Associate Member:** An Associate Member is a Lion who holds primary membership in another Lions club but maintains a residence or is employed in the community served by this club. Associate memberships may be conferred by the invitation of the board of directors and shall be reviewed annually. The club shall not report an Associate Member on its membership and activities report. The Associate Member, attending club meetings are eligible to vote on club matters, but may not represent the club as a delegate at district, multiple district, or international conventions. Associate members shall not be eligible to hold club, district or international office, nor district, multiple district or international committee assignments through this club. International, district, and multiple district dues shall not be assessed the Associate, provided, however, nothing shall prevent this club from assessing an associate such dues as it shall deem proper. The club shall set aside the international annual dues of Active, Privileged, Member-at-Large, and Honorary members. All dues and fees shall be remitted to Lions International in accordance with the Constitution and By-Laws of Lions International.

**Section 2.5. Affiliate Member:** A quality individual of the community who currently is not able to fully participate as an Active member of the club but desires to support the club and its community service initiatives and be affiliated with the club. This status may be conferred by the invitation of the club's board of directors. An affiliate member, when attending meetings, may be eligible to vote on club matters. but may not represent the club as a delegate at district, multiple district, or international conventions.

AFFILIATE MEMBERS shall not be eligible to hold club, district, multiple district, or international office, nor district, multiple district, or international committee assignments. An Affiliate Member shall be required to pay district, multiple district, international and such dues as the club may charge.

**Section 2.6. Honorary Member:** Honorary Members are residents of the community who have performed outstanding services for it or the Lions club, upon whom the club may desire to confer special distinction. This club shall pay entrance fees and international and district dues for such a member, who may attend meetings, but shall not be entitled to any privileges of active membership.

**Section 2.7. Privileged Member:** Privileged members are members of the club who have been Lions fifteen years or more, who, because of illness or infirmities or advanced age or other legitimate reason in the opinion of the board of directors of the club, have relinquished their active classification. They shall be entitled to all the privileges of membership except the right to hold office in the club, district or association. A Privileged member shall pay such dues as the local club may charge.

**Section 3.** Membership shall be acquired by invitation only. Nominations shall be made on forms provided by the membership committee or secretary, and shall be signed by a member in good standing who shall act as sponsor. No prospective member shall be invited to join the club until after his nomination has been approved in the following manner: The sponsoring Lion shall give the name of the prospect to the membership chairman. The membership chairman, after investigation, shall submit it to the board of directors for consideration. If the nominee is approved by the board, it shall be circulated at a regular meeting of the club, and shall be voted on at the same meeting, or a subsequent regular meeting of the club. A nominee must receive a positive vote by three-fourths of the members voting. All negative votes must be signed by the members so voting or the votes will be disqualified. As soon as conveniently possible after the ballots have been counted, the sponsoring member will be notified of the results of the voting. If approval is granted, then the prospect can be invited to become a member of the club. A properly filled out nomination form, together with a check for the membership fee, must be in the hands of the secretary before the member can be officially inducted into the club or reported to Lions International as a member.

**Section 4.** The Club may admit to membership residents of Clemson, South Carolina, and residents of adjacent communities.

**Section 5.** No person shall simultaneously hold membership, other than Honorary, in this and any other Lions club. No person shall simultaneously hold membership, other than Honorary, in this Lions Club and any other service club of like character.

**Section 6. Reinstatement:** Any member dropped from membership in this club may be reinstated within six months from the date of termination of his membership by a majority vote of the board of directors. In the event more than six months have elapsed between such termination and his reinstatement application, it will be necessary for him to come into the club under the procedure set forth in Section 3 of Article III.

**Section 7. Transfer Membership:** This Lions Club may accept a member on a transfer basis a member of a Lions Club who has moved from the community served by the club to the territory of another Lions club. The application to transfer a membership must be made within six months from the date of termination, in good standing, of membership in the former club. The secretary of the former club shall provide a statement showing the member's record in that club. If more than six months have passed between termination of his membership in another club and the submittal of completed transfer membership form or current membership card, he may acquire membership in the club only under provision of Section 3 of Article III.

## **Article IV Fees and Dues**

**Section 1.** There shall be a membership fee (see By-Laws, Article II, Section 1) for each new member of the club, except honorary and associate, which shall be collected before the proposed member is identified as a member of this club and before the secretary shall be permitted to report the new member to Lions International.

**Section 2.** The dues of this club shall be established by the board of directors and approved by the club membership at a regular meeting. The dues shall be payable quarterly in advance.

**Section 2.1.** Three dollars of the annual dues shall be set aside in the administrative account and be used to help defray the expenses of the club's delegates to the International Convention, USA/Canada Forum or the Multiple District State Convention. The amount allowed each delegate shall be determined by the board of directors and shall not exceed 50% of payment allowed through Lions International rules of audit without special approval of the club.

**Section 2.2.** Honorary Members shall not pay club dues, but in all cases, the club shall pay the regular Lions International entrance fee as well as international and district dues.

**Section 2.3.** Each Life Member shall be required to pay such dues as the club may prescribe.

**Section 2.4.** The club may, in the discretion of its board of directors, elect to waive its regular entrance fee for any former member of another Lions club who is now eligible for membership in this club; however, in addition to the payment of the regular club dues in effect at that time, such transfer members shall be required to pay the club's transfer fee (see By-Laws, Article II, Section 1).

**Section 2.5.** This club may, in the discretion of its board of directors, elect to waive its regular entrance fee for any former member who wishes to be reinstated; however, in addition to the payment of the regular club dues in effect at that time, such reinstatement members shall be required to pay the club's reinstatement fee (see By-Laws, Article II, Section 1).

**Section 2.6.** The club shall set aside the international annual dues of Active, Privileged, Members-at-Large, Honorary and Affiliate members. All dues and fees shall be remitted to Lions International in accordance with the Constitution and By Laws of Lions International.

**Section 3.** No dues, fees or assessments in addition to that set forth herein may be levied on, or required of any member of this club, its board of directors or any officer or member of this club.

## **Article V Resignations**

**Section 1.** Resignation of any member shall be effective upon submission of written notice to the president or secretary of the club, provided all dues to date of resignation have been paid.

## **Article VI Forfeiture of Membership**

**Section 1.** The secretary shall submit to the board of directors the name of any member who refuses or neglects to pay any indebtedness due to the club within 30 days after formal demand has been made by the secretary. The board shall decide if the member shall be dropped or retained on the roster.

**Section 2.** Any member may be expelled for cause from the club by a two-thirds vote of the entire board of directors.

**Section 3.** The name of any member who is absent from four consecutive regular meetings, without acceptable cause given to the attendance committee chairman or club secretary, shall be submitted to the board of directors by the secretary at the board meeting following the fourth such absence. The board of directors shall decide whether such members shall be dropped from the club or retained. This provision does not apply to Honorary, Life, Privileged or Members-at-Large.

## **Article VII Officers**

**Section 1.** The officers of this club shall be a president, immediate past president, first vice president, second vice president, third vice president, secretary, assistant secretary, treasurer, assistant treasurer, Lion tamer, assistant Lion tamer, tail twister, assistant tail twister, all directors and the director of membership. These officers with the past international directors and past district governors constitute the board of directors.

**Section 1.2. THE MARJOITY OF BOARD** shall constitute a quorum at any meeting of the board.

**Section 1.3.** No person shall be eligible to hold office in this club unless he is an active member in good standing.

**Section 1.4.** No officer shall receive any compensation for any service rendered to the club in his official capacity with the exception of the secretary, whose compensation, if board of directors shall fix any.

**Section 2.** All officers shall be elected annually and shall take office on July 1, and shall hold office for one year from that date, or until their successors shall be qualified.

**Section 3.** Two directors shall be elected annually and shall take office on July 1, and shall hold office for two years from that date, or until their successors have been elected and qualified.

**Section 4.** A membership committee shall be composed of three members elected for a three-year term. The third year member shall serve as chairman and membership director on the club's board of directors.

## **Article VIII Duties of Officers**

**Section 1. President:** The president shall be the chief executive officer of the club. The president shall preside at all meetings and shall be chairman of the board of directors; issue the call for regular monthly and special board meetings; appoint the standing administrative and activities committees in accordance with the Lions International Club Standard Organization Plan, and shall act as an ex-officio member of each committee; see that the committees function and shall cooperate with the committee chairman toward that end; call for regular committee reports; see that regular elections are held in accordance with International and local constitutions; cooperate with and be an active member of the District Governors Advisory Committee of the zone in which the club is located.

**Section 2.** The immediate **Past President** shall be an ex-officio member of the board of directors, chair the nominating committee and with other past presidents shall officially greet members and their guests at club meetings, and perform other functions as the president may designate.

**Section 3. Vice Presidents:** If for any reason the president is unable to perform the duties of president, the vice-president next in rank shall occupy the position and perform the duties of the president, having the same authority as the president.

**Section 3.1.** They shall, under the direction of the president, oversee such functioning of such committees as the president may designate.

**Section 3.2. First Vice President:** The First Vice President shall be responsible for obtaining programs for regular meetings. He may request the president appoint additional club members to assist. Programs should be of varied subjects and presented by qualified speakers, be current, of interest to club members, and include Lions-related activities. He shall see that speakers receive proper introduction and are instructed as to time limits.

**Section 4. Secretary:** The secretary shall be under the supervision and direction of the president and the board of directors, and shall act as liaison between the club, the district, and the association.

**Section 4.1.** The secretary shall submit regular monthly and other reports to the international office of the association on blanks provided by it containing such information as may be called for therein.

**Section 4.2.** The secretary shall correspond with the district governor and submit such reports as may be required by the district governor's organization.

**Section 4.3.** The secretary shall also cooperate with and be an active member of the District Governor's Advisory Committee of the zone in which the club is located.

**Section 4.4.** The secretary shall keep the general club records, including minutes of the club and board meetings, committee appointments, officers' lists, attendance records, list of members showing their addresses and telephone numbers; keep the member's club accounts and detailed record of the club receipts and disbursements; issue regular quarterly statements to each member for dues or other financial obligations to the club and shall collect from members and others all monies due the club, turning such funds over to the treasurer taking proper receipt therefor.

**Section 5. Assistant Secretary:** The assistant secretary shall serve under the supervision of the secretary, perform such duties of the secretary in his/her absence.

**Section 6. Treasurer:** The treasurer shall receive all monies from the secretary and deposit same in a bank or banks recommended by the finance committee and approved by the board of directors and shall pay out monies only on authority of the board of directors.

**Section 6.1.** All checks and vouchers must be signed by the treasurer and countersigned by one other officer, preferably the president or secretary.

**Section 6.2.** The treasurer shall keep the president and board of directors apprized of the financial status at board meetings and submit an annual financial report to the club and Lions International.

**Section 7. Assistant Treasurer:** The assistant treasurer shall serve under the supervision of the treasurer and perform the duties of the treasurer in the absence of the treasurer.

**Section 8. Lion Tamer:** The lion tamer shall be in charge of and responsible for the club's property and paraphernalia; see that flags, gong, gavel and button board are properly placed; distribute bulletins, song books, favors, and literature. He shall act as sergeant-at-arms at meetings and see that those present at the meeting are properly seated.

**Section 9. Assistant Lion Tamer:** The assistant lion tamer shall serve under the guidance of the lion tamer.

**Section 10. Tail Twister:** The tail twister shall keep harmony, good fellowship, life and enthusiasm in the meeting, and collect fines from the members. There will be no ruling from his decision in imposing a fine. The tail twister shall promote fun and laughter at the meeting by inauguration of appropriate stunts and games.

**Section 10.1.** No fine is to exceed (25 CENTS), and no member shall be fined more than twice at any one meeting.

**Section 10.2.** The tail twister may not be fined except by unanimous vote of members present.

**Section 10.3.** All monies collected by the tail-twister shall be immediately turned over to the treasurer who will record the amount received.

**Section 11. Assistant Tail Twister:** The assistant tail twister shall serve under the guidance of the tail twister, perform such functions assigned the tail twister, enjoy benefits assigned the tail-twister and perform other functions as may be assigned by the tail twister and the president.

**Section 12. Board of Directors:** The duties shall be as follows:

1. The board of directors shall constitute the executive board of the club and shall be responsible for the execution, through its officers, of the authorized policies of the club. All new business of the club shall first be considered and shaped by the board of directors for presentation to the club members at a regular meeting, if in the opinion of the board it is advisable to do so.

2. It shall authorize all expenditures and shall not create indebtedness beyond the income of the club, nor disburse funds for purposes nonessential to the objects of the club.

3. A majority vote of the board of directors shall govern, except where otherwise provided. The board of directors shall have the power to overrule or modify the action of any officer of the club.

4. It shall approve or reject, after due consideration of the membership committee's report and recommendation, any nomination for membership before a prospective member is voted on by the club membership.

5. It shall have books and accounts audited annually, or more often at its discretion. It shall have the authority to require a surety bond paid for by the club, in such sums as may be required of any officers who handle funds for the club.

6. It shall determine the date and place of the annual nomination and election meetings and shall instruct the secretary to issue the call for such meetings.

7. It shall hold monthly meetings, and special meetings when called by the president or by written request of five members of the club in good standing.

8. It shall designate, on recommendation of the finance committee, a bank or banks for the deposit of the club funds.

9. Should the board of directors declare it, the board shall require surety bonding of the secretary, treasurer, or other officers or committee members, the board shall approve the surety company.

10. It shall determine the compensation, if any, of the secretary.

11. It shall receive committee reports and recommendations and shall submit to the club in regular meeting recommendations which it has approved affecting the administrative or activities policies of the club.

12. It shall determine the time and place of the regular club meetings and shall have the authority to call any special meeting considered necessary.

13. It shall name the delegates and alternates to the district and international conventions.

**Section 13.** Past presidents shall make up a majority of the nominating committee of the club, serve as chairman of special committees and substitute for regular committee chairmen when necessary. Past presidents shall have referred to them questions requiring diplomacy and in which the board of directors do not wish to be involved.

## **Article IX Elections**

**Section 1.** A nominating meeting shall be held in March of each year. The date and place of such meetings are to be determined by the board of directors of this club at which time the officers and directors of this club shall be nominated. Announcement of such nominating meeting shall be made in the club bulletin at least two weeks in advance of the meeting.

**Section 1.1.** The president shall appoint a nominating committee for the purpose of proposing names of candidates for various club offices. The nominating committee shall be chaired by the immediate past president, two other past presidents and two other active members of the club

**Section 1.2.** At a meeting of the club, the nominating committee makes their reports to the club. Nominations for all offices to be filled in the succeeding year also may be made from the floor

**Section 2.** An election meeting shall be held no later than THE FIRST MEETING IN APRIL of each year, at a time and place determined by the board of directors. Announcement of this election, including the listing of nominees, shall be made by the secretary, in the club bulletin, at least two weeks prior to such meeting. Such notice shall include the names of all nominees approved at the preceding nomination meeting. No nominations may be made from the floor at the election meeting.

**Section 3.** If, at the nomination or election meeting, it is determined that a nominee is unable to serve the club for the office to which nominated, and for which office there is not another nominee, the president shall instruct the nominating committee to propose names of candidates for that office. No election shall be held on the office until two weeks after the secretary notifies each member of the club, through the club bulletin, of the nomination vacancy and the date of special nomination and election meeting and the election held immediately thereafter.

**Section 4.** The election shall be by ballot by those present and qualified to vote. The person receiving a majority of votes cast is declared elected. In case no one is elected on the second ballot, the candidate receiving the lowest number of votes on each succeeding ballot shall be dropped from the next ballot.

## **Article X Vacancies**

**Section 1.** If the office of the president or any vice president shall become vacant for any reason, the vice presidents shall advance in office, according to their rank. In the event such provisions for advancement shall fail to fill the office of president or a first or second vice president, the board of directors shall thereupon call a special election, giving each member in good standing two weeks notice of the time and place thereof, at which time and place shall be determined by said board, and such office shall be filled at said election meeting.

**Section 1.1.** In the event of a vacancy in the office of third vice-president, the board of directors may appoint a member to fill the unexpired term.

**Section 1.2.** In the event of a vacancy in any other office, the board of directors shall appoint a member to fill the unexpired term.

**Section 2.** In the event any officer-elect, before his term of office commences, is unable to serve, the president may call a special nomination and election to elect a replacement. Two weeks notice of such meeting shall be given to each member, by mail or club bulletin. The election shall be held immediately after nominations have been closed and a plurality vote shall be necessary for election.

## **Article XI Meetings**

**Section 1.** The club shall meet regularly, twice each month, preferably in the evening. The time and place of meetings are determined by the board of directors. Such meetings shall constitute the regular meeting of the club. All meetings shall begin promptly at a regular set time, as adopted by the Board of Directors.

**Section 2.** The regular meeting shall be devoted to the promotion of a closer fellowship through singing, a system of fines by the tail-twister, individual discussion of community and business problems.

**Section 3.** Special meetings may be called when considered necessary by the Board of Directors.

**Section 4.** An anniversary charter night meeting should be held each year, at which time special attention should be devoted to the objects and ethics of Lionism.

**Section 5.** A nominating meeting shall be held in March each year, time and place to be determined by the Board of Directors.

**Section 6.** An election meeting shall be held no later than April 15 of each year, the time and place to be determined by the board of directors.

**Section 7.** An installation of officers meeting shall be held in June of each year, the time and place to be determined by the board of directors; this meeting may constitute the annual meeting at which the final reports of the retiring officers shall be read.

**Section 8.** An attendance of 51% of the members in good standing shall be necessary for a quorum at any meeting of the club.

## **Article XII**

### **Clemson Lions Club's Memorial Endowment**

**Section 1. Clemson Lions Club's Memorial Endowment Fund.** The Clemson Lions Club has established the Clemson Lions Club's Memorial Endowment Fund for the purpose of accumulating income to be used for Lions Club projects. Neither the fund nor proceeds therefrom shall be used to support or sponsor any activities not permitted an organization exempt from Federal Income Tax under 528 (C) of the IRS regulations or which may conflict with guidelines established by Lions Clubs International.

**Section 1.1.** Regulations regarding the Endowment Fund direct that the fund shall be under the auspices of the Board of Directors of the Clemson Lions Club. See separate set of Regulations attached to By-Laws for details.

## **Article XIII**

### **Emblem**

The emblem and colors of the club shall be the same as the emblem and colors of the International Association of Lions Clubs.

## **Article XIV**

### **Delegates to the International and District Conventions**

**Section 1.** Inasmuch as the International Association of Lions Clubs is governed by Lions clubs in conventions assembled, and in order that this club may have its voice in association matters, this club shall have power to pay the necessary expenses of at least one delegate, and preferably the full quota of delegates, each year to the annual convention of the association (see Article IV, Section 2.1).

**Section 2.** The club, in good standing, shall be entitled in any International Convention of Lions Clubs to one delegate and one alternate for every twenty-five, or major fraction thereof, of its active members in good standing as shown by the records of Lions International on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in the section shall be thirteen or more members.

**Section 3.** Being duly cognizant of the fact that all district matters are presented and adopted at district conventions, held each year. This club shall send its full quota of delegates to all district conventions. It shall also, if deemed advisable, pay part or all of the expenses of delegates attending said state conventions.

**Section 4.** Each chartered club in good standing in the association shall be entitled in the district convention to one voting delegate and one alternate for each ten members of said club or major fraction thereof, as shown by the records of Lions International on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be five or more active members.

**Article XV**  
**Honorary Mailing List**

The president of The International Association of Lions Clubs, the district governor, vice district governor, region chairman, zone chairman, and the state secretary/treasurer, shall be included on the mailing list of this club.

**Article XVI**  
**Parliamentary Practices**

In the absence of rules in the Constitution or in the By-Laws of this club, the proceedings of the club's Board of Directors meetings, as well as the club meetings, shall be conducted in accordance with Roberts Rules of Order.

**Article XVII**  
**Amendments**

**Section 1.** This constitution may be amended at any regular or special meeting of the club, at which there is a quorum, by the affirmative vote of two-thirds of the members present in person and voting, provided the board of directors has previously considered the merits of the amendment.

**Section 2.** No amendment shall be put to a vote, unless written notice shall have been mailed to each member of this club at least two weeks previous to the meeting at which the amendment is to be voted on, said notice to state the proposed amendment.

Revised March 2006