

# Lions Clubs International

MD105 British Isles



Lions Clubs International, 257 Alcester Road South, Kings Heath, Birmingham, B14 6DT

Dear All Club Secretaries MD105,

## MD Convention Basingstoke 5th & 6th May 2018

Attached are full details of all Nominations and Resolutions (together with their explanatory notes) accepted for debate at MD Convention in Basingstoke.

Please ensure that these are placed before all of your Club members for consideration and instruction to your Club Delegates who will be participating in debate and voting at the above mentioned Convention.

If your Club wishes to propose an amendment to any of the Resolutions, this should be submitted in writing and seconded by another club also in writing (both may be in electronic form) to the Appointed Officer: Lion Trevor Kell, 19 The Avenue, South Milford, Leeds, LS25 5BB

Tel: 01977 684022 Email: trevorkell@hotmail.com

To arrive on or before Friday 16th March 2018.

Please be advised that Amendments may not be proposed or seconded by a Club Branch. They shall be proposed or seconded in the name of and with the approval of the Parent Club.

You are also invited to attach explanatory notes giving background information and explanations of the reasons for submitting your proposed amendment(s). Should an amendment have any financial implication to the MD then an explanation MUST be attached.

Proposed amendments must be directly relevant to the subject matter of the original Resolution in that they may seek to add, delete or substitute words or figures contained therein, but cannot be accepted if they would directly negate the original Resolution.

If you have any queries, wish to discuss any proposed Amendment or, require any assistance in drafting such, you are encouraged to contact the MD CNRO Lion Trevor Kell (contact details above) as soon as possible.

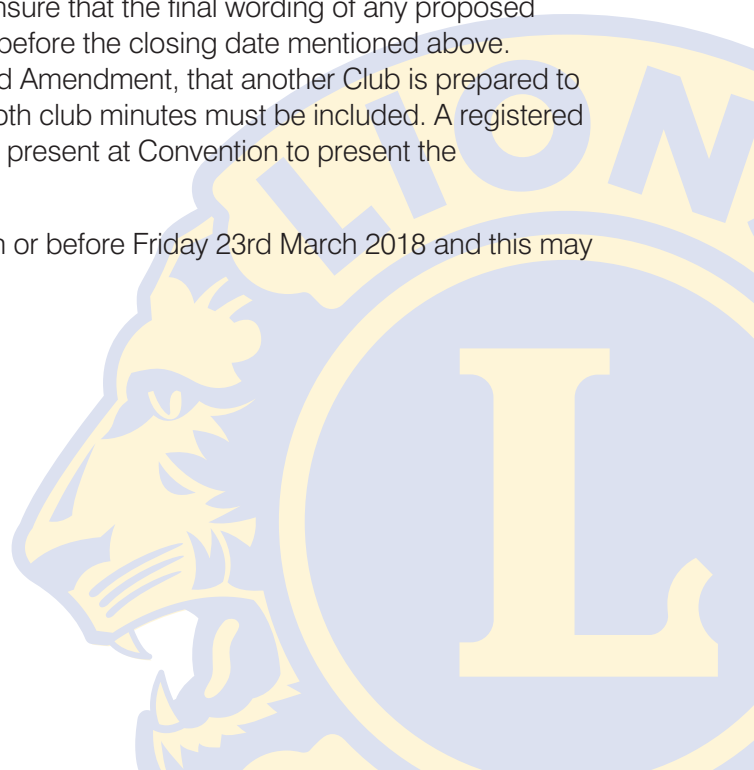
You are reminded that it is the Club's responsibility to ensure that the final wording of any proposed Amendment is received by the Appointed Officer on or before the closing date mentioned above. Your Club must also submit evidence, with the proposed Amendment, that another Club is prepared to second the same. A copy of the relevant extract from both club minutes must be included. A registered Delegate of your Club and the seconding Club must be present at Convention to present the Amendment for debate.

All accepted Amendments will be circulated to Clubs on or before Friday 23rd March 2018 and this may be by electronic means.

Yours in Lionism,

*Brigitte Green*

**Lion Brigitte Green**  
Head Office Manager



## Resolutions

### MD Convention Basingstoke 5th & 6th May 2018

One nomination has been correctly received, and 12 Resolutions have been accepted for debate.

PID Lion Phil Nathan MBE is nominated by The Centennial 100 Lions Club of East Anglia and is seconded by the Lions Club of Leigh on Sea for endorsement by the MD to the position of Third International Vice President. PID Lion Phil Nathan's CV is attached.

Resolutions 3 to 8 are Constitutional amendments which will be taken 'en-bloc'. These resolutions arise from a review of the MD Constitution and from practical considerations.

Resolutions 11 and 12 are both regarding proposals to the Europa Forum and will be taken 'en-bloc'. They are taken as two distinct groups of resolutions due to the differing constitutional requirements for the resolutions to be 'carried'.

Should a delegate wish to debate any of these resolutions rather than voting on them 'en-bloc', they are requested to make that fact known in advance by email to either the Chairman of Council or the MD CNRO, or, to the Chairman of Council at the start of the resolutions section of Convention. Any resolutions so identified, will be removed from the bloc and debated individually. The remainder shall continue to be dealt with 'en-bloc'. This procedure is intended to save time for debate on other matters, and is the same as the procedure used by the International Board and previously at MD Convention, to deal with routine matters.

The order of the Convention agenda is at the discretion of Council as per the MD Constitution Article IV Section 10. Therefore, the order in which resolutions are debated may differ from the numerical order herein.



# Lions Clubs International

MD105 British Isles



Lions Clubs International, 257 Alcester Road South, Kings Heath, Birmingham, B14 6DT

## Nomination

### **For the endorsement of PID Lion Phil Nathan as a candidate for the post of Lions Clubs International Third Vice President**

A valid nomination for the endorsement of PID Lion Phil Nathan, MBE as a candidate for the post of Third International Vice President by MD105, at Convention in Basingstoke was received by the due date.

PID Lion Phil Nathan MBE is nominated by The Centennial 100 Lions Club of East Anglia and is seconded by the Lions Club of Leigh on Sea for endorsement by the MD to the position of Third International Vice President. PID Lion Phil Nathan's CV is attached.

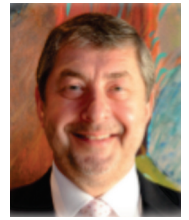




[www.lionphilnathan.co.uk](http://www.lionphilnathan.co.uk)

# Phil Nathan

An International Lion (a Lion since 1982)



**Phil Nathan has been active in the life of his community for many years: for Lion Phil 'community' begins where he lives and extends to encompass the world community**

The expression 'a man of many parts' could have been coined for this dedicated Lion. A family man, he is married to Lion Heidi-Ann, a member of the Helen Keller Internet Lions Club, with daughters Hannah and Lion Francesca, a member of the Centennial 100 Lions Club.

He first became a Lion in 1982, but his name became synonymous with that of South Woodham Ferrers Lions Club where he was Charter President in 1989. In 2016, Phil, with another innovative idea, helped form the Centennial 100 Lions Club and transferred there. He will become Club President in 2018.

He fast-tracked through Club, District and Multiple District and was Chairman of Council in 1996-97 shortly afterwards becoming Chairman of the 'Lions Clubs International – a Gift for Living Trust', which has since saved the lives of countless babies.

His work with young people has been exceptional, including being MD Leo Chairman and receiving the International President's Leo Award, and serving as MD Youth Chairman.

He has tirelessly served the Multiple District in active ways, too numerous to list here but including: twice Chairman of the Council Advisory Committee, Grant Administrator for the Lions Eye Health Programme and an inspirational advocate of membership extension and retention. He was the prime mover for the creation of the Palace of Westminster Lions Club in 2007 and the Helen Keller Internet Lions Club in 2008.

His qualities were recognised by being elected to serve on the International Board in 1999-2001, chairing the Service Activities Committee in his second year. For two years he was Area Impact Team Leader for Europe. He was appointed back to the International Board as Advisor to the Finance and Headquarters Committee.

Phil has served three International Presidents as Group Leader for DG-elect Seminars and was an instructor at European Leader Institutes including those at Bern (2010) and Vienna (2013). He chaired the Host Committee and was President of the exceptionally successful 2006 and 2014 Europa Forums in Bournemouth and Birmingham, and for a long period was Chairman of the Working Group on the procedures of the Europa Forum, and now representing MD105 on the European Long Range Planning Committee. At the Europa Forum, Montreux (2017) he was elected Archivist & Advisor for a 5-Year term.

Prime among the many recognitions for his work, Lion Phil was honoured by The Queen with an MBE. In 1989 he received the Freedom of the City of London. He has received innumerable awards and other recognitions from Lions Clubs International. Uniquely among current International Directors from MD105, he was honoured, before serving as an International Director, with the Ambassador of Goodwill Award, the Association's highest recognition.

He is a senior Master Membership Key Holder, Progressive Melvin Jones Fellow and Progressive Bert Mason Humanitarian Award recipient.

In 2011 Lion Phil was presented with the Lion Recognition Award, given only to Lions whose endeavours have been deemed appropriate by the International President, the first Lion in the European Constitutional area to receive

this honour, acknowledging his work over some 19 years in the former Yugoslavia.

Lion Phil is a respected Stockbroker in the City of London, a Chartered Fellow of the Chartered Securities Institute and a Fellow of the Institute of Directors. In a highly competitive environment he is noted for his integrity. He holds a number of significant roles in connection with the London Stock Exchange and throughout his career has proudly lived by its motto of "Dictum Meum Pactum".

Lion Phil's skills as a leader, motivator and communicator have resulted in him taking a major role at Forums, Seminars and Conventions, including International Conventions, over the years. He was the International President's Representative at the 2000 Europa Forum in Florence, a prestigious post awarded only to Lions of experience and expertise.

His skills as a leader and strategic thinker have been recognised by appointment to the Boards of world-leading charities, including MedicAlert both in the British Isles and Ireland and Internationally, where he serves on the Board and helped to develop joint programmes between MedicAlert and LCI.

He is now on the executive committee board of MedicAlert International. He was a Trustee of the 105-EA Lions Hearing Trust, now being extended across the MD, and in 2011 was elected to chair the Board of Music and the Deaf, retiring in 2013 having led the transformation of the charity's fortunes and creating a new strategic direction.

In 2013 Lion Phil was appointed as Chairman of the Lions Central Eastern European Initiative (CEEI), the objectives of which include actively supporting regional growth and development needs, building a strong member base, and other initiatives to ensure that LCI remains the world's leader in community and humanitarian service. In February 2017 he was appointed to the New & Emerging Countries Committee as the representative for Europe.

Council appointed Lion Phil as a Director of MD105 Lifeskills Ltd to take over from TACADE, and develop the business, now working closely with Lions Quest. Lion Phil is a Director of Special Olympics GB with which Lions worldwide have a highly successful relationship and constantly uses his talents to benefit Lions and partners.


He has sourced two sponsors for the Young Ambassador Competition, Reuters and Winterflood Securities, and in connection with 'Gift for Living' has to date been responsible for securing anonymous corporate donations of substantial sums to complement LCIF Grants totalling more than £1.5 million.

Phil led a successful tri-partite partnership between MD105, LCIF and the Loomba Foundation, raising in excess of £100,000, helping to empower Widows by providing sewing machines and training, enabling their rightful return to society.

Council appointed Lion Phil as the MD Centennial Committee for the period 2014-2018 to co-ordinate the MD's contribution to the Association's Centennial celebrations and as the Global Service Team Chair for 2017-20 to build on the Centennial successes.



# 100



The Centennial 100  
Lions Club of East Anglia

Lion Trevor Kell  
Constitution, Nominations and Resolutions Officer  
19 The Avenue  
South Milford  
Leeds  
LS25 5BB

Email address: [trevorkell@hotmail.com](mailto:trevorkell@hotmail.com)

Dear Lion Trevor

**Re: PID Lion Phil Nathan MBE**

Please accept this letter as confirmation that The Centennial 100 Lions Club of East Anglia nominates Lion Phil Nathan MBE to seek endorsement at the forthcoming 2018 District and Multiple District Conventions. The endorsement would enable Lion Phil to offer himself for the high office of International Vice President at a point in time in the future.



Derek Penney  
President  
The Centennial 100 Lions Club

Derek Penney [derekipenney@gmail.com](mailto:derekipenney@gmail.com)  
14 Chelmer Grove, Heywood. Lancashire. OL10 4RX



**The Lions Club of Leigh on Sea**


Lion Trevor Kell  
Lions Clubs International MD 105  
Constitution, Nominations and Resolutions Officer  
19 The Avenue  
South Milford  
Leeds, LS25 5BB

Email address: [trevorkell@hotmail.com](mailto:trevorkell@hotmail.com)

Dear Lion Trevor

**Re: Past International Director Lion Phil Nathan MBE**

This letter is to confirm that Leigh on Sea Lions Club hereby seconds the nomination at both 2018 District 105EA and 2018 Multiple District Conventions to endorse Past International Director Lion Phil Nathan MBE as a candidate to offer himself for the high office of Third International Vice President at a point in time in the future.

  
President  
Leigh on Sea Lions

PDG Lion Tony Prior  
41 Hillway, Westcliff on Sea, Essex SS0 8QA

[anthony.t.prior@gmail.com](mailto:anthony.t.prior@gmail.com)

# Lions Clubs International

MD105 British Isles



Lions Clubs International, 257 Alcester Road South, Kings Heath, Birmingham, B14 6DT

## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 1: From District EA

#### Resolution regarding Obituaries in the Lion Magazine

(Requires a simple majority of those delegates who exercise their right to vote)

This convention asks the Lions Magazine Management Committee to agree to reverse their recent decision to reduce obituaries in the Lion Magazine to a single line. If so agreed, obituaries will be reinstated as they were and a note put into the magazine to this effect.

#### Explanation:

The recent decision made by the Lions Magazine Management Committee to reduce obituaries to a single line in the magazine is disrespectful to those having passed to higher services who have given many years of service to our organisation. It was made without any consultation with Council or Members of our organisation apart from the Lions Magazine Management Committee



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 2: From District C

#### Resolution to amend the By-Laws to the MD Constitution

(Requires a simple majority of those delegates who exercise their right to vote)

This Convention resolves to amend By-Law 7 of the Constitution and By-Laws of MD 105, (pg. 15) by adding the following:

“For any position or decision within the Multiple District requiring a secret written ballot, the ballot papers shall be kept by the then Multiple District CNRO for a minimum period of ninety (90) days following the close of convention, just in case any query over the result arises within the said period, necessitating a recount. Following the expiry of the ninety (90) day period the voting slips shall be safely disposed of by the said Multiple District CNRO. Further that Robert’s Rules of Order Newly Revised, regarding the control of voting and issue of ballot papers should be adhered to”.

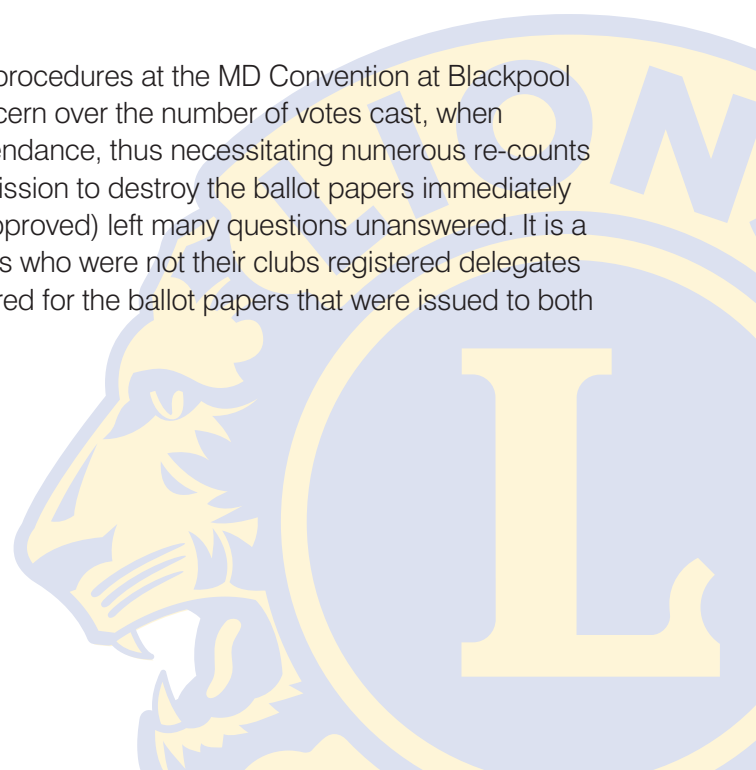
#### To read:

*“Any elections of candidates for office, or for the selection of persons or clubs for positions or duties, shall be by secret ballot and the election, or selection, shall be carried out by the method commonly called the Single Transferable Vote or Preferential Voting or the Alternative Vote.*

*For any position or decision within the Multiple District requiring a secret written ballot, the ballot papers shall be kept by the then Multiple District CNRO for a minimum period of ninety (90) days following the close of convention, just in case any query over the result arises within the said period, necessitating a recount. Following the expiry of the ninety (90) day period the voting slips shall be safely disposed of by the said Multiple District CNRO. Further that Robert’s Rules of Order Newly Revised, regarding the control of voting and issue of ballot papers should be adhered to.”*

#### Explanation:

Arising from the issues with the registration and voting procedures at the MD Convention at Blackpool last year, where it became apparent that there was concern over the number of votes cast, when compared to the number of registered delegates in attendance, thus necessitating numerous re-counts before the result was announced. The request for permission to destroy the ballot papers immediately following the announcement of the result (which was approved) left many questions unanswered. It is a known fact that ballot papers were issued to many Lions who were not their clubs registered delegates as no counter signatures, or proof of status, were required for the ballot papers that were issued to both registered and non-registered delegates alike.





## **Roberts Rules of Order state:**

### **Page 412 Lines 12-16**

*“VOTING BY BALLOT. Voting by ballot (slips of paper on which the voter marks his vote) is used when secrecy of the member’s vote is desired. The bylaws of the organisation may prescribe that the vote be by ballot in certain cases...”*

### **Page 413 Lines 13-18**

*“FORM OF THE BALLOT. A ballot can consist of simply a small slip of paper on which the voter writes his choice in a manner directed by the chair; but if it is known ahead of time that a vote is to be put by ballot and what the exact questions are, the ballots should be prepared in advance for distribution at the proper time.”*

### **Page 414 Line 6 – Page 415 Line 23**

*“BALLOTING PROCEDURE. In balloting in a meeting where the voting is in the same room as the meeting, the chair appoints tellers to distribute, collect, and count the ballots, and to report the vote. The number of tellers is dependent on the number of voters, and the number of offices to be filled or questions to be answered, or the number of candidates. For a small group, two or three tellers are usually sufficient. The tellers should be chosen for accuracy and dependability, should have the confidence of the membership, and should not have a direct personal involvement in the question or in the result of the vote to an extent that they should refrain from voting under the principle stated on page 407. Often their position with regard to the issue involved is well known, however, and they are frequently chosen to protect the interests of each opposing side. They normally vote themselves.”*

*To ensure accuracy and to enable the tellers when unfolding the ballots to detect any error, each ballot should be folded in a manner announced in advance or stated on the ballot itself.*

*The presiding officer, if a member of the assembly, can always vote in the case of a ballot at the time other members do. Should he fail to vote before the polls are closed, he cannot then do so without the permission of the assembly.*

*When the balloting is completed, the chair directs the tellers to collect the ballots. In collecting the ballots, it is the teller’s responsibility to see that no member votes more than once – for the assurance of which the assembly should adopt some reasonable and orderly method. For example: (a) In meetings where only voters are present, members can remain in their seats and drop their ballots into a receptacle passed by a teller, accompanied by another teller as watcher and checker; (b) they can go to a central ballot box monitored by at least two tellers and deposit their ballots; or (c) they can hand their ballots to a teller – who judges by the thickness and feel of the paper that only one ballot is being cast, and who deposits them in a central ballot box. Whichever method of collecting the ballots is followed, it – like other details relating to voting – should be fixed by rule or custom in the organisation and should not be subject to haphazard variation from occasion to occasion.*

*After all have voted who wish to, the polls can be closed on the motion of a member by a two thirds vote (30); but it is usually best to rely on the chair to close the polls. When everyone appears to have voted, the chair inquires, **“Have all voted who wish to do so?”** If there is no response, he says **“If no one else wishes to vote...(pause), the polls are closed,”** thus in effect declaring the polls closed by unanimous consent. Thereafter, if other members arrive who wish to vote, a majority vote is required to reopen the polls (30). The tellers proceed to count the ballots – in a secluded location or in another room if the meeting proceeds to other business during the counting”.*

*In general, voting papers should only be issued to certified delegates/alternates with proven certification and identity and appropriately signed for. Any changes to the certified delegates, should be marked in the registration register at the time, by the duty registrars. Further, the chair of the meeting should declare the official opening and closing of voting and in particular, before closing by asking the meeting **“if all who want to vote have voted”**, before declaring the vote closed.*

*Council Resolutions – En Bloc*

## MD Convention Basingstoke 5th & 6th May 2018

### Council Resolutions – En Bloc

These 6 resolutions are all constitutional amendments and require a 2/3 majority of those delegates who exercise their right to vote.

### Resolution 3: From Council

#### Resolution to amend the Constitution

This Convention resolves to amend the Multiple District Constitution as follows:

On pages 1 and 2, by deleting the words '*& Ireland*' in the headings.

On page 5 in Article 1, Section 2 (i), (iv), and (v) by deleting the words '*Northern Ireland*' and '*The Republic of Ireland*'

On page 10 in Article V, Section 1 by deleting the words '*and Irish*'

#### Explanation:

Ireland (both the Republic and Northern Ireland) has now left Multiple District 105 to form District 133 and consequently, all references to Ireland, The Republic of Ireland and Northern Ireland in the Multiple District Constitution are now redundant.

The magazine likewise is now the '*British edition*' and the reference to Ireland is no longer required.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 4: From Council

#### Resolution to amend the MD Constitution

This Convention resolves to amend the Multiple District Constitution by inserting the words **'Where applicable'** at the start of Article I - Section 2 (iii) to read:

*(iii) Where applicable, every Club and District shall adopt, and operate in accordance with, the relevant agreed model constitution but may add, in so far as is compatible with the requirements of sub paragraph (i) above and sub paragraph (v) below, any bylaws appropriate to their specific requirements.*

#### **Explanation:**

This Sub-Section was adopted following an Emergency Resolution to the Multiple District Convention in 2015 at Birmingham at a time when it was believed that every club was going to need to become a Lions Club CIO (Charity Incorporated Organisation).

Subsequently, it has come to light that not every Club may choose to become a Lions Club CIO and instead may comply with Charity legislation by other means.

The **'model constitution'** referred to, is the CIO Constitution agreed with the Charity Commissioners as suitable for use by Clubs which become a Lions Club CIO.

Only those Clubs which do become a Lions Club CIO can operate under this model club constitution. Clubs choosing an alternate route to comply with Charity Legislation will need to ensure that the Charity Constitution they operate under is acceptable to the Charity Commissioners.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 5: From Council

#### Resolution to amend the MD Constitution

This Convention resolves to amend the Multiple District Constitution Article IV - Section 8 by the insertion of the words *'the submission of'* in line 1 between the word *'to'* and the word *'amendments'* and by the addition of an additional sentence at the end *'Paragraphs (a) and (c) of Section 7 shall apply to amendments as they apply to resolutions.'*

#### To read:

*Section 8 – Acceptance of Amendments*

*Paragraphs (a) to (c) inclusive of Section 5 shall apply to the submission of amendments as they apply to resolutions. Paragraphs (a) and (c) of Section 7 shall apply to amendments as they apply to resolutions.*

#### Explanation:

Article IV Section 5 defines those bodies who may propose Resolutions to Convention. It is those same bodies who may submit amendments.

Article IV Section 7 refers to the procedures for acceptance of Resolutions to Convention.

By the adoption of this amendment, the Constitution will show that amendments to proposed resolutions will be considered in the same manner as the proposed resolutions themselves.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 6: From Council

#### Resolution to amend the MD Constitution

This Convention resolves to amend the Multiple District Constitution, Article VIII - Section 3 (c) to clarify the Rules of conduct for candidates for a position of International Director by adding '*other than the official Curriculum Vitae as required by Section 2b (This shall include websites, social media and any other electronic forms of communication)*' after the words '*No candidate may at any time use publicity*'.

#### To read:

(c) *No candidate may at any time use publicity other than the official Curriculum Vitae as required by Section 2b (This shall include websites, social media and other electronic forms of communication), leaflets, badges, promotional material, hand-outs, give-aways or any other inducements of any description to enhance his candidature.*

#### Explanation:

Following an appeal prior to the election for ID Candidate last year, the Appeal Panel recommended that the rules be reviewed.

The existing rules were written before the advent of social media and electronic communications. By the addition of the above, on-line materials, social media and other electronic forms of communication are brought into the same prohibition as other forms of promotion. This will maintain the spirit of these rules. The Official CV as required with the application from candidates is all that should be made available to the membership.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 7: From Council

#### Resolution to amend the MD Constitution

This Convention resolves to amend the Multiple District Constitution, Article VIII -Section 4 (b) by the addition of a sentence *'The candidates may be accompanied by their partners on the stage if they so wish, but only the candidate may address Convention'*.

#### To read:

(c) *Each candidate shall have a maximum of 5 minutes to address Convention. The candidates may be accompanied by their partners on the stage if they so wish, but only the candidate may address Convention.*

#### Explanation:

When the rules concerning the presentation by an ID Candidate were adopted, the explanation included that it was the candidate themselves who the delegates wished to hear from, and not from a team singing the praises of the candidate. This was common knowledge to those who were in attendance and has been passed down by 'word of mouth' to subsequent Councils who may not have been present. This amendment will clarify that position for future generations so that the spirit of the rules is maintained.



# Lions Clubs International

MD105 British Isles



Lions Clubs International, 257 Alcester Road South, Kings Heath, Birmingham, B14 6DT

## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 8: From Council

#### Resolution to amend the MD Constitution

To amend Article II Section 3 of the MD Constitution by removing the word 'two' (2) and replacing it with the word three (3) to read.

*The District Governors for the time being within the Multiple District, together with one Past District Governor who has served as District Governor in either of the three (3) immediately preceding years (who they shall appoint and who shall become Chairman of the Council) shall constitute and become the Council and shall be the voting members thereof. The Council Secretary and Treasurer shall attend Council meetings ex-officio as observers and advisors.*

#### Explanation:

With the current wording, there has historically been a potential 'pool' of 26 Past District Governors who could offer themselves as a candidate for the role of Chairman of Council each year. This potential 'pool' was reduced to 24 upon the formation of District 133 Ireland and the subsequent loss of one District to MD105. The International Board have agreed the redistricting plan which was carried by a vote of Convention at Blackpool. Once this redistricting has been completed, the available 'pool' will be reduced to just 16.

This resolution will reinstate a pool of 24 candidates from which the incoming Council can select a Chairman.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 9: From Council

#### Per Capita Levy

##### **This Convention resolves that:**

The Multiple District Per Capita Levy for the Fiscal Year 2018/2019 shall be £28.50p per Lion, payable in two equal instalments, the first in August 2018 based on membership as at 30 June 2018 and the second in February 2019 based on membership as at 31 December 2018.

##### **Explanation:**

The 1st July 2017 saw the most significant change to affect the Multiple District in over 30 years: the separation of District 105I to become District 133. A great deal of work was undertaken in relation to this change.

Of greater significance will be our redistricting, to be implemented in July 2019.

Mindful of the changes occurring over the last few years, and the next two years, successive Councils have looked to reduce cost by comprehensively reviewing the structure and governance of the Multiple District. These changes have been phased in and the intention is that, notwithstanding falling membership, members' dues be maintained over the expected 'change' period at their current level.

Council receive a quarterly financial analysis and the Council Treasurer undertakes quarterly meetings with Staff to review costs and expenditure, however, it should be noted that certain costs arise as a consequence of legislative requirement, Vat and Rates, for example. Of note is the Government's state aim to increase Insurance Premium Tax (IPT) to parity with Vat over coming years.

The Budget is based on a membership of 11,700.

Cost Analysis attached.

##### **Constitutional:**

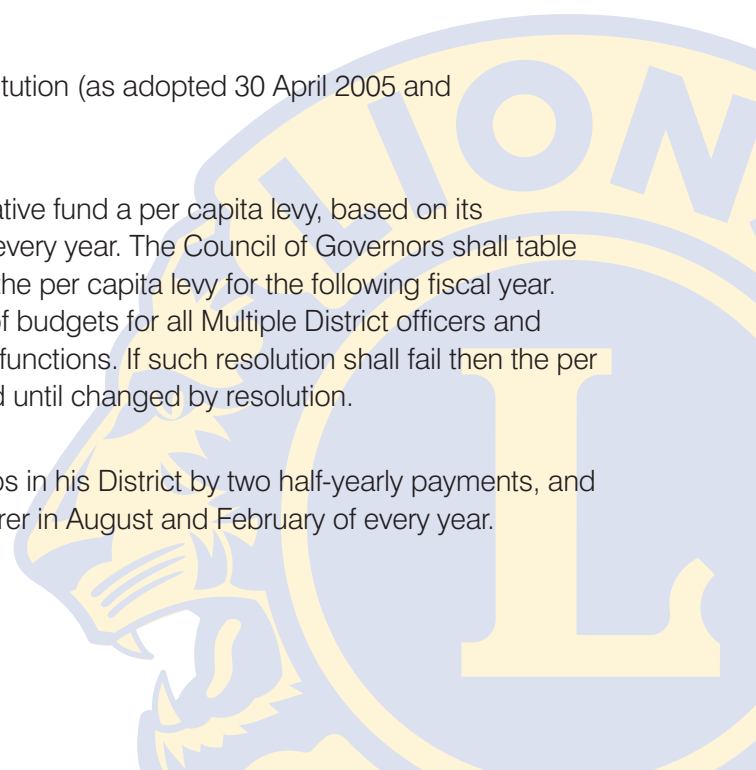
Article III Sections 1(a) & 2 of the Multiple District Constitution (as adopted 30 April 2005 and subsequently amended):

##### **Section 1(a) – Annual Per Capita Levy**

Every District shall pay into a Multiple District administrative fund a per capita levy, based on its membership taken as at 30 June and 31 December in every year. The Council of Governors shall table a resolution at every Multiple District Convention to set the per capita levy for the following fiscal year. Such resolution must be supported by a complete list of budgets for all Multiple District officers and committees, conventions, meetings and administrative functions. If such resolution shall fail then the per capita levy for the time being in force shall be continued until changed by resolution.

##### **Section 2 – Collection of Per Capita Levy**

Every District Treasurer shall collect such levy from Clubs in his District by two half-yearly payments, and shall pay the monies so collected to the Council Treasurer in August and February of every year.





**COST ANALYSIS FOR DUES RESOLUTION**

MD 105	Actual 2014/2015	Per Head	Actual 2015/2016	Per Head	Actual 2016-2017	Per Head	Budget 2017-2018	Per Head	Budget 2018-2019	Per Head	Comments
1	16,435	1.06	19,628	1.27	18,088	1.21	20,980	1.70	20,470	1.75	
2	3,549	0.23	4,320	0.28	2,298	0.15	3,860	0.31	3,615	0.31	
3	709	0.05	1,100	0.07	174	0.01	1,100	0.09	750	0.06	
4	964	0.06	1,184	0.08	854	0.06	1,184	0.10	900	0.08	
5	117	0.01	600	0.04	0	0.00	0	0.00	0	0.00	
5A	37,448	2.42	18,932	1.22	17,565	1.18	17,932	1.45	17,932	1.53	
5B	1,206	0.08	2,805	0.18	2,777	0.19	2,715	0.22	3,695	0.32	
6	3,511	0.23	5,105	0.33	3,936	0.26	3,848	0.31	3,195	0.27	
6A	730	0.05	2,963	0.19	1,075	0.07	2,610	0.21	1,895	0.16	
6B											As approved by Convention Resolutions, most recently Southport 2009. 2019 Convention is in Milan.
6C											After discussion with MD Insurance Adviser, reflects the separation of CAC/LRPC from 1.7.2016.
7	6,698	0.43	13,363	0.86	5,526	0.37	9,575	0.78	700	0.06	
8	78	0.01	3,000	0.19	2,620	0.18	2,000	0.16	2,000	0.17	
9	0	0.00	-	0.00	643	0.04	600	0.05	600	0.05	Replaced CAC/LRPC from 1.7.2016.
10	56,401	3.64	60,000	3.87	53,555	3.59	44,500	3.60	49,500	4.23	
11	107,719	6.95	108,682	7.01	118,527	7.95	110,208	8.92	109,886	9.39	
12	5,740	0.37	5,000	0.32	1,650	0.11	2,000	0.16	2,000	0.17	
13	910	0.06	1,500	0.10	1,500	0.10	1,500	0.12	1,500	0.13	
14	1,500	0.10	1,500	0.10	310	0.02	0.00	0.00	0.00	0.00	
14	243,715	15.72	249,682	16.11	231,098	15.51	224,612	18.19	218,638	18.69	
15	79,068	5.10	90,000	5.81	70,843	4.75	66,694	5.40	48,625	4.16	
16	245	0.02	210	0.01	-	0.00	210	0.02	210	0.02	
17	33,000	2.13	38,800	2.50	38,800	2.60	33,000	2.67	33,000	2.82	£20,000 minimum, dictated by Convention Resolution, budget in line with Indexation.
17	112,313	7.25	129,010	8.32	109,643	7.36	99,904	8.09	81,835	6.99	
18	3,238	0.21	4,250	0.27	-	0.00	-	0.00	-	0.00	Replaced by Strategic Development Committee from 2016-2017
19	451	0.03	2,443	0.16	-	0.00	-	0.00	-	0.00	Replaced by Strategic Development Committee from 2016-2017
19	3,689	0.24	6,693	0.43	-	0.00	-	0.00	-	0.00	
20	48	0.00	493	0.03	-	0.00	-	0.00	-	0.00	
21	98	0.01	1,955	0.13	-	0.00	-	0.00	-	0.00	
22	2,312	0.15	18,770	1.21	-	0.00	-	0.00	-	0.00	
23	4,627	0.30	511	0.03	-	0.00	-	0.00	-	0.00	
24	605	0.04	590	0.04	-	0.00	-	0.00	-	0.00	
25	496	0.03	22,319	1.44	9,998	0.67	10,000	0.67	20,300	1.74	To cover all GLT/GMT/GST activities.
26	8,186	0.53	22,319	1.44	9,998	0.67	10,000	0.67	20,300	1.74	
27	1,409	0.09	3,071	0.20	-	0.00	-	0.00	-	0.00	
28	117	0.01	236	0.02	-	0.00	-	0.00	-	0.00	
29	220	0.01	567	0.04	-	0.00	-	0.00	-	0.00	
30	46	0.00	868	0.06	-	0.00	-	0.00	-	0.00	
31	702	0.05	811	0.05	-	0.00	-	0.00	-	0.00	
32	151	0.01	300	0.02	-	0.00	-	0.00	-	0.00	
33	364	0.02	586	0.04	-	0.00	-	0.00	-	0.00	
33	3,009	0.19	6,459	0.42	3,216	0.22	6,459	0.43	6,459	0.55	
34	18,806	1.21	20,123	1.30	15,168	1.02	11,800	0.96	7,745	0.66	
35	2,663	0.17	3,500	0.23	-	0.00	-	0.00	-	0.00	
36	648	0.04	1,000	0.06	-	0.00	-	0.00	-	0.00	
37	647	0.04	1,770	0.11	-	0.00	-	0.00	-	0.00	
38	166	0.01	813	0.05	-	0.00	-	0.00	-	0.00	
39	454	0.03	1,100	0.07	-	0.00	-	0.00	-	0.00	

## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 10: From Council

#### **Resolution concerning a request for the International Board to consider an environmental policy**

(Requires a simple majority of those delegates who exercise their right to vote.)

This Convention resolves that Urgent action is needed to protect our environment from the devastating effects of marine plastic pollution which, if it continues to rise at current rates, will outweigh fish by 2050 and asks the International Board to make “plastic pollution” a key element of our Environmental focus and to develop strategies and programmes for clubs, worldwide to implement within the Lions Green Team projects.

#### **Explanation:**

There has been much comment in recent months, highlighted in the recent and extremely popular Blue Planet 2 television series, about the damage and destruction being caused to the natural environment by all forms of plastic, especially hard to recycle complex plastics and by the continuing growth in single-use plastics.

Plastic as we know it has only existed for the last 60-70 years and it has transformed everything from clothing, cooking and catering to engineering and retailing.

One of the advantages of many types of plastic is that they are designed to last – For a very long time. Nearly all the plastic ever created, estimated at 8.3bn tonnes, still exists in some form today and a significant amount each year, estimated at 10m tonnes, is finding its way into the marine environment.

Lions taking the lead under the umbrella of Global Service can work in the community by improving awareness of the issues caused by inappropriately discarded, un-recycled plastics and by undertaking activities aimed at collecting and properly disposing of plastics and by acting as a pressure group to focus attention on the need to reduce plastic use.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 11: From Council

#### Resolution for Europa Forum regarding Europa Rules of Procedure for the Euro -Africa Committee

This Convention agrees to propose to the Council of Europe at the Europa Forum in Skopje 25 to 27 October 2018, the adoption of Rules of Procedure for the Europa-Africa Committee as set out in the Schedule on the MD105 website.

#### Explanation:

Although the Euro-Africa Committee of the Europa Forum has been operating for a number of years, no formal Rules of Procedure exist. This fact was brought to that committee's attention and it was agreed that the situation should be rectified. These Rules of Procedure have been informally agreed by the current committee as a reasonable reflection of how the committee operates.

Only 'members' of the Forum are entitled to make proposals, the members being the participant Multiple Districts and Single Districts and undistricted areas. This resolution will enable MD105 to submit the proposed Rules of Procedure at the Europa Forum in Skopje.

The full rules of procedure are available to study via the MD Website and have been sent to each club. To save valuable resources, it is not proposed to provide a hard copy of these Rules of Procedure to Voting delegates at Convention.



## Euro-Africa Committee: Rules of Procedure

### Preamble:

The Euro-Africa Committee was created in 1976, based on an idea of Past International President George Friedrichs from MD 103 France and Past International President Giuseppe "Pino" Grimaldi from MD 108 Italy. Now, after more than 40 years, facing increasing need in many regions of Africa, the work is more necessary than ever and has to be intensified. At the same time, the members realize that there exists no written system of rules. After discussion during the meeting of 28th September 2017 at Europa Forum in Montreux they release the following draft and submit it to the presidency of the Europa Forum and the All Africa Conference in the hope to be accepted along these rules by both.

### 1. Name: Euro-Africa Committee

### 2. Objectives: The objectives approved at the constitution of the Euro-Africa Committee have been:

**2.1** To foster mutual contact, exchange of information and understanding between Europeans and Africans, especially between the Lions of both continents. This includes mutual activities with the aim to learn from each other and also get a better understanding of culture and spirit of both continents.

**2.2** To foster a big common effort of European and African Lions to improve the situation of the poor population in Africa. This includes:

- Encourage the development of a responsible society in Africa;
- Education, including vocational training;
- Healthcare including eradication of avoidable blindness;
- Help for poor families to improve their economic situation by their own work, especially help for youth and women;
- Support for sustainable projects which respect the necessities of the environment;
- To promote the new service platform of LCI.

**2.3** The role committee for these objectives:

- to exchange and evaluation of information – to give all information which is available to all interested Lions;
- advising Lions who initiate projects in Africa including LCIF and National Lions Foundations;
- discussion of results of projects after short and long range and look for possible improvement of methods.

**2.4** A principle objective of this committee is to foster that new Lions projects in Africa shall not be started without request and active participation of African partners, especially African Lions. That is because we Lions know: **Africa can only be developed by Africans.**



## Euro-Africa Committee: Rules of Procedure (contd)

### 3. Members:

- 3.1 a) Every MD or single D can send two members to the committee;  
b) In addition two volunteer members per MD or D can be admitted.
- 3.2 Volunteers present themselves to the committee and are to be approved by voting.
- 3.3 Membership ends by:
  - a) withdrawal by the sending MD or D;
  - b) written withdrawal of the member 15 days before an EAC meeting at the latest;
  - c) absence: a member who without due reasons does not participate to 3 successive meetings.  
Messages are to be sent to the chairperson.
- 3.4 In case of vacancies according to 3.1a) the chairperson may ask the sending D or MD to send a new member; in case of vacancies according to 3.1b) the committee is free to accept a new proposal or appliance.

### 4. Meetings:

- 4.1 Regular closed and open meetings shall be held during each Europa Forum and during each All Africa conference.
- 4.2 Online meetings shall be held if necessary.

### 5. Board:

- 5.1 The board consists of a chairperson, a co-chairperson, a vice-chairperson and a secretary;
- 5.2 The board is to be elected by the committee;
- 5.3 The term of the board members is three years. One re-election is possible;
- 5.4 If the chairperson is a European Lion, the co-chairperson has to be an African Lion and vice versa.

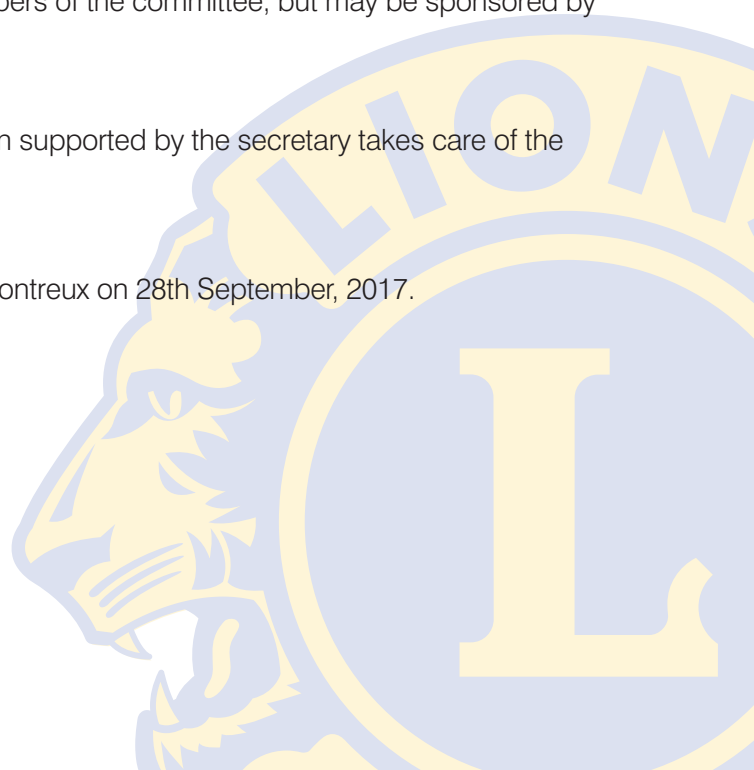
### 6. Expenses:

- 6.1 Expenses shall be borne personally by the members of the committee, but may be sponsored by the member's Multiple District or District.

### 7. Website:

- 7.1 As the committee has no budget, the chairperson supported by the secretary takes care of the website.

Unanimously approved by the EAC at Europa Forum Montreux on 28th September, 2017.



## MD Convention Basingstoke 5th & 6th May 2018

### Resolution 12: From Council

#### Redrafted Europa Forum Rules of Procedure - MD105 to submit for acceptance of all Green Draft changes

**Explanation:**

The ROP stated.

**ARTICLE VI: Organisation**

*6.1 The Forum shall be held annually in the period from September 15 to November 15, the dates to be approved - at least two years in advance - by the Association's International President.*

**This is in conflict with LCI Board Policy Manual which states that ARTICLE VI: Organisation should read:**

*"6.1 The Forum shall be held annually preferably in the period from the last full week in October through the first full week in November. The dates to be approved - at least two years in advance - by the Association's International President, (Board Policy Manual Chapter XX111)"*

Europa Forum in Montreux had a proposal from MD111 which stated:

*"The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday. The dates to be approved - at least two years in advance - by the Association's International President"*

This resolution was carried 23 – 6 in favour

The conflict of dates has not been noticed until now so must be resolved in the future.

Consequently this Proposal to MD105 excludes the above from this resolution which if carried will go to Europa Forum Skopje 2018.





# *Europa Forum*

## Rules of Procedures

February 2018

Incorporating

Standing Orders

&

*History of the Europa Forum*

**DRAFT GREEN**

## Glossary of Definitions

### **Accountant**

Elected for five years by the European Council, his/her duties shall include to control the expenses of the Forum and to put them into perspective with those of previous Fora. **It is recommended that candidates should have participated in at least three previous Fora within the last five years and can demonstrate a good knowledge of the Europa forum.**

### **Advisor and Archivist (hereinafter called A&A).**

Elected for five years by the European Council, his/her duties shall include to monitor all decisions taken and to act as advisor to the Supervisory and Host Committees. The A&A will be the living conscience and the embodied continuity of the Europa Forum. He/She must ensure that the decisions taken are acted upon properly in later years. **It is recommended that candidates should have participated in at least three previous Fora within the last five years and can demonstrate a good knowledge of the Europa forum.**

### **Committee - Working Group**

Committee is an entity created by the European Council on a permanent basis, recurrent from Forum to Forum, to deal with topics of general interest for the Lions of Europe. A Working Group has a temporary nature and is appointed by the European Council to accomplish a specific task. The members of both entities are proposed by the Europa Forum President and voted upon by the European Council, (however, the Long Range Planning Committee Europe has its own membership rules, the rotation of its members is set, they are supervised and proposed by the A&A and accepted by the Committee). **Working Groups (when necessary) can be established by the European Council, the cost is carried by participants home MD & District which is appreciated by the member countries of Europe.**

### **Designated International Director**

One of the acting International Directors from Europe that the Association's International President appoints to supervise the Europa Forum. He/She shall take office upon the adjournment of the Forum (at the optional Supervisory Committee meeting) prior to that for which he/she is to serve and the term of office will cease at the adjournment of the Forum.

### **Europa Forum**

The Europa Forum is an annual meeting for all the Lions belonging to the Constitutional Area of Europe.

### **Member Country or State**

The Lions Organisation in any Country or State pertaining to the Constitutional Area of Europe: Multiple District, Single District, undistricted Areas and Clubs, provided their membership of the Europa Forum is approved by the European Council (see Article III), hereinafter called a Member.

### **Forum Officers**

#### **Forum President**

The Chairperson of the Host Committee who shall be appointed by the Host Country's Council of Governors (Multiple District) or by the Cabinet of the District (Single District) or by a Committee of all undistricted Clubs. The President shall usually be a Past International President or a Past International Director or a Past District Governor or a Past President of an undistricted Club. He/she must reside within the Host Country and it is recommended that they should have participated in at least three previous Fora within the last five years.

The Supervisory Committee must ascertain that these qualifications are met.

#### **Forum Vice-President**

The forthcoming Forum President.

The Forum Officers shall take office upon the adjournment of the Forum prior to that for which they are to serve.



## **Forum structure**

### **European Council (hereinafter called the Council)**

Is the body for the formation and control of Forum policy, composed of one voting delegate for each Member (see Article V)

### **Supervisory Committee**

Its primary objective is to oversee the logistics, administration, any financial matters, and the content of the Forum (see Article IV).

### **Long Range planning committee Europe**

The responsibilities of this committee are described in appendix I here under.

### **Host Committee**

Its responsibilities are the preparation and operation of the Forum in the Host Country. In doing so, it shall closely co-operate with the Supervisory Committee. The Host Committee is chaired by the Forum President. (see Article IV).

## ***Article I : Mission statement***

“To provide an open forum for the exchange of ideas, knowledge, mutual understanding and fellowship; promote humanitarian service activities, further programmes and goals of Lions Clubs International in the multi-cultural society of Europe.”

## ***Article II***

The Europa Forum shall be an annual meeting for all the Lions from the European Countries irrespective of different nationalities and cultures.

The Forum may make recommendations to all Members but shall have no authority either to superimpose or create any governing structure over and above the regular organisational structure of Lions Clubs International in the constitutional area of Europe, or to collect dues.

## ***Article III : Membership***

1) The Lions Organisation in any Country or State belonging to the Constitutional Area of Europe may become a member of the Europa Forum if it shall have adopted these rules by an appropriate Resolution of its National (Multiple or Single District) Convention, or in the case of undistricted Clubs, of a meeting of all its Clubs, provided that its membership is approved by the European Council. The new member may not exercise its voting rights until the ensuing European Council meeting.

2) Membership may be discontinued as a result of a valid decision of the Member. The Member shall have to duly notify the Forum President thereof before **June 15**, latest.

## **Article IV**

### **4.1) The structure of the Forum**

- European Council
- Supervisory Committee
- Host Committee
- Working groups

### **4.2) Long Range Planning Committee Europe:**

The responsibilities of this committee are described in appendix I here under.

### **4.3) Supervisory committee**

Its primary objective is to oversee the logistics, administration, any financial matters, and the content. Furthermore, the Supervisory Committee's duty is to ensure that the Europa Forum complies with the Board Policy Manual.

The Supervisory Committee consists of the following functions:

- Forum President
- Forum Vice President
- Designated ID ( who will be the Chairperson of the Committee )
- 2 \* Host Programme Director (current and forthcoming)
- A&A

The Supervisory Committee organises its work at its own discretion and timetable; however, it shall organise one formal meeting in February. At this meeting members of the Host Committee will be invited as appropriate (i.e. The Thomas Kuti Contest Chair, etc.) at no cost to the Host Committee or the Forum. If the designated ID and the A&A consider it necessary, a further meeting can be arranged with the Forum President and senior committee members. The Supervisory Committee may also decide to conduct meetings at the Forum venue, prior to and after the Forum.

### **4.4) Host Committee**

4.4.1) The Host Committee shall be formed as soon as the Member to host a Forum has been selected. The structure and the working methods of the Host Committee are the responsibility of the Host Country. It is suggested that the Host Committee involves professionals for the various tasks it has to perform.

4.4.2.) Besides these general tasks it is also requested:

4.4.2.1) To operate a Sub-Portal on [www.lions-europaforum.org](http://www.lions-europaforum.org) for the distribution of all useful information concerning the Forum, for the registration of participants and their partners to the Forum and for the exchange of information between the Forum and its Members. The Sub-Portal shall be opened not later than the adjournment of the previous Forum.

4.4.2.2) To develop the budget of the Forum and to carefully control all financial issues of the Forum

4.4.2.3) To develop a final report on expenses before March 31 after completion of the Forum and to deliver it to the Forum's Accountant.

4.4.3) The Host Committee will propose – at its own discretion – the Main Theme of the Forum – preferably 2 years in advance.

### **4.5) Working Groups**

A working group has a temporary nature and is appointed by the European Council to accomplish a specific task. The members are proposed by the Forum president and voted upon by the European Council

## **Article V : European Council ( agenda, resolutions, delegates, voting, responsibilities)**

The Agenda for the Council meetings will be determined by the Forum President based on draft Resolutions received from the Members and the February meeting of the Supervisory Committee.

Draft Resolutions should be sent in English language to the Forum President with copy to the A&A by **June 15**.

The Forum President will publish these same draft Resolutions on the sub-portal with an e-mail notice to the Members before July 31 latest, to duly prepare them for the discussion and voting to take place during the European Council meeting.

No other Resolution will be taken onto the Agenda of the European Council unless the President and the Vice-President, assisted by the Archivist and Advisor, decide that an emergency Resolution is called for (see later: reports of working groups, etc.).

The same group might also decide to forward any proposals for voting to the next Forum in case the Resolution requires that the member countries further discuss the issue.

- 5.1) The Council shall be chaired without the right to vote (excepting only using a casting vote to preserve the status quo in the event of a tied vote) by the President of the Forum, assisted by the Vice-President, the Forum Secretary and the A&A ( see APPENDIX A: Standing Orders)
- 5.2) The delegate status to the Council shall be evidenced by a Letter of Authority signed by the highest ranking officer of the Members (**can be sent in by email to both Forum President copy to A&A**). The majority of such Members represented at the Forum and entitled to vote shall constitute a Quorum. If the Quorum is not reached, the Council is reconvened after 30 minutes; at this reconvened meeting no quorum applies. **Multiple District and Districts may register their voting delegates at the forum. If a member needs to have its voting right authenticated at the Forum, the Forum President and A&A may authorise it after having checked the request is well founded**
- 5.3) Any decision (other than such relating to the amendment of these Rules of Procedure and of the Europa Forum Standing Orders which shall require the 2/3 affirmative vote of those present and entitled to vote) shall be taken by simple majority. For other details of the voting procedure see APPENDIX A: Standing Orders.
- 5.4) The result of each decision made at a meeting of the Council shall be formally declared by the Chairman with all the relevant details (number of votes, green, red and white cards, etc) and should duly be recorded in the published minutes thereof.
- 5.5) The election of the A&A, the Accountant, the Thomas Kuti Contest (The Music Contest) and Bert Mason Ambassador Award Committee Chairs (on recommendation of the relevant Committee), as well as the endorsement of the members of the **LRPCE** Committee.
- 5.6) The selection up to a maximum of five years in advance of a Host Country and a venue for the Forum in accordance with the guidelines described in APPENDIX B. In order to apply for organising a Forum, the Member country in question must prove that its national Convention (or equivalent) has previously endorsed the intention. **The application must prove by a preliminary budget forecast (see appendix G) that the Forum to be organised is financially viable.**
- 5.7) The approval of a Member's request as to the use of the Voluntary Contribution Scheme (see APPENDIX F)
- 5.8) The receipt of the report on the financial results of last year's Forum, prepared and presented by the Europa Forum Accountant.

- 5.9) The receipt of the report on the results of the workshops of the actual Forum requiring a voting decision. The receipt of other proposals submitted by a member requiring a voting decision (subject to the opening remarks of this article).
- 5.10) In order to deal with special subjects, the Council may appoint working groups the reports of which shall be directly presented to the Council for discussion and decision. If such a report requires voting at the Council, same has to be submitted to the Forum President copy to A&A before **June 15**.
- 5.11) Amendments of these Rules and of the Europa Forum Standing Orders other than coming from a working group appointed for this purpose by the Council (provided that any proposed amendment thereto shall first have been submitted as to the wording thereof to the Forum's A&A) have to be previously endorsed by the national Convention (or equivalent) of a Member before **June 15**. **Similarly to the rules in place, The Long Range Planning Committee Europe can also submit amendments to the Forum President and A&A by June 15<sup>th</sup>.**
- 5.12) At the conclusion of the Forum, the President shall send information to LCI including a copy of the motions carried, and concerning proposals of amendments to the International Constitution and By-Laws.

It is recommended that the Council meetings be audio-recorded and these records are kept for further reference until the 3<sup>rd</sup> ensuing Forum.

## ***ARTICLE VI: Organisation***

- 6.1) The Forum shall be held annually **preferably** in the period from **the last full week in October through the first full week in November (Board Policy Manual Chapter XX111)**, **The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday**. The dates to be approved - at least two years in advance - by the Association's International President,
- 6.2) To allow the Members and Lions of Europe to receive adequate information, the Host Committee shall publish all useful mailing addresses on the Sub-Portal not later than the adjournment of the previous Forum.
- 6.3) The Members are required to appoint an experienced Lion to be their Liaison to the Host Committee, to update their mailing address information at all times ( especially immediately after the commencement of the Lions year in July) and keep the Host Committee duly informed thereof.
- 6.4) The Forum President shall convene the Forum before April 30 by means of posting it on the sub-portal, with an e-mail notice to the Members.
- 6.5) Any Member wishing to submit a proposal to the Council at the Forum shall do so by **June 15**, after having endorsed it by its national Convention (or equivalent).
- 6.6) The final agendas for all the meetings at the Forum ( compiled on the basis of the decisions taken at the February meeting of the Supervisory Committee and completed with additional proposals to the Council ) shall be published by July 31.
- 6.7) The official language of the Forum shall be English or French or German or Italian or a Scandinavian language. The Host Committee shall make the choice of one of these languages, provide translation facilities at the main meetings into the remaining 4 named languages and on request, if possible, into any other language, but in the latter case the costs thereof shall be borne by the Member requesting this. The Host Country may use its national language at the main translated meetings, at its own cost.

Translation is mandatory at the Opening and Closing Sessions, the Council meetings and the meetings with the International Officers (International President, 1st Vice-President and European Directors).

The Seminars and workshops will primarily be held in English, enlisting volunteers assisting with translation. Host Committees are encouraged to organise workshops in other official languages or the language of the host country to attract a more diverse Lions audience from the multicultural constitutional area of Europe. There will be no extra cost burden to the host country.

6.8) All information materials such as invitations, programmes, etc. have to be prepared in the five Forum official languages. All input contributions should be presented in English. Minutes, reports and all official output papers should be in English and include headlines of the contents translated into the other four official languages.

6.9) Information and news concerning the Forum shall be posted and updated by the Host Committee at the Sub-Portal operated under the European Forum Portal ([www.lions-europaforum.org](http://www.lions-europaforum.org)). All communication with the Members and exchange of any and all information is to be done by means of this Sub-Portal.

6.10) The Guidelines for the Host Countries and the Model Calendar contained in APPENDICES "B", "C" and "D" shall be observed, subject to only minor variations of timing.

## **ARTICLE VII : Financial aspects**

7.1) The necessary administrative costs of the Forum (as well as of the February meeting of the Supervisory Committee) shall be met by the Host Committee which may recover it by charging registration fees to Forum participants, and by making appropriate charges likewise to participants in an optional programme of social events.

7.2) At the end of the Forum the Host Committee shall prepare a final cost report using the accounting frame as per APPENDIX G.

7.3) Voluntary contribution may be requested by Host Countries with less than 1,500 members (see APPENDIX F). The surplus from a Forum using voluntary contribution – up to a maximum of the amount received – shall be either proportionally transferred back to the donor Members or donated to a European humanitarian project according to the Council's decision.

7.4) Europa Forum is not for profit, therefore any surplus realised by a Europa Forum – above the contribution of a Member – shall be donated for a humanitarian project, at the discretion of the organising Member.

These Rules of Procedure will be kept and maintained in English.

It is the Member countries' responsibility to translate and update same in their own languages. The language versions will be published on the [www.lions-europaforum.org](http://www.lions-europaforum.org) under the responsibility of the Members.

In case of disputes, the **most recent dated** English edition supersedes all other language versions.

These new Rules of Procedure will be phased in gradually, according to a separate plan proposed and endorsed by the Council. These new Rules of Procedure will be totally applicable from 2012 onwards. **In the case of accepted proposals in future years, hosting countries already appointed should be considered and phasing allowed where required.**

APPENDICES:

- APPENDIX A: Europa Forum Standing Orders  
Revised spring 2007 updated spring 2009
- APPENDIX B: Guidelines for Host Committees
- APPENDIX C: Proposed Sequence of Events & Recommended Guidelines for the  
Europa Forum events
- APPENDIX D: Model Calendar
- APPENDIX E: Official Guest Expenses for the Forum
- APPENDIX F: Accounting system for voluntary contribution
- APPENDIX G: Accounting Frame of the Europa Forum
- APPENDIX H: Job Descriptions
- APPENDIX I: Long Range Planning Committee Europe

**APPENDIX A:**

Europa Forum Standing Orders

Revised spring 2007 updated spring 2009

To apply only to the European Council, and any other decision-making meetings.

1. At the commencement of all European Council meetings the Forum President will invoke these Standing Orders. Being entirely neutral, the Forum President shall express a personal opinion on any matter under discussion only after he/she vacates the chair and speaks from the body of the audience.
2. Any person wishing to speak on any matter, must be a Forum registered Lions member, must have the permission of his/her delegate (European Council only), must have the permission of the Forum President (European Council only), announce his/her name and country and address the chair. If a speaker exceeds the time limit or if the subject is inappropriate the President is empowered to stop the speaker. For time schedule constraints, or any other valid reasons, the Forum President is entitled to change the order of the business items on the agenda, to limit the number of speakers, with the exception of a "point of order" (this is a legitimate objection to the course of the meeting and the rules being applied, including moving to the next point on the agenda).
3. Subject only to the provisions of section 7 hereof, a person cannot speak more than once to the same Resolution / Amendment or other matter. Only the proposer of a Resolution / Amendment exercising his/her right of reply can speak more than once on any such matter under discussion.
4. Each Resolution / Amendment will be proposed and seconded individually by nominees on behalf of one or more member country or state (as defined in Article III.1 of the Europa Forum Rules of Procedure) before consideration by the meeting. In the event that a proposer is unable to be present for valid reason, the Forum President must introduce the proposal.
5. If appropriate, the Europa Forum President shall have the discretion to introduce for consideration, emergency Resolutions / Amendments, provided they could not have reasonably been submitted on time.
6. In the event that a duly proposed Resolution is not carried, the same or similar proposal will not be taken into consideration the following year.
7. At decision-making meetings, any proposal for Resolution will be introduced and explained in a maximum time limit of 3 minutes (excluding the time necessary for reply). In the general debate that follows, any speaker will be entitled to speak once on that matter for a maximum of 2 minutes and he/she must direct the presentation strictly to the matter under discussion. The chairperson of all meetings has the authority to deviate from the above if appropriate.
8. The voting on any matter (European Council only) shall be by a show of cards (green=yes, red=no, white=abstention). In the event of a position to be fulfilled by election, there must be the provision of a secret ballot.

## **APPENDIX B:**

### **Guidelines for Host Committees**

#### **1. Essential basic requirements to be fulfilled by Host Committees at the selected venue:**

##### **1.1) Hotel accommodation:**

Available for advance booking (by the Internet sub-portal) as arranged by the Host Committee.

##### **1.2) Airport:**

International flights to a nearby airport, with transfer service available.

### 1.3) **Conference facilities:**

1.3.1) A large hall with seating for a minimum of 1500 persons and with simultaneous translation equipment.

1.3.2) Several smaller conference rooms, minimum 5 to seat at least 50 persons

1.3.3) A large area for Agora, stands, meeting points, inquiries and information desks.

1.3.4) International communication facilities ("Internet Point", etc.)

### 1.4) **Internet Sub-Portal:**

A Web Portal is operated by the IT working group: [www.lions-europaforum.org](http://www.lions-europaforum.org)

The Portal and the Sub-Portals are in CMS format.

The Portal's General content covers:

Mission statement

Service activities and humanitarian actions of LCI

Description of the Europa Forum

European humanitarian activities

Cooperation with other areas (Africa, Asia.)

Pictures from previous Fora

Lions and International organisations like EU, UN. , etc

Rules of Procedure

Minutes of previous Fora

Sub-Portals EF 2009

EF 2010

EF 2011, etc

### 1.5) **General secretariat during the Forum**

To provide adequate interpreters, **secretarial support, guides**, copying and typing service for small items, travel agency.

### 1.6) **Transport**

To be arranged between hotels and where events are to take place free of charge only to registered participants.

### 1.7) **Official guests**

See Appendix E.

### 1.8) **Rotation of venues**

For the purpose of ensuring a desirable balance in the selection of Host Countries and the actual venues therein the following grouping of Members is recommended:

Group 1 (Central Europe)

Austria, Belgium, Czech Republic & Slovakia, France, Germany, The Netherlands, Hungary, Luxembourg, Monaco, Poland, Republic of Russia (Moscow), Romania,



Switzerland & Liechtenstein. Ukraine

Group 2 (Northern Europe)

British Isles, Denmark, Estonia, Finland, Iceland, Ireland, Latvia, Lithuania, Norway, Sweden

Group 3 (Southern Europe)

Andorra, Bosnia & Herzegovina, Bulgaria, Croatia, Gibraltar, Georgia, Greece/Cyprus, Israel, Italy, Macedonia (FYROM), Malta, Portugal, Slovenia, Spain, San Marino, Turkey.

New members will be added to the Groups where they geographically belong.

## **APPENDIX C:**

### **Proposed Sequence of Events**

#### **1. Requirements between Fora:**

1.1) *At the beginning and at the conclusion of each Forum*, subject to the decision of the Supervisory Committee and if necessary: meeting(s) of the Supervisory Committee

1.2) *At the adjournment of the previous Forum*: the setting up and operation of the Sub-Portal by the Host Committee.

1.3) *By November 30* (the previous year): web page and registration available on the Internet Sub-Portal, reminder and invitation of proposals (seminars, workshops, presentations, speakers, etc)

1.4) **By December 31** (the previous year)

(Agenda) proposals to be submitted for consideration by the Supervisory Committee for its February meeting: meeting convened.

1.5) **During February:**

Supervisory Committee meeting

1.6) **Before April 30:**

Forum to be convened by the Forum President by publishing it on the Internet Portal, with an e-mail notice to the Members.

1.7) **By June 15:**

Draft Resolutions to be submitted for consideration by the Council at the Forum and proposals concerning new topics arising to be submitted for consideration to the Supervisory Committee.

1.8) **By June 30:**

Midyear report sent by Programme Director to LRPCE as detailed in appendix I.

1.9) **By July 15:**

The A&A to visit the Host Committee to ensure that all deadlines and all member countries' requirements are met.

1.10) **By July 31:**

All draft Resolutions and Agendas to be published on the Internet Sub-Portal with an e-mail notice to the Members.

1.11) **By August 31:**

In case of emergency, the Designated ID and the A&A shall ensure that all draft Resolutions and Agenda's be sent (posted on the Internet Portal) to Members in English.

## 2. Sequence and suggested agenda and duration of meetings at the Forum ( see Model Calendar APPENDIX D)

The title, Day 1 or Thursday , Day 2 or Friday , Day 3 or Saturday, Day 4 or Sunday are optional as are any other days of the week that a potential host country would present to the European Council when bidding to host. **{{MD111 Montreux - The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday.}}** [A](#)

### Article V1 6.1

**says** The Forum shall be held annually preferably in the period from the last full week in October through the first full week in November (Board Policy Manual Chapter XX111),

Day 1 (Thursday) :

Supervisory Committee Meeting (if held), Seminars, Workshops, Agora, Thematic meetings.

Welcome Party

**Day 2 ( Friday):**

Opening Session

European Council 1.

VDGs meet the first VP

DGs meet the IP.

Seminars, Workshops, Thematic Meetings, Agora

Host Night

**Day 3 (Saturday) :**

Meet your International Directors meeting

Meet your IP

European Council 2.

Seminars, workshops, Agora

Supervisory Committee meeting( if held )

Closing Session

Gala Dinner

***Recommended Guidelines for the Europa Forum events:***

No business on Wednesday (apart from some seminars/workshops and thematic meetings) and many participants have the opportunity to arrive Thursday and leave Sunday.

**Welcome – Get Together**

1.5 hour max. One drink, no food, included in the registration fee, max one short speech, to be held in connection with the opening. The idea is to give the participants a chance to get to know the locality and to socialise. Hereby give the local Lions a chance to promote the local area. Hosting Committee to arrange advertising and a discount encouragement for visiting European Lions.

Welcome speech of the local DG or CC – 5 minutes

**Speaker's Corner**

Projects, fundraisers, service activities having a general Lions interest but not taking more than 30 minutes will be programmed within the Thematic Sessions programme group by the Host Committee.

Slots have to be bookable online which will give the participants a chance to see the list of topics and speakers beforehand and decide what they might listen to.

As well as English, Host Committees are encouraged to programme these presentations in other languages also.

## **Agora**

Must be available, at the lowest possible price for Lions, a different cost for businesses.

### **Meet your International Director:**

This session will be organised and chaired by the Designated International Director.

This session would enable the European Lions to meet and understand the activity of their elected representatives on the International Board.

### **Opening**

Max 1.5 hours.

Presentation of candidates for 3rd International Vice President and International Director should be made without a candidate speech but delegates should be encouraged to meet and have contact with candidates during the Forum.

(The candidates are encouraged to reserve and utilise "Speakers Corner" slots to promote this opportunity).

Flag ceremony	20 min
Anthems	5 min
Civic presentation	5 min
Incoming International Director + candidates for 2nd International Vice President	5 min
Forum President	5 min
Designated International Director or International President	5 min
Motivational speech	20 min
Art performance	15 min

### **Host Night:**

It is recommended that this event is reduced (a large – university or other communal – hall with food stalls characteristic to the area, some artistic performance but not a seated second Gala Dinner ) permitting Forum participants – if not registering for this event – participants to optionally go out and better get to know the area, to socialise.

Another option for the Host Committee is to organise this evening with the help of the local Lions Clubs who would invite the Forum participants permitting Lions Clubs International exchange, friendship.

In both cases, the Host Committee may register participants to this event by charging a nominal fee.

### **Closing: max. 60 minutes**

Winners of the competitions Bert Mason Ambassador Award and Thomas Kuti Contest (Music Contest) 30 min

Forum President (10 min)

Designated International Director or International President (the one who did not speak during the opening) 10 min

Next Forum presentation (10min)

**APPENDIX D: Model Calendar** {{MD111 Montreux - The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday.}} **Article V1 6.1** says The Forum shall be held annually preferably in the period from the last full week in October through the first full week in November (Board Policy Manual Chapter XX111),

	Room 1	Room 2	Room 3	Room 4	Room 5	Congress Hall	
<b>Day 1</b>		<b>YOUTH-YEC</b> Attention: Special & appropriate rooms to be organised for the Bert Mason Ambassador Award & The Thomas Kuti Contest (Music Contest).	<b>MEMBERSHIP LEADERSHIP</b>	<b>ACTIVITIES</b>	<b>IR</b>	<b>PLENARY</b>	<b>EXTRA Congress Center</b>
9:00 - 10:30	Supervisory Com.					Sim. Translation	
10:30 - 11:00	Break	Break	Break	Break	Break		
11:00 - 12:30							
12:30 - 14:00	Break	Break	Break	Break	Break		
14:00 - 15:30							Agora
15:30 - 16:00	Break	Break	Break	Break	Break		
16:00 - 17:30							
19:00 - 20:30							Welcome - Get together
<b>Day 2</b>							
9:00 - 10:30							
10:30 - 11:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Opening Ceremony Coffee Break	Agora
11:00 - 12:30						Int. 1st VP meets VDGs	
12:30 - 14:00	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	
14:00 - 15:30						IP meets DGs	
15:30 - 16:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
16:00 - 17:30						European Council I.	
19:00 - 21:30							Host Night or Free
<b>Day 3</b>							
9:00 - 10:30						Meet your IDs	Agora
10:30 - 11:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
11:00 - 12:30						Meet your IP	
12:30 - 14:00	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	
14:00 - 15:30						European Council II.	
15:30 - 16:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	

16:00 - 17:30						Closing Ceremony
17:30 - 19:00	Supervisory Com.					
19:00 - 23:30						Gala
<b>Day 4</b>	Optional at the discretion of the Host Committee					

**N.B.:** Thematic Meetings: Supervisory Committee, General Secretaries, , IT Committee, Speaker's Corner & all other meetings that cannot be categorized in either YOUTH-YEC,

**MEMBERSHIP-LEADERSHIP, ACTIVITIES, INTERNATIONAL RELATIONS**

**Number of available 1.5 hour slots:**

THEMATIC	10 slots	(the number can be increased by cutting in half the 1.5 hour sessions)
YOUTH-YEC	9 slots	(the number can be increased by cutting in half the 1.5 hour sessions)
MEMBERSHIP-LEADERSHIP	9 slots	(the number can be increased by cutting in half the 1.5 hour sessions)
ACTIVITIES	9 slots	(the number can be increased by cutting in half the 1.5 hour sessions)
IR	9 slots	(the number can be increased by cutting in half the 1.5 hour sessions)
PLENARY	8 slots in two days	
<b>Total</b>	<b>54 slots</b>	

Social & Agora	
Translated Main Meetings	
International Relations	Mediterranean, Euro-Africa, Euro-Asia, UNO, EU Parliament, UN-EU and Lions..., etc
Activities	Service & humanitarian projects, fundraisers, LCIF, etc.
Membership-Leadership	Certified Guiding Lions, etc
Youth & YEC	Thomas Kuti Contest (Music Contest), Bert Mason Ambassador Award, ( <b>Attention: Special &amp; appropriate rooms to be organised</b> )
Thematic meetings, including PR & Communication	Supervisory Committee, Host Orientation, Presenters and Moderators Orientation, IT Committee, Lions on Internet, General Secretaries, LION Magazine editors, Speakers' Corner, etc

At the Istanbul Forum 2013, an Emergency resolution was passed which stated:  
All future Europa Fora are recommended to have the minimum of 2 workshops on **the topic of Leo/Lion Cooperation**

## APPENDIX E:

### Official Guest Expenses for the Forum

Office held	Max	Spouse	Travel	Hotel, meals, etc Fees	Part.
Current IP**	1	YES	LCI	LCI	HC
ID designated by IP	1	YES	LCI	HC	HC
Intl. Exec. Officers	2 *	YES	LCI	LCI	HC
Current IDs from Europe	5	YES	LCI	HC	HC
Past IPs from Europe (1*)	2	YES	LCI	HC	HC
Forum VP	1	YES	( 2*)	HC	HC
Forum A&A	1	YES	HC	HC	HC
Forum Accountant	1	YES	HC	HC	HC
Max. no. of possible guests	14	14			

\* (Note should be taken from Board Policy Manual. ChapterXX111. Area Forums note 10. Here it is stated the Executive Officers that may attend.

#### Legend:

HC: Host Committee

\*\*The forum shall provide a one bedroom suite and meals for the International President or his designee. Meals and accommodations will be reimbursed by the association and charged to the International President's travel budget.

\* The Immediate Past International President and first Vice President may attend all area forums. The second and third Vice President may attend his/her own area forum. Meals and accommodations will be reimbursed by the association and charged to the officer's travel budget.

(1\*) All PIPs from the Constitutional Area of Europe attending the Forum

(2\*) Own Multiple or Single Districts

N.B.: Any Lions officials' expenses other than listed above and required to make a report and/or presentation during the Europa Forum will be covered by him/her or his/her District/Multiple District.

## **APPENDIX F:**

### **Accounting system for voluntary contribution**

Voluntary contribution may be requested by Host Countries with fewer than 1,500 members.

- 1) As a guideline, the voluntary contribution, called hereinafter *contribution* could be the equivalent in each national currency of minimum € 0.2 per each European Lion member as of December 31 of the previous year.
- 2) The contribution of the European **Lions** will be collected by their respective Members' Treasurers.
- 3) Each **Forum** President and Treasurer will establish a special bank account where contributions will be transferred by the **Europa Forum** Member Countries; the details of this account will be delivered to each Member country before the end of December of the year before the **Forum**.
- 4) The collected contributions will be forwarded to the **Forum's** special account until the end of the month of August of the year of the **Forum**.
- 5) The **Forum** President and Treasurer will have the joint authority and responsibility to use the contributions.
- 6) The **Forum** President and Treasurer will prepare before the end of the December following the **Forum**, the final issue of the **Forum's** financial report, including the contributions, social events, as well as all other income and expenditure.
- 7) **The Forum** accounts and the financial report will be audited by a local certified accountant, and the Report thereof will be presented to the European Council at the following **Forum**.
- 8) It is mandatory that the surplus from a Forum using voluntary contribution – up to maximum the amount received – shall be either proportionally transferred back to the donor Members or donated to a European humanitarian project according to the Council's decision.



## **APPENDIX G: ACCOUNTING FRAME OF THE EUROPA FORUM**

### **STANDARD BUDGET FORM (ALL IN EUROS)**

<b>A</b>	<b>Income</b>
1	Participants fees
2	Social events
3	Hotel
4	Voluntary Contribution
5	Contribution from Host MD
6	Sponsorship in Cash
7	Agora
8	Other Income
<hr/>	
9	<b>TOTAL INCOME</b>
<hr/>	
<b>B</b>	<b>Expenses</b>
1	Hotel Costs
2	Get Together Party/Opening Ceremony
3	Coffee Breaks
4	Lunches
5	Gala Dinner
6	Host Night if any
7	VIPs Hospitality
8	Music Competition
9	Agora
10	Photo/Video
11	Commissions paid re Sponsorship
12	Organization Fees
13	Flowers, decorations, gifts,t-shirts, ties etc.
14	Banking
15	Phone, mail, copying
16	Transportations in preparation and during Forum
17	Rental fees: Venues, facilities, equipment
18	Simultaneous translation
19	Office supplies, secretariat, register, staff
20	Translation other than simultaneous
21	Printing
22	Social event, excursions
23	Other
<hr/>	
24	<b>TOTAL EXPENSES</b>
<hr/>	
<b>C</b>	<b>Net Result</b>

## APPENDIX H: JOB DESCRIPTIONS

### EUROPA FORUM ADVISOR AND ARCHIVIST (A&A)

The Europa Forum Advisor & Archivist (A&A) is appointed by the Council for five years. His/her duties are to

- monitor all decisions taken
- act as advisor to the Supervisory , Host and Long Range Planning Committee Europe and to the Forum President.
- ensure that decisions taken are acted upon properly in later Fora
- maintain archive for official minutes of the Europa Fora in general and the Council meetings in particular
- monitor the audit and reporting of the Europa Forum
- maintain and update the Europa Forum Rules of Procedure
- It is suggested that candidates will have attended a minimum of 3 three previous Fora within the last five years

The A&A takes part in the work of the Supervisory Committee and is bound to draw the attention of the Designated ID and the Forum President on discrepancies found in relation to the Rules of Procedure. If his advice in this respect is not acted upon, he is obliged to report same at the next Europa Council meeting.

The A&A's expenses are covered by the Host Committee, as specified in the Rules of Procedure and its Appendices.

## EUROPA FORUM ACCOUNTANT

The Europa Forum Accountant is appointed by the Council for five years. His/her duties are to Advise potential applicants to organise Europa forum on preparing a preliminary budget forecast to check on financial viability of future Europa fora

- control the expenses of the Forum and put them into perspective with previous Fora
- monitor the audit of the Forum performed by the Host Committee
- develop and monitor the Forum's statistical information system together with A&A
- report to the Council the financial results of the previous year's Forum
- monitor that the Voluntary Contribution Accounting System is properly adhered to and applied by the Host Committee and report to the Council as needed.
- It is suggested that candidates will have attended a minimum of 3 three previous Fora within the last five years

The Europa Forum Accountant's expenses are covered by the Host Committee, as specified in the Rules of Procedure and its Appendices.

## APPENDIX H: JOB DESCRIPTIONS – CONTINUED

### EUROPA FORUM PROGRAMME DIRECTOR

The Programme Director shall be appointed from the Host Committee. His/her duties are to:

- serve on the Supervisory Committee, **Host and LRPCE** for two successive years, initially as the forthcoming Programme Director and then as the Forum Programme Director, in order to receive/provide feedback on the content of the current and then the forthcoming Forum.
  
- work closely with the **A&A and the designated ID** for the forthcoming Forum to ensure that there are appropriate sessions for each of the 5 main topic areas which are timetabled, with a Chairperson, Secretary and Presenters. **In this respect he/she has to submit a midyear report to the LRPCE and A&A by June 30<sup>th</sup> to seek advice (see more details in appendix I)**
  
- serve on the Host Committee as the primary organiser of the Forum Programme and tasks shall include:
  - Formulating a Programme Schedule, including events, in consultation with the President of the Forum and with the Host Committee such that it follows the suggested agenda and duration of meetings (see Appendices C2 and D).
  - Assisting the Host Committee with the preparation of the Summary Programme Schedule and the detailed Analytical Programme.
  - Ensuring correct provision of room facilities with appropriate equipment, seating, etc, according to the programme schedule.
  - Briefing Chairpersons and Presenters on their roles during Forum, with particular regard to the reporting arrangements.

## APPENDIX I: LONG RANGE PLANNING COMMITTEE EUROPE

### Tasks of The Long Range Planning Committee Europe

- 1) The primary objective is to ensure continuity, quality and experience with regard to the content of the Forum and its workshops which should be of the highest possible professional standard.
- 2) The LRPCE will assume the responsibility of overseeing Europa Forum programme content, under the direction of the appointed ID and A&A. The Programme Director designated by the Host committee for the forthcoming Europa forum will submit a midyear report (latest June 30<sup>th</sup>), which will be overseen by the LRPCE, who will invite comments from the three most recent Europa Forum Programme directors, these comments will be collated to ensure continuity and quality and enable advice, through the LRPCE, to the programme director to ensure continuity and quality.
- 3) To ensure the continuous exchange of information and better understanding between the LCI Board of Directors and Area Europe.
- 4) To implement the European diversity in the work of the Board of Directors with the aim of making a valuable contribution to the worldwide activities of LCI
- 5) To provide structural analyses and proposals on how to secure qualitative membership growth in Europe in coordination with any membership initiatives of the International Board of Directors.
- 6) To act as an advisory body to identify suitable recommended rotation which would enable fair opportunity to the member countries for European International Director positions.
- 7) To ensure the future International leadership of area Europe is befitting the ever-increasing professional standards of volunteerism.
- 8) To ensure that the existing guidelines are adhered to and submit amendments to existing recommendations to the Council when appropriate.
- 9) With the exception of unforeseen circumstances, such amendments, if any, will be phased in gradually to permit the Multiple Districts and Districts of Europe to prepare for the changes (see new 5.7 of the Rules of Procedure).
- 10) To scrutinise the operational structure of the Europa Forum and to submit proposals for improvement if appropriate. (see new 5.12 of the Rules of Procedure)
- 11) Similarly to the rules in place under 5.11, the Long Range Planning Committee Europe can also submit amendments to the Forum President and A&A by June 15<sup>th</sup>.
- 12) As proposed by MD111 in Sofia 2016, "To establish a permanent "WASH" work group for the Europa Forum \* it is suggested the LRPCE assume responsibility.

The Long Range Planning Committee Europe consists of the following members:

- The most recent European Past International President shall be the Chairperson of the LRPCE, if the chairperson cannot participate at the meeting, the LRPCE shall elect a Vice Chairperson, with the same prerogatives rights as the Chairperson, from among the committee members present.
- The designated ID for the next year Europa forum
- The current Second Year International Directors from the Constitutional area of Europe,
- The Immediate Past International Directors from the Clubs of Europe,
- The representatives of those Lions Clubs International (LCI) Areas of Europe that are not represented by the International or Past International Directors (the A&A must ensure that the LCI Areas choose these representatives before the upcoming Europa Forum).

The appointed representatives shall be English-speaking Past International Directors, as knowledge of the workings of the Board is of primary importance. Their term will last until a new Second Year Director from their area replaces them on The Long Range Planning Committee Europe.

- The A&A, as secretary of The Long Range Planning Committee Europe, in a non-voting position. (In the event that the A&A should attain the position of International Director whilst holding the A&A office, the dual positions shall have no vote)

All the PIPs of Europe are invited to attend, in a non-voting position.

The voting members of The Long Range Planning Committee Europe shall be the current Second Year International Directors, [The designated ID for the next year Europa Forum](#), the Immediate Past International Directors and the representatives of the LCI areas of Europe.

The Chairperson has a non-voting position; in the event of an equal vote he/she has a casting vote.

The LCI areas of Europe considered for the purpose of The Long Range Planning Committee Europe, [based on cultural consideration](#), are as follows:

Area 1: 101, 104, 106, 107, 109

Area 2: 102, 110, 114

Area 3: 111

Area 4: 103, 112, 113

Area 5: 105, [133](#)

Area 6: 108

Area 7: 115, 116, 117, 118, 128

Area 8: 119, 120, 121, 122, 123, 124, 126, 129, 130, 131, 132, + un-districted areas.

The Committee holds one annual meeting during the Europa Forum. The Chairperson may summon additional meetings when required and if appropriate.

The costs of this Committee are no burden to the Forum budget. They will be met by the member country of the Committee members when appropriate.

## HISTORY AND CONTENT OF THIS DOCUMENT

The working Group named below was appointed by the European Councils of Bournemouth 2006, Bucharest 2007, Cannes 2008 & Tampere 2009 to review the Standing Orders the Rules of Procedure and to give consideration to a European Steering Committee that will act as an Advisory body.

Past International Director Phil Nathan – Chairman  
International Director Per Christensen - Secretary  
International Director Enrico Cesarotti - Member  
Past International Director Miklos Horvath - Member  
Past Council Chairman Jean-Claude Aufrere - Member  
Past District Governor Klaus Letzgus - Member

Assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo

This final document was accepted by the European Council at the Europa Forum of Bologna 2010 and now becomes the working “Rules of Procedure Document” incorporating the Standing Orders and all Appendices A – I

As a consequence of the first meeting of the European Steering Committee,

Past International Director Phil Nathan

International Director Per Christensen

Past International Director Miklos Horvath

were requested to review the Bologna document.

Assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo.

Subsequent amendments were proposed by MD 106 and accepted by the European Council of Maastricht 2011.

Further amendments were proposed by MD 103 (Thoms Kuti Contest), MD 105 (Young Amabassador procedures, entitlement of support ), MD 111 (Accountants expenses) and accepted by the European Council of Maastricht 2011.

The "Maastricht" document superceded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until, Europa Forum Istanbul 2013 where the following proposals were accepted by European Council 2.

Further alterations to rules occurred by proposals from MD111, accepted by EC2 in Istanbul 2013.

Page 2. Definition of Forum President contained within the Glossary of Definition

He/she must reside within the Host Country and it is recommended that they should have participated in at least three previous Fora within the last five years.

Page 7. Article 6.7 Paragraph 3 .

Committees are encouraged to organise workshops in other official languages or the language of the host country to attract a more diverse Lions audience from the multicultural constitutional area of Europe. There will be no extra cost burden to the host country.

Pages 12 and 15. Appendix D: Model Calendar. Altering Friday through Sunday to numbered days which makes the choice optional.

**The Istanbul document superceded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until, Europa Forum Birmingham 2014 where the following proposals were accepted by European Council 2.**

Alterations to rules occurred by proposals from District 124, MD 105 & MD11

Page 22. Appendix I. (3 proposals)

The A&A, as secretary of The Long Range Planning Committee Europe, in a non-voting position. (In the event that the A&A should attain the position of International Director whilst holding the A&A office, the dual positions shall have no vote)

The current Europa Forum 'Steering Committee' be renamed 'The Long Range Planning Committee Europe'

The formation of a new Area 3, consisting of MD111 alone as with the current Areas 4 & 5. Reformat the Areas and increase 7 to 8.

**The Birmingham document superceded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until, Europa Forum Augsburg 2015 where the following proposal was accepted by European Council 2.**

MD101 Changed rules in Appendix I to enable the LRPCE to elect a vice chairperson as prescribed within.

The working Group was charged with a review and "spring clean" of the ROP that had been in current form for several years now. The following met in the UK.



Past International Director Phil Nathan – Chairman

International Director Per Christensen - Secretary

Past International Director Miklos Horvath - Member

Assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo

**The Augsburg document superceded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until, Europa Forum Sofia 2016 where the following proposals were accepted by European Council 2.**

MD111 to rename the European Young Ambassador Award to “Bert Mason Ambassador Award

MD111 for payment for a copy of the “Bert Mason Young Ambassador Competition” trophy as a permanent keepsake each year

MD111 to raise the prize money for the European Music Competition to Euro 10,000

MD111 to establish a permanent “WASH” work group for the Europa Forum \* it is suggested the LRPCE assume responsibility

MD106 to remove the Advisory Committee

MD106 to remove the position of Europa Forum 2<sup>nd</sup> VP

**The Sofia document superceded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until, Europa Forum Montreux 2017 where the following proposals were accepted by European Council 2.**

District 133 Ireland becomes a new member Country . 29 voting Delegates give a Unanimous Green decision – Yes – Proposal Carried

EF A&A Election, successful candidate PID Phil Nathan MD105

EF Accountant Election, successful candidate PCC Peter Brandenburg MD110

MD112 & MD118 (with the inclusion of a Council accepted small ammendment from MD108). Proposed the formation of a standing **Refugee Relief Committee:**

In recognition of the growing desire of Lions in Europe and elsewhere to bring aid and sustenance to the ever-increasing number of refugees in Europe, the Middle East, Africa and elsewhere, and in accordance with the recommendations of the Long Range Planning Committee of Lions Clubs International, this European Council resolves to establish a Standing Committee of the Europa Forum.

Regular meetings of the committee shall be held during each Europa Forum, each All Africa Conference and each ISAAME Conference. Online conferences shall be held as necessary. Expenses shall be met personally by members of the committee, but may be sponsored by the member’s Multiple District or District. 29 voting Delegates give a majority Green decision for Yes – Proposal Carried

**MD105 & MD 111 Propose the formation of a Permanent EU Privacy Protection Working Group (2 resolutions merged together).**

The new European General Data Protection Regulation (GDPR) will take effect on 24 May 2018, replacing the hitherto-valid national statutory arrangements.

LCI requires an officially recognised Working Group to represent the European Lions on the issue of handling the upcoming questions relating to the transfer of Member data to the USA. The Working Group shall be mandated with preparing a joint proposal for a solution which shall be voted on by the European Council and submitted to LCI upon ratification. If represented, the home member country of each Working Group member will be responsible for the costs of travel, accommodation and subsistence for two meetings per year in Europe. 29 voting Delegates give a Unanimous Green decision – Yes – Proposal Carried.

MD111 Proposal Regarding an Amendment to the Rules of Procedure for the Europa Forum – Optimisation of Timing.

Article VI No 6.1 of the Rules of Procedure for the Europa Forum be amended as follows:

“The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday. The dates to be approved – at least two years in advance – by the Association’s International President.”

Appendices C and D of the Rules of Procedure shall be amended accordingly.

29 voting Delegates give a majority Green decision for Yes – Proposal Carried 23 - 6

**BEWARE: Article V1 6.1 says** The Forum shall be held annually preferably in the period from the last full week in October through the first full week in November (Board Policy Manual Chapter XX111),

**This document was Updated June 2017 – Phil Nathan PID. Agreed A&A Jouko Ruisallo PID AND THEN February 2018 by A&A Phil Nathan PID**

Accepted by the European Council at the Europa Forum of Bologna 2010

Amended by the European Council at the Europa Forum of Maastricht 2011

Amended by the European Council at the Europa Forum of Istanbul 2013

Amended by the European Council at the Europa Forum of Birmingham 2014

Amended by the European Council at the Europa Forum of Augsburg 2015

Amended by the European Council at the Europa Forum of Sofia 2016

Amended by the European Council at the Europa Forum of Montreux 2017

## **History of the Europa Forum**

*The idea was first voiced in 1952 during a meeting between French and Italian Lions, attended, among others, by PIP Friedrichs, PID Pinetti (Bergamo) and Bologna's PID Gardini. From 1953, with the sole exception of 1957, an annual meeting has been held in various locations around Europe. In 1998, the Forum went for the first time to an Eastern European country – Budapest - to mark ten years of Lionism in Hungary. The Italian Multiple District has hosted the Forum in Venice in 1958 and 1983, in Florence (1964 and 2000), Taormina (1972), Genoa (1992), Rome (2004) and Bologna (2010).*

*A Forum was the place in the Ancient Roman world where people met to exchange experiences and compare new ideas. While offering the same opportunity, the Lions Forum has changed and kept abreast of the times.*

*The last twenty years have been marked by sea changes in the old continent, with the irreversible construction of the European Union and the growth of the Council of Europe to include some 47 countries stretching from the Atlantic to the Urals.*

*European Lions have taken these changes on board, updating and fine-tuning the framework within which we operate and the tools with which we can best deliver service to the community.*

*The changing scenario has been met by the ability of Lionism in the various European countries to evolve. Sometimes the new needs were first flagged up in certain Multiple Districts before becoming a common feature throughout Europe.*

*The overall framework and aims of the Forum have, however, remained essentially the same. They are to:*

- Promote mutual understanding and friendship among Lions Club members in Europe;*
- Establish a forum for free exchange and discussion;*
- Promote the aims of Lionism;*
- Promote the Lions Clubs International Foundation (LCIF);*
- Promote and implement the service aims as indicated by our International President.*

*Apart from the introduction of a general theme or motto for each year's Forum, our meetings over last 25 years have been marked by 4 watershed years: 1978, 1983, 1994 and 2001.*

*In 1978 in Torremolinos, the European Council, the Forum's governing body, decided to apply to the Council of Europe for membership as a Non-governmental Organization (NGO) in the light of the public service provided by European Lions and hence its special contribution to fundamental human rights. It was further decided in Torremolinos that the European Lions' representative in Strasbourg would be the incumbent Forum President.*

*The Torremolinos decision and the accompanying commitment along with the continued work of our representatives in Strasbourg prompted the Lions Association to apply for NGO-status membership of the Council of Europe in 1992.*

*In 1983 at the Venice Forum, a further update of our legal framework was approved. This*

marked the conclusion of action outlined in Turku in 1980 and followed up by the so-called EFEC, the explorative committee of the Europa Forum. Venice 1983 also saw the birth of a Europa Forum coordination office, the EFADACO, with a mandate to work to prevent drug abuse. This new body was formed in the wake of the 1982 declaration of European Lions at the Lugano Forum.

The 1990 Limassol Forum paved the way for the Forum to become a point of convergence for common service action by European Lions to meet common European needs. This was also the Forum that introduced a general annual theme or motto to be the cornerstone of European Lions' action in topical areas.

In Istanbul in 1991 the need was voiced to further fine-tune our operational tools to make our annual Forum more effective.

In Berlin in 1994, the structural changes indicated by studies conducted from 1991 were introduced. A more widespread awareness of our continental responsibility allowed the unanimous adoption at the Berlin Forum of a declaration that would be the basis for the first European service action plan: the rebuilding of five Bosnian schools backed by resources of some € 650,000.

In 1998 in Budapest the need was expressed to further refine the organization of the Forum to improve the quality of the experiences exchanged and enable greater flexibility to allow any European Lion to make his/her contribution.

The careful analysis carried out over three years by the special working group charged with this task led to the adoption of the Forum's current structure at the Porto meeting in 2001. The traditional PECs (Permanent European Commissions) were disbanded in favour of a series of interactive seminars on issues that may be proposed by member countries but which must be allied to the Forum's general topic and key focus of activity.

European Lions are now being asked to help examine the results and spin-off from the new objectives the Forum has set itself:

- Providing new inputs and ideas on club and district administration and Lions activities in Europe's multicultural society;
- Examining and discussing the reports of the Association's representatives at international organizations headquartered in Europe: the Council of Europe, WHO, FAO, UNESCO, UNICEF, and the offices of the United Nations in Geneva and Vienna;
- Offering the possibility of discussing and analyzing the needs of European society and how to develop common service activities for the good of all members of Europe's multicultural society.

To reinforce the fact that these developments are nonetheless part of a continuum, the new norms allow the Programme Committee to include on the agenda at the start of a Forum highly topical issues of major interest.

After this overview of the aims of the Forum and the opportunities it provides, let us look at some of the most significant Forum events.

- The first example of service activity involving two constituent areas: Europe, and Africa and

southwest Asia. The operational tool is the Euro-African Committee set up in Nice in 1975 and which is still thriving today;

- In 1973, thanks to the commitment of the International Directors of the time (Dall, Grimaldi and Van Wingarden), the Board adopted the first set of rules governing the Forum's obligations;

- In 1973 in Stockholm, the decision was taken to appoint an Archivist to keep track of developments in the by-laws, the flow of information and activities. This task was admirably performed by PDG Jim Bolton of MD105 (British Isles and Ireland) from 1973 to 1997. Starting with the Venice Forum in 1983, the task of the Archivist was combined with those of Advisor. The Europa Forum remains the only one of the 6 Association Forums to have this function, ensuring records are kept for future consultation;

- 1964 saw the first agreement of a system of rotation of European International Directors. The agreement was subsequently integrated in 1971 at the Palma di Majorca Forum, in 1986 at the Aarhus Forum and again at the Rotterdam Forum in 1995. Compliance with the international rule that does not allow the appointment of two Board members from the same Multi-district meant that certain intermediate changes had to be made in the International European Presidencies. These changes were adopted at the Forums of Torremolinos in 1978, Venice in 1983, Genoa in 1992, Deauville in 1996 and Budapest in 1998;

- From 1976 to 1995, the European Forum Bulletin (EFB) was, thanks to the generous and intelligent commitment of the late Carlo Martinenghi, the first and only European Lion publication to give information on the Forum and European-wide service activities. It was thanks to the EFB that the meeting of editors-in-chief of the various THE LION editions became a standing feature of every Forum.

- European contributions during the early 80s in the area of drug abuse prevention paved the way for the adoption of the Declaration of Lugano in 1982. As a result, European Lions set up a permanent secretariat with AIDD in Milan and appointed a European co-ordinator. The EFDACO (European Forum Drug Abuse Coordination Office) allowed for a Europe-wide monitoring network to be set up and the publishing of six annual reports. In addition every first Saturday in May became a European Lions Day in the fight against drug dependency. All these activities, carried out especially by the AIDD in our Multi-district and by MD 104, Norway and MD 111 Germany, were all important for the development of the Association's first programme set out during a Blue Ribbon Committee meeting in February 1983 in Oak Brook. These activities and experience were subsequently to lead to the development of the LIONS-QUEST programme in 1983/84;

- From 1976 through to the Paris Forum in 1985, a seminar was dedicated to the question of a united Europe. The approach to the topic has always been in line with our highest ideals, i.e. to enhance the progress of the community, in this case the community of Europe. Of note was the commitment of Italian Lions during the first election by universal suffrage of the European Parliament;

- A constant focus from 1989 onwards has been the dissemination of Lionism in eastern European countries, with seminars and coordinated activities that continue even today. The

*paediatric facility developed by Italian Lions in Albania is a good example of the sort of work being done.*

*- From the Genoa Forum in 1992 to the Berlin meeting in 1994, another key topic was the training of Vice District Governors. An ad hoc problem was drawn up; at the 2002 Brussels Forum, Vice District Governors attended a special training course;*

*- The Istanbul Forum of 1991 saw the formation of the Europa Forum Music Competition sub-committee, giving a further opportunity to young European talents to gain recognition;*

*- With the Limassol meeting in 1990, each Forum became dedicated to a particular theme or motto so that all sector activities – youth, training, international relations or social interventions – would be directed to a common European aim of particular pertinence. For example, the Genoa Forum of 1992 following the fall of the Berlin wall and with the prospect of East European countries returning within the democratic fold, the key theme put the emphasis on individual responsibility: EUROPE OF CITIZENS: EACH RESPONSIBLE FOR HIS OWN CONSCIENCE.*

*It should not be forgotten that those who initially pressed to institute a Forum did so at a particularly important moment in history. World War II had only recently ended and there was a general awareness of the need to establish positive relations among the peoples of Europe.*

*The aims of Lionism were fully in line with the need to prompt consideration and appreciation of our common European roots as a means of preventing future conflict among the peoples of Europe. These were the years when the Council of Europe was set up in Strasbourg (1949) with the aim of safeguarding fundamental human rights, and when the European Coal and Steel Community, the ECSC, and EURATOM were formed. Subsequently in 1957, the European Common Market would be established with the signing of the Rome Treaty. This marked the first step towards the European Union, whose membership has gone from 15 to 27 countries.*

*Forum promoters had the foresight to realize how the principles of Lionism could contribute to establish and maintain peace in Europe as well as help create the baseline conditions for civic progress on the Old Continent.*

*The Forums expressly aim to “provide an opportunity for open discussion of possibilities and the assessment of European needs for joint service activities in a multicultural society in Europe for the benefit of all people”.*

*Europa Forums have helped spread Lionism in Europe along with a common perception of European issues. It has contributed to disseminating an ability to assess situations from a perspective that goes beyond the boundaries of individual nation states. They have developed a common European understanding and as a result strengthened the ability of Lions to work at international level.*

*As Europeans, our service activities are conceived and conducted within the overall framework of good citizenship, which underpins the highest ideals of Lionism. The Forum is*

*therefore a vibrant event. It is a dynamic tool for European Lions, enabling them to look with farsightedness to the future.*

*- The Bournemouth Forum of 2006 saw the formation of the European Young Ambassador Competition, providing the opportunity to recognize young Europeans undertaking outstanding service in their communities.*

*We should also be aware that the Forum is not the right place to broach the structural issues of the Association. These are questions exclusively for the International Board and the Convention. The Forum can, however, be the place to collect ideas and proposals for submission to the Board by the European International Directors.*

*With the Forum's operational methods and structures now more in line with the times, it is to be hoped that participation will be increasingly wide. To this end, the various national editions of THE LION are called upon to disseminate regular information updates.*

*Information and participation are of strategic importance to make our service activity even more incisive in Europe.*

*Original:*

*PCC John Geeratz, MD110, Netherlands (Europa Forum, Maastricht, 2011)*

*Reviewed:*

*PCC Philip Goodier, MD105, British Isles & Ireland (Europa Forum, Birmingham, 2014)*

## The years of Europa Forum

	Year	City
1	1953	Aix Les Bains
2	1954	Liège
3	1955	Stockholm
4	1956	Lucerne
X	1957	XXXXXXXXX
5	1958	Venice
6	1959	Wiesbaden
7	1960	Aix Les Bains
8	1961	Salzburg
X	1962	XXXXXXXXX
9	1963	Helsinki
10	1964	Florence
11	1965	Copenhagen
12	1966	London
13	1967	Brussels
14	1968	Athens
15	1969	Amsterdam
16	1970	Lausanne
17	1971	Palma de Mallorca
18	1972	Taormina
19	1973	Stockholm
20	1974	Berlin
21	1975	Nice
22	1976	Malta
23	1977	Birmingham
24	1978	Torremolinos
25	1979	Vienna
26	1980	Turku (Finland)
27	1981	Oslo
28	1982	Lugano
29	1983	St. Georg Insel
30	1984	Munich
31	1985	Paris
32	1986	Aarhus (Denmark)
33	1987	Lisbon
34	1988	Gothenburg
35	1989	Brussels
36	1990	Limassol
37	1991	Istanbul
38	1992	Genoa
39	1993	Vienna
40	1994	Berlin
41	1995	Rotterdam
42	1996	Deauville
43	1997	Zurich
44	1998	Budapest
45	1999	Antalya
46	2000	Florence
47	2001	Porto
48	2002	Brussels
49	2003	Limassol
50	2004	Rome
51	2005	Stuttgart
52	2006	Bournemouth
53	2007	Bucharest
54	2008	Cannes



55	2009	Tampere
56	2010	Bologna
57	2011	Maastricht
58	2012	Brussels
59	2013	Istanbul
60	2014	Birmingham
61	2015	Augsburg
62	2016	Sofia
63	2017	Montreux
64	2018	Skopje
65	2019	Tallinn
66	2020	Thessaloniki