

## CONVENTION RULES

### REGISTRATION

All participants, Lions and guests alike, must be registered in advance of the Multiple District 20 Convention to participate in convention activities. A registration fee, the amount of which is set by the Council of Governors, shall be collected from each delegate, alternate and guest attending the convention. Those wishing to attend the convention can access a register form online at MD20Lions.com. Registration requests submitted after the April 15, 2019 deadline will be processed at the sole discretion of the Multiple District 20 Secretary/Treasurer. **MD-20 Convention registration badges must be worn at all times and are required to attend all sessions, seminars and workshops.**

### CERTIFICATION/DUES

All delegates and alternates must be certified at this Multiple District 20 Convention. Photo ID must be presented for certification. In order to certify its delegates and alternates, a club must be in good standing with Lions Clubs International, Multiple District 20 and its sub-district. To acquire good standing, all club fiscal responsibilities, which includes outstanding dues and other overdue balances, must be paid in full to Lions Clubs International, Multiple District 20, and the sub-district, no later than fifteen (15) days prior to the close of credential certification. **To exercise voting privileges at this convention, all dues and other overdue balances owed to LCI, MD20 and the sub-district must be received and paid no later than April 19, 2019.** Absolutely no exceptions will be made to this rule.

### CONVENTION DELEGATES AND ALTERNATES

Each chartered club in good standing in Lions Clubs International, its district, and this multiple district shall be entitled in each convention of this multiple district to one (1) delegate and one (1) alternate for each ten (10) members or major fraction thereof, who have been enrolled for at least one year and a day in the 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 above shall be five (5) or more members. Notwithstanding the above, each chartered club in good standing shall be entitled to at least one (1) delegate and one (1) alternate at each such convention. It is further provided that the district governor in each district, by virtue of the office, and each past district governor (including any past or present international officer or director) who is an active member of a chartered Lions Club in good standing, shall be a certified delegate to each such convention, but shall not be included in the delegate quota of his/her club for any such convention.

Delegate forms have been distributed to club secretaries by the District Governor in each district and must be returned to the Multiple District Office no later than April 21, 2018. The delegate form indicates the number of delegates and alternates to which a club is presumptively entitled based on the club's most recent membership report to Lions Clubs International, and reflects the number of members enrolled in the club for at least one year and a day when the form was generated. **The final number of delegates and alternates that a club may certify at convention is subject to change by the Certification Committee based on the final membership report generated by Lions Club International as of April 1, 2019, which shall be binding.**

A Lion who has been enrolled in the club for less than a year and a day may serve as a delegate. Each club may determine delegate eligibility.

### **REPLACEMENT OF A CERTIFIED DELEGATE BY AN ALTERNATE**

The District Governor of each sub-district within Multiple District 20 shall be solely responsible for permitting the replacement of a delegate listed on the official Delegate Form, whether certified or not, by a certified alternate at the Multiple District Convention. The District Governor shall require verification of the replacement by the club's president or secretary. Such verification may be made in person, in writing, or may be received electronically (text or email) or telephonically.

Only those alternates listed on the club Delegate Form furnished by Multiple District 20, and on file with the Multiple District Office at the Multiple District Convention, shall be eligible to replace a previously certified delegate. All delegate changes must be accomplished prior to the beginning of the Convention Memorial Service on the Sunday morning of the Multiple District Convention.

### **CONVENTION SESSIONS AND SCHEDULED EVENTS**

The members of the Council of Governors shall be the officers of the Multiple District 20 Convention. The Council Chair shall serve as the presiding officer of the convention. The Council of Governors shall arrange the order of business for the convention, and same shall be the order of the day for all sessions. Except for registration and certification hours, which may not be changed, deviation from the announced order of business shall be made only by consent of three-fourths (3/4) of the certified delegates assembled at any session at which a quorum is present. A majority of those certified delegates present in person at any session shall constitute a quorum.

It shall be the duty of both the presiding officer and the delegates in attendance to begin, carry on, and close each session of the convention, as well as scheduled seminars, workshops, forums, luncheons, and dinners on time. Lions in attendance are expected to attend all sessions of the convention until recess or adjournment is ordered. No Lions or guests shall congregate or loiter in the lobbies or outer rooms so as to disrupt any convention proceeding. Lions are expected to

attend and participate in scheduled workshops and seminars and support the social functions organized by the convention committee.

Hospitality rooms shall not be open during the times of any official business session or any scheduled seminar, workshop, forum, luncheon, or dinner. When open, they shall comply with all applicable laws, rules, and regulations and standards of common courtesy.

### **FUNDRAISING**

No individual committee, club or district may conduct any fundraising activities at the Multiple District 20 Convention. This includes raffles, selling of souvenirs, pins, or material regardless of the worthiness of the project. The following organizations shall be exempt from this rule to the extent provided below: Empire State Special Needs Experience, Inc. at Lions Camp Badger; New York State & Bermuda Lions Foundation, Inc.; Lions SEE Inc.; and the Brandel/Murphy Youth Foundation Inc. (collectively “exempt organizations”).

1. The exempt organizations are granted permission to sell raffle tickets at the MD 20 Convention.
2. The exempt organizations are granted permission to hold their raffle drawings on the Sunday of the convention as scheduled by the MD 20 Secretary/Treasurer.
3. The exempt organizations are granted the opportunity to have free booth space at the MD 20 Convention to promote their programs and mission.
4. If requested, the Pin Traders Club of New York and Bermuda will be provided free booth space to promote scholarships and provide membership information. The MD 20 Secretary/Treasurer shall determine the availability of same. No selling or trading of pins shall be permitted in this space.

Any other fundraising activities must be authorized by the Council of Governors.

### **PIN TRADING**

Pin trading space will be made available to the Pin Traders Club of New York and Bermuda if requested, and if so requested shall be arranged for by the MD-20 Secretary/Treasurer. No pin trading shall be permitted during convention business sessions.

The Rules of the LCI Constitution and the policy of the Lions International Pin Traders Club shall be observed and enforced by the Board of Directors of the PTCNY&B.

## NOMINATIONS

Notice of intention to run for the office of district governor, first vice district governor or second vice district governor must be filed with the council secretary in the multiple district office **no later than April 1, 2019**. Said notice must provide evidence of the candidate's compliance with the qualifications set forth in the International Constitution and By-Laws for the office sought. The council secretary will forward said notice to the Nominating Committee, which will review the qualifications of the candidate prior to the opening of the multiple district convention and rule on the eligibility of such individual to stand for election. The chairperson of the Nominating Committee shall place in nomination at the multiple district convention the names of all candidates so qualified. If no noticed candidate for an office is deemed qualified, the chairperson of the Nominating Committee may entertain the nomination of a qualified candidate from the floor, subject to verification of said individual's qualifications.

The order of nominations will be as follows: second vice district governor candidates, first vice district governor candidates, then district governor candidates. In the event of a contest, the candidates from the district hosting the contest will be nominated **after** the candidates from the districts hosting uncontested elections. There shall be one seconding speech **not to exceed sixty (60) seconds** for each second vice district governor candidate. In the event of a contest, the supporters of each second vice district governor candidate may engage in a floor demonstration **not to exceed ninety (90) seconds** immediately following the seconding speech. The Council Chair, as presiding officer of the convention, shall recognize one Lion in good standing for the purpose of seconding the nomination of all candidates for first vice district governor. In the event that a candidate for first vice district governor has not previously been nominated for the position of second vice district governor, then, and only then, will a seconding speech not to exceed **sixty (60) seconds** be permitted for the first vice district governor candidate. There shall be a seconding speech not to exceed **ninety (90) seconds** for each district governor candidate.

District governor candidates are required to send 2 photos and a brief bio to the MD 20 office no later than sixty (60) days before the convention which will be included in the convention issue of the MD 20 magazine.

Notice of intention to run for the office of international director or international third vice president shall be filed with the council secretary in the multiple district office no later than sixty (60) days prior to the convening date of the multiple district convention. Said notice must provide evidence of the candidate's compliance with the qualifications set forth in the International Constitution and By-Laws for the office sought. The council secretary will forward said notice to the Nominating Committee, which will review the qualifications of the candidate prior to the opening of the multiple district convention and rule on the eligibility of such individual to stand for election. The chairperson of the Nominating Committee shall place in nomination at the multiple district convention the names of all candidates so qualified. Each such nominee for endorsement shall be

entitled to one seconding speech of no more than three (3) minutes in duration. A floor demonstration not to exceed five (5) minutes may follow.

The MD-20 office will forward proof of each candidate's election to LCI after the multiple district convention.

### CAMPAIGNING

Candidates for any office voted on at this convention are prohibited from participating in any official capacity at any function open to all attendees at this MD-20 Annual Convention.

It shall be prohibited to campaign for any candidate for office, or exhibit, display or possess any campaign material within the voting area, as well as within 100 feet of the voting area. The term "campaign material" shall include, but not be limited to, the display, exhibition or possession of any sign, placard, paraphernalia, literature, document or other similar or like item, which directly or indirectly refers to any candidate for office. This rule shall be enforced by the Sergeant-At-Arms.

All posters and other campaign material advertising candidates for district governor, first vice district governor, second vice district governor, international director or international officer shall be posted only in approved locations and only within the hotels or convention halls being used specifically for convention purposes. It is expected that all due care and consideration will be exercised with regard to private property. Any liability resulting from the posting of said campaign material is the responsibility of the person or organization for which it was erected. No campaign material is to be posted on any public thoroughfare. The Convention Committee and the Council of Governors specifically request that all such material be removed at the close of the convention.

### CONVENTION VOTING

**Photo ID must be presented for voting and certification.**

**You must be registered to be certified.**

**You must be certified to vote.**

**You must be listed on your club's delegate form.**

Each certified delegate present in person shall be entitled to cast one (1) vote only for each office to be filled by, and one (1) vote only on each question submitted to, the respective convention. Each vote shall be by secret written ballot. Unless otherwise specified herein, the affirmative vote of a majority of the delegates voting on any question shall be the act of the convention. All eligible delegates must be members in good standing of a club in good standing in this district.

Each vote can be cast only by a duly certified delegate whose credentials to serve as such have been passed upon and recognized as valid by the Credentials Committee of the convention. A

certified alternate may be permitted to replace a certified delegate only with the permission of the District Governor in accordance with the policy set forth above.

Voting Procedure

In an election involving **only one candidate**, the ballot shall take the following form:

Instructions: Clearly indicate your vote by placing an “X” or “√” in the box indicating a yes or a no vote for the candidate.

Position	Name	Yes	No
District Governor			
	Candidate A		

To be elected, the candidate is required to secure a majority of all votes cast. A majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions. A tie between yes and no votes would indicate that a majority has not been received. If a majority vote is not received in the election for district governor, first vice district governor, or second vice district governor, a vacancy shall occur and Article IX, Section 6(d) of the International By-laws shall apply. The same ballot form shall be used when a question is submitted to the convention for consideration.

In an election involving **two candidates**, the ballot shall take the following form:

Instructions: Clearly indicate your vote by placing an “X” or “√” in the box next to the name of the candidate you are casting your vote for.

Position	Name	Vote
First Vice District Governor		
	Candidate A	
	Candidate B	

To be elected, the winning candidate is required to secure a majority of all votes cast. A majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions. In the event of a tie, or if a majority vote is not otherwise achieved, the balloting shall continue until one of the nominees receives a majority of the valid votes cast.

In an election involving **three or more candidates**, a preferential voting ballot shall be used and shall take the following form:

Instructions. Indicate your preference by clearly marking next to each candidate’s name a number (1, 2, 3 or 4) indicating your preference in the order in which you would elect the candidate (i.e., 1 – representing highest preference, 2 – next preference, etc.).

Position	Name	Preference/ Rank
Second Vice District Governor		
	Candidate A	4
	Candidate B	2
	Candidate C	1
	Candidate D	3

To be elected, the winning candidate is required to secure a majority of all votes cast. A majority is defined as a number more than one-half of the total valid votes cast excluding blanks and abstentions. In counting the votes, the ballots are arranged in piles according to indicated first preferences. If any one candidate receives a majority of first preference votes, he/she is declared the winner. If no candidate receives the majority of first preference votes, then the candidate receiving the fewest first preference votes is eliminated and his/her votes are redistributed according to the second preference listed on each such ballot. The votes for the remaining candidates are then recounted. If any one candidate receives a majority of first and second preference votes, then he/she is declared the winner. If no remaining candidate receives a majority vote, then the process is repeated by redistributing the votes of the candidate receiving the least number of first or second preference votes. His/her votes will be distributed to the remaining candidates in the preferred order indicated. This process shall continue until one candidate receives a majority of votes cast.

If a ballot having one or more names not marked with a preference ranking comes up for placement at any stage of the counting and all of its marked names have been eliminated, it shall not be placed in any pile, but shall be set aside and treated as a blank for that round of counting.

If at any point two or more candidates are tied for the least popular position, the ballots in their piles are redistributed in a single step, all of the tied names being treated as eliminated. In the event of a tie in the winning position – which would imply that the elimination process is continued until the ballots are reduced to two or more equal piles – the election should be resolved in favor of the candidate that was strongest in terms of first choice (by referring to the record of the first distribution).

Challenges to the results of any vote must be made to the Chair before the close of the session or within 15 minutes of the final Report of the Elections Committee Chair, whichever comes first.

In the event of a tie or a challenge necessitating a re-vote, the polls will be reopened for 30 minutes, or until the last delegate in line at that time has voted.

#### PARLIAMENTARY AUTHORITY

Except where otherwise herein provided, Robert’s Rules of Order Newly Revised latest edition, shall govern the Parliamentary Procedure.