

AMENDED UP TO 31ST MARCH 2016

# CONSTITUTION



WE SERVE



**LIONS CLUB OF MALAD-BORIVLI**  
**SINCE 1959**

# FOREWORD



Dear Lion Friends,

A Constitution is a fundamental body of principles or establishment precedents, according to which a state or other organization is acknowledged to be governed.

Knowledge of the constitution makes a good club. It is the instrument which ties the members to the club & the club to the International Associations & assures equal rights to all.

Our Club, LIONS CLUB OF MALAD BORIVLI, is governed by The International Association of Lions Clubs & has independent constitution in line with Standard Constitution of International Association. The last amended Constitution printed was upto 31st May 1997.

In order to build new Leadership & generate awareness of constitutional rights, we have compiled this constitution consisting of all amendments approved by General Body up to 31st March 2016.

The updated constitution has been made possible with the efforts of our Lion Members Anil Tibrewala, Ashok Bairagra, Atit Ruia, Sharad Ruia and Upendra Jaiswal who have helped in editing, composing & printing this constitution.

Thanks to our President (2015-2016) Lion Rajit Mehra for his help and support. This constitution is dedicated in memory to our Late Charter Member Lion RATANLAL SARAF.

It is my request to all our club members to read the constitution, implement it & give their suggestions.

Yours sincerely  
Lion Arun Ratanlal Saraf

Past President (1995 -1996)

Email: arun\_saraf304@yahoo.co.in

# LIONS CLUB OF MALAD BORIVLI CONSTITUTION

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# LIONS CLUB OF MALAD-BORIVLI CONSTITUTION

## ARTICLE - 1 Name Slogan, Motto and Vision

### SECTION A. NAME

The name of this organisation shall be the "LIONS CLUB OF MALAD-BORIVLI" chartered by, and under the jurisdiction of, The International Association of Lions Club (hereinafter referred to as "Association").

### SECTION B. SLOGAN

Its Slogan Shall be: Liberty, Intelligence, Our Nation's Safety.

### SECTION C. MOTTO

Its Motto shall be : We Serve.

### SECTION D. VISION

Its Vision is : To be a Leader in Community and Humanitarian Service.

## ARTICLE II Purpose and Objects

The Objects of this club shall be:

- A. To create and foster a spirit of understanding & brotherhood among the peoples of the world.
- B. To Promote the principles of good government & good citizenship.
- C. To take an active interest in the civic, cultural, social and moral welfare of the community.
- D. To unite the members in the bonds of friendship, good fellowship and mutual understanding.
- E. 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.
- F. 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 endeavours.

- G. To promote, charitable, cultural, educational, medical and any other activity for the relief and education of poor or community, medical relief and advancement of any other objects of general public utility of all classes and communities.
- H. To purchase, take on lease, rent, or in exchange or otherwise acquire any lands, buildings, or property moveable or immovable jointly or otherwise which may be requisite for the purpose of or conveniently used in connection with any of the objects of the club and to sell, demise, lease, rent out, mortgage, give in exchange, surrender or dispose of the same.
- I. To apply the monies and properties of the club generally for the support and maintenance of any of the objects of the club.
- J. To borrow funds for the activities of the club on such terms and conditions and on such securities or without securities which may be thought fit by the Board of Directors of Club.
- K. To do all such other lawful things as are incidental or conducive to the attainment of the above objects.

## ARTICLE - III Membership

### SECTION A. ELIGIBILITY OF CLUB MEMBERSHIP

Subject to the provisions of Section B hereinafter, any person of Legal Majority and of good moral character and good reputation in his/her community may be granted membership in this Lions Club. Wherever the male gender or pronoun presently appears in this Constitution and By-Laws, it shall be interpreted to mean both male and female persons.

### SECTION B. TYPES OF MEMBERSHIP

Membership in this Lions Club shall be as follows:-

#### 1. ACTIVE:

A member entitled to all right and privileges and subject to all obligations which membership in a Lions Club confers or implies,

without limiting such rights and obligations, such rights shall include eligibility to seek, if otherwise qualified, any office in this club, District or Association and the right to vote on all matters requiring a vote of the membership; and such obligations shall include regular attendance, prompt payment of dues, participation in club activities and conduct reflecting a favourable image of this Lions Club in the community.

## 2. MEMBERS-AT-LARGE:

A member of this club who has moved from the community, or because of health or other legitimate reasons, is unable regularly to attend club meetings and desires to retain membership in this club, and upon whom the Board of directors of this club desires to confer this status. This status shall be reviewed each six months by the Board of Directors of this club. A Member at Large shall not be eligible to hold office or to vote in the club or District or International meetings or conventions. But shall pay such dues as the local club may charge, which dues shall include district and international dues.

## 3. 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 for the special period. This club shall pay entrance fees and International and District dues on such a member, who may attend meeting; but shall not be entitled to any privileges of Active Membership.

## 4. LIFE MEMBERS:

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, his/her community, or this Association; or any member of this club who is critically ill; or any member of this club who has maintained such 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 association.

(2) Payment to the association of US \$650.00 (or such sum as decided



by the International Association of Lions Clubs from time to time), or its equivalent in the respective national currency, by this club in lieu of all future dues to the association, and

- (3) Approval by the International Board of Directors. Nothing herein shall prevent this club from charging a Life Member such dues as it shall deem proper.

A Life Member shall enjoy all privileges of active membership so long as he/she fulfils all obligations thereof.

A Life Member who desires to relocate and receives an invitation to join another Lions Club shall automatically become a Life Member of said club.

#### 5. SENIOR MEMBERS:

An active member of this club who has already completed 65 years of age may if he/she so desires submit to the Secretary his proof of age and application to convert his membership status to senior member. The same shall have to be approved by the board of directors. The same shall be effective from the following Lionistic year of his completion of 65 years of age & submission of application. A senior member shall have all the privileges of active membership so long as he/she fulfils all obligations thereof.

#### 6. SENIOR LIFE MEMBER:

Any member who fulfils the provisions of Article - III Section B Pt. 4 and Article - III Section B Pt. 5 may convert his membership status to Senior Life Member by making an application to the Secretary with the necessary documents. The same shall have to be approved by the board of directors. A senior life member shall have all the privileges of active membership so long as he/she fulfils all obligations thereof. Nothing herein shall prevent this club from charging a Senior Life Member such dues as it shall deem proper.

#### SECTION C. DUAL MEMBERSHIP:

No person shall simultaneously hold membership, other than life or Honorary, in this and other Lions Club.

#### SECTION D. MEMBERSHIP BY INVITATION

Membership in this Lions Club shall be acquired by invitation only. Nominations shall be made on forms provided by the International Office, which shall be signed by a member in good standing who shall act as sponsor and be submitted to the membership Chairman or the club Secretary, for scrutiny by the membership committee. After investigation the committee, shall submit the same to the Board of Directors. If approved, by a majority of said Board, the prospect may then be invited to become a member of this club. A properly filled out membership form and entrance / membership fee must be in the hands of the Secretary before the member may be officially inducted into the club or be reported to the Association as a club member. Provided no person who is dropped from any Lions Club for non-payment of dues or gross misconduct shall not be taken as a member in this Lions Club for a period of 5 years in case of gross misconduct and in case of non-payment of dues till such time he has cleared his dues.

#### SECTION E. REINSTATEMENT OF MEMBERSHIP:

Any member dropped from membership in this club may be reinstated, within Twelve (12) months from the date of termination of his membership by a majority vote of the Board of Directors. In the event more than Twelve (12) months have elapsed between such termination and his reinstatement application, it will be necessary for him to come into the Club under the procedure set forth in Section D of this Article III.

#### SECTION F. TRANSFER OF MEMBERSHIP:

Transfer Membership : this club may grant membership on a transfer basis to one who has terminated or is terminating his/her membership in another Lions Club, provided that (1) the application for transfer of membership is received by the Secretary of this club within six months following the date of termination of membership in his/her former club. (2) Such termination was in good standing and (3) the applicant provides a statement from the Secretary of his/her current or former club as the case may be, showing his /her record in such former club and (4) such an application and statement are approved by the Board of Directors. If more than six months have elapsed between termination of membership in another club & application for transfer, an applicant

may acquire membership in this club only under the provisions of Section D of this Article III.

## ARTICLE IV

### Fees and Dues

#### SECTION A. ENTRANCE

(I) Each new Male member shall pay an entrance fee of upto Rs. 20,000/-. In case of lady Lion Member it will be 50% of Male Lion. As the Board of Directors shall determine, which fee shall include the current Association entrance fee and be collected before the Secretary may report such members to Lions International.

Half of the entrance fee of new members shall not be utilized, save and except as may be sanctioned at any regular business meeting of this Lions Club at which there is a quorum by, 2/3rd votes of the members present, provided the Board has previously considered the reports of such utilisation of the fund.

No proposal for utilisation of fund or any part thereof shall be put to vote unless written notice thereof shall have been mailed to each member of this Lions Club at least two weeks prior to the meeting at which the proposal is to be voted on the said notice of such proposal regarding utilisation.

The said half of the entrance fee shall be set apart as capital fund and invested in recognised Government securities and/or securities recognized under the Bombay Public Trust Act or may be invested in Fixed Deposit Account with any scheduled bank or Co-operative Bank from time to time.

Provided further that only interest earned on the amount so invested in the Securities may be utilised for administrative activities of this Lions Club.

Provided further that in such exigencies as may be deemed fit and

proper by the Board, this Lions Club shall be entitled to take loan or loan against pledge of such Fixed Deposit receipts and/or amounts to the extent required and/or permitted for being temporarily utilised for administrative activities of this Lions Club, subject to the approval by 2/3rd members present in any meeting called for this purposed having the requisite quorum; provided that number of 2/3rd members is more than 50% of total membership of club in good standing.

(II) Each reinstated member will not be required to pay the club portion of the said entrance fee, provided he/she satisfies the conditions laid down in the Article III, Section (E).

(III) Each transferred Male member shall pay a sum of upto Rs. 20,000/. In case of Lady Lion it will be 50% of Male Lion as entrance fees as the Board of Directors may determine, provided he/she satisfies the condition laid down in Article III Section F.

#### SECTION B. ANNUAL

Each member of this club shall pay the following indicated regular annual dues, which dues shall include an amount to cover current International and District (Single or Sub and multiple) dues (to defray the subscription price of the Lions Magazine, administrative and annual convention costs of the association and similar District costs) and shall be paid in advance at such times as the Board of Directors shall determine.

1. Active Rs. 12,000/-
2. Member at large Rs. 5,000/-
3. Honorary - Nil
4. Life Member - As the Board of Directors shall determine and subject to provisions of Article III, Section B, Clause (4) Life Members shall however pay the victual charges when in attendance or consolidated victual charges of Rs. 7,500/ determined from time to time by the Board of Directors.
5. Senior Member - Rs.6,000/-
6. Senior Life Member - As the Board of Directors shall determine

and subject to provisions of Article III, Section B, Clause (6) Senior Life Members shall however pay the virtual charges when in attendance or consolidated virtual charges of Rs.3,500/- determined from time to time by the Board of Directors.

7. Lady Lion - Rs.5, 000/-

In respect of new Active members who join this Lions club in the middle of the year, they shall be charged full membership fee semi-annually in which they are enrolled as members. Virtual charges shall be paid by the member for guest if any at each meeting.

The treasurer of this club shall remit International and District (single or Sub and Multiple) dues to the parties and at the times specified in respective International and District (single or Multiple) Constitution and By-Laws.

The Club shall transfer a sum of Rs. 500/- for every Active Male Member from Administrative funds to Lions Club of Malad-Borivli Charity Account to be used accordingly.

This club may require any member in attendance to pay additional club meeting virtual costs in advance if deemed fit by the Board of Directors but such costs shall not be assessed as a part of regular annual dues.

No dues, fees or assessments in addition to these set forth herein may be levied on, required of, any member by this club, its Board of Directors or any officer or member of this club.

The membership dues or any part thereof mentioned in Section B of Article IV shall not be refunded if the person ceases to be a member of this LIONS CLUB either by virtue of Article V or Article VI of the constitution.

## ARTICLE - V

### Resignations

Any member may resign from this club, and said resignation shall become effective upon acceptance, thereof by the Board of Directors. The Board may withheld acceptance, however, until all indebtedness has been paid, all club funds and property has been returned, and all right to the use of the names "LIONS", the emblem and other insignia of this club and this Association have been surrendered.

## ARTICLE - VI

### Forfeiture of Membership

#### SECTION A. FAILURE TO PAY

The Secretary shall submit to the Board of directors the name of any member who fails to pay any indebtedness due to this club within 30 days after receipt from the Secretary of written notice thereof. The Board thereafter shall decide whether the member shall be dropped from or retained on the roster.

#### SECTION B. EXPULSION

Any member may be expelled for cause enumerated in sub-clause C and D from the club by 3/4 of the entire vote of Board of Directors after he has been given reasonable opportunity of being heard.

#### SECTION C. ATTENDANCE

The name of any Active member who shall absent himself from four consecutive regular meetings of the club, without acceptable cause being given to the attendance committee chairman or the club secretary, shall be submitted to the Board of Directors by the Secretary at the Board meeting next following the fourth such absence, and the Board of Directors shall decide whether such member shall be dropped from or retained on the club roster.

#### SECTION D. QUALIFICATION

If any member of this Lions Club is convicted of any offence involving moral turpitude or is adjudged to be insolvent he shall forfeit his right

to membership unless such member satisfies within a reasonable time, the Board of directors that in case of his conviction he has appealed against the conviction sentence and order passed against him and/or that he has been acquitted in appeal and in case of his insolvency that he has applied for annulment of this order or that it has been annulled.

#### SECTION E. REQUEST FOR DISPUTE RESOLUTION WITH DISTRICT GOVERNOR

All disputes arising between the members of this club pertaining to the forfeiture of membership shall be referred to the District Government of the District whereupon the District Governor shall give his decision in writing to the parties in disputes within 30 days after the receipt of the complaint.

#### SECTION F. APPEAL TO MULTIPLE COUNCIL

The decision of the District Governor may be appealed again by either party to the dispute within 30 days after the day of the receipt of the District Governor's written decision to the Multiple Council of which the District Governor is a member for a full review. The council may, if the parties agree, decide the matter on submission of written statement or if so desired by the parties, they shall be heard at the next ensuing Council meeting, the date, time and place of which shall be communicated to the party. The council shall decide the matter and render its decision in writing to the parties per registered post within 30 days of the close of the Council meeting at which the matter was considered.

#### SECTION G. APPEAL TO LIONS CLUB INTERNATIONAL BOARD

The decision of the Council may be appealed against by either party to the dispute within 60 days after the day of the receipt of the decision of the Council to the International Board of directors for their final decision.

#### SECTION H. BINDING

A decision which is not appealed against within the time allowed herein above, shall be considered final and is binding upon the parties.

## ARTICLE - VII

### Officers

#### SECTION A. OFFICERS

Officers of this club shall be, President, Immediate Past President, First Vice President, 2nd Vice President, 3rd Vice President, Secretary, Dy. Secretary, Treasurer, Dy. Treasurer, Lions Tamer, Tail Twister, Membership Director and all Directors and those officers together shall constitute the Board of directors.

#### SECTION B. ELIGIBILITY FOR OFFICE

No person shall be eligible to hold office in this Lions Club unless he/she is an Active Member in good standing.

#### SECTION C. COMPENSATION

No officers shall receive any compensation for any service rendered to this club in his/her official capacity with the exception of President, Secretary, Dy. Secretary, Treasurer and Dy. Treasurer whose compensation if any, shall be fixed by the Board of Directors.

#### SECTION D. STAFF

The Board of Directors shall be entitled to appoint Administrative /Organising Officer or any other required staff if desired on such terms and conditions as may be deemed fit by the Board of Directors and on payment of such remuneration as may be deemed fit by the Board of Directors.

#### SECTION E. DUTIES

1. **PRESIDENT:-** He/She shall be the Chief Executive Officer of this club; preside at all meetings of the Board of Directors and this club; issue the call for regular and special meetings of the Board of Directors and the club; appoint the Standing and Special Committee of this club and cooperate with the Chairman thereof to effect regular functioning and reporting of such committees, see that regularly elections are duly called, noticed and held; and cooperate with, and be an active member of, the District



Governor's Advisory Committee of the Zone in which this club is located. He shall name and appoint subject to the approval of Board of Directors, the delegates and alternates of this club to District (single or sub & multiple) and International conventions.

2. IMMEDIATE PAST PRESIDENT:- He/She and the other past President shall officially greet members and their guests at club meetings and shall represent this club in welcoming all new service-minded people in the community served by this club.
3. VICE-PRESIDENTS :- If the president is unable to perform the duties of his/her office for any reason, the Vice President next in rank shall occupy his/her position and perform his/her duties with the same authority as the President. Each Vice-President shall under the direction of the president oversee the functioning of such committee of this Lions Club as the President shall designate.
4. SECRETARY :-He/She shall be under the supervision and direction of the President and the Board of Directors and shall act as the liaison officer between the club and the District (single or Sub and Multiple) in which this club is located and the Association, in fulfilment of this he/she shall:
  - (a) Submit regular monthly and other reports to the International Office of the Association: containing such information as may be called for therein and otherwise by the Board of directors of the Association.
  - (b) Submit to the District Governor's Cabinet such reports as it may require including copies of regular membership and activities reports.
  - (c) Co-operate with and be an Active Member of the District Governor's Advisory Committee of the Zone in which this club is located;
  - (d) Have custody and keep and maintain general records of this club, including records of minutes of the club and Board Meetings, attendance, committee appointments,

elections, clarification (if any), address and telephone number of members, members club accounts, and club receipts and disbursements;

- (e) Issue quarterly or semi-annual statement to each member for dues and other financial obligations owed to this club, collect and turn the same over to the club treasurer and obtain a receipt therefore.
- (f) Deliver, in a timely manner, at the conclusion of his/her term in office, the general records of the to club his/her successor in office.

5. DEPUTY SECRETARY:- The deputy secretary shall assist the Secretary in the discharge of the duties attached to the office of the Secretary and shall act under the supervision and direction of the President, Secretary and the Board of Directors.

6. TREASURER:- He/She shall:

- (a) Receive all monies, from the secretary and otherwise, and deposit the same in a bank or banks recommended and approved by the Board of Directors;
- (b) Pay out monies in payment of club obligations only on authority given by the Board of Directors. All cheques and vouchers shall be signed by the treasurer and countersigned by President or Secretary or one other officer, determined by the Board of Directors.
- (c) Prepare and submit semi-annual financial reports to the Board of Directors of this club.

7. DEPUTY TREASURER:- The Deputy Treasurer shall assist the Treasurer in the discharge of the duties attached to the office of the Treasures & shall act under the supervision and the direction of the President, Secretary, Treasurer and the Board of Directors.

8. LION TAMER:- The Lion Tamer shall have charge of and be responsible for the property and paraphernalia of the club,

including flags, banners, gong, gavel, song, books and button board. He/She shall put each in its proper place before each meeting and return the same to the proper storage areas after each meeting, He/She shall act as sergeant-at-arms at meetings, see that those present are properly seated, and distribute bulletins, favours and literature as required at club and Board Meetings. He/She shall give special attention to assure that each new members sits with a different group at each meeting so that he/she can become better acquainted.

9. TAIL TWISTER:- He/She shall promote harmony, good fellowship, life and enthusiasm in the meetings through appropriate stunts and games and judicious imposition of fines on club members. There shall be no ruling from his decision imposing a fine, provided however that no fine shall exceed Rupees Two Hundred, and no member shall be fined more than twice at any one meeting. The tail twister may not be fined except by the unanimous vote of all members present. All monies collected by the Tail Twister shall be immediately turned over to the treasurer and a receipt be given thereof.
10. MEMBERSHIP DIRECTOR :- The membership director shall be the chairman of the membership committee. The responsibilities for this position shall be:
  - (a) Development of a growth program specifically for the club and presented to the board of directors for approval.
  - (b) Regular encouragement at club meeting to bring in new quality members.
  - (c) Ensuring proper recruitment procedures.
  - (d) Preparation and implementation of orientation sessions.
  - (e) Reporting to the board of directors on ways to reduce the loss of members.
  - (f) Coordination with other club committees in fulfilling these responsibilities.
  - (g) Serving as a member of the zone level membership committee.

## ARTICLE - VIII

### BOARD OF DIRECTORS

#### SECTION A. BOARD MEMBERS

The members of Board of Directors shall be the President, Immediate Past President, three Vice-Presidents, Secretary, Dy. Secretary, Treasurer, Dy. Treasurer. Lion Tamer, Tail Twister, Membership Director and twelve (12) elected Directors.

However at least two (2) Lady Lion should be part of the Board of Directors provided membership strength of the Lady Lion is more than twenty members.

The number of Directors to be elected for the ensuing year shall be intimated sufficiently in advance by the Board of Directors.

#### SECTION B. BOARD OF DIRECTORS REGULAR MEETINGS

Regular meetings of the Board of Directors shall be held monthly at such time and place as the Board or the President shall determine. Notice of at least 5 days should be given to call Board of Directors meeting.

The regular Board of Directors meeting can also be held through video conferencing or electronic means of communication including on mobile by creating whatsapp or Google chat or such electronic group as decided by the three fourth(3/4) members of Board of Directors and consent to be received for same within two (2) days of notice.

#### SECTION C. BOARD OF DIRECTORS SPECIAL MEETINGS

Special meetings of the Board of Directors shall be held when called by the president, or when requested by five (5) or more members of the Board of Directors, as such time and place as the president shall determine. The requisitioned meeting should be convened in such manner so as to be held within 15 days of the receipt of such requisition. In the event of the President failing to call the requisitioned meeting within the time specified herein above, the requisitions or either of them shall be entitled to convene the meeting

at such time and place as may be determined by the person convening such meeting.

#### SECTION D. QUORUM

The presence in person of majority of its members shall constitute a quorum at any meeting of the Board of directors. In the event the members present do not constitute the quorum than the Presiding Officer shall adjourn the meeting for 15 minutes at the expiry of which the reconvened meeting, shall be held without the quorum. Except as otherwise specifically provided, the act of the majority of the Directors present at any meeting of the Board shall be the act and decision of the entire Board of Directors.

In the event of a disaster or accident, in which the majority or more members of the Board of Directors are fatally injured and/or rendered incapable of performing all their duties of their respective offices or when majority of the members of Board of Directors resigned for any reason whatsoever, the remaining members of the said Board whether or not a quorum exists shall be empowered to transact the affairs of the Board of Directors until the next Annual Election of the Board of Directors by this Lions Club.

In the event of a disaster or accident in which all member of the Board Directors shall be fatally injured and/or rendered incapable of performing the duties of their offices or where the entire Board of Directors resigned for any reason whatsoever, than in that event only, the past President who most recently served as president or in his absence the senior most members of the club shall within 10 days thereafter call a meeting of all past President and Chartered Members of this Lions club or five senior members of the club, for the purpose of filling of vacant post for the un-expired term. Such meetings shall be held as may be determined by the Past President concerning such Meeting in less than 15 days not more than 20 days after the date of call thereof.

#### SECTION E. 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;

1. It shall constitute the Executive Board of this club and be responsible for the execution, through the club officers of the policies approved by the club. All new business and policy of this club shall be considered and shaped, first by the Board of Directors for presentation to and approval by the club members at regular or special club meeting.
2. It shall authorise all expenditures and shall not create any indebtedness beyond the current income of this club, nor authorise disbursement of club funds for purposes inconsistent with the business and policy authorised by the club members.
3. It shall have power to modify, override or rescind the action of any officer of this club.
4. It shall have the books, accounts and operations of this club audited annually, or in its discretion, more frequently and may require an accounting or have an audit made, of the handling of any club funds by any officer, committee or member of this club. Any members of this club in good standing may inspect any such audit or accounting upon request at a reasonable time and place.
5. It shall appoint, on recommendation of the Treasurer a bank or banks for the deposit of the funds of this club.
6. It shall not authorise, nor permit, the expenditure, for any administrative purpose, of the net income of projects or activities of this club by which funds are raised from the public.
7. It shall submit all matters of individual new business and policy to the respective standing or special committees of this Lions Club for study and recommendation to the Board.
8. It shall name and appoint the delegates and alternate to this Lions Club to District (Single or Sub and Multiple) and International Conventions.
9. It shall determine and decide the procedure for conducting elections of office bearers of this Lions Club including the appointment of scrutineers, Elections Officers, Returning Officer

and all other matters pertaining and/or relating thereto for smooth conducting or elections to various office bearers of this Lions Club.

10. It shall have powers to pass circular resolution if the exigencies so demand. However, such circular resolution shall be adopted and ratified in the ensuing meeting of the Directors whenever held.
11. The Corporate powers of this Lions Club, expressed and implied shall be vested in the Board of Directors of this club which shall constitute an Executive Committee of this Lions Club.

## ARTICLE - IX ELECTIONS

The Officers of this club, excluding the President, Immediate Past President, first Vice-President and Second Vice-President shall be elected as follows :-

The Office of President, First Vice-President and Second Vice-President shall be filled in by the Vice-President advancing in office according to their ranks.

In the event of any of the members in the above ranks expressing a desire not to serve in the desired capacity, the nomination committee will decide upon the choice of the new incumbent next in rank.

### SECTION A. NOMINATION MEETING

A nomination meeting shall be held in March of each year. With the date and place of such meeting to be determined by Board of Directors and notice thereof mailed to each member of this club at least ten days prior to the time of the holding thereof.

### SECTION B. NOMINATING COMMITTEE

The President shall appoint a nominating committee which shall submit the name of candidates for the various club offices to the club for the nomination for all offices to be filled in the succeeding year other than the President, First Vice President and Second Vice President. The

report of the nomination committee shall be circulated to all the members of this club one week prior to the date of holding of nomination meeting. At this meeting, nominations for all other offices to be filled in the succeeding year may also be made from the floor.

#### SECTION C. NOMINEE UNABLE TO SERVE

If in the interim between the nomination meeting and the election meeting any nominee is unable for any reason to serve in the office to which he was nominated and for which there was no other nominee, the nominating committee shall submit, at the election meeting, names of additional nominees for that office.

#### SECTION D. ELECTION MEETING

An election meeting shall be held in April of each year, at a time and place determined by the Board of Directors and two weeks prior written notice thereof shall be given to each member of the club by the Secretary by mail or personal delivery. Such notice shall include the names of all nominees approved at the preceding nomination meeting, and subject to Section C above, a statement that these nominees will be voted upon at this election meeting. No nomination may be made from the floor at the election meeting.

#### SECTION E. ANNUAL ELECTION

Subject to the provisions of section G and Section J of this Article IX, all officers and all Directors shall be elected annually and shall take office on July 1st and shall hold office for one year from that date, or until their successors shall have been elected and qualified.

#### SECTION F. BALLOT

The election shall be conducted by ballot by those present and qualified to vote. A plurality vote shall be necessary to elect.

#### SECTION G. REMOVAL

Any officer of this club may be removed from office for cause by two-thirds (2/3) vote of members present in a closed door meeting duly convened.



#### SECTION H. VOTING ENTITLEMENT

No member of this Lions Club shall be entitled to vote in any election meeting unless he has on roll of membership of this Lions Club as on 31st day of December, preceding the year in which the election are held.

#### SECTION I. ONE POST ENTITLEMENT

No members of this Lions Club shall be entitled to contest election for two posts simultaneously.

#### SECTION J. DIRECTORS ELECTION

One-half of the Directors shall be elected annually and shall take office on the July 1st next following their election and shall hold office for two years from that time, or until their successors shall have been elected and qualified with the exception that at the first election held after the adoption of this constitution and by-laws, one half of the Directors shall be elected for one year's term.

#### SECTION K. MEMBERSHIP DIRECTOR

Membership Director shall be the Membership Chairman of the Membership Committee duly elected. A Membership committee shall be composed of the membership chairman, vice membership chairman and any one (1) club member nominated by the nominating committee. Each year a new member will be elected. Each member shall serve for three continuous years on a rotation system. The first year member shall be a member of the committee. The second year member shall be Vice Chairman and third year member shall serve as Chairman & Membership Director of the Club's Board of Director.

## ARTICLE - X

### Vacancies

#### SECTION A. VACANCY

If the office of the President or of First Vice-President or of Second Vice President, shall become vacant for any reason than vice presidents shall advance in office, according to their rank. In the event such provision for advancement shall fail to fill the office of President or

Vice Presidents, the Board of Directors shall thereon call a special election, giving each member in good standing prior two (2) weeks' notice of the 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 vacancy in the office of the Third Vice President, such office shall remain vacant and be filled at the next annual election of officers.

In the event of vacancy in any other office, the Board of Directors shall appoint a member to fill the un-expired term.

#### SECTION B. REPLACEMENT OF OFFICERS - ELECT

In the event any officer elect, before his 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 officer elect. Two (2) weeks prior notice of such meeting, setting forth the purpose, time and place thereof, shall be given to each member, by mail or personal delivery. The election shall be held immediately after nominations have been closed and a plurality vote shall be necessary for election.

#### SECTION C. TEMPORARY VACANCY

If the office of the President or of any First Vice President or of Second Vice President or Secretary or Dy. Secretary or of Treasurer or of Dy. Treasurer shall become temporarily vacant by reason of leave being granted by the Board, to any such officers for a particular period, the Vice President shall advance in office according to their ranks and officiate in the office in which vacancy is caused until such vacancy, ceased to exist. Similarly, in case of the office of Secretary, Deputy Secretary and Treasurer, Dy. Treasurer the Board of Directors shall appoint a member of the Board, so long as a member of the Board is available otherwise even from amongst the members of this Lions Club to officiate any such office until such vacancy ceased to exist.

## ARTICLE - XI

### Qualifications / Disqualifications of Officers

#### SECTION A. ELIGIBILITY OF OFFICE

No person shall be eligible to hold the office or to be appointed in this lions club unless he is an Active Member in good standing.

#### SECTION B. COMPENSATION

No officer or Director shall receive any compensation for, any service rendered to this Lions Club, with the possible exception of the President, Secretary, Dy. Secretary, Treasurer, Dy. Treasurer or administrative officer or organizer whose compensation, if any, shall be fixed by the Board of Directors.

#### SECTION C. THIRD VICE PRESIDENT

- (I) So long as those members who have served this lions club in the capacity of either Secretary, Dy. Secretary or Treasurer for full or a major part of a year are willing to be nominated, appointed or elected as Third Vice President of this club, will be qualified for nomination, appointment & election as Third Vice President of this Lions Club.
- (II) In the event of none of these members in the aforesaid sub-section (I) are willing to be nominated, appointed or elected as Third Vice President of this club, those members who have served this lions club in their capacity as Directors for a full or of major portion of a year shall be eligible for nomination, appointment & election as 3rd Vice President of this Lions Club.
- (III) In the event of any of the member in the ranks mentioned in clause (I) and (II) herein above, expressing a desire not to serve as 3rd Vice President of this Lions Club, the nomination Committee shall be entitled to nominate any member of this Lions Club from among the members of this Lions Club to the office of the 3rd Vice President and such person shall be eligible for nomination, appointment & election as 3rd Vice President of this Lions Club.

#### SECTION D. SECRETARY / TREASURER

- (I) The President nominated by the Nominating Committee shall be entitled to keep the choice for Secretary and Treasurer to the Nominating Committee and the Nomination Committee shall give due weight to such recommendation of the nominated President and as far as possible nominate such Lion members to the office of the Secretary and Treasurer. However, if for any some good reason, the Nominating Committee is unable to accede to the recommendation of the Nominated President, the Nominating Committee shall be entitled to nominate any other Lion member of this lions club to the post of Secretary and Treasurer from amongst the members of this Lions club who have served this club in their capacities of Directors for their full term or a major portion thereof and such Lions members shall be eligible for nomination, appointment and election as Secretary and Treasurer of this Lions Club.
- (II) In the event of none of the members mentioned in the aforesaid sub-section (I) are willing to be nominated, appointed or elected as Secretary and Treasurer of this club, those members who have served this Lions Club in their capacity as Chairman of any Committee of this club for a full or of major portion of a year shall be eligible for nomination, appointment and election as Secretary and Treasurer of this Lions Club.
- (III) In the event of any of the member in the ranks mentioned in clause (I) and (II) herein above, expressing a desire not to serve as Secretary and Treasurer of this Lions Club, the nomination committee shall be entitled to nominate any member of this Lions Club to the office of the Secretary and Treasurer and such person shall be eligible for nomination, appointment and election as Secretary and Treasurer of this Lions Club.

#### SECTION E. DY SECRETARY / DY TREASURER

- (I) The First Vice President nominated, shall be entitled to recommend the name of Lions Member from this Lions Club for the office of the Dy. Secretary and Dy. Treasurer, to the Nominating

Committee and the Nominating Committee shall give due weight and consideration to such recommendation of the First Vice President nominated. In the event of nominating committee for a good cause not accepting the recommendation of the First Vice President, the Nominating committee shall be entitled to nominate Lions Members of this Lions Club who has served this Lions Club in the capacity as Director for full term or major portion thereof as Dy. Secretary and Dy. Treasurer and such Lion member shall be entitled for nomination, appointment and election as Dy. Secretary and Dy. Treasurer of this Lions Club.

(II) In the event of none of the members mentioned in the aforesaid sub-section (I) are willing to be nominated, appointed or elected as Deputy Secretary & Deputy Treasurer of this Club, those members who have served this Lions Club in their capacity as Chairman of any Committee of this club for a full or of a major portion of a year shall be eligible for nomination, appointment or election as Deputy Secretary, Dy. Treasurer of this Lions Club.

(III) In the event of any of the member in the ranks mentioned in clause (I) and (II) herein above, expressing a desire not to serve as Deputy Secretary and Deputy Treasurer of this Lions Club, the nomination committee shall be entitled to nominate any member of this Lions Club from amongst the members of this Lions Club to the office of the Deputy Secretary, Deputy Treasurer and such person shall be eligible for nomination, appointment and election as Deputy Secretary and Deputy Treasurer of this Lions Club.

#### SECTION F. DIRECTOR

Only those Lions members of this Lions Club who have completed their active membership in good standing of at least one year as on the date of the appointment of the Nomination Committee shall be eligible for nomination, appointment and election as Director in this Lions Club.

#### SECTION G. ATTENDANCE

If any member of the Board of Directors or any Chairman of any Committee does not attend four consecutive meeting of the Board or

Committee without any sufficient cause or reason in the opinion of the Board of Directors and in the opinion of the Board is not discharging his duties satisfactorily, in the interest of the club, after giving the member concerned an opportunity of being heard, the Board of Directors may resolve by majority to drop the said member from the Board and/or from the Committee.

## ARTICLE - XII

### Meetings

#### SECTION A. REGULAR MEETING

Regular meeting of this club shall be held, not less than once in each month, at a time and place recommended by the Board of Directors. All meetings shall begin and end, promptly, at the regular set times. Except as otherwise specifically provided in this Constitution and By-laws, notice of regular meetings shall be given in such manner as the Board of Directors deems proper.

#### SECTION B. SPECIAL MEETINGS

Special Meetings of this club may be called by the President in his discretion, and shall be called by the President when requested by the Board of Directors or requested by 25% of the total membership strength or 10 or more members of this Lions Club whichever is higher, at a time and place determined by the person or body requesting the same. Notice of special meetings setting forth the purpose, time and place thereof shall be given to each member of this club by mail or personal delivery, at least ten days prior to the date thereof. The requisitioned meeting shall be convened in such manner so as to be held within 30 days of the receipt of such requisition. In the event of the President not convening the requisitioned meeting within the time specified herein above, the requisitionists or either of them shall be entitled to convene the meeting at such time and place as may be determined by the person convening such meeting.

#### SECTION C. CHARTER NIGHT

A Charter Night anniversary meeting of this club may be held each year, at which time special attention shall be devoted to the objects and

ethics of Lionism and the history of this club.

#### SECTION D. ANNUAL MEETING

An annual meeting of this club shall be held in June/July of each year at a time and place determined by the Board of Directors at which meeting newly elected officers shall be installed.

#### Clause E - CLOSED DOOR MEETING

Nominating Meeting and Election meeting as mentioned in Article IX above will be called Closed Door Meetings and an another Closed Door Meeting will be held for appointment of auditors and approval of accounts before 30<sup>th</sup> September or such other due date as may be determined by the Income Tax Act or other Acts which may be applicable to the club or charity for filing of returns, whichever is earlier. Closed Door meetings will be attended only by Members in good standing.

#### SECTION F. GOOD STANDING

Any member who fails to pay any indebtedness due to this Club within 30 days after receipt from the Secretary or Treasurer of written notice thereof, shall forfeit his good standing and shall so remain until such indebtedness is paid in full. Only members in good standing may exercise the voting privileges and hold office in this club.

#### SECTION G. QUORUM

The presence in person of the majority of the members in good standing shall be necessary at all meetings of this club. In the event the members present do not constitute the quorum then the Presiding Officer shall adjourn the meeting for 15 minutes at the expiry of which time the reconvened meeting shall be held without the quorum.

## ARTICLE - XIII

### Emblem

#### SECTION A. EMBLEM

The emblem and colours of this club shall be the same as the emblem and colours of the International Association of Lions Club.

## SECTION B. FISCAL YEAR

The fiscal year of this club shall be July 1st through June 30th.

## ARTICLE - XIV

### Delegate to International and District (Single or Sub and Multiple) Conventions

#### SECTION A. DELEGATE ENTITLEMENT INTERNATIONAL CONVENTION

In as much as The International Association of Lions Clubs is governed by Lions Clubs in convention assemble, and in order that this club may have its voice in Association matters, this club shall have power to pay the necessary expenses of its delegates to each annual convention of the Association. This club shall be entitled in any convention of this Association to one delegates and one alternate for each twenty-five or major fraction thereof, members in good standing as by the records of Lions International on the first day of the month last preceding that month during which the convention is held. The major fraction referred to in this section shall be thirteen or more members.

#### SECTION B. DELEGATE ENTITLEMENT DISTRICT/MULTEPE DISTRICT CONVENTION

In as much as all District matters are presented and adopted at the District (Single, sub and Multiple) Conventions this club shall send its full quota of delegates to all such conventions and have power to pay the necessary expenses of such delegates attending such conventions. This club is entitled in the District (Single, or Sub and Multiple) conference convention to one voting delegate and one alternate for each ten, or major fraction thereof, members in good standing as shown by the records of Lions International on the first day of the month last preceding that month during which the conference convention is held. The major fraction referred to in this section shall be five or more members.



## ARTICLE - XV

### Communication

#### SECTION A. HONORARY MAILING LIST

The International Association of Lions Club and the District Governor shall be included on the mailing list of this club

#### SECTION B. BUSINESS TRANSACTION THROUGH MAIL

Mail or Personal Delivery of notices for meetings, agenda, minutes, circulars, or any other information as necessary for members will include electronic or E-mails or any electronic medium of written communication. Members to intimate in advance to the secretary for delivery of any documents as aforesaid in physical hard copy.

## 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 this club, its Board of Directors or any committee appointed hereunder shall be determined in accordance with ROBERT's RULES of Order, Newly Revised, as revised from time to time.

## ARTICLE - XVII

### Amendments

#### SECTION A. AMENDING PROCEDURE

This constitution may be amended at a closed door meeting of this club at which a quorum is present, by the affirmative vote of two third (2/3) of the member present in person and voting, provided the Board has previously considered the merits of the amendments.

#### SECTION B. NOTICE

No amendment shall be put to vote, unless written notice thereof stating the proposed amendment, shall have been mailed or delivered personally to each member of this club at least two weeks prior to the meeting at which the vote on the proposed amendment is to be taken.

## BY-LAWS

### NO. 1 PARTISAN POLITICS/ RELIGION

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 PERSONAL BENEFIT

Except to further his progress in Lionism, no officer or member of this club shall use his membership as 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 purpose and objects.

### NO. 3 SOLICITATION OF FUNDS

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 Finance Committee.

### NO. 4 COMMITTEES

#### SECTION A. STANDING COMMITTEES

The following amongst other standing Committees may be appointed by the President.

#### (1) Administrative Committees :

- (a) Attendance
- (b) Constitution and By-laws
- (c) Finance
- (d) Information Technology
- (e) Lions Information
- (f) Program
- (g) Public Relation and Communication
- (l) Greeter
- (j) Leadership Development

(2) Activities Committee:

- (a) Community Services
- (b) Diabetes Awareness & Action
- (c) Disaster Preparedness & Relief
- (d) Education
- (e) Environmental Services
- (f) Fund Raising
- (g) Hearing Preservation, Awareness & Action
- (h) Health and Welfare
- (i) International Relations
- (j) Lions Opportunities for Youth
- (k) Lions Services for Children
- (l) Sight Preservation, Awareness & Action
- (m) Safety

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 judgement or the judgement of the Board of Directors.

SECTION C. EX-OFFICIO

The President, Vice President and Directors in-charge, Secretary and Deputy Secretary, Treasurer and Deputy Treasurer shall be ex-officio members of all committees.

SECTION D. COMPOSITION

All committees shall consist of chairman and subject to Section B above, as many members as shall be considered necessary by the President.

SECTION E. COMMITTEE REPORTING

Each committee, through its chairman, shall report, either verbally or in writing, each month to the Board of Directors.

SECTION F. CORRESPONDING COMMITTEE

All problems pertaining to either administrative or activity matters shall be referred to the corresponding committee for study and recommendation to the Board of Directors.

SECTION G. COMMITTEE QUORUM

The majority members of the committee including the Ex-officio members shall form requisite quorum for committee meetings. In the events of the members present do not constitute quorum, then

presiding officer shall adjourn the meeting for 15 minutes at the expiry of which the reconvened meetings shall be held without the quorum.

#### SECTION H. COMMITTEE MEETING

The Chairman shall convene Committee meetings depending upon the exigencies of work. However, if exigencies of work require the committee meeting to be convened and the Chairman concerned fail to convene such meetings, the President of this lions club shall be empowered to convene the meeting of such committee. In the event of the President of this club not convening the required meeting of any committee also, the Board of Directors of this Lions Club after a decision by majority shall be entitled to convene a meeting of such committee. In all such contingencies if the Chairman of the committee meetings failing which the members present shall elect the Chairman for the purpose of that particular meeting.

### NO. 5 AMENDMENTS

#### SECTION A. AMENDING PROCEDURE

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 a majority of the members present in person and voting.

#### SECTION B. NOTICE

No amendment shall be put to vote unless written notice thereof, stating the proposed amendments shall have been mailed or delivered personally to each members at least ten(10) days prior to the meeting at the which the vote on the amendment is to be taken.

### NO. 6 SUSPENSION OF BY-LAW

Any By-laws 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.

# LIONS CLUB OF MALAD-BORIVLI

## BOARD OF DIRECTORS & OFFICE BEARERS FOR 2015-16

|                              |                         |
|------------------------------|-------------------------|
| Lion Rajit M. Mehra          | President               |
| Lion Mukesh K. Chehria       | Imm. Past President     |
| Lion Vivek R. Narsaria       | 1st Vice President      |
| Lion Atit Ruia               | 2nd Vice President      |
| Lion Bobby V. Saraf          | 3rd Vice President      |
| Lion CA. Vijyatta U. Jaiswal | Secretary               |
| Lion Dr. Mukesh Gupta        | Dy. Secretary           |
| Lion Rajesh Jain             | Treasurer               |
| Lion Ami Ruia                | Dy. Treasurer           |
| Lion Manish Kamalia          | Tamer                   |
| Lion Ritesh Kamalia          | Tail Twister            |
| Lion Upendra R. Jaiswal      | Membership Director     |
| Lion Amit Agarwal            | Director                |
| Lion Arun R. Saraf           | Director                |
| Lion Jayant Mehta            | Director                |
| Lion Kamal Ruia              | Director                |
| Lion Nishant Verma           | Director                |
| Lion Nitin Malhotra          | Director                |
| Lion Gopal Rath              | Director                |
| Lion Nirman K. Saraf         | Director                |
| Lion Prashant Agrawal        | Director                |
| Lion Rajaram Chandgothia     | Director                |
| Lions Romin Lilha            | Director                |
| Lion Vikas Kedia             | Director                |
| Lion Kanahaiyalal G. Saraf   | Public Relation Officer |
| Lion Arun P. Saraf           | Board Advisor           |
| Lion Ashok Bairagra          | Board Advisor           |
| Lion Sharad Ruia             | Board Advisor           |

### CONSTITUTION COMMITTEE

|                         |                          |
|-------------------------|--------------------------|
| Lion Ashok Bairagra     | Chairman                 |
| Lion Arun R. Saraf      | Director In-Charge       |
| Lion Atit Ruia          | Vice President In-Charge |
| Lion Upendra R. Jaiswal | Member                   |



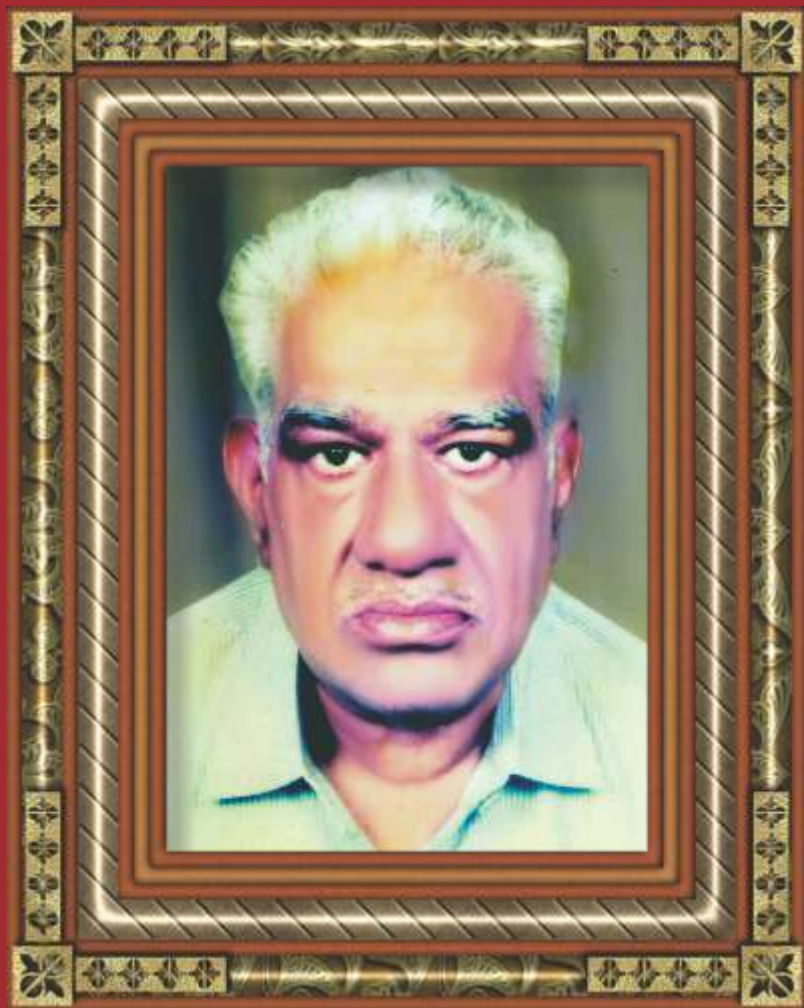
Lions Club of Malad Borivli

District: 323 A-3 | Club Identification No.: 4690 - 26164

Prahladrai Dalmia Lions College of Commerce & Economics,

Sunder Nagar, S. V. Road, Malad (West), Mumbai - 400 064. [www.lionsmaladbtorivli.org](http://www.lionsmaladbtorivli.org)

*In Loving Memory of*



OUR CHARTER MEMBER  
**Late Lion Ratanlal Ghanshyamdas Saraf**  
21-12-1931 | 03-09-2002