

**District 5M-2 Cabinet Meeting Minutes
August 7, 2017
Glencoe Country Club, Glencoe, MN**

Call to Order: IPDG Steve Wasserman called the meeting to order at 9 a.m.

Pledge of Allegiance: Led by 2nd VDG Brian Thies

Invocation: 1st VDG Diana Kroells gave the invocation.

Protocol – Was established by IPDG Steve Wasserman and all Lion dignitaries were listed.

Comments from IPDG Steve Wasserman: He thanked everyone for helping him during his term as District Governor of 5M-2. He updated the cabinet about his health. IPDG Steve is finished with chemo; all is well.

Passing of the Gavel: IPDG Steve Wasserman to DG Nancy Mathwig.

Welcome: DG Nancy Mathwig welcomed all to the meeting. New people to the cabinet include: Tony & Andrea Oldenberg, Joe Gifford, Gary Koch, Chuck Tolzman, Glenn Kaufman, Doug Larsen, Pam Koenen, Lisa Truman, and Hillary Wickenhauser.

Roll Call: Taken by Lion Charlette Abbas, showing 37 in attendance, 5 guests.

Introduction of Guests: DG Nancy Mathwig introduced Duane Kroells, Rose Thies, Charlie Knakmuhs, Chris Lund, Bill Bowman.

Adoption of the Agenda: Motion to approve agenda Lion Cathleen Williams; seconded by Lion Janet Knakmuhs; **MC**.

Secretary's Report: Everyone was e-mailed a copy of the minutes. One correction to be made to the April minutes. Zone 5 Person of the Year name was incorrect. Her name is Kaarin Koede. Motion to approve with correction by Lion Gary Koch, seconded by Lion Doug Larson; **MC**.

Treasurer's Report: Lion Sue Vos presented her report. She is using Quick Books. This is a work in progress, so things won't look the same as before. Motion by Brian Rykus and seconded by Gary Koch to accept the Treasurer's Report. **MC**. Copy of the Treasurer's Report is located at the end of the minutes.

International Convention/Council of Governor's Report: DG Nancy Mathwig

1. President from India, "We Serve" the Power of WE is being stressed. We are a TEAM, not an I organization.
2. New Global Service Framework: hunger, environment, diabetes, pediatric.
3. Global Action Team: GLT, GMT, GST (Lion Debra Wasserman is a member)
4. Reach 200 million people per year by 2021.
5. MyLionApp is available to download on your phones.
6. International Director Gwen Wright from North Carolina will be our guest speaker at Mid-Winter.
7. Governor's meeting: 5M-2 received a banner for 100% LCIF.
8. IPDG Steve received a banner for having a new club in New Prague.
9. Vision Honduras Orville Trettin. White Can Days walk at state capitol; want participation by walking or monetary donations. Club Presidents will get information. Large print book sponsored by the Faribault Lions. Mailing to every club asking for donations to include DVD's. Books can be mailed those in need.
10. Forum: dress will be casual.
11. Waconia HS Band took first at International Convention in Chicago, they will receive a check.

Call for 2nd VDG Candidates: None

Communications:

- None.

Old Business:

- **Update on Jungle Days and Lions Golf Trophy** – Lion Chris Lund: Brought the 5M2 trophy. Hamburg has held on to it for 2 years. Double point day for trophy at Jungle Day on August 7. 14 teams have signed up for Jungle Days today. 2 tournaments left: One in Glencoe and one in Victoria. Waterville and Shakopee will have ice tournaments this year. Goal is to have a cross-pollination of members to just get together and have some fun. Send flyer out to people regarding golf tournaments. Also, if you know of a tournament, let Chris know.
- **Arlington Lions Grant Request** – PDG Eunice Rucks – STANDARD GRANT FOR THE SENIOR CITIZENS BUILDING IN ARLINGTON, MINNESOTA. In May of 2016 the Arlington Lions along with the Green Isle Lions applied for a \$35,000 Standard matching grant from the Lions Clubs International Foundation (LCIF) to update the Senior Citizens Building in Arlington, MN. The Lions saw a need to update this building to meet the needs of the senior citizens of the Arlington and Green Isle communities. We were notified of receiving the grant in August 2016 which gave a total of \$70,000 to apply toward the renovation. This building was built 40 years ago by the Arlington Lions and very little had been done to update it in the 40 years.

Construction began in the spring of 2017 and completed in June 2017. The American Disability Act construction guidelines were followed in the renovation.

The building now has a new furnace, new central air, new ceiling, new flooring, a new water fountain, new lighting along with the updating of the bathrooms and the kitchen. There are several new windows that have been added and new paint inside and out. There are also new soffits and concrete surrounding the building. New outside doors with windows have been installed with handicapped accessible handles.

There was an additional \$24,000 given by the city of Arlington toward the total cost of the building up and above the \$70,000 given by the Lions.

A ribbon cutting ceremony was held on Tuesday, August 1 and we were notified by the Mayor of Arlington at the ribbon cutting that the building will no longer be called the “Senior Citizens Building” but the “Lions Center”. We were extremely pleased with this and are certain it will continue to be a gathering place for members of the communities of Arlington, Green Isle and surrounding area for many years to come.

Respectfully Submitted by PDG Eunice Rucks, Arlington Lions, Grant Writer. Motion: PID Maynard Rucks made a motion to accept the final report to cabinet; PDG Marvin Grimm seconded. MC.

- **Final report from 2017 Mid-Winter convention** – Lion Loretta Klenke: See attached report.
- **KidSight training and update regarding Parade Of Green** – PDG Rick Wagener; Postponed request for Parade Of Green until the fall meeting. Waiting for 501C-3 status. Screened a number of children. More to come for the fall Cabinet meeting.
- * **PID Brian’s Campaign** – PDG Joan Blank: PID Brian hosted a conference call on Thursday, July 20th, with an extensive agenda. PID Brian is anxiously awaiting word on who the endorsed candidate will be from LCI and that announcement should be coming this very week. In the meantime, it is full speed ahead with his campaign. His most challenging goal is to have 100 Lions from EACH district attend the International Convention in Las Vegas next June/July as voting delegates. This is crucial to getting PID

Brian voted in. Once the committee hears if PID Brian is the endorsed candidate, the district newsletter will be having an article each month updating the status of his campaign. When the green light is given, PDG Joan will be pulling the 5M2 TEAM Sheehan together to strategize our game plan. (Since this report PID Brian has received the official nod.)

- **Project Pillowcase update** – Lions Sandy Schneider and/or Denise Parrish. An event is scheduled for September.
- **Inventory of District property** – IPDG Steve Wasserman is compiling a list of what the district has. Get a list of any items you might have to Steve.
- **Update on Leo Task Force** – Lion Anna Wickenhauser: no funding for district chaperone. Think about compensating the chaperone or adviser. Leo's are paid for, but the chaperones are not. To added the various forums. Brian Thies will be a member of the team to discuss this possibility. See additional info below.
- **Other:** None

New Business:

- **Leo Conference request** – Lion Anna Wickenhauser; MD5M Leos account; doing Camp Friendship; \$2,700 startup needed to reserve the spot. Ask each district for \$300 to offset the cost of the camp and asking individual clubs to donate. They would get their name on a t-shirt for the donation. IPDG Steve Wasserman made a motion to donate \$300 from 5M-2 and that the money is to come from the Youth Activities account. PDG Rick Wagener seconded. **MC.**
- **MN Lions Diabetes service project request** – Lion Wanda Breimhorst, The 5M2 Lions Diabetes Foundation meeting was held April 30th at the NYE Center. Lion Kevin made a motion to donate \$2,000 to the MN Lions Diabetes Foundation and \$1,430 to Camp Sweet Life for a total of \$3,430. Lion Wanda will chair the foundation for 2017-2018. Lion Kevin was thanked for the 6 years of service to the Foundation.
 - Club education is a part of our duties as Trustees on the Foundation and members of Nancy's Cabinet. Lion Brian and I would like to attend club meetings and keep Lions in the know as to what is happening at the U with research and what is being done to treat and prevent diabetes. I'll be emailing all of the clubs with our contact information encouraging them to schedule us for a presentation. Please use your influence to promote this effort.
 - Lion Wanda and Lion Kevin attended the diabetes research update held on April 8, 2017 at the University of Minnesota. Several Lions from 5M2 also attended and heard about the research that is going on at the U. The MN Lions Diabetes Foundation has been very instrumental in the continuing research and those at the U involved in the research are very thankful to the Lions of Minnesota.
 - June 13th Lion Wanda golfed in the Governor's Cup Golf Tournament at Whispering Pines Golf course. Profits from this fundraiser were donated to the Hearing Foundation, Vision Foundation and the Diabetes Foundation.
 - On July 15th Lion Wanda attended the Minnesota Lions Diabetes Foundation's quarterly meeting held in Brooklyn Center, MN. New Trustees were welcomed and training for new foundation members was held.
 - Lion Wanda will serve on the Audit Committee, Public Relations and the Long Range Planning Committee. Lion Brian will serve on the Finance Committee, Fundraising Committee and Public Relations.
 - Foundation members heard and discussed audit results, progress of the calendar fundraiser and the availability of Piggy Banks for Feed The Pig and which can be used by clubs.
 - Lion Brian and Lion Wanda will present information on the calendar fundraiser at the meeting. The calendar fundraiser is underway. Clubs are encouraged to purchase a date on the calendar to honor member, club anniversaries, and dates of club projects as well as other dates.

- Diabetes has been announced as a new global service focus by Lions International. The Lions will work to prevent and control this global epidemic and assist those affected by the disease. The MN Lions Diabetes Foundation is partnering with Walmart for a Wellness Day on Saturday 23, 2017. All Walmart stores in the State of Minnesota are committed to this project. Lion Wanda and Lion Brian will present the details and what is needed from Lions in 5M2 at the meeting.
- Next Foundation meeting is October 7, 2017 in Brooklyn Center, MN.
- Contact Wanda or Brian if you can help.

- **Request for Joint Feed My Starving Children project** – Bill Guthrie from Coon Rapids; 5M6, 7, 2 at the FMSC locations; no cost at the location in Chanhassen; 91% goes to purchase food and supplies. 5 shifts, 100 people per shift, may ask 5M5 to help also. Spring of 2018 prior to Multiple of next year during a weekday. Need donations also. Four people from each club is recommended. No age limit; 5-2 hour shifts. PID Debra Wasserman made a motion to proceed with this project, Emily Koch seconded. Debra said, “Go for It”. **MC**.

- **Request to supplement new club entrance fees** – PDG Marvin Grimm, PID Maynard Rucks: PDG Bill Landwehr helps start new clubs. This applies only to new club charter members. Anyone who joins this new club after the initial 90 days and charter night will pay the \$35. A motion to pay \$10.00 towards the \$35.00 fee only on the charter members, Darlene Wondra seconded. **MC**

- **Multiple Convention Bid:** Looking at 2021 in Mankato but do not have an exact date; 2 clubs will celebrate 100 years of service – Faribault and Northfield. International President would be available to speak. Motion by PID Maynard Rucks to put in a bid for 2021, Gary Koch seconded. **MC** DG Nancy will be a co- chair.

- **Updates to Policy Manual** – IPDG Steve Wasserman presented the changes to the policy manual. After discussion, IPDG Steve made a motion to adopt the changes as on the attached form (at end of minutes). PDG Mike Vos seconded. After discussion, IPDG Steve Wasserman made a motion to amend the policy to change the cost of the rooms from \$75 to the actual cost of a double room. Gary Koch seconded to adopt the changes. Mike Vos withdrew his second to the first motion. (See the attachment) Steve and Gary Koch amendment to change the cost of a room of \$75 to actual cost of a double room. **MC** Updated Manual will be forthcoming.

- **Approval of Bank:** Cornerstone Bank in Green Isle. PID Maynard Rucks made a motion to accept Cornerstone Bank and Janet Knakmuhs seconded. **MC**

- **Approval of Bond for Cabinet Treasurer:** PDG Marvin Grimms made a motion for Lion Sue Vos to be bonded, seconded by PID Maynard Rucks. **MC**

- **2017-2018 Budget** – Lion Sue Vos will increase Liberty Day Budget to \$2,400. Youth Activity expenses essay contest should be \$430. It is unbalanced because we are nonprofit. PID Maynard Rucks made a motion to approve; Doug Larson second. Sue will send out an adjusted budget. **MC**

- **Leo Reimbursement for the Leo Forum:** Pam Demarces made a motion to reimburse \$1,265 chaperone for attending the Leo form this one time. Lion Cathleen Williams seconded. Leo taskforce needs to address this as well as the DG team. Policy might need to be changed. Brian Theis and Janet Knakmus to table the original motion until next meeting in October. **MC**

Zone Reports: 2nd VDG Brian Thies

- **Zone 1** Lion Gary Koch –

- **Zone 2** Lion Glenn Kaufmann –

- **Zone 3** Lion Christy Trutnau – Zone 3 has 8 clubs in our Zone. Zone 3 has 384 members as of 08/01/17 (this is down two from last month). She is starting to schedule club visits the Fall Zone 3 Meeting is set for October 10th in Jordan, and the meeting with just Presidents and Secretaries is set for August 16th in Jordan. Clubs in Zone 3 are busy getting things ready for the new year!
- **Zone 4** Lion Chuck Toltzman – (Not in attendance) “I am sorry that I am unable to attend the first cabinet meeting of the year. I do realize that this is an important meeting, as it would be very helpful to me. However my work must come first.
 I will give everyone a little bit about myself. I live in Winthrop with my wife Linda of thirty two years. I have been an over the road trucker off and on for about thirty one years. I owned my own trucking company for eighteen years. I am trying to retire from being gone all the time to just being around the area, so at this time I am currently working at Central Region Cooperative formally South Central Grain and Energy in Hector. I deliver propane to our customers and do propane related repairs and installations.
 I am a member of the American Legion, VFW and the Winthrop Honor Guard. Where I have held many positions. I also was on the Winthrop Fire Department for thirteen years.
 I have been a member of the Winthrop Lions Club for twenty five years. I have held the offices of Secretary, Treasurer, Third, Second and First Vice President and President. I am currently holding the offices of Historian and First Vice President.
 I have been on the My Lions Website and tried to get a feel for the way the Lions operate at a level higher than just club officer. It might be just me but I am having trouble finding certain items on there. Like I was unable to find a copy of this year’s District letter head and stationary. Maybe sometime we can talk and you can give me a little help. I have found all my clubs and their officers along with their meeting times and place. I have not been able to find a District Governor Re-cap of accounts anywhere though. I did receive my clubs status report from LCI and have looked at that.
 I have not yet set up my first zone meeting. My intention is to go to work on it this week. Possibly holding it in Lafayette. Not sure yet. Would like to know more about who I should be inviting from the District Cabinet.
 I certainly have many questions. Many of these questions could probably be answered at this meeting. Which makes doubly sorry I can’t make it.
 Thirdly, I am sorry for not being there and getting to meet everyone from the district. I would really like to meet everyone, and get to know each and every one of you.”
- **Zone 5** Lion Dean Williams –
- **Zone 6** Lion Doug Larsen –
- **Zone 7** Lion Pamela DeMarce – Our first meeting of Zone 7 will be with the President’s and Secretary’s of our clubs come together at the beginning of our year to set and share vision for this coming year. We will be meeting at the WOW! ZONE on Thursday, August 24 at 5:30 for Social, 6:00 Dinner; 6:30 Meeting. Zone 7 Chair, Pam DeMarce will host this meeting. Our first full Zone 7 meeting will be hosted by Lake Crystal and held on September 14, 2017.
- **Zone 8** Lion Diane Beckmann –
- **Zone 9** Lion Pam Koenen –

Committee Reports: 1st VDG Diana Kroells facilitated.

Can Do Canines: Lions Andrea Oldenburg and Lion Tony Oldenburg along with Kathleen Bleckeberg will be sharing the zones in 5m2 to deliver information about Can Do Canines. They look forward to and are enthusiastic about presenting information about Can Do Canines. We have the okay to present to a local

church and Glencoe Regional Health Services. We look forward to starting this adventure. Lion Kathleen Bleckeberg reported on June 24th she attended the Can Do Canines Chair Orientation and is in the process of contacting clubs for club visits this fall.

Centennial Service Challenge: PDG Steve Wasserman reported that 2017-2018 will be the final year of the Centennial Service Challenge. Worldwide, 67% of clubs have participated in the CSC, and Lions have already surpassed their goal of serving 100 million people by June 2018.

Diabetes has been added as a fifth area of the challenge. There is a checkbox for Diabetes on the MyLCI website when Secretaries report activities, and the total people served will be tracked on the along with the 4 other areas of the challenge. It has not been made clear yet how Diabetes and Pediatric Cancer being added to our Service Framework will affect recognition available from LCI.

Final Results for 2016-2017

- 61 Clubs participated in the CSC.
- 42 Clubs earned 4-Diamond Patches.
- 54 Clubs participated in 2 or more CSC Campaigns (District Patch Achieved).
- We Served 129402 people in the four areas of the CSC.
- 20 clubs reported on 16 Level 1, 13 Level 2, and 2 Level 3 Legacy Projects (cumulative from 2014-2015)

Goals for 2017-2019

- That 100% of clubs in the district qualify for four diamond Centennial Service Banner Patches.
- That 50% of the clubs in the district conduct a Centennial Legacy Project.

Constitution & By-Laws: PDG Steve Wasserman –

Goals for 2017-2018:

- Review the 5M2 Constitution and By-Laws for compliance with International Constitution, By-Laws, and Policy Manual.
- Prepare and present any necessary changes for adoption at the 2018 5M2 District Convention.
- Review and update the 5M2 Policy Manual as needed.

District Activities: PDG Eunice Rucks reported that the bird pins have been ordered and should be arriving soon. She also has Snowman pins available for sale for Las Vegas.

She again asks if you know of anyone in your club or any other Lion you are aware that has passed away recently, please notify her and she will be sending out letters and emails to all of the club presidents reminding them to notify her for the Memorial Service.

Environmental Photo Contest: Lion Kate Pattison and Lion Evelyn Grimm – No report.

GLT: PDG Susan Bowman. The Lions on the Leadership Team (GLT) are Lions Sue Bowman, District Coordinator; Brian Thies, District Liaison; District Orientation: Joan Blank, Wanda Breimhorst, Mike Vos and Anna Wickenhauser.

GLT is part of the Global Action Team (GAT) which includes Global Membership Team (GMT) and Global Service Team (GST). Working together the goal is to impact more than 200 million lives through service, to increase membership to 1.7 million Lions and Leos, and promote learning opportunities to more than 500,000 members by year 2020.

The GLT provides leadership development opportunities that empower member to serve their communities. Strong leaders can be a driving force for membership growth and a cheerleader for new projects.

In keeping with DG Nancy's goals; the GLT Team will present the District Orientation to clubs that have not had a recent orientation program. The Leadership Development Division of LCI has several training resources available November 11-13, 2017.

The Emerging Lions Leadership Institute teaches valuable leadership skills at the club level, and is targeted to Lions who have not yet been club president.

The Advanced Lions Leadership Institute teaches valuable leadership skills at the zone, region and district levels and is targeted to Lions who have completed a term as club president but have not yet attained the position of 1st Vice DG. Lions who are zone chairperson and 2nd VD Governors are encouraged to apply. Applications for both trainings are available on line at LCI. Both programs are the same dates in Denver, Colorado. Application deadline is August 28, 2017. Financial support for both programs is available through LCI.

IPDG Steve Wasserman completed the Advanced Leadership Lions Institute (ALLI). He is available to help with questions and information regarding the institutes.

There is still time to register for the USA/Canada Lions Leadership Forum. The forum is in Portland, Oregon, September 21-23. Over 50 specific training sessions related to Lions leadership. Registration is \$320 and includes meals.

Check out MYLCI, great training sessions and information. The GLT will be speaking to that resource during the year.

GLT Orientation: PDG Joan Blank – She completed last year presenting 11 clubs with an orientation presentation. She used two different presentations – the Jeopardy game which is more advanced and an orientation power point that is focused more on new members. Both presentations have been received with great participation and enthusiasm.

She presented a mini Jeopardy orientation at the Officer's Training session in May to give visibility to the new presidents and club officers. The goal being to have the officers bring back the idea to schedule this presentation for their club. Presently she will be hosting the Jeopardy orientation to Albert Lea Lakeview and Silver Lake Lions in August and September respectfully.

DG Nancy's goal is to have the remainder of the clubs in the District schedule an orientation presentation. To accomplish this, She is going to meet with Lions Wanda Breimhorst, Lion Mike Vos and Lion Anna Wickenhauser asking each to reach out to the remaining clubs that have not requested an orientation presentation. With the purchase of two more district computers and having 4 facilitators we believe we can reach DG Nancy's goal.

GMT: PID Maynard Rucks – Starting a new club at Mayer, it will be called Mayer Area Lions Club. We are over half way there should have completed this month. Looking at a couple of other locations to work on club after this one is done.

GST: PID Debra Wasserman – Global Service Team (GST) is a new initiative from LCI. Its structure is similar to Global Leadership and Global Membership Teams (GLT, GMT). In fact, these 3 "teams" are connected under Global Action Team (GAT). Below are 2 statements from a recent LCI communication to GST Coordinators explaining, directing, encouraging GST program.

Collaborates with GLT and GMT district coordinators and the district Global Action Team chairperson (District Governor) to further initiatives focused on leadership development, membership growth and expanding humanitarian service.

As the GST District Coordinator you provide capacity building resources to region, zone, and club service chairpersons, empowering Lions to meet the priority needs of their communities and elevate the member experience through impactful service growth. You know where to find solutions and are able to overcome obstacles. You will serve as a conduit between clubs and multiple district coordinators to ensure the distinct needs of each district and club are being met.

As with any new program or initiative, there is much to learn and process. I look forward to doing this in order to impact the Lionistic experience and ultimately the service to our communities.

Historian: VDG Nancy Mathwig no report.

Journey for Service: PDG Mike Vos. Looking forward to doing the Journey for Service with DG Nancy on April 4, 5, and 6, 2018.

KidSight: PDG Rick Wagener welcomed Lion Lori. She is the 2nd Foundation board member for 5M2 appointed by DG Nancy. We have made quite a few club programs and have 5 daycare / school screenings set up which will give us about 12 clubs screening. The new banners were delivered and will always be displayed at screenings. We are having a slight problem with finding club chairs for this project. We get plenty helpers but no chairs. New problem to work on. We are getting some requests to use or borrow our equipment which we do not do. A Lions club has always got to do this as their own community project.

Lion Lori Klein also reported that: Lions Kidsight USA is continuing to develop as more screenings and trainings occur. In June, a training was held for screeners in Jordan. The foundation met in July after the Council of Governors meeting. The focus to assure are chairs are up to date on what is happening in Minnesota. Discussion about the changes to the by-laws and partnerships with child care organizations in Minnesota. The foundation is working on a marketing/publicity committee and fundraising committee to develop partnerships with companies for ongoing financial support to keep equipment up today. The foundation is planning to have name tags made for screeners to assure those receiving the screenings are aware the person is a certified screener. Forms needed for screenings are being updated and will be shared, hopefully with access on the multiple or 5M2 district website(s). Throughout the district, there are many screenings that are set up for August and September. The clubs who are completing these are learning about the screening process and getting members involved to learn more about Lions Kidsight USA. The cameras are kept in three locations in the district; therefore, a calendar has been set up with those people and the chairs to help assure the cameras are coordinated when multiple screenings are scheduled. PDG Rick and Lion Lori are working to set up more screening trainings. If your clubs are wanting more information, contact the chairs to set up a visit to learn more.

LCIF: 2nd VDG Brian Thies – The following goals have been set for the 2017-2018 Lions' Year:

- 100% Club Participation
- 10% Increase in Contributions to LCIF
- Establish LCIF Club Coordinators
- Promote 50th Anniversary of LCIF

LCIF is asking that all clubs have a LCIF Club Coordinator. At this time, limited information is available as to the duties and responsibilities of these coordinators, other than what is on the LCIF website. Once more information becomes available, I will get it out to the clubs.

2018 will be the 50th Anniversary of LCIF. Special events are being planned and information will be coming later this year.

The 2016-2017 Goal of 100% Club Participation has been met. Thank you to each and every club for helping meet this goal. If you have any further questions, please ask.

Leader Dog: Lion Loretta Klenke reported that she is honored to work with Lion Emmy Koch and thanked DG Nancy for asking her to represent Leader Dog. Leader Dog is the premier service dog organization and assists visually impaired individuals. The organization was initiated by the three Detroit Lions in response to Helen Keller's request to Lion's International to assist visually impaired to promote independent living within the community. She is looking forward to promoting this program throughout the district. Lion Emmy reported nothing new to report other than doing a club visit in September at our Hutchinson Lions club

LEO Clubs: Lion Anna Wickenhauser, Lion Hilary – We have the Shakopee Leos Charter Night coming up on Monday August 14th. Cologne Leos just finished selling Sweet Corn and Brats at Glad Days and are doing the Lakeview Parking lot again during the fair with the Watertown Leos. Northfield-No response, Sibley Jr and Senior High Leos-No response, Watertown Leos did rails to Trails, Freedom Farm and just got in 375 cases of Colorado Peaches. We had 2 Cologne Leos attend the USA Leo Leadership Forum in Long Island NY. Jordon and Trenton Knutson. Jordon was elected to serve on the Leos Youth planning committee and was inducted with several other Leos by 1 VP Gudrun.

The MD5M Conference is set for October 13-15 at Camp Friendship in Annandale. We have 4 Shakopee Leos and 1 Leo Advisor going so far!!! The first registered. We have raised the price from \$100.00 to \$125.00 due to increasing camp costs. We are also selling sponsorships to be put on the t-shirts.

Liberty Day: Lion Denny Hewitt and Co- Chair David Sebesta have ordered and received 1000 Liberty Day booklets and 25 Teacher Instructions. Lion Sue should have received the bill for these also. Lion Denny will get some of these to Dave as needed and to the clubs that request them. The Mankato Sunrise Lions Club is working with the Mankato Schools to implement the program into their classrooms, so he is not sure if they will need booklets nor the number that may be needed. He would ask the Cabinet to be able to get that order if it should come about. They can request the permission to buy the books at that time, not sure how we should address it now?

Lions MD5M Hearing Foundation: Lion Jeff Williams, PDG Marvin Grimm: I am PDG Marvin Grimm from the Carver Lions club. I have been appointed to be a Trustee on the Lions' Hearing Foundation Board. I join Lion Jeff Williams from Victoria Lions. This is Jeff's third year as a Trustee.

I want to give you an update from the 6th Annual D-Feet Hearing Walk that was held in June at the MN Landscape Arboretum. This is the Hearing Foundation's signature fundraising event. There were 600 walkers. A total of \$107,083 was raised. District 5M raised the most money for Hearing for this event. District 5M2 had the most club participation. This annual event will be held again on June, 2, 2018. My goal is to again have the most club participation from 5M2 and to raise even more money for Hearing.

Funds raised are used for Lions Children's Hearing Center, the ENT Clinic, hearing Research and Research Fellowships.

Did you know that we collect used hearing aids? These are a valuable asset for the Foundation and a benefit for people who need hearing aids. Every club should make an effort to make it known that we collect hearing aids. Put hearing aids in the Lions Eye Glass boxes or give to Lion Marvin or Lion Jeff.

We both want to visit clubs to inform you about the Hearing Foundation. Call and I will gladly visit your club, near or far!! I have a lot of available time!!

Lions Quest: Lions Mike and Cathleen Williams reported that despite the fact that Mike hand carried printed material including our contact information to eight schools which were currently using or had used Quest material in the past, not one school contacted us. It appears that until an individual person in a Lions club makes the contact, we will not be able to increase participation in the Lions Quest Program. LCIF has as one of its goal to "expand Lions Quest". We need the help from each individual club.

Long Range Planning: PDG Harry Klenke – Planning is very important. You must plan when you do any project. Thought must be used to successful execute the projects for your club. In addition, you must think about the things you want to do in Lions personally. Clubs must plan for memberships and membership retention. Assess the needs of your community to initiate a new fundraiser or cause. If you want to pursue other positions in Lions you need to plan ahead long term. Part of this planning is to ask questions of people that have gone through this before. Also let the incoming District Governors know of your wishes. So, planning is important in your personal life as in your Lions club.

Mid-Winter Convention Committee: Lions Lowell and Charlette Abbas – Lion Lowell and Charlette and Zone 4 are so "Dog Gone Happy" to be hosting the 2018 Mid-Winter Convention for and with DG Nancy. The Convention will be held on February 9, 10, and 11 at the Mankato City Center Hotel. Zone 4 clubs: Courtland, Gibbon, Lafayette, Nicollet, St. Peter, and Winthrop are already busy with lots of ideas. Our hope is to continue the Legacy of LCI.

The Committee has met twice. We have decided on the theme: "101 Years of Lions – The Start of another Dog Gone Good Century". A Save-the-Date flyer is on the table. They are working on the pin design and hope to have that settled at our next meeting and are also working on the music for Friday night's entertainment.

DG Nancy, Lowell and Charlette will be meeting with the Convention Center at the end of August to finalize items with them. They have also worked on a lot of the logistics of the Convention. Each of the clubs has stepped up to the plate to make this a good convention.

Our next meeting is Wednesday, September 6, at the Lafayette Community Center at 6:30 p.m.

We will be so "Dog Gone Happy" to have everyone attend. It would be fantastic if every club in 5M2 was represented.

MN Lions Diabetes Foundation: Lions Brian Rykus and Lion Wanda Breimhorst – The 5M2 Lions Diabetes Foundation meeting was held April 30th at the NYE Center. Lion Kevin made a motion to donate \$2,000 to the MN Lions Diabetes Foundation and \$1,430 to Camp Sweet Life for a total of \$3,430. Lion Wanda will chair the foundation for 2017-2018. Lion Kevin was thanked for the 6 years of service to the Foundation.

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On July 15th Lion Wanda attended the Minnesota Lions Diabetes Foundation's quarterly meeting held in Brooklyn Center, MN. New Trustees were welcomed and training for new foundation members was held. Lion Wanda will serve on the Audit Committee, Public Relations and the Long Range Planning Committee. Lion Brian will serve on the Finance Committee, Fundraising Committee and Public Relations. Foundation members heard and discussed audit results, progress of the calendar fundraiser and the availability of Piggy Banks for Feed The Pig which can be used by clubs. Lion Brian and Lion Wanda will present information on the calendar fundraiser at the meeting.

Diabetes has been announced as a new global service focus by Lions International.

The Lions will work to prevent and control this global epidemic and assist those affected by the disease. The MN Lions Diabetes Foundation is partnering with Walmart for a Wellness Day on Saturday 23, 2017. All Walmart stores in the State of Minnesota are committed to this project. Lion Wanda and Lion Brian will present the details and what is needed from Lions in 5M2 at the meeting.

Next Foundation meeting is October 7, 2017 in Brooklyn Center, MN.

MN Lions Vision Foundation: PDG Mary Spille and Lion Diana Kroells – On July 14 & 15 MLVF Directors PDG Mary Spille and Lion Diana Kroells attended the annual training and summer board meeting. Friday was a day jam packed with learning experiences that always amaze us. No matter how many times we visit the MN Lions Eye Bank we learn something new. This year we had a presentation by a former procurement technician who now works at the Eye Bank in the call center someone who reaches out to someone who has lost a love one. After the tour of the Eye Bank we when on to the U of M Health Clinic and Surgery Center and saw some of the equipment that the Lions have purchased for the new Lion Surgery Center. The Surgery Center will be moved to a permanent location in the new Lions Eye Institute in a few years when it is completed. Our evening concluded with a banquet along with the Hearing Foundation Directors where we heard from two great doctors at the U of M- Dr. Beven Yueh and Dr. Eric VanKyke.

Saturday was our board meeting and time to get organized for another year. Spreading the word about the work of the Vision Foundation and the U of M's Department of Ophthalmology is one of the main goals. The research done every day to save the sight of a person is incredible. Three-fourths of all of the eye doctors in MN were trained at the U of M. Fund raising activities are being planned to help with the Lions Eye Institute and our first event will be a concert at the State Theatre next April. We will be working the tent event along with the Anoka Lions at the Anoka Halloween Festival on October 27 & 28.

Thanksgiving for Vision will be held a month earlier this year because of some conflicts with scheduling speakers from the University. The date will be September 30.

Thank you to all of you who volunteered to work the Vision & Hearing Booth at the State Fair. It is greatly appreciated.

PDG Mary & Lion Diana will continue to make club visits, attend Zone meetings and spread the word about the MLVF through PDG Mary's monthly newsletter articles.

Newsletter Editor: Lion Cindy Walters reported that she thinks that things are going good. She has been getting a lot of information but can always use more. All newsletters have come out on time and were full of information. Please continue to send information to her from your clubs, zones, regions, committees, etc. Goals include: getting newsletter out on time; continuing to provide timely information to all Lions in 5M2.

Project New Hope: Chair Lion Darlene Wondra attended our annual quarterly meeting. Project New Hope Facebook is up and running. Getting quilts ready for the September retreat. Dec 1 retreat is gearing up, too. Project New Hope will have a booth at 2 “Stand Downs”.

Public Relations/Protocol: Lion Joe Gifford – As part of my role as the District 5M-2 Protocol and Public Relations Chair I will be putting together a District Public Relations Kit that can then be utilized by clubs in the district for events like pancake breakfasts, county fairs, and so on as a way of promoting the objectives and service of Lionism. The contents of the PR Kit would include (but not be limited to) informational fliers & give away items from the District Chairs (i.e. - Leader Dogs, Can Do Canines, Vision Foundation, Etc). To insure that our PR Kit is properly stocked for the next year could I ask that each of the District Chairs bring items they would like included in the kit to the District meeting in Glencoe next Monday? I would greatly appreciate it!

Also, as I am new to the role and to the cabinet, it is unclear to me whether District 5M-2 already has a Public Relations Kit or not. If one does exist, could I ask that person to contact me and bring the kit to the district meeting next Monday as well? I would like to take over ownership for same for District 5M-2 so that I can begin promoting it and providing it to clubs in the district. Thanks in advance for your help and support!

Special Olympics: PDG Joan Blank reported that summer is a slow time for speaking engagements for Special Olympics, but definitely is not a slow time to for Minnesota Special Olympians who have been training hard these summer months. Training takes place year-round for many athletes. Lion Kevin and I volunteered at the Summer Special Olympic games held on Saturday, June 24 at Eastview High School in Apple Valley. We both worked in the “Activity Zone” where I helped with crafts and Kevin worked with a sports event. We both enjoyed it thoroughly.

The Fall Games include Equestrian, Bocce Ball, Softball and Golf, in 4 different locations around the Twin Cities and will be held August 18 – 20th.

Her goal this year is to identify all the Special Olympic teams we have in our district and to promote each one to the clubs that are in the surrounding area.

She also plans to form another team for the Polar Plunge in February. She is hoping to increase our group to 25 plungers.

Thanks, Lion Nancy, for asking her to continue for another year and she looks forward to spreading the word about Special Olympics.

Technology: PDG Steve Wasserman reported that his Goals for 2017-2019 are:

- Expand and better organize the 5M2 District Website.
- Increase posts and reach of the 5M2 Facebook Page.
 - Increase number of Editors.
 - Cabinet Members.
 - Club Facebook Page Administrators.
 - Other 5M2 Lions who are active Facebook users.
 - Increase number of Followers.
 - Encourage more people to share posts on club and personal pages.
- Assist clubs in making effective use of technology and social media.
- Assist DG Team and Cabinet as requested with any technology related issues.

Write Off: Lion Deb Koehnen – She is looking forward to her new assignment as the Write-Off chair. She received all of her materials at the cabinet meeting and will work on getting letters to PDG Steve Wasserman to be routed to the Presidents and Secretaries of all of the clubs in the district. There will also

be communication to the zone chairs as they will be involved in the selection of the winner from each zone.

Youth Exchange/Youth Camp: Lion Jim Walters reported that 27 youth from 17 countries recently participated in the yearly YE program in the Multiple of 5M. Five youth were placed in 5M-2. All youth have returned home at this time, with the exception of the Japanese. He is anxious to get started on his goals for this year which include: creating marketing materials for the program and getting the word out now to find host families for next summer.

Youth Outreach, LCI Essay Contest: PID Debra Wasserman reported the **2017-2018 Theme: “The Future of Peace”**. This year’s Peace Poster and essay theme is certainly appropriate to complement the LCI Forward campaign. An email including the contest theme and rules, as well as her contact information, will be sent to Minnesota Teachers of the Blind/Visually Impaired, at the beginning of the school year. The District Governor team will be copied on this email. Cabinet members are asked to consider sharing contest information with their clubs and encourage them to seek participants if they know of students who are eligible. As a FYI, Essay contest information is also included in the Peace Poster kits. She is more than happy to answer any questions for clubs, Lions, teachers or parents as they learn about or conduct the contest.

Youth Outreach/Peace Poster: Co-Chairpersons are Lion Paula Stevens and Lion Shirley Hesperheide - They are excited to serve as Peace Poster Co-Chairs.

Lions are celebrating the 30th anniversary of Peace Posters and the theme is “The Future of Peace.” Please consider sponsoring this contest. The contest is open to students who are eleven to thirteen years old on November 15, 2017. The Peace Poster Contest Kit (PPK1) is available to order through the Lions Store from January 15 to October 1 for \$11.95. A kit must be ordered for each sponsored contest.

All Club sponsored winning posters must be mailed to Lion Paula Stephens, 313 Louis St E, Cologne, MN 55322 and must be postmarked by November 15, 2017.

The 5M2 contest winners and three family members will be invited to the Saturday lunch at Mid-Winter Convention. First place winner will receive \$300.00, a plaque and their framed poster. Second place winner will receive \$200.00 and third place will receive \$100.00.

Contest information and rules will be sent to PDG Steve Wasserman for distribution to the clubs. Thank you Lion Steve for your help.

They are available for club visits, questions and support and our contact information is available on 5M2 website and are grateful for the opportunity to serve in this Cabinet Position and look forward to the coming year.

Comments:

- PID Debra Wasserman
- 2nd VDG Brian Thies
- 1st VDG Diana Kroells
- DG Nancy Mathwig.

Adjournment:

Janet Knakmuhs made a motion to adjourn at 11:20 a.m. and the rest seconded it! (Unfortunately we did not get to finish all the reporting. Hopefully everyone has gotten a report to either Cindy or Charlette.)

Respectfully Submitted – Lion Charlette Abbas (acting secretary for Lion Cindy Walters)

8:17 PM
07/28/17
Accrual Basis

Lions International District 5M2
Balance Sheet
As of June 30, 2017

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	16,182.80
Money Market	
Activities Youth	14,588.88
Adult Campion	717.27
Budget Excess	11,006.01
Diabetes	5,000.93
District Conventions	3,691.40
Interest Income	2,178.71
International Convention	1,403.23
Journey For Service	8,309.55
Kid Sight	3,789.30
Light on for Life	1,455.48
Multiple Convention	4,000.00
Quest	34,376.35
Special Olympics	500.00
Youth Exchange	13,108.00
Total Money Market	<u>104,125.09</u>
Total Checking/Savings	<u>120,307.89</u>
Total Current Assets	<u>120,307.89</u>
TOTAL ASSETS	<u><u>120,307.89</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	112,702.81
Net Income	7,605.08
Total Equity	<u>120,307.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>120,307.89</u></u>

8:17 PM
07/28/17
Accrual Basis

Lions International District 5M2
Profit & Loss
July 2016 through June 2017

	Jul '16 - Jun 17
Ordinary Income/Expense	
Income	
Centennial Celebration	250.00
Diabetes Income	3,439.00
Dues	
District 5M2 Dues	
5M2 Administrative Fund	13,898.10
5M2 Adult Campion Fund	1,216.50
5M2 Intl Convention Fund	2,433.00
5M2 Special Fund-Mid Winter Con	3,406.20
District Pins	1,725.00
District 5M2 Dues - Other	804.26
Total District 5M2 Dues	23,453.06
Total Dues	23,453.06
GLT- Officer Training-Income	430.00
Governor Visits	2,921.35
Grants	70,000.00
Investments	
Interest-Savings, Short-term CD	434.07
Total Investments	434.07
Journey 4 Service	
7Journey for Service-2017	11,054.00
Total Journey 4 Service	11,054.00
Kids Sight Income	1,264.00
MD5M Dues	
GLT/GMT Training & Orientation	632.58
MD5M Administrative Fund	11,775.72
MD5M Campaign Fund	632.58
MD5M Convention Fund	1,216.50
MD5M GAF	1,741.57
MD5M International Parade Band	632.58
Total MD5M Dues	16,631.53
Mid Winter Convention-payback	543.54
Misc Income	1,094.00
Project New Hope Bike A Thon	11,281.25
Quest Income	3,914.00
Youth Activities Income	8,270.00
Youth Exchange Income	4,015.00
Total Income	158,994.80
Expense	
Cabinet Expenses	
GLT	239.82
GMT	129.45
Meeting Expense	175.12
Program Chairs	275.03
Zone Chairs	595.08
Total Cabinet Expenses	1,414.50
Contract Services	
Accounting Fees	700.00
Total Contract Services	700.00
Contributions	2,500.00
Diabetes Expense	3,430.00
District Awards	258.92
District Dues Expense	

8:17 PM

Lions International District 5M2**Profit & Loss**

07/28/17

July 2016 through June 2017

Accrual Basis

	<u>Jul '16 - Jun 17</u>
District Bond Expense	1,132.90
Total District Dues Expense	1,132.90
District Supplies & Operating	587.51
Grant Expense	70,000.00
IPDG Expense	285.32
Journey For Service Expense	2,744.45
Kids Sight expense	9,163.05
MD5M Dues-Expense	
GLT/GMT Training Expense	608.75
MD5< Campaign Fund Expense	608.75
MD5M Administrative Fund Expense	11,785.40
MD5M Convention Fund Expense	1,217.50
MD5M GAF Fund Expense	1,120.10
MD5M Intl Parade Band Expense	608.75
MD5M Dues-Expense - Other	0.00
Total MD5M Dues-Expense	15,949.25
Mid Winter Convention	8,890.06
Officer Training- Expense	514.68
Photo Contest	175.00
Pins	
Governor Award Pins	165.00
Governor Pin	1,350.00
Multiple Pins-Snowman	393.00
Total Pins	1,908.00
PNH-Expense	11,281.25
Travel Expenses	
1st Vice District Governor Expe	
1st VDG Multiple Convention	579.00
1st VDG USA/Canada Forum Expens	703.59
1st Vice District Governor Expe - Other	1,603.59
Total 1st Vice District Governor Expe	2,886.18
2nd VDG Expense	
2nd VDG USA/Canada Forum	555.00
2nd VDG Expense - Other	1,141.53
Total 2nd VDG Expense	1,696.53
District Governor Expense	
DG Adult Camplon Fund	1,888.36
DG International Convention	1,589.15
DG USA/Canada Forum	1,389.00
District Governor Expense - Other	1,690.01
Total District Governor Expense	6,516.52
Total Travel Expenses	11,099.23
Write Off	1,547.93
Youth Activities Expense	
Essay Contest Expense	473.69
Liberty Day Expense	1,093.75
Peace Poster Expense	188.93
Youth Activities Expense - Other	3,271.30
Total Youth Activities Expense	5,027.67
Youth Exchange Expense	2,800.00
Total Expense	149,389.72
Net Ordinary Income	7,605.08

8:37 PM

07/17/17

Accrual Basis

**Lions International District 5M2
Profit & Loss Budget vs. Actual
July 2016 through June 2017**

	Jul '16 - Jun 17	Budget
Ordinary Income/Expense		
Income		
Centennial Action Committee	0.00	250.00
Adult Campion Fund-Income	0.00	1,250.00
Centennial Celebration	250.00	-500.00
Officer Training-Income	430.00	650.00
Investments		
Interest-Savings, Short-term CD	434.07	25.00
Total Investments	434.07	25.00
Mid Winter Convention-payback	543.54	
Misc Income	1,094.00	
Kids Sight Income	1,264.00	
Governor Visits	2,921.35	
Diabetes Income	3,439.00	0.00
Quest Income	3,914.00	
Youth Exchange Income	4,015.00	
Youth Activities Income	6,270.00	
Journey 4 Service		
Journey 4 Service - Other	0.00	0.00
7Journey for Service-2017	11,054.00	
Total Journey 4 Service	11,054.00	0.00
Project New Hope Bike A Thon	11,281.25	
District Dues		
Multiple Excess Liability Ins	0.00	0.00
MD5M International Parade Band	632.58	0.00
MD5M Campaign Fund	632.58	0.00
GLT/GMT Training & Orientation	632.58	0.00
District Dues - Other	804.26	35,100.00
5M2 Adult Campion Fund	1,216.50	0.00
MD5M Convention Fund	1,216.50	0.00
District Pins	1,725.00	0.00
MD5M GAF	1,741.57	0.00
5M2 Intl Convention Fund	2,433.00	0.00
5M2 Special Fund	3,408.20	0.00
MD5M Administrative Fund	11,775.72	0.00
5M2 Administrative Fund	13,868.10	0.00
Total District Dues	40,084.59	35,100.00
Grants	70,000.00	
Total Income	156,994.80	36,775.00
Expense		
Newsletter	0.00	100.00
Sunshine Fund	0.00	200.00
Capital Expenditures		
Equipment	0.00	900.00
Total Capital Expenditures	0.00	900.00
Photo Contest	175.00	
Peace Poster Expense	188.93	
District Awards	258.92	750.00
IPDG Expense	265.32	250.00
Essay Expense	473.69	
Officer Training- Expense	514.68	1,000.00
District Supplies & Operating	587.51	1,500.00
Contract Services		
Accounting Fees	700.00	700.00
Total Contract Services	700.00	700.00
Liberty Day Expense	1,093.75	
District Dues Expense		

8:37 PM
07/17/17
Accrual Basis

Lions International District 5M2
Profit & Loss Budget vs. Actual
July 2016 through June 2017

	Jul '16 - Jun 17	Budget
District Bond Expense	1,132.90	
Total District Dues Expense	1,132.90	
Cabinet Expenses		
Secretary	0.00	100.00
Treasurer	0.00	100.00
Region Chairs	0.00	450.00
GMT	129.45	650.00
Meeting Expense	175.12	600.00
GLT	239.82	660.00
Program Chairs	275.03	2,025.00
Zone Chairs	695.08	2,700.00
Total Cabinet Expenses	1,414.50	7,275.00
Write Off	1,547.93	
2nd VDG Expense		
USA/Canada Forum 2ndVDG	555.00	1,500.00
2nd VDG Expense - Other	1,141.53	1,000.00
Total 2nd VDG Expense	1,696.53	2,600.00
Pins		
District Bird Pins	0.00	1,500.00
Governor Award Pins	165.00	500.00
Multiple Pins-Snowman	393.00	500.00
Governor Pin	1,350.00	750.00
Total Pins	1,908.00	3,250.00
Contributions	2,500.00	
Journey 4 Service Expense	2,744.45	
Youth Exchange Expense	2,800.00	
1st Vice District Governor Expe		
Gov Elect Multiple Convention	579.00	500.00
USA/Canada Forum VDG	703.59	1,500.00
1st Vice District Governor Expe - Other	1,603.59	1,800.00
Total 1st Vice District Governor Expe	2,886.18	3,800.00
Youth Activities Expense	3,271.30	
Diabetes Expense	3,430.00	
District Governor Expense		
USA/Canada Forum-Gov	1,369.00	1,500.00
International Convention	1,569.15	2,500.00
District Governor Expense - Other	1,690.01	2,500.00
Adult Campion Fund	1,898.36	1,250.00
Total District Governor Expense	6,516.52	7,750.00
Mid Winter Convention	6,890.06	6,000.00
Kids Sight expense	9,163.05	
PNH-Expense	11,281.25	
Multiple District dues-Expense		
Multiple District dues-Expense - Other	0.00	
MD5< Campaign Fund	608.75	
MD5M International Parade Band	608.75	
GLT/GMT Training & Orientation	608.75	
MD5M GAF Fund	1,120.10	
MD5M Convention Fund	1,217.50	
MD5M Administrative Fund	11,785.40	
Total Multiple District dues-Expense	15,949.25	
Grant Expense	70,000.00	
Total Expense	149,389.72	35,975.00

8:37 PM
07/17/17
Accrual Basis

Lions International District 5M2
Profit & Loss Budget vs. Actual
July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>
Net Ordinary Income	7,605.06	800.00
Net Income	<u>7,605.06</u>	<u>800.00</u>

**LIONS DISTRICT 5M-2
POLICY MANUAL**

2016-08-01

The purpose of this Policy Manual shall be to assure uniformity of policy within Lions District 5M-2. Lions District 5M-2 hereby adopts by reference, all Lions International, Lions Multiple District 5M Policy Manual excerpts and all supplements thereto.

In addition, all chapters, paragraphs, etc. contained herein, or as may be amended from time to time.

SECTION I DISTRIBUTION:

This manual shall be printed and distributed to each member of the Lions District 5M-2 Cabinet by the Cabinet Secretary. This manual shall be reprinted in the event of a change in policy and distributed to each member of the Lions District 5M-2 Cabinet. This manual along with the 5M-2 Constitution and By-Laws shall be kept by the Cabinet Secretary.

SECTION II ADOPTION AND AMENDMENTS:

This manual shall be adopted and can only be amended at a regular Lions district 5M-2 Cabinet meeting by a two-thirds vote of the cabinet members then present.

SECTION III UPKEEP AND EXPENSES:

This manual shall be maintained by the Lions District 5M-2 Cabinet secretary. The expenses of printing, mailing, upkeep, etc. shall be a proper expense of Lions District 5M-2.

SECTION IV CONTRAVENTION:

This manual shall in no way supersede or contravene the Lions District 5M-2 Constitution and By-Laws and in all matters affecting same, the Lions District 5M-2 Constitution and By-Laws will prevail.

SECTION V INCLUSIONS:

This Policy Manual shall include the following chapters and any other chapters that may be adopted according to Section II above.

Chapter 1 Convention

Chapter 2 Finances

Chapter 3 Lioness

Chapter 4 Leos

Chapter 1. District Convention:

A. DISTRICT CONVENTION CHAIR.

The First Vice District Governor shall select the Convention Chair(s) for the Convention that will be held during his/her time in office as District Governor.

B. DISTRICT CONVENTION PLANNING COMMITTEE.

1. The District Convention will be hosted by all of the Clubs in a Zone, as provided for in Article VI, Section 1 of the By-Laws.
2. Each club in the Zone that will be hosting the Convention shall be asked by the Convention Chair(s) to provide at least one member to serve on the District Convention Planning Committee.
3. The First Vice District Governor and his/her Convention Chair(s) shall be invited to attend the Planning Committee meetings for the purpose of becoming familiar with the duties of the Committee.
4. The incoming convention chairperson shall engage the band(s) or entertainment for Friday and Saturday night as early as possible.

5. The Convention Chair(s) and District Governor shall have responsibility for communicating with convention site personnel.
6. The Registration committee shall make every effort to register all convention attendees upon arrival. Incentives shall be used to encourage pre-registration. Every person attending shall register for the convention at the registration table.
7. Visiting Dignitaries (visiting DG Team Members, Council Chair, or Current or Past International Directors) will not be required to pay a registration fee.

C. CONVENTION COMMITTEES

1. The District Governor shall appoint the chairperson of, and fill vacancies occurring in, the following District Convention committees: Resolutions, Nominations and Elections, Rules, Constitution and By-Laws, Sergeant-at-Arms and Assistant and two additional credentials committee members, as set forth by Article VIII, Section 3 of the 5M2 Constitution.

D. CONVENTION SEMINARS.

Convention seminar topics shall be selected by the District Governor with concurrence with the Convention Planning Committee.

E. ORDER OF BUSINESS.

The District Governor with the concurrence of the convention Planning committee sets the order of business for the convention.

F. HOSPITALITY ROOMS.

1. The Convention committee and District Governor shall approve all convention hospitality rooms. Displays and fund raisers must be approved by the District Governor.
2. Hospitality rooms shall be closed during the Opening Ceremony, Memorial Service, Seminars, Business Meeting, and all meals.

G. SUNDAY BRUNCH.

The Sunday brunch is for special awards and the Parade of Green. A total amount donated to each dedicated fund and the grand total donated shall be announced.

H. PARADE OF GREEN.

The District will encourage all clubs to make a donation to each area of the Parade of Green at the District Convention. Parade of Green areas are to include:

1. Lions Club International Foundation (LCIF) – 501(c)(3)
2. Minnesota Lions Vision Foundation – 501(c)(3)
3. MD5M Lions Hearing Foundation – 501(c)(3)
4. Leader Dogs for the Blind – 501(c)(3)
5. Can Do Canines – 501(c)(3)
6. Diabetes (Can be given to either or both)
 - a. MN Lions Diabetes Foundation (501(c)(3)
 - b. 5M-2 Diabetes – funds stay in 5M-2, NOT a 501(c)(3)
7. Lions Quest
8. Youth Exchange (Can be given to either or both)

- a. ~~Lions International Youth Exchange Camp Spicer~~ MD5M Youth Exchange Foundation – 501(c)(3)
 - b. 5M-2 Youth Exchange – funds stay in 5M-2, NOT a 501(c)(3)
9. 5M-2 Youth Outreach (Leos, Peace Poster Contest, Lions International Essay Contest, Liberty Day and Write-Off contest)
 10. Project New Hope Lions Foundation of Minnesota – 501(c)(3)

Chapter 2 Finances:

The Cabinet Treasurer or Secretary/Treasurer shall transfer all funds to the new District administration at the end of the fiscal year.

All funds received by District 5M-2, from whatever source and for whatever purpose, shall be accounted for by the Cabinet Treasurer or Secretary/Treasurer in the General Ledger. All such funds shall be deposited in the official bank, as designated by the District Governor as required by the By-Laws. Checking accounts and other deposits and investments shall be maintained only by the Cabinet Treasurer or Secretary/Treasurer with the District Governors approval.

When designating the official bank as the depository for all the Districts funds, it is expected by this article that accounts would be maintained in the same bank for a reasonable time, to facilitate immediate transfer of the books, records, and funds to the new administration, and allowing a reasonable amount of time for checks to clear.

EXPENSE REIMBURSEMENT

Expense reimbursement to Cabinet members, including the District Governor, shall be made only for expenses incurred in carrying out official duties. Reimbursement shall be limited to current budget, actual expense or ~~current Rules of Audit~~ LCI District Governor Reimbursement Policy, whichever is less.

Current reimbursement amounts are:

Mileage: \$.50 per mile

Lodging: Actual cost of a double room not to exceed \$75.00 per night.

Meals: Actual amount spent, not to exceed \$25 per meal, excluding alcoholic beverages.

Expenses payable by Lions International, Lions Multiple District 5M, Lions Multiple District Foundations or local Lions Clubs shall not be paid by Lions District 5M-2.

Cabinet members shall not be reimbursed for expenses for attending Lions club chartering, Leo club charter, club officer installation, social events, fund raisers, etc.

The District Governor shall be allowed expenses to the USA/Canada Forum, limited to ~~34~~ 34 days, ~~and 1 day's expense to visit the International office.~~ All expenses shall be limited to ~~Rules of Audit~~ LCI District Governor Reimbursement Policy plus registration fees. At the end of the District Governors term, expenses will be paid for 5 days to the International Convention. These expenses shall be ~~by Rules of Audit~~ limited to LCI District Governor Reimbursement Policy.

The First and Second Vice District Governors shall be allowed expenses to the USA/Canada Forum, limited to 3 days. All expenses shall be limited to ~~Rules of Audit~~ the LCI District Governor Reimbursement Policy plus registration fees.

~~A dedicated fund has been set aside for Journey for Sight. All reimbursement shall be paid from said fund. All reimbursements shall be by Rules of Audit, except motel room which is actual.~~

Zone meeting expenses for Regional ~~Chairpersons~~, Zone Chairs, and Cabinet ~~Chairpersons~~ shall be allowed if within the budgeted amount.

All expenses not specifically covered by the District 5M-2 Constitution and By-Laws, the annual District 5M-2 budget or this policy manual must have prior District 5M-2 Cabinet approval before reimbursement will be made.

Chapter 3 Lioness

It shall be the policy of District 5M-2 to promote and encourage Lioness activities.

Chapter 4 Leos and other Youth Activities

A. It shall be the policy of District 5M-2 to promote and encourage Leo Clubs and [other Youth](#) Activities.

B. Annual Budgets:

Leos

Midwinter Convention	600 2000	
MD5M Convention	750 1000	
MD5M Leo Conference	750 1000	
Total Leo Budget		2100 4000

Liberty Day

Program Materials	1000 1200	
Total Liberty Day Budget		1000 1200

Lions International Essay Contest

District 1 st Place Award	300	
Plaque for District 1 st Place Award	50	
Meals at Midwinter Convention for District Winner and up to 3 guests	80	
Total LCI Essay Contest Budget		430

Peace Poster Contest

District 1 st Place Award	300	
Plaque for District 1 st Place Award	50	
District 2 nd Place Award	200	
District 3 rd Place Award	100	
Meals at Midwinter Convention for District Winners and up to 3 guests each (12 total)	80 240	
Miscellaneous framing and printing expenses	120 200	
Total Peace Poster Contest Budget		850 1090

Write-Off Contest

District 1 st Place Award	500	
Plaque for District 1 st Place Award	50	
District 2 nd Place Award	300	
District 3 rd Place Award	200	
Meals at Midwinter Convention for Region Winners and up to 3 guests each (12 total)	240	
Zone 1 st Place Awards (\$100 each)	900	
Total Write-Off Contest Budget		2190

C. Guidelines:

- The goal of these budgets is to encourage greater participation by the youth of our communities in each of the activities. In so doing, we encourage and inspire youth to be of greater service.
- These budgets should be approved by the District Cabinet and become part of the budget as printed by the Treasurer and distributed to all cabinet members.
- Monies used from these budgets should also be reflected in budget reports as made by the Treasurer to the District Cabinet.
- ~~These budgets and guidelines should become part of the District 5M2 Policy Manual and be distributed to all clubs and cabinet members.~~
- Project Chairs may spend up to their budget within the guidelines set without special permission of the Cabinet or District Governor.
- If additional funding is desired, the Project Chair may make a request of the District Cabinet.
- Midwinter Convention meals should come from Youth Activities Budgets not from the Convention Committee Budget.
- Best practice is to have all judging of contests done by non-Lions. Program chairs should endeavor to abide by this best practice.

D. Additional Guidelines for Leo Budget:

- Leo funds are budgeted separately for each of the events. If more money is needed for any specific event, a request should be made to the District Cabinet.
- Leos attending the Midwinter or Multiple District Conventions for the first time ~~would~~ will be subsidized at a rate of 100% for meals.
- Leos attending the MD5M Leo Conference for the first time ~~would~~ will be subsidized at a rate of 100% of the cost, which includes both meals & lodging in one fee.
- Leos attending a convention or conference subsequent times ~~would~~ will be subsidized at a rate of 50%.
- No lodging costs for Midwinter or Multiple District Conventions ~~would~~ will be covered.