



# Lions Clubs International

300 W 22ND STREET • OAK BROOK ILLINOIS 60523-8842 USA • 630.571.5466

David Kingsbury  
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Dear Lions Leaders,

As global concerns surrounding the Covid-19 virus (“Coronavirus”) expand and world governments take steps to minimize the spread of illness, many districts and multiple districts are inquiring about the obligations and the challenges in holding constitutionally-mandated conventions. LCI understands those concerns, and supports the efforts of districts and multiple districts to ensure the safety of our Lions convention attendees and the community at large.

For districts and multiple districts in areas that are unaffected, and who are able to safely conduct normal business, we recommend that conventions be conducted as planned, but that you continue to monitor the situation in your respective districts.

For those Lions Districts (single, sub- and multiple) that are located in countries where government restrictions are limiting the ability of the district to conduct elections, or where public gatherings are being discouraged in order to protect the safety of citizens and minimize the potential spread of illness, please be advised that alternative methods for conducting the requisite elections, and conducting voting on any resolutions that are not able to be postponed, will be permissible if district conventions cannot be held in-person.

Many of the provisions of your district’s constitution and by-laws must still be applied to conducting elections, including the following:

- a. Issue an Official Call detailing the time, date and location of the convention
  - i. If not being held in person, the official call must indicate
    1. the manner in which voting will be conducted,
    2. when outstanding dues must be paid in order to be entitled to delegates,
    3. when elections will end and ballots must be received (or postmarked if by mail) in order to be considered valid
  - ii. District must be able to provide evidence sufficiently demonstrating that all Lions Clubs in the district received the necessary information
- b. Nominating Committee must be named





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- i. Candidates must submit their intention to contest for a respective office, and the nominating committee shall validate candidates as provided in the district's constitution and by-laws
- c. Credentials Committee must be established
  - i. Committee must verify club delegate credentials and ensure that only those clubs entitled to delegates are permitted to vote
  - ii. Committee must ensure that those clubs eligible for delegates receive formal ballots for voting purposes
- d. Elections Committee
  - i. Committee is responsible for establishing the ballot format and other election materials, vote tabulation and resolving all questions concerning the validity of individual ballots
  - ii. Vote tabulation must be conducted in the presence of the full elections committee, including each candidate-appointed observer

We strongly recommend that all districts seek to comply strictly with the International Constitution and By-Laws and mandatory provisions of the Standard District Constitution and By-Laws in order to minimize the likelihood of an election complaint being filed.

However, please note that all actions taken in good faith by a respective district in an effort to ensure a free and fair election will be taken into consideration in the event a formal election complaint is filed.

If you have any questions, please contact the Legal Division at [legal@lionsclubs.org](mailto:legal@lionsclubs.org).

Kindest regards,

David Kingsbury  
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