

BY-LAWS OF THE



LIONS CLUB OF WANGARATTA INCORPORATED

Chartered 17th March 1956

Incorporated 24th July 1986

Incorporation Registration No. A10237

ADOPTED ON THE 11th APRIL 2024

PREFACE

The Lions Club of Wangaratta Inc. since its chartering, has been governed by the International Association of Lions Clubs "Standard Form Lions Club Constitution and By-laws" which allows clubs to amend it, providing such amendments do not conflict with the Constitution and Policies of the International Association.

Over the years, the club has made rulings on a number of matters of Club policy and procedure. These rulings have been collated from the Minutes, and it is now proposed to formally incorporate these rulings as written By-laws of the Club.

Written notice by mail, electronic transmission or delivered, of the proposed amendments must be given to all members at least 10 days prior to the meeting at which the vote on the amendments is to be taken.

- No. 1.** 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.
- No. 2.** Except to further his/her progress in Lions, no officer or member of this club shall use his/her membership as a means of furthering any personal, political, or other aspiration, nor shall the club, as a whole, take part in any movement not in keeping with its purposes and objects.
- No. 3.** Any by-law except By-Laws Number 1 and 2 may be suspended at any meeting of the club at which a quorum is present by the unanimous vote of all members present.
- No. 4.** This club accepts and is bound by the Constitution and Policies of Lions Clubs International, Multiple District 201 and District 201 V6.
- No. 5.** 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 the expenditure of money for other than the regular obligations shall be referred to the appropriate committee.
- No. 6.** Alterations to Bylaws;
- Section A These by-laws may be altered, amended or repealed at any regular or special meeting of this club at which a quorum is present, by the vote of two thirds of the members present in person and voting.
- Section B No amendment shall be put to vote unless written notice thereof, stating the proposed amendment, shall have been mailed, delivered personally or electronically transmitted to each member at least ten (10) days prior to the meeting at which the vote on the amendment is to be taken.
- No. 7.** No member shall commit this Club to financial obligation, whether it be fundraising or donation, without the prior sanction of the Board of Directors.
- No. 8.** No member of this club or Auxiliary shall write a letter on behalf of the Lions Club of Wangaratta unless a legible copy of said letter has been sighted and approved by the Club President or the Board of Directors, and a legible copy be sent to the secretary.
- No. 9.** The President shall appoint Committees as he/she deems necessary;
- Administrative Committee
 - Activities Committee
 - Projects Committee

(No. 9 Cont.)

- Section A The president shall be an ex-officio voting member of all committees.
- Section B Special Committees, from time to time, the president may appoint, with the approval of the board of directors, such special committees as may be necessary in his/her judgment or the judgment of the board of directors.
- Section C All committees shall consist of a chairman and, subject to Section B; as many members as shall be considered necessary by the president however all Vice Presidents shall be safety officers.
- Section D Each committee, through its chairman, shall report, either verbally or in writing, each month to the Board of Directors.
- Section E All problems pertaining to either administrative, projects or activity matters shall be referred to the corresponding committee for study and recommendation to the Board of Directors.

No. 10. That the Board of Directors have the authority to appoint assistants to the position of Secretary and/or Treasurer if it considered it appropriate. Such appointees to be Board Members with voting rights.

No. 11. Members and Volunteers are requested to sign the Project and Activities attendance register.
If Members and volunteers fail to complete the Sign-on/Sign-off register the Club cannot endorse any claim or action arising out of their attendance or participation in Club Projects.

No. 12. This club, as a Lions Club, will not take part in door-knocking campaigns, campaigns run by professional fund-raisers, sell raffle books, or conduct fund raising campaigns that, in the opinion of members, are detrimental to local charities, except where all members in open meeting decide to the contrary. The expression "all members" in this context means no less than two thirds of the membership at that time.

No. 13. Members' dues shall be paid semi-annually in the first 60 days of each being ratified by the Board.

No. 14. Member's dues shall include International, District and Club dues, that the Board of Directors may decide upon from time to time.

No. 15. Any member directing or operating projects or fund-raising activities, shall forward cash balances or progress accounts to the treasurer for tabling at the next Board meeting.

No. 16. Estimates of expenditure for projects or activities shall be forwarded to the Treasurer with Committee reports prior to the Board meeting.

No. 17. An Honorarium of \$350 shall be paid to the President at the beginning of each year to help defray out of pocket expenses.

No. 18. An Honorarium of \$150 each shall be paid to the Secretary and Treasurer at the beginning of each year to help defray out of pocket expenses.

No. 19. Bank Accounts and Signatories: All Club Bank Accounts shall be opened and maintained in the name of 'Lions Club of Wangaratta Inc.' and appropriately designated with the following signatories required;

- Administration account – President, Secretary, Treasurer, and another Board appointed signatory – any two (2) to sign.
- Activities Account –President, Secretary, Treasurer, and another Board appointed signatory – any two (2) to sign.

At the discretion, and on the direction of the Board, additional Investment and/or Special Purpose Accounts may be opened from time to time with the signatories determined by the Board, provided always that the Treasurer of the Lions Club of Wangaratta Inc. Shall be a signatory to all Club bank/Investment accounts.

Nothing contained herein shall prohibit the use of electronic banking provided all accounts and transfers are authorised by two (2) of President, Secretary or Treasurer or other Board appointed signatory.

No. 20. That the president with agreement of the Executive have the authority to modify or wave Club dues in cases of hardship of participating active members.

No. 21. All monies handed to the Treasurer of the Lions Club of Wangaratta shall be banked within two (2) business days.

No. 22. The Club meeting is held on the second and fourth Thursday of each month, starting from the second Thursday in July of each year.

No. 23. Where a club meeting date falls on a public holiday or a special event, the President and Board is empowered to substitute an alternative date, or to cancel the meeting, provided that members are given due notice.

No. 24. The starting time for dinner meetings shall be 6:00pm for 6:30pm. Meetings deemed as Partners Nights shall be 6:30pm for 7:00pm unless decreed otherwise by the Board of Directors.

No. 25. Dinner meetings shall be organised to finish at 8:30pm. If a meeting is to finish later than 8.30pm members are to be advised two (2) weeks in advance.

No. 26. Club dinner meetings will commence with the singing of the Australian National Anthem. The drinking of a toast to the Monarch will be at the discretion of the President and if so, such toast shall precede the Australian National Anthem.

No. 27. Apologies for non-attendance at dinner meetings shall be given to the nominated member not later than 10:30am on the day of the dinner meeting.

Apologies for non-attendance at social or special functions shall be given to the nominated member not later 48 hours prior to the function.

(No. 27 Cont.)

Any member who does not apologise before the designated times shall pay the cost of his/her and if applicable his/her partners dinner.

No. 28. A maximum of two (2) glasses of alcohol may be taken to the table and consumed during ordinary dinner meetings.

Additional alcohol may be purchased and consumed during dinner meetings when decreed by the President.

No. 29. Dress Code;

Gents

Dress for normal meetings;

Smart casual will mean:

Business wear, Slacks, shirt.

No Shorts, thongs or singlets will be acceptable.

For Special meetings;

Dinner Suit, Lounge Suit or Coat and Tie.

Ladies

Dress for normal meetings;

Smart casual will mean:

Business wear - Dress, Skirt, Pants with Smart Tops.

No Shorts, thongs or singlets will be acceptable.

For Special meetings;

After 5 wear.

No. 30. Loaning of Lions Club Equipment;

The following conditions apply when loaning equipment to not for profit organisations, groups or Lions Club members;

- a. All requests for loan of Lions Club equipment must be in writing and approved by the Board. A letter of approval will be sent by the Secretary and will include the "Conditions of Loan", which must be agreed to and returned to the Club prior to the Loan.
- b. All equipment loaned MUST be recorded on the loan sheet at the time of despatch and checked back in on return.
- c. Replacement charges will apply for damaged or missing items.

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