



# LIONS DISTRICT 2-E2 OFFICER TRAINING



**PRESIDENT AND FIRST VICE PRESIDENT**

**2025 – 2026**

**PDG STAN HALL**

# LET'S START WITH ACRONYMS



**DG** – District Governor

**1st VDG** – First Vice District Governor

**2nd VDG** – Second Vice District Governor

**IPDG** – Immediate Past District Governor

**PDG** – Past District Governor

**GMT** – Global Membership Team

**GLT** – Global Leadership Team

**GST** – Global Service Team

**GET** - Global Extension Team

**GMA** – Global Membership Approach

**ID** – International Director

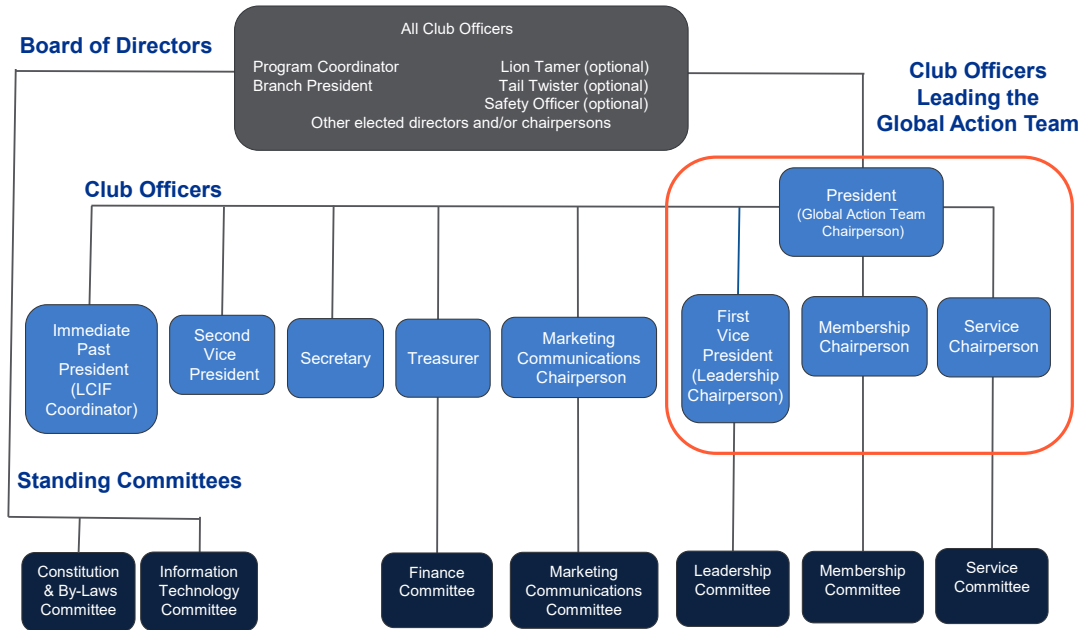
**PID** – Past International Director



# CLUB PRESIDENT RESPONSIBILITIES



## Standard Club Structure



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## BECOME FAMILIAR WITH YOUR CLUB CONSTITUTION & BYLAWS



Our Constitution and Bylaws



CREATE YOUR LIONS ACCOUNT ON LCI'S LION PORTAL!  
<https://lionsinternational.my.site.com>  
*Self explanatory on this website!*

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# PRESIDENT'S RESPONSIBILITIES

- Appointing chairpersons
- Planning and conducting meetings
- Preparing to actively participate in zone meetings (District Governor's Advisory Committee)
- Managing club elections and leadership succession
- A model of Robert's Rules of Order
- Don't forget about the President/VP e-Book
- Become familiar with your club Constitution & Bylaws



**The club president is the chief executive officer of the club. They preside over meetings and calls the club to action to fulfill its program of service works; coordinating the efforts of board members and chairpersons to implement activities of the club in both fellowship and service.**

# CLUB ELECTIONS



Elections are held at the beginning of the fourth quarter (April).

As club president, you are responsible for the work of the nominations committee, preparations for the election documents with the assistance of the club secretary and managing the election process as per the policies and procedures outlined in your club constitution and bylaws.

The nominations committee will provide the president with names of those who have been nominated for officer and other director positions. The secretary prepares the ballots for elections as per policy. (See “Exhibit 8” in the Standard Club Constitution and Bylaws.



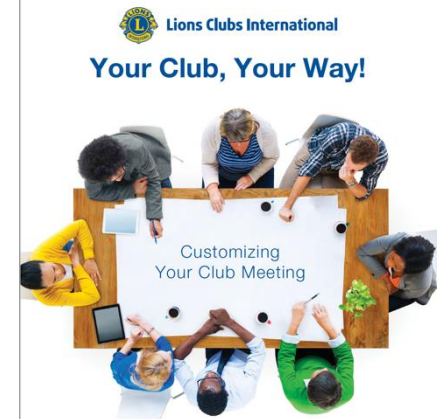
# LEAD YOUR CLUB FORWARD WITH A PLAN



As club President/Vice President, one of your most important tasks is to lead your club forward into the future years and explore yet unrealized potential after your club members review together its activities and accomplishments. There are several tools available:

- Club Quality Initiative – Great starting point for a review of previous accomplishments and future plans.
- Your Club, Your Way! – Offers ideas for ways your club can customize your meetings for an enjoyable membership experience.
- The 2024-25 LCI Presidential Theme – “Make Your Mark” – Great information to get ideas on moving your club forward this year.

*These tools are available on the LCI website “Resources” – downloadable, printable!*



# SERVICETOYOUR COMMUNITY



What is you club's Service Plan?

And how are you and your board going to lead your club in accomplishing that Plan?

Remember, as Past International President Sid Scruggs from North Carolina said: Lions are ***Loving Individuals Offering Needed Services***



# VICE PRESIDENT'S RESPONSIBILITIES



As club vice president it is important to understand the role of club president and all of its responsibilities well before you begin to serve as well as:

- ✓ Stand ready to fulfill the duties of club president if the president is unable to for any reason.
- ✓ Be ready to fulfill other duties as assigned by the president
- ✓ Possibly lead one or more committees during the year
- ✓ Serve as Nominating Committee Chair for Club Board of Director Elections

In addition, you should dedicate time preparing to serve as club president. It is important to understand the role of club president and all of its responsibilities well before you begin to serve.

The information in this guide is adapted from Lions Club International E-Book, which can be found on our 2-E2 Website: [lions2e2.org](https://lions2e2.org) under “Resources.” This training is to provide resources for Presidents and Vice Presidents in our District.

# CLUB BOARD OF DIRECTORS



**Understanding the roles and responsibilities of each member of your club board of directors ensures that the skills of the member match the job you are asking them to do. It also ensures that no one officer is burdened beyond their willingness and capability to succeed.**

President

Vice President (may be more than one)

Club Secretary

Club Treasurer

Club Membership Chair

Club Service Chair

Club Marketing Chair



Immediate Past President

Club Branch Liaison (if club has a club branch)

Leo Advisor

LCIF Club Coordinator

Lion Tamer (optional)

Lion Tail Twister (optional)

# OFFICER ATTENDANCE IS IMPORTANT!



People will forget  
what you said,  
People will forget  
what you did,  
People will never  
forget how you made  
them feel!

*Maya Angelou*

## Monthly Meetings:

Club Meetings

Board of Directors Meetings

Service Activities

Assigned Committee Meetings

## Quarterly Meetings:

Zone Meetings

District Leadership Meetings

## Annual Events:

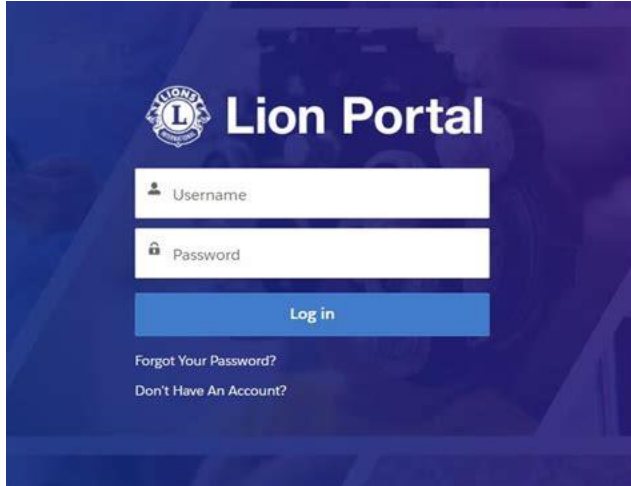
Lions Social Gatherings

Charity Fundraisers

Election Meetings

District & State Conventions

# THE LION PORTAL



**Lion Portal** – Connect, Serve, Report! Clubs report service, plan their service projects, connect with other Lions and create personal profiles.

**MyLCI** – Tools for Lion leaders! Manage your membership, create district and club profiles, check club voter eligibility, document and plan conventions as well as check new club charter application status.

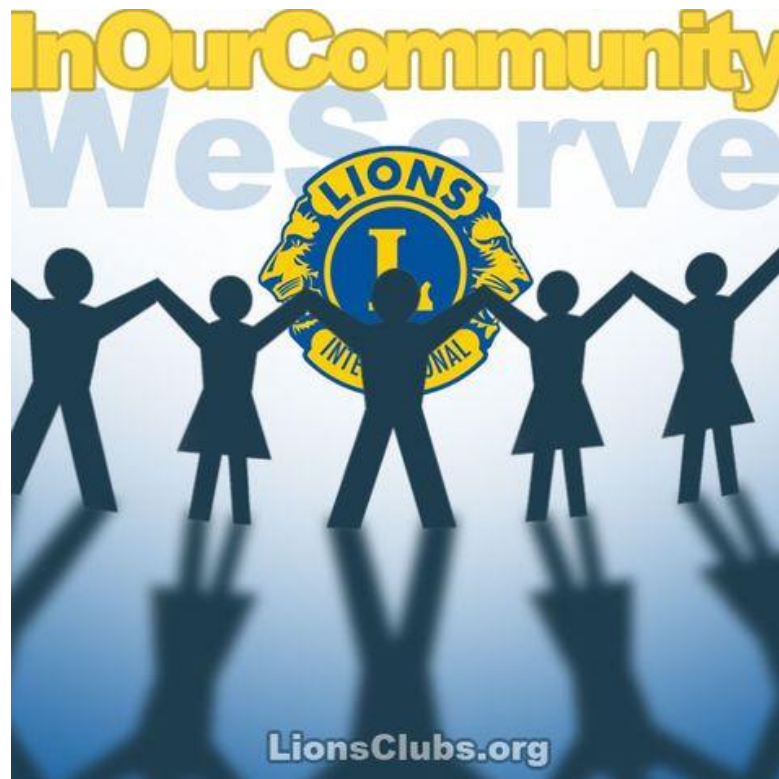
**Insights** – Comprehensive overview of LCI in areas of Membership, Service Activity, Donations and Club Strength.

**Learn** – Central location to complete Lions learning Center Course

**Lions Shop** – An easy way to order common club supplies and branded merchandise. Club presidents, secretaries or treasurers can login through the member portal and use club funds to purchase items (such as Lions vests).

**Insights along with additional tools and functionality, are now a new unified experience called the Lion Portal.**

# FIRST 30 DAYS



- Attend Club Officer Training offered by your District
- Schedule Club Meetings – Club, Board of Directors, Service Activities, Assigned Committee Meetings, Quarterly Meetings
- Zone Meetings – will meet on a Quarterly Basis – Know what Zone your club is in and who your Zone Chair is
- Annual Club Business Meeting and Club Elections – refer to club Constitution and Bylaws
- District/Multiple District Conventions
- Work with incoming officers to complete a Strategic Plan

# LIONS CLUBS INTERNATIONAL FOUNDATION



The Melvin Jones Fellowship (MJF) is the backbone of our foundation. Presented to those who donate US\$1,000 to LCIF or to people for whom a donation was made by others, it's a tremendous contribution to humanity and to the legacy of our founder, Melvin Jones.

Contributions for the MJF can be made by individuals (including non-Lions), clubs or districts. Donations may be in one sum or in installments. Melvin Jones Fellows receive a special lapel pin, a plaque and a congratulatory letter.



## The Fellowship of Lions

- There are more than 440,000 MJF recipients worldwide
- There are more than 89,000 PMJF recipients worldwide
- 100% of MJFs are invited to the annual luncheon held at our international convention\*

*\*ticket purchase required*

# LIONS CLUBS INTERNATIONAL FOUNDATION



As the official charitable organization of LCI, a leading humanitarian organization, LCIF supports Lions' compassionate works by providing grant funding for their local and global humanitarian efforts. Make sure you are familiar with

## LCI's Global Causes!



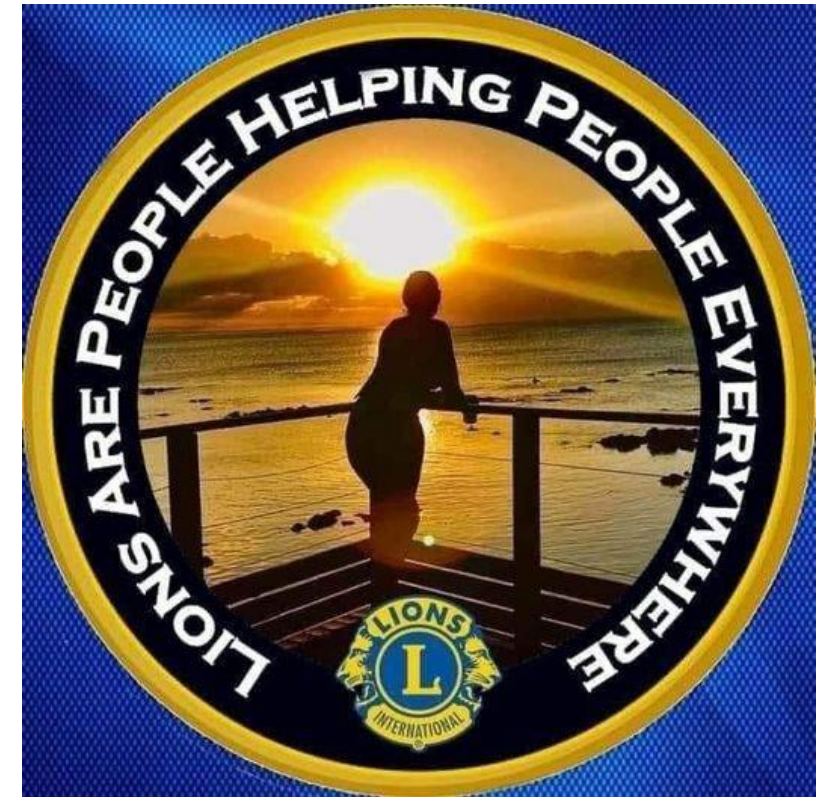
# LCIF GRANTS



- Childhood Cancer Grants
- Diabetes Grants
- Disaster Grants
- District and Club Community Impact Grants
- Hunger Grants
- Leo Service Grants
- Lions Quest Grants
- Matching Grants
- Sight First Grants

**Every Effort should be made to assign a club LCIF coordinator who is knowledgeable about the foundation and committed to raising awareness of supporting fundraising efforts.**

**If no individual is assigned in MyLCI by August 1, the Immediate Past President will be automatically assigned.**



# LIONS CLUBS INTERNATIONAL FOUNDATION (LCIF)



This is the charitable arm of LCI. LCIF's mission is to empower Lions Clubs, volunteers, and partners to improve health and well-being, strengthen communities, and support those in need through humanitarian services and grants that impact lives globally, and encourage peace and international understanding. As the only foundation to empower the service of Lions worldwide, LCIF has awarded more than 19,000 grants, totaling more than US \$1.2 billion. Among many service projects made possible through LCIF funding, highlights include:

- Funding 9.6 million cataract surgeries
- Helping youth and educations in more than 110 countries through Lions Quest, the foundation's premier youth development and social and emotional learning program
- Providing more than \$140 million for disaster relief and preparedness



**For more than 50 years, LCIF has remained steadfast in its commitment to empowering Lions globally through their service. With every grant awarded, beneficiaries have opportunities to enjoy safer, healthier, and more productive lives.**

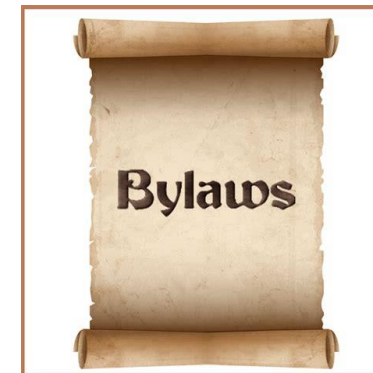
# KEEP YOUR CLUB IN GOOD STANDING



**It is important for every club leader to understand the obligations of a club chartered with the association.**

**A club in good standing is one:**

1. Which is not in “status quo or financial suspension”;
2. Which operates in accordance with the provisions of the International Constitution and By-Laws and International Board Policy;
3. Which has:
  1. (1) District (Single, Sub-and Multiple) dues and fees paid in full; and
  2. (2) No unpaid balance of International dues and fees greater than U.S.\$10, outstanding more than thirty (30) days; and
  3. (3) No unpaid Lions Club International account balance greater than U.S.\$50, outstanding more than ninety (90) days.





# POLICIES AND PROCESSES



**Your first resource to find information about Club Policies and Processes is the “President/Vice President E-Book found on the [lions2e2.org](https://lions2e2.org) website under “Resources, 2E-2 Officer training.**

**Club Changes (Mergers or Name Changes)**

**Governing Documents and Policies**

**Keeping Your Club in Good Standing (Financial Suspension Policy, Club Reactivation Report, Best Practices in Financial Transparency)**

**Legalities and Technicalities (Use of Funds, General Liability Insurance, Certificates of Insurance, Supplemental Insurance, Lions Trademark Overview, and LCI and LCIF Privacy Policy)**

**Amendments to Your Constitution and Bylaws**

**Promoting Harmony Among Lions**

# NEED ASSISTANCE? WE ARE HERE FOR YOU!



## DISTRICT 2-E2 ASSISTANCE

### Your Zone Chair

#### Global Leadership Team

Lion Deb Cashen

[colleyvilleliondeb@gmail.com](mailto:colleyvilleliondeb@gmail.com)

#### Global Service Team

Lion Deborah Cottle

[dcottle@temporah.com](mailto:dcottle@temporah.com)

## 2025-26 2-E2 ZONE CHAIRS

**ZONE 1 – Lion Lane Holcomb**

**ZONE 2 – Lion Brad Allison**

**ZONE 3 – Lion Doug Chapman**

**ZONE 4 – Lion Deborah Cottle**

**ZONE 5 – Lion Susan Curry-Langston**

**ZONE 6 – Lion Deb Cashen**

**ZONE 7 – Lion Al Claros**

**ZONE 8 – PDG Mary Alice Layland**

**ZONE 9 – PDG Woody Matthews**

## DISTRICT 2-E2 WEBSITE

[lions2e2.org](https://lions2e2.org)

Your District Website is there for your information, for your ease in finding information, for your use!

**\*Get familiar with your Go-To-Website in July as soon as possible.**

*\*After June 30<sup>th</sup> Information on the website cannot be updated until LCI releases the information and the 2-E2 Directory is established.*



# YOUR GLOBAL ACTION TEAM



## Your 2025-26 Support Team

**DG Michelle Greco**

**1<sup>st</sup> VDG Mike Lueckenhoff**

**2<sup>nd</sup> VDG Sean Bryan**

**Secretary PDG Stan Hall**

**Treasurer Lion Don Noblit**

**Immediate PDG Deb Lewis**

**Zone Chairs**

**GMT PDG John Paul Burnett**

**GLT Lion Deb Cashen**

**GST Lion Deborah Cottle**

**GET PDG Vince Rosen**

**GMA Lion Sidonna Foust**

As stated, this District 2-E2 Training was designed to provide Resources to the Officers of our clubs. These resources are readily available if you know where to look for them. Both the District and LCI websites are designed to provide support for those who courageously stepped forward to promote Lionism!

We thank you and greatly appreciate your dedication to LCI, District 2-E2 and especially your clubs.

**We have a team available to assist you!**

**Please call on us!**

**We are here for you!**

# RECOGNIZING AND CELEBRATING SUCCESS



Awards – A comprehensive guide and links to awards: <https://www.lionsclubs.org/en/search-results?keys=awards>

Club Excellence Award  
Ceremony for Installation of Officers  
Chevron Award Program  
Membership Key Awards  
Zone and Region Awards  
Humanitarian Award Winners  
Presidential Awards Initiatives  
Young Leaders in Service Award  
District Team Excellence Awards  
Centennial Membership Awards Achievers  
And ----- **Many, Many More**



**The conclusion of the fiscal year is a good time to honor those club leaders that have served as outstanding leaders of the club in its effort to reach its goals.**

**There are many, many awards described on the URL listed above. Take the time to look through these awards at the beginning of your fiscal year so you can keep your members in mind as you work together as a team during the year.**

**Everyone appreciates recognition for their contributions!**

## CLOSING COMMENTS



How does anyone know you are a LION if you don't wear your pin?

**70% of new encounters begin with.....  
what is that pin you are wearing.**

**Finally, don't forget to have fun  
during the year!**

