

# THE RULES

Contests, Awards, Achievements

## Zone Chair Excellence Award



Multiple District 19  
Lions Clubs International

## **ZONE CHAIRPERSON EXCELLENCE AWARD RULES**

Questions regarding the decisions made by the Contests and Awards Committee and the MD19 Office with regards to an Award, must be received in writing by the MD19 Office and or the Contest and Awards Chairperson by December 31<sup>st</sup> of the Lions Year following the Year of the Award for any adjustments to be made. For example if the Award is for the 2012-2013 year (July 1, 2012 – June 30, 2013), any questions concerning the decisions made by the Contests and Awards Committee or the MD19 Office must be received in the MD19 Office and or by the Contests and Awards Chairperson by December 31, 2013.

To all Zone Chairpersons who qualify for this honor, Multiple District 19 presents a Zone Chairperson Excellence Award at the MD19 Annual Convention following their term of office. This Award shall be given by the Contests and Awards Committee based on the statistical record of the MD19 Office for the period of July 1 through June 30.

TO QUALIFY FOR THIS AWARD, the Zone Chairperson must have been elected by September 1, of his/her year in office and a minimum of **640 points** must have been earned from the following:

1. He/she shall attend the following meetings:
  - a. The Zone Chairperson's School immediately preceding his/her year in office **(25 points)**;
  - b. The MD19 Annual Convention during his/her term of office **(25 points)**;
  - c. His/her District Conference during his/her term of office **(25 points)**;
  - d. District Cabinet Meetings **(15 points each, MAX 45 points)**.
2. He/she shall publish a minimum of ten (10) bulletins / newsletters to each of his/her clubs (July through June inclusive) with copies to the District Governor and Multiple District 19 Office **(60 points)**.
3. He/she shall make one Official visit to each club in his/her Zone. If possible, it should be made before the District Governor's Official Visit. Club Branches, status quo or problem clubs are included in visitation schedule. These visits must be reported on the Zone Chairperson's Monthly Report Form provided by the MD19 Office. (If not all clubs visited a % of the 100 points is given) **(100 points)**.
4. He/she will be present and introduce the District Governor on his/her Official Visit, or make suitable arrangements. These visits must be reported on the Zone Chairper-

son's Monthly Report Form provided by the MD19 Office. (If not all clubs visited or arrangements made, a % of the 100 points is given.) **(100 points)**.

5. Each month he/she shall report on a Zone Chairperson's Monthly Report Form provided by the MD19 Office, all visitations made during that month. This form must be sent to his/her District Governor with a copy to the MD19 Office post-marked by the 10th of the month following the visitations. (Assure that visitations are noted in the proper block on Form) **(60 points)**.
6. All Club MMR Reports shall be accounted for throughout the year. The MMR Reports must be submitted by the individual clubs in the zone directly to Lions Clubs International. Reports filed online through lionsclubs.org must be submitted by the last day of the current month. Any other form of submission must be postmarked by the 20<sup>th</sup> day of the current month (hard copy) **(120 points)**.
7. He/she shall hold and conduct 3 Zone/District Governor Advisory Meetings by April 30 of his/her year **(45 points)**.
8. He/she shall report his/her Zone Meetings to the MD19 Office within 30 days on the Zone Meeting Report Forms supplied by the MD19 Office **(15 points)**.
9. Each of the Lions Clubs in the Zone must have reported their newly elected Club Officers on MyLCI on or before May 15<sup>th</sup> of the year preceding the Lions Year the newly elected officers take office. Following the reporting of the club officers on MyLCI, the club secretary must create "The Lions Club Officer Report for the Upcoming Lions Year" and have emailed to the MD19 Office as an attachment. Using this method, the Club Officers for the next Lions Year must also be reported to the MD19 Office on or before May 15<sup>th</sup> to be considered "On time" **(MAX 15 points)**.

The MD19 Club Officer Report Forms are to be forwarded to the Zone Chairperson's successor by May 30 along with a form to be sent to the MD19 Office signed by his/her/ successor indicating the Club Officer Report Forms have been received. This form will be sent to the Zone Chairperson at the same time the Club Officer Report Forms are sent to the Lions Clubs **(10 points)**.

10. He/she will have submitted the name, address, etc., of his/her successor to the MD19 Office by April 30, if his/her successor has been elected **(20 points)**.
11. All active clubs in his/her Zone must be in good financial standing with MD19 on June 30 of his/her year in office. Good financial standing means that all charges through the month of June have been cleared. Points are determined by the % of clubs in the Zone in good financial standing on June 30 **(MAX 25)**.

12. He/she will promote a District Club Officer Training Session prior to June 30 of the Zone Chairperson's term of office. Evidence of promoting the event must be emailed or mailed to the MD19 Office and District Global Leadership Team Coordinator by July 1<sup>st</sup> **(25 points)**.

If Zone Chairperson attends the Club Officer Training Session **(5 points)**.

(Training Session, Zone Chairperson attendance and Club Presidents and Secretaries at the Training Session will be reported on a Form provided by the Multiple District 19 Office.)