## Constitution And Bylaws of

The Lions Club of

Springfield, Pa.
and
Lions Club of Springfield Charitable Foundation Inc.


Established 1948

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Knowledge of the Constitution makes a good club. It is the instrument which ties your members to your club, your club to the International Association and assures equal rights to all. "To the end that efficiency, justice, and courtesy may prevail in our deliberative bodies." - Thomas Jefferson

## CONSTITUTION OF THE LIONS CLUB OF SPRINGFIELD, PA.

## Article I: Name, Slogan, Motto, Emblem and Colors

1. The name of the organization shall be the Lions Club of Springfield, Pa. chartered by and under the jurisdiction of the International Association of Lions Clubs (herein referred to as the Association).
2. Its slogan shall be: Liberty, Intelligence, Our Nations Safety.
3. Its motto shall be: We Serve.
4. Its emblem and colors of the club shall be the emblem and colors of the association.

## Article II: Objective

a) To create and foster a spirit of understanding among people who reside in Springfield and vicinity, and throughout the world.
b) To encourage service minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works, and private endeavors.
c) To promote the principles of good government and good citizenship.
d) To take an active interest in the charitable, civic, social, cultural, and moral welfare of the community, with emphasis on the sight and hearing impaired.
e) To unite the members in the bond of friendship, mutual understanding, and good fellowship.
f) To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.

## Article III: Membership

Section 1: In conformity with the objectives of the club and subject to the provisions of Article I of the by laws, any person of legal majority and good moral character and good reputation in his/her community, may be granted membership in the lions club. Wherever the male gender or pronoun presently appears in this constitution and bylaws it shall be interpreted to mean both male and female persons.
a) Active -A member entitled to all rights and subject to all obligations which membership in this lions club confers or implies. Without limiting such right and obligations, such rights shall include eligibility to seek, if otherwise qualified, any office in club, district and association and the right to vote on all matters requiring a vote of the membership; and such obligations as regular attendance, prompt payment of dues, participation in club activities and conduct reflecting a favorable image of this lions club in the community
b) Member-At-Large -A member of this club who has moved from the town or community, or because of health or other legitimate reason, is unable regularly to attend club meetings and desires to retain membership in this club, and upon whom the Board of Directors desire to confer this status. This status shall be reviewed each six months by the Board of this club. A member- at-large shall not be eligible to hold office or to vote in district or international meetings or conventions, but shall pay such dues as the local club may charge, which dues shall include district, state, and international dues and convention fees.
c) Honorary -An individual, not a member of this Lions Club, having performed outstanding service for the community or this Lions Club, upon whom this club desires to confer special distinction. The election of persons to this status shall be subject to the unanimous approval of the Board of Directors and a unanimous vote of approval of the members present at the meeting at which the question is presented for approval. This club shall pay entrance fees and international, state and district dues on such a member, who may attend meetings, but shall not be entitled to any privileges of active membership.
d) Privileged -A member of this club who has been a Lion for 15 or more years, who, because of illness, infirmities, advanced age or other legitimate reason, as determined by the club's board of directors, must relinquish active status. A privileged member shall pay such dues as the board imposes, which dues shall include district, state and international dues. A privileged member shall have the right to vote and be entitled to all other privileges of membership except the right to hold club, district, state or international office.
e) Life -Any member of this club who has maintained active membership as a Lion for 20 or more years and has rendered outstanding service to this club, community or this association; or any member who is critically ill; or any member of this club who has maintained such continuous active membership for 15 or more years and is at least 70 years of age may be granted life membership in this club upon:

1) Recommendation of this club to the international association
2) Payment to the association of a sum designated by the club, in lieu of all future dues to the association.
3) Approval by the International Board of Directors. Nothing shall prevent this club from charging a life member such dues as it may deem proper.
4) A life member of this club who desires to relocate and receives an invitation to join another lions club shall automatically become a life member of said club, upon completion of his transfer.
A life member shall have all privileges of active membership as long as that person fulfills all obligations thereof.
f) Associate Member -A member who holds their primary membership in another lions club but maintains a residence or is employed in the community served by this club. This status may be conferred by the invitation of the board of directors and shall be reviewed annually. The club shall not report an associate member on its membership and activities report.

An associate member may be eligible to vote on club matters, at meetings where he/she is present in person, but may not represent the club as a delegate at district (single, sub, provisional and/or multiple) or international conventions. He/She shall not be eligible to hold club, district or international committee assignments through this club. International and district (single, sub, provisional and/or multiple) dues shall not be assessed on the associate. Provided, however, nothing shall prevent this club from assessing an associate such dues as it shall deem proper.
g) Affiliate Member -A quality individual of the community who currently is not able to fully participate as an active member of the club but desires to support the club and its community service initiatives and be affiliated with the club. This status may be conferred by the invitation of the club's board of directors. An affiliate member may be eligible to vote on club matters at meetings where he/she is present in person, but may not represent the club as a delegate at district (single, sub, transitional, provisional, and/or multiple) or international conventions. They shall not be eligible to hold club, district or international office, nor district, multiple district or international committee assignment. An affiliate member shall be required to pay district, international and such dues as the local club may charge.
h) Dual Membership -No person shall simultaneously hold membership, other than honorary or associate, in this and any other lions club and no person shall simultaneously hold membership other than honorary or affiliate, in this lions club.
i) Family Membership -This program applies to family members in and/or joining the same club and living in the same household related by birth, marriage and other legal means - such as parents, children, spouses, aunts/uncles, cousins, grandparents and inlaws of spouses.

The first family member (Head of Household) is required to pay the full International Dues and entrance fee. Up to four more subsequent qualifying family members over the age of majority in the same household and the same club shall pay one-half of the standard annual dues and no association entrance fees.
j) Club Branch -A club branch is a small group of people who become members of an existing "parent" Lions club, but who hold meetings and conduct service activities at a location that is separate from the parent club. Branch members are full members of the parent Lions club, with all privileges and responsibilities.

In many communities, it is difficult to reach the 20 -member minimum necessary to charter a new club. Club branches can solve this problem. Because branches may be formed with a smaller number of members, they can flourish where chartered clubs cannot be established: small towns, remote rural areas, ethnic neighborhoods, business parks and medical complexes.

Branch Coordinator As an officer elected from the branch membership, the branch coordinator serves as the leader of the club branch. In addition, he or she serves on the parent club's board of directors.

Branch Liaison A member of the parent club who acts as the go-between for the parent and branch, the branch liaison serves on the branch's executive committee.

Section 2: Membership in this lions club shall be acquired by invitation only. Nominations shall be made on forms provided by the association, and distributed by the clubs membership committee. The properly filled out form, signed by a club member in good standing, who shall act as sponsor of the prospective new member, shall be submitted to a member of the membership committee for approval. After investigation and presence at two dinner meetings, approval by the committee, the application shall be submitted to the board of directors. If approved by the board, the candidate shall be formally notified of his/her acceptance. Upon the submission of entrance fees and initial dues, he/she may be installed as a member. If the prospective member has not joined the club within six months following approval by the board of directors, such approval shall be considered as withdrawn: However, the membership committee shall resubmit the name of such prospective member to the board for approval at any time in the future.

Section 3: Reinstatement of membership: Any member dropped from membership in this club may be reinstated, within six months from the date of termination of membership, by the majority vote of the board of directors. In the event that more than six months has elapsed between such termination and reinstatement application, the procedures outlined in Section 2 of this Article III shall be followed. Any member reinstated will retain their prior lion's service record as part of their total lion's service record.

Section 4: Transfer Membership: This club may grant membership on a transfer basis to a member of another club, who shall be required to submit, or have submitted, a statement from the secretary of the former club, showing that the terminated membership is in good standing. Also, a completed association transfer form from the former club is received by this club's secretary no more than six months from the date of termination of the former membership. The transfer shall be passed on by membership committee and the board of directors in the same matter as a new member, giving due recognition to the lions past record. If more than six months have elapsed between termination of membership and submittal of complete transfer form, the proposed member shall acquire membership in this club only under the provisions of Section 2 of this Article III.

## Article IV: Fees and Dues

Section 1: Entrance Fee. There shall be an entrance fee for each new member of this club of such amount as the board of directors may from time determine, subject to minimums specified by the association. This fee shall be in the hands of the treasurer before the secretary shall be permitted to report the new member to the association.

Section 2: Dues. The dues of the club shall be set by the board of directors for each active member, member at large, privileged, life, associate, and affiliate payable annually in advance. Lion's international dues, including "The Lion" magazine subscription and convention fund, and multiple district and district dues are included in the club dues.

Section 3: Honorary Member Dues. Each honorary member, so elected, shall not be required to pay club dues, but in all cases, the club shall pay from its treasury, the international, multiple and single district dues, subscriptions and assessments.

Section 4: Waiver of Entrance Fees. This club may, at the discretion of its board of directors, elect to waive its regular entrance fee for any former member of another Lions Club who is now eligible for membership in this club; however, an adjustment payment must be made to cover all levels of dues owed, because of differences in fiscal periods between the departing and receiving clubs. Also this club at the discretion of its board of directors elects to waive its regular entrance fee for any former member of this club who wishes to be reinstated. However if more than six months have elapsed between the termination of former membership and receipt of reapplication, it will be treated in accordance with and under the provisions of section C article III.

Section 5: Senior Member Dues Waiver. A member who meets the following criteria may request in writing that the Board approve a waiver of club dues.
(a) Fifty (50) or more years of Lions membership
(b) Lions International Life Member

## Article V: Resignations

Any member may resign from this club, and such resignation shall become effective upon acceptance of the board of directors, and shall be considered as resignation in "Good Standing." The board may withhold acceptance, however, until all indebtedness has been paid, all club funds and property have been returned, and all right to use the name "Lions," the emblem and all other insignia of the club have been surrendered. Wanting the above, it will be in "Bad Standing."

## Article VI: Attendance

The club shall encourage regular attendance at the club meetings and activities. Where a member misses consecutive meetings or activities, the club will make every effort to contact the member to encourage and promote regular attendance.

## Page 5

## Article VII: Forfeiture of Membership

Section 1: Any member may be expelled from the club for cause by a two thirds vote of the entire board of directors.

Section 2: The secretary or assistant treasurer shall submit to the board of directors the name of any member who fails to pay any indebtedness due this club within 60 days after transmittal of statement of such indebtedness. The board shall thereafter decide whether the member shall be dropped from or retained on the roster, or further action taken.

## Article VIII: Officers

Section 1: The officers of this club shall be a president, immediate past president, first vice-president, second vice-president, third vice-president, secretary, assistant secretay(s), treasurers, assistant treastrer(s), lion tamer(s), tail twister(s), chairperson of membership committee and all elected directors.

Section 2: No person shall be eligible to hold office in this club unless he/she is an active member in good standing.

Section 3: No officer or director shall receive compensation for any service rendered to this club with the exception of the secretary or treasurers, whose compensation, if any, shall be fixed by the board of directors.

## Section 4: Duties of Officers \& other elected positions:

a) President - $\mathrm{He} /$ She shall be the chief executive officer of this club; preside at all meetings of the board of directors; issue the call for regular and special meetings of the board of directors and the club, appoint the standing and special committees of this club, and cooperate with chairmen thereof to effect regular functioning and reporting of such committees. Appoint the audit committee; see that regular elections are duly called, noticed and held; serve as president of adjunct Lions Club of Springfield Charitable Foundation Inc. and cooperate with, and be an active member of the district governor's advisory committee of the zone in which this is located.
b) Immediate Past President - $\mathrm{He} / \mathrm{She}$ and the other past presidents shall officially greet members and their guests at club meetings and shall represent this club in welcoming all new members and people in the community served by this Lions Club. He/She acts as liaison with the Springfield Lioness Club, attending appropriate meetings of that club. He/She shall be a ex officie member of the board of directors, and serve as Club LCIF Coordinator during his/her term as Immediate Past President.
c) Vice Presidents - If the president is unable to perform the duties of his office for any reason, the vice-president next in rank shall occupy the position and perform the duties with the same authority as the president, including the foundation presidency. If for any reason the president's office shall become vacant, the vice-president shall succeed in order, moving up according to their rank. Should a vacancy occur in the office of vice-president, the lower ranked vice-president shall move up according to their rank. In either event, the resulting vacancy in the office of third vice-president shall be filled by the board of directors, including foundation vice-presidency.
d) Secretary $-\mathrm{He} /$ She shall be under the supervision and direction of the president and the board of directors and shall act as liaison officer between this club, the district and the association. $\mathrm{He} /$ She shall:

1) Submit regular monthly and other reports to the international office of the association on blanks provided by it and containing such information as may be called for therein and otherwise by the board of directors of the association.
2) Submit to the district governor's cabinet such reports as it may require including copies of regular membership and activities reports.
3) Cooperate with and be an active member of the governor's advisory committee of the zone in which this club is located.
4) Have custody of and keep and maintain general records of this club, including records of minutes of club and board meeting, attendance, including club committee meetings, attendance at visitations and club activities, committee appointments, elections, classifications, addresses and telephone numbers of members.
5) Serve as secretary of adjunct lions club of Springfield charitable foundation, Inc.
6) Give bond for the faithful discharge of his office in such sum and with such surety as determined by the board of directors.
e) Assistant Secretary(s) - He (They) shall be under the supervision of the secretary, and shall perform such duties as may be assigned to him (them), with the approval of the board of directors. He (they) shall also be responsible for publishing the club's semi-monthly newsletter: "The Lions Lines."
f) Treasurer $-\mathrm{He} /$ She:
7) Receive all moneys from secretary and otherwise, and deposit same in bank or banks recommended by the finance committee and approved by the board of directors.
8) Pay out monies in payment of club obligations only on authority given by board of directors. All check vouchers shall be signed by the treasurer and countersigned by one other officer determined by the board of directors.
9) Prepare and submit monthly financial reports to the board of directors and to the international office of the association as requested.
10) Give bond for the faithful discharge of his office in such sum and with surety as determined by the board of directors.
11) Serve as treasurer of adjunct lions club of Springfield Charitable Foundation, Inc.
12) Prepare federal and state financial reports as requested.
g) Assistant Treasurer(s) - $\mathrm{He} /$ She shall be under the supervision of the treasurer, and shall perform such duties as may be assigned to him (them), by the treasurer, with the approval of the board of directors. He (they) shall issue semi-annual statements to each club member for dues, collect and turn over the same to the treasurer and obtain receipt(s) therefore.
h) Lion $\operatorname{Tamer}(\mathbf{s})-\mathrm{He} /$ She (They) shall be in charge of and responsible for the club's property and paraphernalia; sees that flags, gong, and button box are properly placed, and returned to proper storage after each meeting; distributes bulletins, song books, favors and other literature; acts as sergeant-at-arms at meetings; sees that those present are properly seated and gives special attention to assure each new member sits with different group at each meeting, so that the new member becomes acquainted with as many club members as possible.
i) Tail Twister(s) - $\mathrm{He} /$ She (They) shall keep harmony, good fellowship, life and enthusiasm in the meetings through appropriate stunts and games and the judicious imposition of fines on club members. $\mathrm{He} /$ She shall collect fines from the members, and there shall be no appeal from his decision in imposing a fine. Tail twister may not be fined except by unanimous vote of members present. All moneys collected shall be immediately turned over to the treasurer and receipts(s) taken therefore.
j) Membership Director (Chairman of Membership Committee.)

His/Her responsibilities are;

1) Development of a growth program specifically for the club and presented to the board of directors for approval.
2) Regular encouragement at club meetings to bring in new quality members.
3) Ensure proper recruitment procedures.
4) Preparation and implementation of orientation sessions for new members.
5) Reporting to the board of directors on ways to reduce the loss of members.
6) Organizing and overseeing the collection of dinner fees and keeping attendance at dinner meetings.
7) Coordination with other club committees in fulfilling these responsibilities.
8) Serve as a member of the zone level membership committee.

Re-aligned responsibilities; chair-responsible for extension; vice-chair- responsible for retention/leadership, first year member- responsible for membership development.

## Article IX: Board of Directors

Section 1: The members of the board of directors shall be the President, Immediate past president, the vice-presidents, secretary, assistant seeretary(s), treasurer, assistant treasurer(s), lion tamer(s), tail twister(s), eight elected directors, the chairperson of finance Committee, and membership committee, and any active past district governor of this club.

Section 2: The presence in person of a majority of its members shall constitute a quorum at any meeting of the board of directors. Except as otherwise specifically provided, the act of a majority of the board shall be the act and decision of the entire board of directors.

Section 3: Regular meetings of the board of directors shall be held monthly at such time and place as the board shall determine. Special meetings of the board shall be held when called by the president, or when requested by five (5) or more members of the board, at such time and place as the president shall determine.

Section 4: Duties and powers: In addition to those duties and powers, expressed and implied, set forth elsewhere in this constitution and by-laws, the board of directors shall have the following duties and powers:
a) It shall constitute the executive board of this club, and shall be responsible for the execution, through the club officers, of the authorized policies of this club. All new business of the club shall be considered and shaped, first, by the board, and then if it is advisable to do so, to the club at a regular or special meeting.
b) It shall authorize all expenditures and shall not create any indebtedness beyond the resources of the club, nor distribute funds for purposes inconsistent with the objectives of the club.
c) It shall have the power to overrule or modify the action of any officer of the club.
d) It shall finally approve or reject, after due consideration of the membership committee's report and recommendations, any nomination for membership in this club before formal invitation is extended.
e) It shall have the books and accounts audited annually or semi-annually at its discretion. An annual audit shall be conducted at the end of April's business. When a new treasurer takes office an audit shall be performed.
The audit team shall consist of three active members in good standing serving three year terms. One shall be appointed each year by the president and approved by the board of directors. Any member of this club in good standing may inspect any such audit or accounting upon request at a reasonable time and place. Senior member of the audit committee shall be the chairman.
f) It shall determine the date, time and place of the election meeting of the club, arrange the prior schedule of reading the nominations at previous board and general meetings, and arrange the publication of the nominations in the Lion's Lines. Such announcements are to include all of the nominations presented by the nominating committee, with invitation for further nominations from the floor of the election meeting.
g) It shall approve the surety company in which the officers shall be bonded.
h) It shall approve, on recommendation of the finance committee, a bank or banks for the deposit of funds of this club.
i) It shall determine the compensation, if any, of the secretary and/or treasurer.
j) It shall receive committee reports and recommendations and shall submit to the club, at regular meetings, recommendations which it has approved affecting the administrative policies of the club.
k) It shall name the delegates and alternates to the district, state, and international conventions.
I) It shall have the power to determine the amount of the entrance fee for new members.
m) It shall review and approve the budgets presented by the finance committee for the administration of the club.
n) It shall serve review and approve as the board of directors of the Lions Club of Springfield Charitable Foundation Inc.

## Article X: Elections

Section 1: The president shall appoint a nominating committee, consisting of the most recent five (5) past presidents, for the purpose of proposing the names of candidates for all club officers except that of president, for presentation to the board of directors and to the club.

Section 2: One or more nominating committee meetings shall be held at the call of the most recent past president, to fill the slate of candidates for the following fiscal year. The committee may call for information, background, etc. on prospective candidates from the president, vice-presidents, the secretary and the membership director, as needed.

Section 3: The office of president shall be filled annually by the first vice-president from the previous administration, therefore not requiring the annual election of the president. However, there shall be no succession from first vice-president to president unless the first vice-president has been duly elected to the office of first vice-president.

If the first vice-president has not been so elected, or elects not to be a candidate for president, the nominating committee shall nominate a candidate for president.

Section 4: Club elections meeting shall be held in April of each year, date, time and place to be determined by the board of directors (see Article $I X$, Section $4 f$ ).

Section 5: All officers except directors shall be elected annually and shall take office in July $1^{\text {st }}$. They shall hold office for one year from that date, or until their successors shall be elected or qualified.

Section 6: Four Three directors shall be elected annually and shall take office on July $1^{\text {st }}$. They shall hold office for two years from that date, or until their successors have been elected and qualified.

Section 7: A membership committee shall be composed of three elected members for a three year term. Initially three members will be elected. One member shall serve for one (1) year, the second member for two (2) years, and the third member for three (3) years. Each year thereafter, a new member will be elected. Each member shall serve for three (3) continuous years on a rotation system. Thus, first year member shall be a member of the committee, the second year member shall be its vice-chairman and the third year member shall serve as its chairman and the membership director on the club's board of directors.

Section 8: The election shall be by vote by those present and qualified to vote. The candidate receiving the most votes cast for each office shall be declared elected. Each office shall be voted for separately and on a separate ballot. In case there is no election on a second ballot, the candidate with the lowest number of votes on the second and succeeding ballots shall be dropped. In the event that there is only one candidate for an office, the president shall direct the secretary to cast a ballot in favor of the candidate.

Section 9: Removal: Any officer of this club may be removed from office for good cause by two-thirds (2/3) vote of the entire club membership.

## Article XI: Vacancies

Section 1: If the office of president or any vice-president shall become vacant for any reason, the vice-president shall advance in office, according to their rank. In the event such provision for advancement shall fail to fill the office of president, or first or second vice-president, the board of directors shall thereon call a special election, giving each member in good standing two(2) weeks prior notice of the date, time, and place thereof, which time and place shall be determined by said board, and such office shall be filled at said election meeting.

In the event of a vacant in the office of third vice-president or in any other office, the president, with the approval of the board directors, shall appoint a member to fill the unexpired term.

Section 2: In the event any officer-elect, before their term of office commences, is unable or refuses for any reason to serve therein, the president may call a special nomination and election meeting to elect a replacement for such office elect. Two (2) weeks prior notice of such meeting, setting forth for the purpose, date, time, and place thereof, shall be forwarded to each member in the Lion's Lines, and announced at prior meeting(s). The election shall be held immediately after nominations have been closed and a plurality vote shall be necessary for election.

Page 11

## Article XII: Meetings

Section 1: This club shall meet regularly twice each month in the evening. Date, time, and place shall be determined by the board of directors, and such meetings shall constitute the regular meetings of the club. All meetings shall begin promptly at regular set time.

Section 2: The regular meetings shall be devoted to the purpose of a closer fellowship through skits, singing, and a system of fines by the tail twister(s), and an appropriate program.

Section 3: Special meetings may be called when considered necessary by the board of directors.

Section 4: An installation night shall be held each June, at which time new officers and directors shall be installed. Special attention is to be given to a review of the objectives and ethics of lionism.

Section 5: A charter night anniversary meeting may be held each year, at which time special attention shall be devoted to the history of this club and lionism in general.

Section 6: The presence in person of a majority of the members in good standing shall be necessary for a quorum at any meeting of this club. Except as otherwise specifically provided, the act of a majority of the members present at any meeting shall be the act and decision of the entire club.

Section 7: The July board meeting constitutes the first board meeting of the year. Committee chairmen shall present their final reports for the previous year at this meeting.

Section 8: The monthly meeting of the board of directors shall be open to all club members, and an opportunity shall be provided at this meeting for members to address the directors on any subject affecting the club. Attendance at such meetings shall constitute credit on the attendance record who may have been absent from a preceding regular meeting of the club.

## Article XIII: Fiscal Year

The fiscal year of the club shall be July 1 through June 30 .

# Article XIV: Delegates to International, State and District Conventions 

Section 1: In as much as the international association of lions clubs is governed by the lions clubs in conventions assembled, and in order that this club may have its voice in association matters, the board of directors shall have power to authorize payment for the necessary expenses of at least one delegate to the annual convention of the association.

Section 2: This club shall be entitled, in any convention of this association, to one (1) delegate and one (1) alternate for every twenty-five (25), or major fraction thereof, of its members as shown by the records of the international office on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be thirteen (13) or more members.

Section 3: Being fully cognizant of the fact that all state and district matters are presented and adopted at state and district conventions, respectively, one of each held each year, this club shall endeavor to send its full quotas of delegates to each convention. It shall also, if deemed advisable, pay the necessary expenses of such delegates attending state conventions. The board of directors will authorize said payment.

Section 4: This club shall be entitled in each annual state or district convention to one (1) delegate and one (1) alternate for each ten (10) members, or major fraction thereof, of this club as shown by the records of the international office on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be five (5) or more members.

Section 5: The selection of each delegate and alternate to each association and state convention shall be evidenced by a certificate signed by the president or secretary or any duly authorized officer of this club, or, in the event no such officer is in attendance, by the district governor or district governor elect of the district of which this club is a member.

## Article XV: Honorary Mailing List

The International Association of Lions Club and the district governor and vice district governors shall be included on the mailing list of this club.

## Article XVI: Parliamentary Practices

Except as otherwise specifically provided in this constitution and by-laws, all questions of order or procedure with respect to any meeting or action of the club, its board of directors or any other committee appointed hereunder shall be determined in accordance with latest edition of Roberts Rules of Order.

## Article XVII: Amendments

Section 1: This constitution may be amended at any regular or special meeting of this club, at which a quorum is present, by the affirmative vote of two-thirds (2/3) of the eligible members present and voting, provided the board of directors has previously considered the merits of the amendment, and made appropriate comments.

Section 2 : No Amendment shall be put to vote unless written notice thereof, stating the proposed amendment, shall have been mailed, or published in the Lions Lines to every member of this club, at least two (2) weeks prior to the meeting at which the vote on the proposed amendment is to be taken.

## By Laws

## Article I

This club shall not endorse or recommend any candidate for public office, nor shall partisan politics or sectarian religion be debated by members in meetings of this club.

## Article II

Except to further his progress in lionism, no officer or member of this club shall use his/her membership as a means of furthering any personal, political, or any other aspiration, nor shall this club as a whole, take part in any movement not in keeping with its purposes and objects.

## Article III

No funds shall be solicited from members of the club during meetings by any individual or individuals who are not members of the club. Any suggestion or proposition made at any meeting of this club calling for expenditure of money for other than the regular obligations shall be referred to the finance committee.

## Article IV

## Section 1: The following committees shall be appointed by the president and be under the charge of the indicated vice-president:

| Vice-President | Committee | Committee Type |
| :--- | :--- | :--- |
| First | Adult School |  |
|  | Community and Youth | Charitable |
|  | Finance | Charitable |
|  | Lions Information and | Administrative/Charitable |
|  | Convention |  |
|  | Program | Administrative |
|  |  | Administration |
|  |  |  |
|  | Health and Welfare | Charitable |
|  | Membership | Administrative |
|  | Publicity\& Communications | Administrative |
|  | Retention | Administrative |
|  | Visitation | Administrative |
|  | Leo | Administrative |
|  | Lioness | Administration |
|  |  |  |
|  | Constitution and |  |
|  | By-Laws | Administrative |
|  | Fouth of July | Charitable |
|  | Social | Administrative |
|  | Song and Fun | Administrative |
|  | Ways and Means | Charitable |
|  | Memorial Fund | Charitable |

Section 2: The president shall be an ex-officio member of all committees. The vice presidents shall be ex-officio members of their respective committees.

Section 3: The committees shall consist of a chairman, vice-chairman and as many members as considered necessary by the president. Committees shall serve from July $1^{\text {st }}$ through June $30^{\text {th }}$, except the program committee shall serve from January $1^{\text {st }}$ through December $31^{\text {st }}$.

Section 4: Each committee, through its chairman, shall report either verbally or in writing each month to the board of directors, and periodically to the membership.

Section 5: All problems pertaining to either administrative or charitable foundation activity matters shall be referred to the appropriate committee for study and recommendation to the board of directors.

## Article V

## The administrative committees and their duties are as follows.

## Membership Committee

1) Maintains a list of prospects, passes on them, extends invitations, sees that they join.
2) Sees that new members are properly inducted and made acquainted. Sees that the president immediately assigns incoming members to active committees, preferably of the member's own choice. Contacts sponsor if necessary.
3) Annually reviews the status of members-at-large and presents recommendations to the board of directors.
4) Investigates membership problems.
5) Provides an update membership list and distributes same to the members at least annually. The list shall include, as a minimum, the member's name, address, spouse's name, home telephone number, and business telephone number.
6) Greets members at the door at dinner meetings. Collects dinner charges and submits a record of dinner meeting attendance to the secretary.

## Finance Committee

1) Administrative Budget- Prepares club's administrative budget and upon approval, sees that it is adhered to.
2) Activities Budget- Reviews community and youth, health and welfare, and ways and means committee budgets for their compliance with the goals and capabilities of the club and submits the budgets to the board of directors with recommendations.
3) Makes pertinent recommendations to the board of directors regarding financial matters.

## Constitution and By-Laws Committee

1) Ensures that each member has a copy of the Constitution and By-Laws.
2) Acts as an advisory committee to the board of directors. Ensures that the board and club are acting in a constitutional manner. Takes action to correct inadequacies.
3) Investigates proposed changes in the club constitution and by-laws; sees that they conform to the Lions International Constitution and By-Laws, and reports them to the Board for recommendations.

## Lioness Advisory Committee

1) The sponsoring Lions Club is responsible for guiding and counseling it's Lioness Club by working Closely with Lioness's. Lions enstre that their spensored club operates within the policies of Lions Clubs International.
2) In consultation with the Lioness Club, the Immediate Past President is appointed to serve as a Liaison for the Lioness Club. The Lioness Club Liaison should attend each Lioness Club dinner Meeting and the Board of Directors meetings.

## Leo Advisory Committee

1) The sponsor Lions club is responsible for guiding and counseling its Leo club. By working closely with Leos, Lions ensure that their sponsored club operates within the policies of Lions Club International. Lions supervise Leos in an open, constructive manner.
2) In consultation with the Leo club, a Lion is appointed to serve as an advisor for the Leo Club. This individual should be someone who enjoys working with youth. The leadership provided by an advisor often affects the success of a Leo Club. The advisor, along with two other appointed Lions, forms the Leo Club advisory committee. Often, school-based Leo Clubs are required to have a faculty member as an advisor. If the faculty member is not a Lion, a Lion co-advisor should be selected to maintain close rapport with the Lions Club. The Leo Club advisor and one or more members of the sponsoring Lions Club should attend each Leo Club and board of directors' meeting. In addition, three representatives from both clubs should meet monthly to review the actions of the Leo Club and its board of directors. If arranging this meeting is difficult, Leos should submit a copy of their club or board meeting minutes to the Lions Club for review.

## Lions Information and Convention Committee

1) Informs members of the standard plan of organization of the club, its function, history, accomplishments, constitution and by-laws, club officers, meeting days, activities program, income and expenditures, when and how dues are collected.
2) Informs members on the plan of zone, region, and district organization, district (region, zone) function, history, accomplishments, constitution and by-laws, district governor and other officers.
3) Informs members on the plan of organization of Lions International, its code of ethics, objects, number of members, clubs, district and countries; administrative personnel -president. directors and other association officers.
4) Plans and informs club members of this club's participation in state and international conventions.

## Publicity\& Communications Committee

1) Keeps public and membership informed regarding all phases of the club, its association and its activities.
2) Gathers news items for publication from officers, directors, committees and members. Submits these items to newspapers and other periodicals.
3) Furnishes local newspapers and news agencies with prepared stories and photographs of club and pertinent association.
4) Promotes Lion's Club activities in any other appropriate manner, such as parades and placing of lions signs.
5) Submits copies of all new releases to the club secretary monthly.

## Song and Fun Committee

1) Promotes fellowship at dinner meetings through the use of songs and other methods.

## Program Committee

1) Investigates, secures and introduces speakers or other programs for dinner meetings.
2) Ensures that proper preparations are accomplished for the program. E.g. audio-visual requirements, props, etc.
3) Provides information to the "Lion's Lines" and publicity committee to publicize program.
4) Ensures that chairmen responsible for special recognition nights make the necessary contacts with the persons or groups.

## Social Committee

1) Provides fellowship for the club members, diversion from club project work and an involvement for member's spouses and guests.
2) Plans, schedules, conducts and notifies members of social events.

## Visitation Committee

Encourages members who have not attended meetings of other clubs in the district, and invites members of other clubs to visit this club.

## Retention Committee

Contacts members who have not attended club functions recently and attempts to improve participation in club activities.

## Article VI

## The Charitable committees and their duties are as follows:

## Ways and Means Committee

1) Provides ways and means of raising funds to meet the Activities Fund budget by sponsoring and promoting fund raising projects. Administrative funding is NOT part of the responsibilities of the Ways and Means.
2) Cooperates with the Finance Committee and all other committees in all matters pertaining to fund raising projects.
3) Submits written reports detailing the individual fund raising activities. Copies provided to the president, vice-president, treasures and secretary. Reports include, as a minimum: member participation (attendance and monies raised), income and expenditure statements, other details of the project, and makes recommendations for future projects.
4) Prepares a budget for review by the Finance Committee no later than the board meeting in August. All changes in an approved budget must be reviewed and approved by the board.

## Community and Youth Committee

1) Monitors community and youth groups within Springfield to determine the needs of the group and to identify those needs within the clubs objectives.
2) Provides recommendations to the board of directors and implements approved decisions.
3) Prepares a budget for review by the Finance Committee no later than the board meeting in August. All changes in an approved budget must be reviewed and approved by the board.

## Health and Welfare Committee

4) Identifies individual and organization in need of club support, primarily those requiring assistance with sight, hearing, and diabetic problems, and provides recommendations to the board.
5) Implements approved decisions of the board of directors.
6) Prepares a budget for review by the Finance Committee no later than the board meeting in August. All changes in an approved budget must be reviewed and approved by the board.

## Fourth of July Committee

1) Organizes and runs the Springfield Fourth of July Celebration.
2) Raises funds in order to accomplish task 1.
3) Submits a repert to the president, vice-presidents, treasurers and secretary at the end of the Fourth of July celebration. Report details, as a minimum: member participation (attendance and monies collected), income and expenditures. Details of the event and makes recommendations for future events.

## Adult School Committee

Administers the operation of the Springfield Adult School in cooperation with the Springfield school district.

## Article VII

Where necessary, committees may initiate and conduct fund raising activities to finance their projects in coordination with the Ways and Means Committee and upon approval of the board of directors.

## Article VIII

These By-Laws may be altered or amended at any regular meeting of the club by a majority vote of the members present.

## Article IX

No amendment to the By-Laws shall be put to vote unless written notice shall have been mailed to each member at least two weeks previous to the meeting at which the amendment is to be voted upon. The proposed amendment is to be stated in said notice.
A proposed amendment must be submitted to the Constitution and By-Laws Committee and Board of Directors before action is taken to assure conformance with the constitution and by-laws of Lions International.

## Article X

Any by-law may be suspended at any meeting of the club by the unanimous vote of all members present

## Article XI

The secretary shall submit to the board of directors the name of any member who refuses or neglects to pay any indebtedness due the club within thirty (30) days after formal demand has been made by the Secretary. The board shall decide as soon as possible thereafter whether the member shall be dropped or retained on the roster.

## Article XII

Any member may be expelled from the club for cause by a three-fourths vote of the entire board of directors.

## Article XIII

The board can at its discretion, assess or waive late penalties applied to dues indebtedness.

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# LIONS CLUB OF SPRINGFIELD CHARITABLE FOUNDATION, INC. 

## BY-LAWS


#### Abstract

ARTICLE I - OFFICES 1. The registered office of the corporation shall be at Front and Plum Streets, P.O. Box 1789 Media, Pennsylvania 19063. 2. The corporation may also have offices at such other places as the Board of Directors may from time to time appoint or the activities of the corporation may require.


ARTICLE II -SEAL

1. The corporate seal shall have inscribed thereon the name of the corporation, the year of its organization and the words "Corporate Seal, Pennsylvania".

## ARTICLE III - PURPOSE

The purpose of the corporation shall be to solicit, collect and otherwise raise money for charitable purposes; to expend, contribute disburse and otherwise handle and dispose of the same for such purposes, either directly or by contributions to other agencies, organizations or institutions organized for the same or similar purposes; to assist in harmonizing and making more efficient the work of charitable organizations in the local community, all of which shall be in the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954 or corresponding Section of any future federal tax code. The corporation is not formed for pecuniary or financial gain and no part of the assets, income or profit of the corporation shall be distributable to or inure to the benefit of its officers or directors. No part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation and the corporation shall not participate in or intervene in any political campaign on behalf of any candidate for public office. At all times, the corporation shall operate under the supervision of the International Association of Lions Clubs, a/k/a Lions Clubs International of Oak Brook, Illinois and shall be governed by the constitution and by-laws of said association.

## ARTICLE IV - DIRECTORS

1. There shall be no members of the corporation as the business and affairs of this corporation shall be managed by its Board of Directors, each of whom shall be a natural person of full age and both a member in good standing and a Director of the Lions Club of Springfield. Each shall be elected by a two-thirds vote of the other members of the Board of Directors at the annual meeting of the Board of Directors of the corporation and each Director shall be elected for the term of one year and until his successor shall be elected and shall qualify.
2. The initial Board of Directors of the Corporation shall be elected by the incorporator at the initial organization meeting of the corporation.
3. In addition to the powers and authorities by these By-Laws expressly conferred upon them, the Board of Directors may exercise all such powers of the corporation and do all such lawful acts and things as are not by statute or by the Articles or by these By-Laws directed or required to be exercised or done by any other body.
4. The meeting of the Board of Directors may be held at such times and at such place or places within this Commonwealth, or elsewhere, as a majority or the directors may from time to time appoint, or as may be designated in the notice calling the meeting: An annual meeting of the Board of Directors shall be held in April of each year at a place and time to be determined by the Board of Directors, at which time they shall elect a Board of Directors and transact such other business as may properly be brought before the meeting. If the annual meeting shall not be called and held within six months after the designated time, any member of the Board may call such meeting.
5. Written or personal notice of every meeting of the Board of Directors shall be given to each Director at least five days prior to the day named for the meeting.
6. A majority of the directors in office shall be necessary to constitute a quorum for the transaction of business and, except as otherwise stated herein, the acts of a majority of the Directors present at a meeting at which a quorum is present shall be the acts of the Board of Directors. Any action which may be taken at a meeting of the Directors may be taken without a meeting, if a consent or consents in writing setting forth the action so taken shall be signed by all of the directors in office and shall be filed with the Secretary of the corporation.
The members of the Board of Directors present at a duly organized meeting at which a quorum is present can continue to do business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum. If a meeting cannot be organized because a quorum has not attended, those present may, except as otherwise provided by a statute, adjourn the meeting to such time and place as they may determine, and those who attend the second of such adjourned meetings, although less than a quorum, shall nevertheless constitute a quorum for the purpose of acting upon any resolution or other matter set forth in the notice of the meeting, if written notice of such second adjourned meeting, stating that those members of the Board of Directors who attend shall constitute a quorum for the purpose of acting upon such resolution or other matter, is given to each member of the, Board of Directors at least five days prior to the day named for the second adjourned meeting.
7. The Board of Directors may, by resolution adopted by a majority of the directors in office, establish one or more committees to consist of one or more directors of the corporation. Any such committee, to the extent provided in the resolution of the Board of Directors or in the By-Laws, shall have and may exercise all of the powers and authority of the Board of Directors, except that no such committee shall have any power or authority as to the following:
(a) The adoption, amendment or repeal of the By-Laws.
(b) The amendment or repeal of any resolution of the Board.
(c) Action on matters committed by the By-Laws or resolution of the Board of Directors to another committee of the Board.
(d) The execution of Contracts binding the corporation.
8. The Board may designate one or more directors as alternate members of any committee, who may replace any absent or disqualified member at any meeting of the committee. In the absence or disqualification of a member of a committee, the member or members thereof present at any meeting and not disqualified from voting, whether or not he or they constitute a quorum, may unanimously appoint another director to act at the meeting in the place of any such absent or disqualified member. Each committee of the Board shall serve at the pleasure of the Board.
9. The Board of Directors and officers of the corporation shall serve without compensation.
10. The Board of Directors, by affirmative vote of two-thirds of all of the members of the Board, may suspend or expel a member of the Board for cause after an appropriate hearing.
11. The Board of Directors may declare vacant the office of a director if he is declared of unsound mind by an order of court or is convicted of felony, or if within sixty days after notice of his selection, he does not accept such office either in writing or by attending a meeting of the Board of Directors, and fulfill such other requirements of qualification as the By-Laws may specify.

## ARTICLE V - OFFICERS

1. The executive officers of the corporation shall be chosen by the Directors, and shall be a President, Secretary, Treasurer and such other officers and assistance officers as the needs of the corporation may require. The President, Secretary and Treasurer shall be natural persons of full age. They shall hold their offices for a term of one year and shall have such authority as shall from time to time be prescribed by resolution of the Board. It shall not be necessary for the officers to be Directors and any number of offices may be held by the same person. The Board of Directors may secure the fidelity of any or all such officers by bond or otherwise.
2. Any officer or agent may be removed by the Board of Directors whenever in its judgment the best interests of the corporation will be served thereby, but such removal shall be without prejudice to the contract rights of any person so removed.
3. The President shall be the chief executive officer of the corporation; he/she shall preside at all meetings of the directors; he/she shall have general and active management of the affairs of the corporation; shall see that all orders and resolutions of the Board are carried into effect, subject, however, to the right of the Directors to delegate any specific powers, except such as may be by statute exclusively conferred on the President, to any other office or officers of the corporation. He/she shall execute bonds, mortgages and other documents requiring a seal, under the seal of the corporation. $\mathrm{He} /$ she shall be EX-OFFICIO a member of all committees and shall have the general powers and duties of supervision and management usually vested in the office of President.
4. The Secretary shall attend all sessions of the Board and act as clerk thereof, and record all the votes of the corporation and minutes of all its transactions in a book to be kept for that purpose; and shall perform like duties for all committees of the Board of Directors when required. He/she shall give, or cause to be given, notice of all meeting of the Board of Directors, and shall perform such other duties as may be prescribed by the Board of Directors or President, under whose supervision he/she shall be. $\mathrm{He} /$ she shall keep in safe custody the corporate seal of the corporation, and when authorized by the Board, affix the same to any instrument requiring it.
5. The Treasurer shall have custody of the corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements in books belonging to the corporation, and shall keep the moneys of the corporation in a separate account to the credit of the corporation. He/she shall disburse the funds of the corporation as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President and Directors, at the regular meetings of the Board, or whenever they may require it, an account of all his/her transactions as Treasurer and of the financial condition of the corporation.

## ARTICLE VI - VACANCIES

1. If the office of any officer or agent, one or more, becomes vacant for any reason, the Board of Directors may choose a successor or successors, who shall hold office for the unexpired term in respect of which such vacancy occurred.
2. Vacancies in the Board of Directors, including vacancies resulting from an increase in the number of Directors, shall be filled by a majority of the remaining members of the Board, though less than a quorum, and each person so elected shall be director until his/her successor is elected by the other members of the Board of Directors.

## ARTICLE VII - BOOKS AND RECORDS

1. The corporation shall keep an original or duplicate record of the proceedings of the directors, the original or a copy of its By-Laws, including all amendments thereto to date, certified by the Secretary of the corporation, and an original or a duplicated register, giving the names of the members of the Board of Directors, and showing their respective addresses. The corporation shall also keep appropriate, complete and accurate books or records of account. The records provided for herein shall be kept at either the registered office of the corporation in this Commonwealth, or at its principal place of business wherever situated.
2. Every member of the Board of Directors shall, upon written demand under oath stating the purpose thereof, have a right to examine, in person or by agent or attorney, during the usual hours for business for any proper purpose, the register, books and records of account, and records of the proceedings of the directors, and to make copies of extracts there from. A proper purpose shall mean a purpose reasonably related to the interest of such person as a member of the Board of Directors. In every instance where an attorney or other agent shall be the person who seeks the right to inspection, the demand under oath shall be accompanied by a power of attorney or such other writing which authorizes the attorney or other agent to so act on behalf of the member of the Board of Directors. The demand under oath shall be directed to the corporation at its registered office in this Commonwealth or at its principal place of business wherever situated.

## ARTICLE VIII - TRANSACTION OF BUSINESS

1. The corporation shall make no purchase of real property nor sell, mortgage, lease away or otherwise dispose of its real property, unless authorized by a vote of two-thirds of the members in office of the Board of Directors. If the real property is subject to a trust the conveyance away shall be free of trust and the trust shall be impinged upon the proceeds of such conveyance.
2. Whenever the lawful activities of the corporation involve among other things the charging of fees or prices for its services or products, it shall have the right to receive such income and, in so doing, may make an incidental profit. All such incidental profits shall be applied to the maintenance and operation of the lawful activities of the corporation, and in no case shall be divided or distributed in any manner whatsoever among the directors or officers of the corporation.
3. All checks or demands for money and notes of the corporation shall be signed by such officer or officers as the Board of Directors may from time to time designate.

## ARTICLE IX - ANNUAL REPORT

1. The President and Treasurer shall present monthly to the Board of Directors a report showing in appropriate detail the following:
(a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year immediately preceding the date of the report.
(b) The principal changes in assets and liabilities including trust funds, during the year immediately preceding the date of the report.
(c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes, for the year immediately preceding the date of the report, including separate data with respect to each trust fund held by or for the corporation.
(d) The expenses or disbursements of the corporation, for both general and restricted purposes, during the year immediately preceding the date of the report, including separate data with respect to each trust fund held by or for the corporation. This report shall be filed with the minutes of the annual meeting of the Board of Directors.

## ARTICLE X - NOTICES

1. Whenever written notice is required to be given to any person, it may be given to such person, either personally or by sending a copy thereof by first class mail, postage prepaid, or by telegram, charges prepaid or email to his address appearing on the books of the corporation, or supplied by him to the corporation for the purpose of notice. If the notice is sent by mail or by telegraph or email , it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail or with a telegraph office for transmission to such person or sent by email. A notice of meeting shall specify the place, day and hour of the meeting and any other information required by statute or these By-Laws. When a special meeting is adjourned it shall not be necessary to give any notice of the adjourned meeting or of the business to be transacted at an adjourned meeting, other than by announcement at the meeting at which such adjournment is taken.
2. Whenever any written notice is required to be given under the provisions of the statute or the Articles or By-Laws of this corporation, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Except as otherwise required by statute, neither the business to be transacted at nor the purpose of a meeting need be specified in the waiver of notice of such meeting. Attendance of a person at any meeting shall constitute a waiver of notice of such meeting, except where a person attends a meeting for the express purpose of objecting, at -the beginning of the meeting, to the transaction of any business because the meeting was not lawfully called or convened.

## ARTICLE XI - MISCELLANEOUS PROVISIONS

1. One or more persons may participate in a meeting of the Board by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting.
2. The fiscal year shall begin on the first day of July of each year.

## ARTICLE XII - AMENDMENTS

1. By-Laws may be adopted, amended or repealed by the vote of members of the Board of Directors at any regular or special meeting duly convened after notice of that purpose.

## Article XIII- COMMITTEES

The Foundation Committees as described include:

Adult School
Ways and Means
Community and Youth
Springfield Lioness Charitable

Health and Welfare
Fourth of July
Memorial Fund

## ARTICLE XIV - MEMORIAL FUND

The Board of Directors establishes a fund to be known as the "Memorial Fund of the Charitable Foundation Inc.

## PURPOSE:

1. The funding will come from persons wishing to give fund for use in memory of Deceased Lions or any other person to be defined. A contribution to honor a person may be made by any person. Annually unused Foundation Funds may be placed in this fund in addition to any other donor funds received.
2. Expenditures from the fund shall be earmarked, for aiding Visually Handicapped and/or Hearing Impaired individuals. Any other use, as an exception, must be approved by the committee and the Board of Directors.

## OPERATION:

1. A committee shall be appointed by the President annually, of three or more Lions, to manage and administer the details for the fund to function. The committee shall report to the Board of Directors of the Foundation.
2. Any administrative or charitable expenditure up to $\$ 500.00$ may be made without board approval. Expenditures exceeding $\$ 500.00$ must be approved by the Board of Directors of the Foundation, as recommended by the memorial fund committee.
3. The committee shall keep a book of record of donor names and the person memorialized, with the date and amount donated
4. The Foundation Secretary shall be responsible to inform the Memorial Fund Committee chairman of contributions received, before and in addition to forwarding monies to the Treasurer of the Foundation.

Revised 7/24/02 Approved at Board Meeting August 6, 2002

## Article XV SPRINGFIELD LIONESS AFFLLIATION

1. The Springfield Lioness Club shall be an affiliate of the Lions Club of Springfield Charitable Foundation and therefore shall benefit from our IRS 501c3 status.
2. The Springfield Lioness Club shall utilize the Lions Club of Springfield Charitable Foundation EIN number 23-2562360.
3. The Springfield Lioness Club shall submit monthly status reports and at the end of the Fiscal Year, submit a complete financial report. The Lioness Club income and expenses shall be included in the Springfield Lions Foundation IRS 990 return and the PA Charitable Organizations filings.


Page 29

