

DISTRICT 33Y MASSACHUSETTS
MEMBER ORIENTATION GUIDE



January 1, 2007
Revision 6

Many hours were spent in developing this document, which we hope will be a very informative tool that you will use for years in your service with the Lions. A training tool of this magnitude does not happen overnight, nor can it be accomplished single handedly. On behalf of the District 33Y Membership Committee, I would like to acknowledge that much of this information was obtained from the District 33Y Website and Lions International Websites (see addresses below). We want to thank the following Lions for their assistance in obtaining, formatting, typing and sending us information. Without their assistance, this guide would never have happened.

ZC Don Adams (Y)
PZC Jim Allen (Y)
Paul Deame (Y)
PCC Charlie DeAngelus (Y)
Marlene DeAngelus (Y)
Jim Dynes (Y)
PDG Pamela Hodgkins (Y)
PDG Ted Irvin (K)
PCST Steve Karch (Y)
Claire Kostro (N)
PID Chuck Kostro (N)
Alice Liebenow (Y)

PDG Jean W. Martin (Y)
PZC Jonathan Oelrich (Y)
PCST Beverly Prentice (Y)
PDG Gregor Prentice (Y)
CS William Rathbun(Y)
ID Doug L. Sime (S)
PCC Arthur Thomas (Y)
Judi Thomas (Y)
ZC Bea Turner (Y)
PCS Christine Waller (Y)
PCT Dennis Waller (Y)

District 33Y Website: <http://www.lions-33Y.org>

MD33 Website: <http://lions-md33.org>

Lions Club International Website: <http://www.lionsclubs.org/EN/index.shtml>

Introduction

Massachusetts Multiple District 33 (MD33) is comprised of 5 districts, designated by the letters Y, A, N, K, and S. The western part of the state is Lions District 33Y. It encompasses the counties of Berkshire, Franklin, Hampden and Hampshire. It is comprised of 41 Lions and two Lioness Clubs made up of over 1300 men and women, and four Leo clubs with over 300 students. We have come together for a common cause--that of helping others by trying to find a cure for blindness.

At the 1925 Lions International Convention, Helen Keller asked the Lions:

“Will you not help me hasten the day when there shall be no preventable blindness; no little deaf, blind child untaught; no blind man or woman unaided? I appeal to you Lions, you who have your sight, your hearing, you who are strong and brave and kind. Will you not constitute yourselves Knights of the Blind in this crusade against darkness?”

Since that time, we have become identified with sight conservation, eye research, vision surgery and helping obtain eyeglasses for those in need. We have expanded beyond sight conservation into hearing research and assistance, Diabetes awareness and research because of the large effect diabetes has on sight impairment. But the Lions are more than sight conservation. We also assist in the education and development of our youth, in aid to the elderly, community service and in a multitude of other worthwhile endeavors.

Abbreviations

AHAP - Affordable Hearing Aid Project
BOD – Board of Directors
CC - Council Chairperson
CLW - Community Leadership Workshops
CS - Council Secretary or Cabinet Secretary
CST - Cabinet Secretary Treasurer
CT - Council Treasurer or Cabinet Treasurer
DG - District Governor
ESH/ESHF – District 33Y Emergency Sight and Hearing Treatment Foundation
HARP - Hearing Aid Recycling Program
HOBY/HOBYL - Hugh O'Brien Youth Leadership
HUGS – Helping U Give Service, or Helping Us Give Sight
IAG - International Assistance Grant (thru LCIF)
ID - International Director
IP - International President
IPDG - Immediate Past District Governor
IPID - Immediate Past International Director
IPIP - Immediate Past International President
IPP – Immediate Past President
LCI - Lions Club International
LCIF - Lions Clubs International Foundation
LEHP - Lions Eye Health Program
LEO – Leadership, Experience and Opportunity (the name for the Lions Youth Program)
LERP - Lions Eye Research Program
LOC - District 33Y Lions Orthoptic Clinic of Western Massachusetts
MD - Multiple District
MERL - Membership, Extension, Retention, & Leadership Committee
MJF - Melvin Jones Fellowship Award
MLER or MLERF or MLERFI - Massachusetts Lions Eye Research Fund, Inc.
NEOB – New England Organ Donor Bank
PCS - Past Council Secretary or Past Cabinet Secretary
PCST - Past Cabinet Secretary Treasurer
PCT - Past Council Treasurer or Past Cabinet Treasurer
PDG – Past District Governor
PID - Past International Director
PIP - Past International President
PP - Past President
RC - Region Chairperson
VDG - Vice District Governor
ZC - Zone Chairperson

Definitions

LIONESS – Formerly Women's clubs who were projects of a Lions Club

AHAP Affordable Hearing Aid Project

Hearing-impaired people are an overlooked population especially in developing countries. The World Health Organization estimates that at least 250 million people (28 million in the US) suffer from severe hearing loss. The average cost of a hearing aid was US \$1,600 in 2002 and is prohibitively high. In the US approximately 7 million people cannot afford to buy aids and insurance usually does not cover them.

Lions Clubs International Foundation (LCIF) responded to this health crisis by partnering with Project Impact to develop and manufacture the world's highest quality affordable hearing aid-now called the Lions Affordable Hearing Aid. LCIF approved US\$850,000 thru a Core 4 Disability grant for the Lions Affordable Hearing Aid Project (AHAP) to design, manufacture and distribute high-quality, low-cost hearing aids. As the result of clinical trials the digitally programmable Behind the Ear (BTE) aid compares favorably to aids costing \$1000 or more. The Lions Affordable Hearing Aid has received FDA approval in the US, as well as the CE Mark for distribution in Europe.

Lions are the sole service organization affiliated with AHAP and have exclusive rights for non-profit distribution in the US. Lions Clubs can recruiting audiologists, negotiate rates for low income persons and covering whatever costs the patients cannot afford. LCIF will be making the aid available to all Lions hearing programs, individual clubs not covered by such programs, and to nonprofit hearing clinics at a cost of \$90 and \$120 depending on the volume ordered. This cost does not include the cost of hearing tests or fittings. To qualify for participation, Lions will be required to income-qualify patients to ensure that low-income patients benefit. Guidelines are available from LCIF. Individual Lions can purchase the currently available aid at a higher introductory price of \$150, but they will be required to secure the services of a local hearing professional to fit the aid. Proceeds from Lions sales will be used to subsidize distribution of the hearing aid in developing countries. For more information, contact: LCIF Humanitarian Programs, Tele: 630-571-5466, ext 615

All State Band

The band was founded by PDG Frederick Blake from District 33S in 1980. More than 3,000 young musicians from across Massachusetts have since participated in this experience. Our goal is to provide outstanding musical experience to more than 100 students from grades 10-12 each year. The band performs annually at the Lions State Convention, after only 3 days of intensive practice. In 2006 the band participated in two categories in the International Parade at the 89th International Convention in Boston, Mass and they walked away with first prize in both categories.

The All State Band committee has a member from each of the 5 districts in MD33, each for a 5 year term. They rotate committee positions, ending as State Chairperson in their final year. Plans for each band begin immediately after state convention when they select the conductor, makes hotel reservations, arranges meals, transportation, rehearsal space, and activities. The Chairperson reports to the MD33 Council of Governors every month and the committee actively works at raising funds all year. At the Lions State Convention chaperones, who include nurses, are onsite the day before the students arrive until the day after the students depart.

Guest Conductors have been Professors Walter Chestnut, George Parks, and Malcome Rowell of the University of Mass. Amherst, Professors Thomas Everett and Eric Rombach of Harvard University, and Lion Paul Alberta, Director of Music from the Norwood Public Schools. Lion Paul also conducted this band at the Lions International Convention in New Orleans in 1986, and assists yearly as musical advisor. The conductor and committee select the music around February 1 of each year.

Talented musicians are selected based on musical ability, achievement and the recommendation of their high school band directors. Directors are encouraged to submit applications of skilled music students who would enjoy working with professional conductors in a disciplined rehearsal situation. Students who participate have a rich and challenging musical experience.

By sponsoring students for \$350 each, the Lions/Lioness of Massachusetts have an opportunity to expand their well-known service activities by helping talented young musicians. This support will foster the image of Lions as more than just people who work with the blind. Each student pays a \$50 non-refundable deposit, and applications must be in by Dec 1 of each year.

Awards

Club Awards can be awarded to a worthy recipient from a club, the district or from the community.

- The Board of Directors may vote to present a Lion of the Year, Citizen of the Year, 100% Secretary Award (criteria set by the club, presented by the club) or any other award their club feels is appropriate to recognize service.
- 100% Presidents Award (must follow criteria set by LCI, presented by DG)
- Koch Award - See Lions Orthoptic Clinic
- Sight Award – See Massachusetts Lions Eye Research Fund
- Melvin Jones Fellowship – See Lions Club International Foundation
- Charlie DeAngelus Fellowship – See Emergency Sight and Hearing Fund
- Velia Zewski Fellowship Award – See EyeMobile

District Awards are given at the discretion of the DG, usually at the District Midwinter Conference, the State Convention or at the June Awards Advisory meeting. The decision is based on input from the cabinet members, and personal observations. (Best Club Awards are selected by criteria as listed in the directory and chosen by the DG by the 1st of April.)

33Y Lion of the Year
33Y Lioness of the Year
33Y President of the Year
33Y Secretary of the Year
33Y Best Lion Club Awards---1st, 2nd and 3rd places for Small, Medium, Large, X-Large
33Y Lioness Club of the Year
33Y Leo Club of the Year
33Y Best Bulletin
33Y Best Scrapbook
International President's "We Serve" Award
District Governor's Appreciation Award
Lifetime Achievement Award (for outstanding service throughout the Lion's lifetime)

State Awards nominees are nominated by the DG of each District, decided by the MD33 PDG Council for these awards. Awards are presented at the State Convention.

IP Leadership Award
IP Presidential Award
LCI-We Serve Appreciation Award
MD33 Lion of the Year
MD33 Lioness of the Year
MD33 Leo of the Year
MD33 Best Lion Club Awards---1st, 2nd and 3rd places for Small, Medium, Large, X-Large
MD33 Lioness Club of the Year
MD33 Leo Club of the Year

Bulletin (also known as a Newsletter)

Bulletins/Newsletters are a handy tool to let your membership know what is happening in your club. It is at the discretion of the BOD of a Club to determine if they wish to produce a newsletter, and at the discretion of the club's "Editor" as to what is included in the newsletter.

It is at the discretion of the DG of each district if there will be a district bulletin, how often it will be published and what is published in it. The bulletin contains the news of the District, information that is provided by the Clubs, visitations to clubs by Lions officials and information from the LCI website. It is a report of the operations of the Clubs in our District and a way for each of us to connect, stay in touch, and support each other.

The District Cabinet

The District Cabinet is an advisory group to the DG. Officially the voting cabinet is the DG, VDG, CST (or CS and CT if the position is split), the IPDG, the Zone Chairpersons and Region Chairpersons, if any. The voting Cabinet is principally responsible for approving a District budget, banks to be used, bonding, and account signors. At Advisory and Cabinet meetings the Cabinet will be presented with the District Financial Statement and will vote on the expenditures made by the District Governor.

The balance of the District Cabinet (non-voting) is comprised of the Chairpersons of the various district Committees who serve in an advisory capacity to the District Governor.

Chaplain

A Chaplain and his/her charges are closely linked with the need for sense of meaning and a loving, trustful relationship with their God. As a minister, of whatever faith, they are called to constantly be prepared to counsel anyone they are in contact with, and to see where they can be a guide.

The responsibility of the Lion's Chaplain is often confined, but not limited to, saying prayers at Lion's functions, or saying a Benediction. We enjoy thanking our God (by whatever name) for all that is given to us. The opportunity to be the spokesperson for our fellow Lions is a wonderful opportunity. When we remember to say grace, we are returning a small portion of the bounty we receive from God. Chaplains are always ready to serve if anyone needs special words in time of need.

LIONS CLUBS OBJECTS

TO CREATE and foster a spirit of understanding among the peoples of the world.

TO PROMOTE the principles of good government and good citizenship.

TO TAKE an active interest in the civic, cultural, social and moral welfare of the community.

TO UNITE the clubs in the bonds of friendship, good fellowship and mutual understanding.

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.

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 endeavors.

LIONS CODE OF ETHICS

TO SHOW my faith in the worthiness of my vocation by industrious application to the end that I may merit a reputation for quality of service.

TO SEEK success and to demand all fair remuneration or profit as my just due, but to accept no profit or success at the price of my own self-respect lost because of unfair advantage taken or because of questionable acts on my part.

TO REMEMBER that in the building up my business it is not necessary to tear down another's; to be loyal to my clients or customers and true to myself.

WHENEVER a doubt arises as to the right or ethics of my position or action towards others, to resolve such doubt against myself.

TO HOLD friendship as an end and not a means. To hold that true friendship exists not on account of the service performed by one to another, but that true friendship demands nothing but accepts service in the spirit in which it is given.

ALWAYS to bear in mind my obligations as a citizen to my nation, my state and my community, and to give them my unswerving loyalty in word, act and deed. To give them freely of my time, labor, and means.

TO AID others by giving my sympathy to those in distress, my aid to the weak, and my substance to the needy.

TO BE CAREFUL with my criticism and liberal with my praise; to build up and not destroy.

COUNCIL OF GOVERNORS, MD-33

(Also known as the MD33 State Council or the State Council of Governors)

The MD33 Council of Governors is made up of the 5 District Governors from Massachusetts Districts Y, A, N, K & S, and are elected at the State Convention. They meet monthly and at special meetings, normally attend all Midwinter Conferences, Testimonials, the State Convention, International Convention and special events.

The Council Secretary (CS) is a PDG elected from each District on a multiple district rotation: in 2005-2006 the secretary was from District S, in 2006-2007 from District Y, etc. The Secretary's duties include recording, keeping all council meeting minutes, maintaining the list of state committees and district rotations associated with those committees, performing duties as listed in the MD33 Constitution and By-Laws and mailing a copy of the audited council financial statement to all clubs in MD33.

The Council Treasurer (CT) is the previous year's Secretary. The Treasurer keeps the records of all monies collected and distributed, dues, places all incoming bills on a warrant for the Governor's review and signed approval, submits the books for audit/review at year end and performs duties as outlined in the MD33 Constitution and By-Laws.

The Council Chairperson (CC) is the previous year's Treasurer. The duties of the Chairperson are to preside over the Council meetings, prepare the agenda for all meetings, schedule all MD33 state committee Chairpersons to present their budgets, proposals and plans and see the Constitution and By-Laws are observed and followed. They perform all duties listed in the Constitution and By-Laws and the MD33 District Policy Manual. In the chairperson's absence, the Vice Chairperson presides over the meeting. This position is on a multiple district rotation: in 2005-2006 the Vice Chairperson was from Y, in 2006-2007 the Vice Chairperson is from A, etc.

Cabinet Secretary Treasurer, Cabinet Secretary/Cabinet Treasurer (CST or CS & CT)

The duties of the CST, CS or CT include the recording and distribution of the minutes of all district meetings, keeping the financial records of the district, keeping the list of the district committees, notifying the clubs of any special events and/or elections, sending dues notices for the district and MD33, recording dues received for the district, registering delegates at conventions, preparing the budget with the DG, submitting the books for audit/review at the end of the year, perform duties as directed by the DG and as is outlined in the MD33 Constitution and By-Laws.

In MD33 it is customary for the CST, CS or CT to attend council meetings, provide some fun and entertainment at the District Midwinter Conferences and at State Convention. They are expected to liven up the fun with creative escapades and create a sense of adventure for all involved.

District Directory

This directory is produced by each incoming DG and the CST or CS and lists all the MD33 State Chairpersons, District Chairpersons and committee members, all District Cabinet Members, all officers of the Council of Governors, Emergency Sight and Hearing Fund Officers, Lions Orthoptic Clinic Officers, Mass. Lions Eye Research Fund Officers, 33Y EyeMobile officers, as well as a history of Lionism in Massachusetts, all PDGs, PIDs and Past CST's, Internet resources and addresses, Best Club Competition Guidelines, Award winners for the previous year, types of membership, and contact information for all officers of Lions, Lioness and Leo clubs in the District.

Directories are distributed by each DG in MD33 as follows: one to each MD33 Council Member, one to each District Cabinet member, to each club president and secretary, and five to each state committee — one to each district representative. Contents and distribution are at the sole discretion of the sitting DG for each district. It is cost prohibitive for each Lion to receive a copy of the directory, but if ever you need contact information about any Lions committee, feel free to ask your club officers, or a district cabinet member for information from the directory.

District Governor (DG)

The DG is the Chief Executive Officer (CEO) of the District, accountable to the District, MD33 Council and to International for the orderly conduct of District and Multiple District business. To become a DG the candidate must be an Active Lion in Good Standing, served twice on the Board of Directors, been President of a Club, Zone or Region Chairperson or District Cabinet Secretary Treasurer, is the sitting VDG and is elected by a simple majority of the written ballot at the business session of the District at the State Convention.

The duties of DG include, but are not limited to, the appointment of competent Lions to serve on District and MD33 committees, to hold and preside at four District Cabinet Meetings and Four District Advisory Meetings during their term. The DG attends monthly and special meetings of the MD33 State Council to discuss and resolve issues of importance to MD33. The DG promotes Lionism by establishing goals for the District, visiting each club in the District at club meetings, making public appearances at community functions and communicating the programs of LCI. The DG serves as the CEO of all District Corps, oversees the District financial business and turns over a complete District accounting report of operations suitable for audit within 90 days of leaving office to the clubs in the District and to LCI.

District Midwinter Convention (also known as Midwinter Conference)

Each MD33 District holds an annual three day Midwinter Conference in January or February. (District 33Y started one year earlier than the other districts.) Each Lion, Lioness and Leo can socialize and conduct business on a larger scale than at regular Club meetings. Clubs make donations to Lions Projects, awards are presented, new information is shared, friends catch up with each other, and members exchange ideas, accomplishments and goals. They kick off with a theme party on Friday night, Business meetings with donations and committee reports and the Youth Speech Competition, sales tables, and a time to speak informally with the visiting dignitary are on Saturday. The DG's reception and DG's banquet is Saturday night. The guest speakers are always informative, encouraging, and vital to our interrelations with other members. Hospitality rooms are usually available for socialization during times when scheduled events are not in progress and The MD33 Council meets briefly on Sunday. Some may have Saturday luncheons or Sunday candidate breakfasts or luncheons.

Emergency Sight and Hearing Fund Treatment Foundation (ESH)

The District 33Y Emergency Sight and Hearing Treatment Foundation was started in 1973 by PCC Charlie DeAngelus and he has been the co-chairperson with the sitting DG since. The ESH Fund is a 501(c) 3 Tax Exempt Corporation owned and operated by the Lions of District 33Y. Club donations, personal donations, memorial donations, and bequests of deceased are welcome. Make checks payable to District 33Y Emergency Sight and Hearing Fund and mail to the current Treasurer or presented at a district advisory meeting, the Midwinter Conference or the State Convention.

Over 1300 cases have been handled and we have spent over \$130,000 to help needy people with sight and hearing problems. We've covered cases for Cochlear implants, eye surgeries, eyeglasses, hearing aids and we have been involved in many cases where the eye sight has been saved. Without the assistance of the ESH, many people in 33Y would have had considerable trouble paying the expenses that enhance their quality of life.

The Charlie DeAngelus Fellowship began in 1990 in honor of PCC Charlie for his tireless efforts to aid the visually and hearing impaired in District 33Y. To receive a Fellowship Award a donation of \$500 by an individual or club, must be made to the fund in the name of the person to be honored. To date over 140 Fellowships have been awarded totaling \$68,000.

Extended Family Program - See Lions Club International Fund

Extension

Extension is the process by which Lions sponsor a new Club. This committee is charged with forming new Clubs with the assistance of the District MERL team, the District Cabinet and a sponsoring Lions Club. Over half the towns in District 33Y do not have an active Lions club, and their communities are missing out on so much. It is the responsibility of each Lion to seek out prospective members, and to encourage the formation of new clubs where we are not currently involved. When a Lion finds people who would be interested in forming a new club, they should immediately contact the DG, VDG or District Extension Chairperson for assistance in getting a new club formed.

EyeCatcher Newsletter

The Eye Catcher, the official publication of the Massachusetts Lions Eye Research Fund, Inc. (MLERF), is published in the fall and spring and sent to every Lion in MD33. Each District has a contributing Editor who prepares a column of information about Lions Eye Research projects in their districts, including updates on district donations, club donations and memorial contributions.

Eyeglass Recycling

Lions around the world collect used eyeglasses for recycling (approximately 26 million worldwide in 2003-2004). The eyeglasses you no longer need could help a grandfather see his grandchild, help a child learn to read, allow a parent to work and so much more. Since 1994, District 33Y has processed an estimated 100,000 pairs of glasses (about 13,000 a year), and now we collect used sunglasses. (Refer to the www.lions-33y.org to see the history of eyeglass recycling in District 33Y and for an updated club collection site listing.

Due to FDA regulations used eyeglasses cannot be reused in the US, therefore all recycled eyeglasses are sent to underdeveloped countries. We continue to recycle used Eyeglasses by assisting many other organizations who travel to third world countries. At International Convention in Hong Kong in 2005, DG Jean W. Martin (Y) & DG George Hart (S) of Massachusetts partnered with DG Rafel “Lucky” Wijeyeweera of 306 C1 and DG Graetian Gunawardhana of 306 B2, both of Sri Lanka, to provide them with 30,000 pairs of glasses for distribution to those in need, partially as a result of the December 2004 South East Asia Tsunami. As of Dec. 2006 the 30,000 pair of glasses has been collected and two thirds have been washed, tested, packaged. We are currently trying to obtain shipping from a major US shipper, and working on obtaining an International assistance grant from LCIF, to assist with costs of shipping & distribution. Watch for updates on this project.

What can your club do to help?

- Have eyeglass collection locations in your city or town and report sites to the 33Y webmaster
- List collection locations on our web site by emailing Webmaster33Y@lions-33y.org
- Volunteer to assist with the preparation of the used glasses (Sort them, discard broken and empty frames, and single lenses)
- Wash the glasses, count them and box them with club name, and # of glasses on the outside, make sure they get turned in at a District Meeting or to a district officer
- Make sure your club secretary receives the information to report them on the monthly activity report. (LCI wants this number on your club’s Annual Report too.)

EyeMobile – Massachusetts Lions District 33Y EyeMobile, Inc.

In 1999, PCC Arthur Thomas sparked the idea an eye mobile in District 33Y, as districts A, N, K & S were already operating mobile vision and hearing units, called ‘eye mobiles’. In 2001 33Y approved the purchase of an EyeMobile, and in 2003 the corporation was officially registered in Mass. as the “Massachusetts Lions District 33Y EyeMobile, Inc.”, and has received 501(c) 3 nonprofit status.

The purpose of the EyeMobile is to provide free health screening for vision, glaucoma, hearing, diabetes and blood pressure to residents of 33Y. This screening by Lions and Health Professionals will facilitate the detection of Eye diseases, Vision loss, Hearing loss and High Blood Pressure. In July 2005, we received a matching grant of \$75,000 from LCIF for the purchase of the EyeMobile. In 2006 we took delivery of the unit, and had it decorated on the outside. Currently we have received 3 pieces of equipment donated, and are in the process of raising an additional \$30,000 to purchase the remainder of the equipment. In 2005 the Velia Zewski Fellowship was created for \$500 in memory of Lion Val for her tireless efforts on behalf of the Lions and her work for the EyeMobile. She designed the approved Logo for our EyeMobile.

Habitat for Humanity Program – See Lions Club International Foundation

Healthy Club Initiative

This program was developed to help strengthen clubs. The focus is on five areas in which we can provide help to clubs: Club Management, Member Recruiting, Member Retention, Service Activities and Special Incentives and Order Forms. The Healthy Club Toolbox is a collection of program & information booklets and brochures that LCI publishes and make available to all Lions.

Club Management covers improving meetings and member interactions. Member recruiting provides ways to find new members and how to get them active from the start. Member Retention focuses on improving club interactions and preventing the most common reasons for members leaving. Service Activities offers ways to develop fundraisers and projects, and Special Incentives and Order Forms contains forms for obtaining brochures and information from LCI. (Always watch for new incentive programs for your members.)

The Healthy Club Initiative is administered by a Healthy Club Key Lion, who heads the Healthy Club committee in 33Y. They are part of the MERL committee and provide a wider availability of the program to all clubs. To benefit from this Initiative, a club should decide which area they would like to strengthen and contact a member of the Healthy Club or MERL committee for a presentation on the section they are interested in. By focusing on a single section at a time it will help to ensure your success. The presentations are meant to be held at regular club meetings and are intended to be a working session in which the club develops a plan to utilize the information presented.

Hearing Aid recycling

The few hearing aids we get are either shipped to a firm in Colorado or taken to a department in the Berkshire Medical Center.

History of Lions Clubs

The International Association of Lions Clubs began in Chicago, IL by Melvin Jones, on June 7, 1917. A national convention was held in Dallas Texas in October of 1917, where a constitution, by-laws, objects and code of ethics were approved. The association became international when a club was formed in Canada in 1920. In 1925 at our International Convention Helen Keller challenged us to become “Knights of the Blind in the crusade against darkness” and we have been actively involved in service to the blind and visually impaired since.

We are now involved in providing services for youth and elderly, working to improve the environment, building homes for the disabled, provide diabetic education, health screenings, and disaster relief around the world. We have grown to over 1.3 million members in over 46,000 clubs in over 200 countries. The great thing about Lions is wherever you go, as a Lion, you are welcomed, there are always friends waiting, and there is always a place for you to assist others.

Hugh O'Brian Youth Leadership (HOBY)

HOBY was founded in 1958 by actor Hugh O'Brien after being with Dr. Albert Schweitzer whose belief is “The most important thing in education is to teach young people to think for themselves.” It is a 501(c) 3 non-profit organization. LCI partnered with them as an opportunity to help our youth. Hugh O'Brien Youth Leadership, www.hoby.org, Tele: 616-868-0141 or Fax: 616-868-0147. Greenfield Leo Hope Martin (daughter of PDG Jean Martin) participated in the Mass and International HOBY Conferences in 2006. She could explain in further detail what these conferences entail.

International Association of Lions Clubs (LCI)

The main operating headquarters of the International Association of Lions Clubs can be contacted at 630-571-5466, fax 630-571-8890, at their website www.lionsclubs.org, or by writing to them at International Association of Lions Clubs, 300 22nd St., Oak Brook, IL 60521-8842. Club supplies and awards can be ordered on line or by calling 800-710-7822.

International Directors (ID's)

The International Board of Directors includes the officers of LCI: the President, Immediate Past President, 1st VP, 2nd VP, 32 International Directors and selected past officers who serve as appointees. Fifteen Directors are from the USA: eight are elected one year and seven the next year for a two year term. To be a candidate for ID a Lion must meet the criteria as set forth in the International Constitution and By Laws. The IDs have two responsibilities: (1) to adequately represent the interest of a specific area and (2) to do what is best for the association as a whole.

The International Director is expected to:

- Inspire, motivate and educate
- Promote the international program and its goals
- Stress the important of Membership
- Encourage internationalism in thought and deed
- Promote LCIF and its programs
- Attend International Board meetings and serve on Board Committees as assigned

Insurance

LCI offers free insurance to all Clubs who are holding public events. LCI sends a pamphlet to club secretaries explaining the policy every year. This insurance is to protect the public who attend our events, and does not cover Lions. Not all activities are covered by the LCI insurance. Events where alcohol is served and sporting events are usually not covered. Be sure to request your insurance well in advance, six weeks preferably, in case your activity is not covered. Check with the legal division of LCI if you have any questions about whether your project is a covered event. Contact LCI at 630-571-5466, Fax: 630-571-8890 or Website: www.lionsclubs.org to obtain coverage.

International Convention

Annually an International Convention is held in a different major city and approximately 20,000 Lions and their families from throughout the world attend to elect officers and directors (ID's), vote on constitutional matters and attend a variety of educational and inspirational seminars and workshops. The International Convention is usually in late June or early July.

Lazarus

The primary goal of the Lazarus program is to promote organ donation in the State of Massachusetts in conjunction with the Massachusetts Registry of Motor Vehicles and the New England Organ Donor Bank (NEOD). The Lazarus program pays for and provides organ donor cards to the Registry of Motor Vehicles for distribution through Registry mailings. A video is available for club meetings by contacting your district committee. Contributions are gladly accepted.

Lions Clubs International Foundation (LCIF)

LCIF is the grant-making arm of LCI, and through gifts to LCIF, Lions have reached around the world to prevent river blindness, to help children, build schools and hospitals, provide surgeries for glaucoma, cataracts, etc., to assist victims of natural disasters and to help in NY after the Sept 11 terrorist attacks. Go to http://www.lionsclubs.org/EN/content/lions_lcif.shtml for the most updated information.

LCIF has approved more than \$332 million in grants for humanitarian services, disaster relief and vocational assistance, including grants from its 1990 SightFirst program which raised over \$144 million US \$ for global blindness prevention. Since 1996 the Lions in Massachusetts have received over \$850,000 in LCIF grant funding for various projects. LCIF is now helping to develop the Affordable Hearing Aid Project (AHAP)-see page 4. In 2005 we began the Campaign Sight First II program which will target cataracts, trachoma, river blindness, diabetic retinopathy and glaucoma. Our goal is to raise \$250 million in 3 years. Currently we have raised \$53 million. PDG Tom Kowal is 33Y's chairperson to contact for information.

GRANTS

Districts can apply for a standard grant, a Core 4 grant, an emergency grant, an international assistance grant, a major catastrophe grant, a designated grant or a SightFirst grant, depending on the project. Standard grants are up to 50% of a project's total cost up to \$75,000. International assistance grants (IAG) are from US\$5,000 - \$10,000.

Most grants require the participation of a district, but the IAG allows a Lions club or district to partner with a host club or district in the country where the project will take place, such as a *Habitat for Humanity* house. The Lions have partnered with Habitat for Humanity since 1999, and assisted in building over 500 homes for people with disabilities. Grants are made possible by donations from Lions clubs and individuals worldwide, interest on investments, and gifts from corporations and the public, not from our membership dues. Operating expenses, administrative and promotional expenses are paid from interest on investments only.

September 11th 2001-the World Trade Center Disaster occurred and Lions were immediately on site. The LCIF Sept 11 Disaster Relief Fund was formed with over US\$3 million to address the social and emotional needs of families directly impacted. LCIF and Lions in the six states directly impacted have sponsored 15 bereavement camps where children and families deal with their grief (in conjunction with Friendship Ambassadors Foundation), provided short term financial assistance for families who have not been helped by other charitable organizations, job training, mentoring for children and assistance for the disabled. Nearly US\$400,000 has been distributed. The main goal is to help rebuild the lives of victims over the long term.

The **Extended Family Program** was formed by the Lions of MD33 to assist Victims with personal, people-to-people service. The primary emphasis of this program is to provide personal, emotional, and logistical support. Lions develop supportive relationships to assist families, be a shoulder to lean on, provide services such as lawn care, transportation, odd jobs, be mentors to children, become host families for vacations, invite families to Lions special events and to provide short term financial assistance. This program is part of the LCIF Disaster Victims™ Relief Fund. PID Chuck Kostro from District N is the MD33 Relief Coordinator.

Natural Disasters: There are over 1.3 million Lions in over 200 countries in the world, so we are on site almost immediately whenever a natural disaster occurs. We have been there for flooding, earthquakes, tornados, hurricanes, etc. Here are a couple of examples of Lions helping in recent disasters:

The *South Asian tsunami* (2004) is considered the largest natural disaster in modern history. LCIF and Lions have committed over US\$9 million to assist in the recovery. Donations to LCIF as of Jan 2005 are over US \$630,000. The Lions in Sri Lanka, Indonesia, Thailand, India and Malaysia have spent an estimated \$820,000 on relief, including \$220,000 in Emergency grants from LCIF. Lions are providing victims with food, water and medicine and they have spent untold hours dispensing supplies. Lions were some of the first on site, despite having lost members of their own families, and Lions are still assisting with the rebuilding of these communities.

On August 30, 2005 Hurricane Katrina slammed into Louisiana and Mississippi and Lions were there immediately with a Relief Fund and emergency funding in excess of \$200,000 from LCIF. Several Clubs in 33Y worked in conjunction with the Lions of Maine to fill a tractor trailer of necessary items for shipment to a Lions Camp in Louisiana, where several Lions families were staying.

Other grants include, but are not limited to, the following:

Standard Grants

- *Construct, expand or upgrade Schools:* US=IL, MA, Afghanistan, Columbia, India, Japan
- *Purchase Emergency Equipment &/or Vehicles:* Canada, Japan, South Africa, Taiwan,
- *Upgrade facilities or Equipment in Clinics/hospitals/centers, Blood Banks:* US=MO, NJ, NM, SC, Brazil, Canada, Honduras, India, Italy, Japan, Mexico, New Zealand, Taiwan, Uganda

Core 4 Grants

- *Lions-Habitat Homes:* Many throughout the United States (33Y: Springfield & Northampton)
- *Implement or Expand Lions-Quest Programs:* Cyprus, Canada, Italy
- *Implement Rural Diabetes Eye Care Program:* Pennsylvania

Emergency Grants

- *Tornados, typhoons, hurricanes, earthquakes, fires, & natural disasters:* USA=CA, OH, LA, MA, MI, MN, FL, NC, MD, TN, VA, Bermuda, Brazil, Canada, Columbia, Dominican Republic, El Salvador, India, Japan, Korea, Nepal, Peru, Philippines, Sri Lanka, Taiwan, Turkey
- *Flooding:* US=FL, IN, KY, MA, MD, OH, WV, Bangladesh, Brazil, Canada, India, Indonesia, Italy, Japan, Mexico, Nepal, New Zealand, Pakistan, Panama, Peru, South Africa, Thailand

International Assistance Grants

- *Medical Mission* in Philippines to California District 4-L6, in Phillipines to Japan 334-E
- *Construct Water Wells* in Mali to France 103-CS

SightFirst Grants

- *Cataract Surgery Campaigns:* Argentina (2,000), Ethiopia (6000), India (75,000), Madagascar, Mexico (>1,000), Peru (1,000)
- *EyeMobile:* District Y, A, N, K and S in MD33 Massachusetts
- *Onchocerciasis Control Program:* Katanga, Congo
- *Upgrade, New building at Barton Center for Diabetic Education, 33A Massachusetts*
- *Upgrade Hospitals:* Ethiopia, two in India, Sri Lanka,
- *Upgrade & Modernize Lions Orthoptic Clinic:* 33Y Massachusetts

The Melvin Jones Fellowship Award (MJF) is named after Lion's founder, Melvin Jones. The fellowship is an honor given to individuals by those clubs or individuals who contribute the equivalent of US \$1,000 to LCIF. The fellowship is the foundation's highest honor and represents humanitarian qualities such as generosity, compassion and concern for the less fortunate. This program provides over 70% of the foundation's revenue. A Melvin Jones Fellow receives a lapel pin and a distinguished wall plaque. Personal donations, club donations, or bequests of deceased are welcome.

Leadership Development and Training

The District Leadership Development and Training Chairperson are responsible for District Leadership Training programs, including, but not limited to the annual Club Officer Training Seminar, and serving as a member of the MD33 Leadership Committee, and the district's MERL team.

The MD33 Leadership Development and Training Committee has a Chairperson elected for a 3 year term by the Council of Governors, a representative of each District appointed by the DG for a 5 year term and the VDG of each District. This committee annually conducts Leadership Training Workshops such as DG/VDG/CST Training, Zone and Region Chairperson Training, Prospective District Officers Seminar, Emerging Lions Leadership Skills Enhancement Workshop and the Senior Lions Leadership Skills Enhancement Workshop and other trainings as directed by the Council of Governors.

Lions Eye Health Program (LEHP)

LEHP is a SightFirst program made possible through grants from LCIF, Allergan, Inc, and Eli Lilly and Co. and empowers communities to save sight. LEHP is a community based education program that allows Lions Clubs, community organizations and individuals to promote healthy vision in the US, it aims to raise awareness of the causes of preventable vision loss, encourages those at risk to undergo a dilated eye exam and educates those with low vision about the condition.

Each club should appoint a club LEHP chairperson to obtain publications about eye diseases and distribute the literature to senior centers, public libraries, city & town halls and other high traffic areas. The publications are available at low cost from www.lehp.org or free from www.maclearringhouse.com, www.lighthouse.org, and www.nei.nih.gov

Leo Program

Leos are service clubs, sponsored by a Lions Club that began in 1957 and are made up of men and women ages 14-28. The acronym Leo originally stood for Leadership, Equality and Opportunity, and later Equality was changed to Experience. In October 1967 LCI's BOD adopted the Leo Club Program as an official program. There are more than 5,600 Leo Clubs in 137 countries.

There are two types of Leo Clubs: Alpha and Omega. Alpha members are ages 12 – 18 and the Omega members are ages 18 – 28. Each Leo club elects officers, schedules meetings, and selects fundraisers and community service projects. Community service is the cornerstone of Leos, but making new friends and viewing the world through another's perspective are two of the benefits of Leo service. As community volunteers, Leos often develop confidence and organizational skills through hands-on experience. There are currently four Leo Clubs in District 33Y with the newest being the South Hadley High School Leo Club holding their charter night on Jan. 7, 2007. There are several more clubs in the works now including Dalton, Easthampton, and Williamsburg. If you are interested in assisting or organizing a Leo club please contact the District Leo Advisor, as is in the district directory.

Lioness Program

Prior to 1987, women were not eligible to be Lions, and the Lioness Clubs were sponsored by Lions Clubs to provide women the opportunity to serve their communities as Lions did. In 1987 women were allowed to join the Lions, and the Lioness program was formally disbanded shortly thereafter. LCI recognizes the dedication and devotion of ladies who were Lioness. They may be invited to join a Lions Club, a Lioness Club may charter a new Lions Club, or they may continue as a Lioness Club. However

the last option allows little or no recognition beyond the district, and possibly the state level. In 2007 District 33Y has the Agawam and the Hampden Lioness Clubs.

LCI has developed the Lioness Bridge Program for former Lioness to acknowledge their proud past while enjoying all the rights, benefits and privileges associated with Lions club membership. If a former Lioness club chooses to become a Lions club, they may retain the word Lioness in their new name. Lioness receive credit for their years of service and recognition of offices held, and they receive a special pin featuring the Lioness “L” logo to recognize their past service. This program is open to any women who was or is a Lioness and now chooses to join a Lions Club.

The Lion Magazine

When you join a Lions Club or Leo Club, you automatically receive a subscription to the monthly “Lions Magazine”. (If involved with the family dues program only one magazine will be sent to each household) This magazine is printed in eleven languages around the world, and is a major tool of communication from LCI to the members. There are informative stories about Lions Club activities around the world, upcoming conventions and forums, and stories of interest to our members. Any Lions, Lioness or Leo Club can submit articles, but it could take more than six months for publication. Contact the editor listed in the front of the magazine to determine how to submit an article.

District 33Y Lions Orthoptic Clinic of Western Massachusetts (LOC)

The Lions Orthoptic Clinic was founded in the early 1950’s by Lion Russell A. Koch of the Springfield 16 Acres Lions Club to fill a void in eye care in District 33Y. The clinic serves patients from Districts Y & A in Mass., Vermont, NH, NY and Connecticut. Currently it is funded by 33Y Lions, insurance reimbursements, and patient payments. The Clinic is at 130 Maple St., Springfield, MA 01103, Tele# 413-739-0147, and the Orthoptist is Shelley Klein Weiss. The mailing address is: PO Box 473, Easthampton, MA 01027.

The Orthoptist treats children and adults who have poor vision that result from muscle imbalance issues such as: lazy eye, crossed eyes, double vision, amblyopia, strabismus, etc, and may treat patients with temporary prisms for their glasses or intensive eye exercise therapies. The clinic is independent of private ophthalmology practices and hospitals. No one is denied for financial reasons. Thanks to LCIF for providing us a matching grant of \$11,402 in 2004 to modernize and upgrade the clinic.

For \$250 a Koch Award is available to honor someone who has given a special commitment to those in need of vision correction and financial assistance and is at the discretion of the donor. The Clinic reserves the honor of presenting one award each year to deserving candidates. This is a 501(c) 3 Tax Exempt Corporation so donations are tax deductible. Club donations, personal donations, memorial donations and bequests of deceased are also welcome. Checks should be made payable to District 33Y Lions Orthoptic Clinic of Western Mass. and mailed to the PO Box, or presented at a district meeting.

Lions Quest Program

This falls under the Lions Youth Outreach program and is a drug abuse and violence prevention and life-skills program. It is designed to help young people acquire the skills and self-confidence necessary to make healthy, positive personal decisions and to resist negative influences such as drugs and gangs. This program includes Skills for Growing for children in grades K– 5, Skills for Adolescence for children ages 10-24, and Skills for Action for students ages 14-19. To learn about the Lions Quest program, contact the Youth Programs Department at LCI at 630-571-5466.

Long Range Planning

Each DG, in rotation, appoints a five-year representative to this MD33 Committee. The first year representative is the Secretary, the fourth year is the Vice Chairperson, and the fifth year becomes the Chairperson. The second & third year representatives do various other duties. This committee meets monthly in a central location.

The Committee is chartered in the Constitution and By-Laws for MD33 with the responsibility of evaluating new proposals for MD33, and can be from any Lion, and is prioritized by the State Council. The Committee has interpreted the spirit of the Constitution and By-Laws into a Policy Manual designed to help guide the clubs, the Districts and the State Council. The Manual is available from Long Range Planning Committee and on the MD33 website.

Membership

In the early 90's 33Y boasted a membership of about 2,500 Lions, and in Jan. 2007 we have 1,238. To maintain our district status we must increase our membership to over 1250, and we must maintain at least 35 clubs. We must make this happen by encouraging and training Lions on how to seek out new members and most importantly how to invite prospective members to join us.

The District Membership Committee is responsible for holding Membership Training Seminars, to assist our Lions in learning who a prospective Lion is, how to approach them, where to look for prospective members, how to treat them and other issues involving membership. An important step is making sure our new and seasoned Lions are well informed and know about all aspects of what we do, which is why this booklet was developed.

This committee works with Lions Clubs in assisting them to get organized regarding membership, provide brochures, hold membership/information nights or whatever else it takes to help them obtain new members. This committee is ready to listen to what worked for each club in obtaining new members because it may work elsewhere. The District Membership Chairperson is a member of the 33Y's MERL team, and the State Membership Committee which consists of a representative from each District and the State Membership Chairperson. This committee oversees the state membership budget and works with district Chairpersons to determine how best they can assist in increasing membership.

Membership, Extension, Retention & Leadership Committee (MERL)

This Committee is chaired by the VDG and consists of the Chairpersons of the Membership, Extension, Retention, Leadership, Healthy Club and Women's Membership Development and Participation committees, the DG, IPDG, past International Officers and Zone & Region Chairpersons. This committee was developed to be the leader in the district's growth efforts, to encourage cooperation and to enhance communication between all committees pertaining to membership. It is their job to join all of our resources to increase membership by recruiting new members, starting new Clubs, retaining the Lions we have and to increase the Leadership with training.

Each Lion is responsible for aiding in the growth of our District. We need immediate growth, and it is the responsibility of this committee to plan for our future. Based on the duties of each of the five committees involved in the MERL committee, we aim to motivate our Clubs and the individual Lions to work on the challenges increasing our membership.

Massachusetts Lions Eye Research Fund, Inc. (MLER or MLERF or MLERFI)

In 1950 DG E. Daniel Johnson 33N and DG Harry Hartford 33K both had sons born prematurely and blind and they started, what in 1953 became the Massachusetts Lions Eye Research Fund, Inc. In 1950-1951 Lions were asked to assist in raising funds to combat retinopathy of prematurity/baby blindness, and our initial grant was \$5,000.

The Lions, Lioness and Leos of MD33 hold many projects to aid the sightless and prevent blindness through MLERF. Every penny donated to MLERF, Inc. is used for eye research. It in turn is donated through grant requests for research on the conditions that take our sight, such as diabetes, macular degeneration and glaucoma. Since 1953 almost \$21,000,000 has been raised. Grants have averaged more than \$700,000 yearly, over the past ten years. Some of the beneficiaries of these grants are Boston Univ. Medical Center, Joslin Diabetes Center, the Schepens Eye Research Center, Mass. Eye & Ear Hosp., New England Medical Center at Tufts Univ., Boston Children's Hospital and the New England College of Optometry.

MLER Board members are appointed each year by the DG's and are appointed for four-year terms. Any Lion in good standing can be appointed for no more than two terms, or eight years, unless they are elected to the Executive Board. In that case they may serve until their commitment to the Executive Board is fulfilled.

Journey for Sight is a program developed to induce clubs to hold fundraisers on a specific weekend each spring, with all proceeds to go to MLERF. Many times there will be district projects as well.

The MLERF, Inc. is a 501(c) 3 tax-exempt corporation owned by the Lions of Massachusetts. For \$1,000 above the previous year's donations, a club can purchase a **Sight Award** to present to deserving persons. Club donations, personal donations, memorial donations and bequests of deceased are welcome. Make checks payable to MLERF, Inc. and send to the District Chairperson.

Mission Statement from LCI

To create and foster a spirit of understanding among all people for humanitarian needs by providing voluntary services through community involvement and international cooperation.

Other Organizations we support

The BOD of each club decides how much and to whom they will donate. Some organizations are local to the clubs, and here are other Organizations clubs support: (refer to our website for links to these)

The Barton Center for Diabetes Education, Inc.
Berkshire Talking Chronicles
Clarke School for the Deaf/Ctr for Oral Ed.
Fidelco Guide Dog Foundation, Inc.
NEADS (National Education for Assistance Dogs Svcs)

Perkins School for the Blind
Recording for the Blind & Dyslexic
Talking Information Center (TIC)
Willie Ross School for the Deaf

Lions International and State Pin Committee

The pin committee consists of a representative from each of the 5 districts who have been appointed by their DG. They meet and design a state and an international convention pin to represent Massachusetts. The designs are presented to the Council of Governors for approval. Pin Traders and Lions trade or use the pins as tokens of friendship. The sale of the pins funds the Massachusetts reception at the International Convention.

Peace Poster Contest

The Lions International Peace Poster Contest began in 1988 to offer students worldwide an opportunity to express their feelings about peace through visual means. More than 1.8 million students have participated from over 57 countries. Each year a topic is picked and clubs order the Kit from LCI or the District Chairperson for \$10. The kits are provided to their local schools to use. Students ages 11-13 are eligible to participate, however the contest must be sponsored by a Lions club in a school or with an organized youth group, such as Scouts, YMCA, etc. The deadlines for the competition will be on the district website, in the district newsletter, announced at meetings, and on LCI's website. There is a grand prize winner and 23 runners-up. In 2002-2003 and 2004-2005 a student from 33A were runners-ups. *Celebrate Peace* is the topic for 2006-2007.

Club Officer Duties

The Board of Directors (BOD) consists of the elected board members and all officers of the club. The Board authorizes expenditures, executes the policies of the club, reviews the financial records, approves the bank to use, appoints delegates, approves the budget and oversees the running of the club.

The Lion Tamer is responsible for the club's property and paraphernalia: banner, gavel, gong, etc. They set up before the meeting, and store equipment after the meeting. They assist in distribution of materials and act as a sergeant-at-arms. If the property is "lost" the Lion Tamer must determine which club has found the item and to arrange a visit to that club to reclaim their "lost" articles.

The Membership Committee is made up of three members serving staggered terms. They are responsible for developing a membership growth program, encouraging members to bring in new quality members, ensure proper recruitment methods, installation and orientation events.

The President (Pres.) is the CEO of the club, sets the agenda and conducts each meeting, is an ex-official member of all committees, and represents the club at District Advisory and Cabinet meetings, and District, State and International Conventions and Forums.

The Secretary (Sec.) serves on the BOD, is the primary contact for club, the district, MD33, and LCI, correspondence, records minutes of all meetings, records members dues, and the payment of District, MD33 and LCI dues. They submit monthly membership reports to the DG and LCI by the 5th of the following month, an Annual Report to the DG and LCI by June 30th and a monthly activity report to the DG, VDG, CST, RC and ZC by the 5th of the following month. They are responsible for tracking attendance, record keeping and ordering awards earned by members.

The Tail Twister(s) are responsible for promoting harmony, good fellowship and enthusiasm at club meetings by appropriate stunts, games and a judicious imposition of fines on members. The primary task of the Tail Twister is to extract humor and laughter with jokes, puns, witticisms, mimicry, acting, singing or by whatever means to make the meetings fun, as long as it's in good taste.

The Treasurer (Treas.) serves on the BOD and is the financial officer of the club. The treasurer is the Chairperson of the financial committee, in charge of all incoming funds and paying of bills & dues as approved by the BOD, maintaining good financial records, monthly reports to club and obtaining the annual audit/review as directed by the BOD.

The Vice Presidents (VP) serve on the BOD, and handle such duties as assigned by the President. Often there is more than one VP, and in the absence of the President, the highest-ranking VP in attendance will conduct the meeting. It is the VP's responsibility to oversee the committees, encourage performance of the tasks they were assigned and to assist in assuring that the club runs smoothly.

Region Chairperson

The Region Chairperson is an optional position, but if utilized is appointed by the DG. They are responsible for overseeing the Zone Chairpersons, and are the liaison between the clubs, the ZC and DG. The Region Chairpersons perform such other duties as assigned by the DG, and visit clubs.

Reports

Each Lions club secretary is required to submit periodic reports to the DG, the VDG, the Region Chairperson (if applicable), the Zone Chairperson and Lions International. The PU101 New Officer reporting form must be submitted by April first each year and includes the officers, the date, time and place the club meets. It is used by the DG and LCI for the District and International directories.

The Annual Report must be submitted annually by June 30th. It lists all the fundraisers, community service projects, etc. that have been done by each club for the past year. This report is used by LCI to record service by clubs world wide toward overall report of what Lions do.

The Monthly Membership report must be submitted by the 5th of each month. This shows new, dropped, deceased or transferred members and the types of members the membership entails for that club. They are used to determine the viability of the club, the district and at the International level.

The Monthly Activity report was created by the DG's of MD33. It lets the leadership of the district know what fundraisers, community service projects, and meetings have happened. It tallies membership, who attends district and state meetings, dues payments, and upcoming events. The DG uses this information for club assistance, the district newsletter and to determine points for the annual Best Club Competition which is held at the District and State Level every spring.

Retention

This committee is responsible for working with clubs to inform them how to retain the members that they have and to provide them with the tools to determine if there are problems in their clubs (Club surveys, etc.) This committee works with the District Officers and clubs to try to rejuvenate the interest of the members and draw new members to keep the club going strong. The Chairperson of this committee also serves on the MD33 Retention and the District MERL committees.

SightFirst – See Lions Club International Fund

Spouse Responsibility guidelines (ID)

Per Lions International:

- Further the purposes and Objects of Lions Club International;
- Actively promote the community service objectives of Lions Clubs International, including the association's major service initiatives;
- Meet with heads of government at all levels to further international understanding;
- Conduct sessions and deliver speeches during official engagements on subjects of interest such as, "what it means to be a spouse of an elected official of Lions Clubs International," "care of the elderly and young people," and other topics of interest;
- Provide support to their spouses in carrying out the constitutionally mandated responsibilities;
- Maintain membership in a duly chartered Lions club, if feasible, and donate personal time, thereby sacrificing other types of activities, including personal interests, employment, or business activities.

Remember: (from Lion Claire Kostro, spouse of PID Chuck Kostro)

- You are not a co-international director. You were not elected to these responsibilities. Keep your opinions discrete and private.
- You are a "support system," which includes sounding board, idea suggestor, gentle critic, mood lifter, and total ally.
- Always be prepared to speak, or make some kind of a presentation at a "moment's notice."
- Smile until your face cracks!
- Keep any hurts, slights, offenses to yourself-share at a time when the Director does not have a million other things to think about and do. This worked for me, more or less!

State Convention

MD33 hosts an annual convention where Lions from across the state meet. It has a similar agenda as the Midwinter Conferences. It adds the All State Band Concert on Friday and Saturday, and a Necrology Service on Sunday. Districts hold separate business meetings at which the VDG, DG, Council Sec, and candidates for International Offices are elected, as well as constitutional matters and any state business for the Association is handled. Individual state awards are usually presented at Saturday's banquet, and the Best Club awards are presented at the luncheon on Sunday. After all the fun and festivities are concluded, the current and incoming Council of Governors meets to handle their responsibilities.

USA/Canada Forum

This forum is an annual Lion's event held in the US or Canada in September. It is two and a half days of informational and educational seminars, and a lot of fun. Some classes are Conflict Resolution, How to Run a Meaningful Meeting, Time Management and Fund Raising Ideas. There are professional motivational speakers. Attendance is around 3,000 each year, and those who attend come away enthused and with a positive outlook.

Forums have the purposes of:

- Promoting the principles and objectives of Lions Clubs International
- Training, educating and motivating district and club officers
- Providing for exchange of information and discussion of service activities, including opportunities for cooperative service projects
- Advancing the interests of the Lions Clubs International Foundation (LCIF)

Vice District Governor (VDG)

This position was created to promote an orderly transition, and for someone to serve as DG in the event of a vacancy until the International BOD could appoint a DG. Historically duties were assigned to the VDG by the DG. Recently the VDG has been charged with getting to know the clubs in the District by visiting them, assisting at their fundraising or community service projects, and now the VDG is the District MERL Chairperson. (Please refer to MERL for information on this committee)

A VDG must be an Active Lion in Good Standing, must have served twice on the Board of Directors, been President of a Club, District Zone or Region Chairperson or District Cabinet Secretary Treasurer, and is endorsed by their Club. A VDG is elected by a simple majority of the delegates present and voted into office by written ballot at the business session of the District at the State Convention.

MD33 Youth Speech Competition

The MD33 Youth Speech Competition provides an opportunity for students to speak publicly and freely on a designated topic of general interest, chosen by the State Youth Speech Committee. The competition starts at the school level, proceeds to the club level, the zone, region, and finally district competitions. The final level ends with a state competition at the Annual State Convention in the spring.

The competition is open to all students, including foreign exchange and home-schooled students in grades 10, 11 and 12, provided a Massachusetts Lions, Lioness or Leo Club sponsors them. The sponsoring Club, at its discretion and at the club level only, may impose eligibility requirements such as residency or school location. A student may participate in only one club level competition in a school year. Each Club in the District may sponsor one student beyond the club level competition.

The District Committee work with the advisors, assist at school competitions, run the club and zone competition, assists at district competition and help to prepare the students for all competitions. Each DG appoints a member to the State Committee on a 5 year term with duties specific for the year of term to ensure the successful completion of the State Competition. The fifth year member serves as the State Chairperson, in charge of running the State Competition, keeping the Council of Governors updated, running all state committee meetings, etc. There are prizes and/or awards for each contestant at every level. The prizes at the State Competition are: Winner-\$1,500, each runner up-\$500. Prizes at other levels of competition are at the discretion of the Clubs and District Speech Committee.

Website

All five districts in Massachusetts and MD33 have websites which are information sources for Lions, Lioness, Leos and the public. The sites have information on district officers, district projects, a calendar of club & district events, committee members and on all aspects of Lionism. Some clubs have individual web pages giving information about the club, members and awards received. Some of our clubs have been contacted for donations to our fundraisers, participation in events and membership--all because they saw it on-line. All sites contain links to other pertinent sites for further information. To place information on the calendar, contact the District 33Y Webmaster.

You can email comments, questions, or concerns to the Webmaster, the DG or the VDG directly from the 33Y website. In 33Y we maintain a District email listing which allows us to contact about 15% of our membership with important information about upcoming meetings, specific personal or community needs as the result of a disaster, bereavement & sick notices, what is going on in Lionism, etc. This has allowed us to respond immediately to these needs, without the traditional phone calling, although that still happens. Contact the District webmaster @ Webmaster33Y@lions-33y.org to be added.

District 33Y Website: <http://www.lions-33y.org> MD33 Website: <http://www.lions-md33.org>
Lions Clubs International Website: <http://www.lionsclubs.org/EN/index.shtml>

Women's Membership Development

In July 2004 the Women's Membership Development and Participation committee (each district and at the state level) was developed to reach out to potential women members. Women are 51% of the population, but only 15% of Lions. LCI also approved gender neutral and gender inclusive (his or her) language for all association publications and communications.

This committee will provide the motivation and support needed to effectively recruit women members and foster their participation in Lions clubs worldwide. This committee is also a part of the District MERL team. With this new position the concerns of women will be addressed in a timelier manner.

Youth Exchange

Since 1961 Lions have sponsored the Lions Youth Exchange Program to bring international awareness to local youth. This program is designed to provide students with a unique opportunity to experience another culture by living with a family in another part of the world. Students age 15-21 stay with volunteer host families in 68 countries. For more information refer to the District Chairperson, or contact the Youth Programs Department at LCI.

Zone Chairperson (ZC)

Zone Chairpersons are appointed by the DG. They visit their assigned clubs three times a year to find out if the clubs are having any problems or successes, help resolve problems or refer them to Lion Cabinet Members, the DG, VDG or LCI who may be able to help them solve problems, provide accolades for their successes and keep the DG, VDG and CST aware of the health of the clubs. A ZC is a liaison between the DG and the clubs, and many assist their clubs at projects and fundraisers. They know the DG's goals for the year, goals of the District or State Committees, upcoming district and state events and International projects of LCI.

Closing

Thank you for taking the time from your busy life to join us in the Member Orientation. We hope that we have provided you with some useful information to enhance your life as a Lion, and you think of this as a worthwhile training experience.

Additional information regarding our history can be obtained in the district directory, on the various websites and the various publications from LCI. This includes our motto, slogan, what the Lions emblem means, what our colors mean, as well as a host of other information that is too lengthy to put into this document. If any club would like assistance setting up an orientation session for your own club, or needs help pertaining to any aspect of membership, we would like to know about it. We are here to assist you in enhancing the quality of your Lions experience and to assist you in increasing your membership.

While you are referring to this document in the days, months, years (I can only hope) to come and you find there needs to be changes in this document, or you learn of something that should be included in this document or the training, we want to know about it. Please make notes where items are missing, the good points, the bad points, and your thoughts in general and forward them to PDG Jean W. Martin, at jwmartinhl@yahoo.com or 172 Hope St., Greenfield, MA 01301.

HUGS!!!!

A handwritten signature in cursive script that reads "Jean W. Martin". The signature is written in dark ink and is positioned below the text "HUGS!!!!".

District 33Y Membership Chairperson 2004-2007

Index

- Abbreviations: 3
- Activity Reports: 10, 20
- Affordable Hearing Aid Project/AHAP: 3, 4, 13
- All State Band: 4, 5, 21
- Annual Report: 10, 20
- Awards: 5, 10, 15, 16, 19
- Barton Center for Diabetes Education, Inc: 18
- Berkshire Talking Chronicles: 18
- Best Club Competitions: 5, 8, 20, 22
- Board of Directors: 3, 5, 6, 8, 12, 19, 21
- Bulletin: 6
- Cabinet, District: 6, 9, 10, 24
- Cabinet Secretary/Treasurer (CS, CT or CST): 3, 6, 8, 21
- Chaplain: 6
- Charlie DeAngelus Fellowship(CDF): 5, 9, 10
- Clarke School for the Deaf: 18
- Closing: 24
- Club Management: 11
- Club Objects: 6, 21
- Club Officer Duties: 19, 20
- Code of Ethics: 7
- Community Leadership Workshops: 3
- Constitution and By Laws(MD33): 7, 8, 17
- Core 4 Grants: 4, 13
- Council Chairperson (CC): 3, 7
- Council of Governors, MD33: 2, 4, 7, 8, 9, 15, 18, 19, 21, 23
- Council Secretary (CS): 3, 7, 8, 21
- Council Treasurer (CT): 3, 7
- Definitions: 3
- District Directory: 8
- District Governor (DG): 3, 5, 6, 8, 9, 17, 18, 20, 21, 23
- Emergency Sight and Hearing Fund (ESH or ESHF): 3, 5, 8, 9, 21
- Extended Family Program: 9, 13
- Extension: 9, 18
- EyeCatcher Newsletter: 9
- Eyeglass Recycling: 10
- EyeMobile: 5, 8, 10, 14, 21
- Fidelco Guide Dog Foundation: 18
- Grants (LCIF): 13, 14
- Habitat for Humanity: 10, 13
- Healthy Club: 11, 17
- Hearing Aid Recycling Program (HARP): 3, 11
- Helen Keller: 2, 11
- History of Lions: 8, 11
- Hugh O'Brien Youth Leadership(HOBY): 3, 11
- HUGS: 3, 23
- Immediate Past District Governor(IPGD): 3, 6, 17
- Immediate Past International Director(IPID): 3
- Immediate Past International President (IPIP): 3, 12
- Immediate Past President (IPP): 3
- Insurance: 12
- International Assistance Grant (IAG): 3, 13, 14
- International Association of Lions –See Lions Club International
- International Convention: 4, 7, 10, 11, 12, 19
- International Directors (ID's): 3, 12, 13
- International President (IP): 3, 12
- Internet resources: 6, 8, 10, 11, 12, 13, 15, 17, 19, 22, 24
- Journey for Sight: 18
- Knights of the Blind: 2, 11
- Koch Award: 5, 16
- Lazarus: 12
- Leadership and Development: 15, 17
- Leo Program: 3, 15, 16, 23
- Lion Tamer: 19
- Lions Club International (LCI): 2, 3, 6, 8, 10, 11, 12, 13, 16, 20, 22
- Lions Club International Foundation (LCIF): 3, 4, 5, 9, 10, 11, 12, 13, 14, 15, 16, 22
- Lions Eye Health Program (LEHP): 3, 15
- Lions Eye Research Program (LERP): 3
- Lioness Program: 3, 15, 18, 23
- The Lion Magazine: 16
- 33Y Lions Orthoptic Clinic of Western Mass. (LOC): 3, 5, 8, 16, 17, 21
- Lions Quest 16:
- Long Range Planning: 17
- Mass Lions Eye Research Fund (MLERF): 3, 5, 8, 9, 10, 18, 19
- Melvin Jones: 11, 14
- Melvin Jones Fellowship (MJF): 3, 5, 14
- Membership: 11, 17, 19
- Membership Reports: 20

MERL Committee: 3, 9, 11, 15, 17, 22, 24
Midwinter Conferences: 5, 7, 8, 9, 16
Mission Statement: 18
Multiple District (MD): 2, 3, 4, 7, 8, 9, 17, 20
NEADS (National Education for Assistance
Dog Services): 18
NEOB (New England Organ Donor Bank):
3, 12
Past Cabinet Secretary (PCS): 3
Past Council Secretary (PCS): 3
Past Cabinet Secretary Treasurer (PCST): 3
Past Council Secretary Treasurer (PCST): 3
Past Cabinet Treasurer (PCT): 3
Past Council Treasurer (PCT): 3
Past District Governor (PDG): 3, 8
Past International Director (PID): 3, 5, 8
Past International President (PIP): 3
Past President (PP): 3
Peace Poster Contest: 19, 20
Perkins School for the Blind: 18
Pin Committee: 18
Policy Manual, MD33: 7
President: 19
PU101 Officer Reporting Form: 20
Recording for the Blind & Dyslexic: 19
Recruiting: 11
Region Chairperson (RC): 3, 6, 8, 17, 20, 21
Reports: 20
Retention: 11, 18, 20
Secretary: 19, 20
Sight Award: 5, 18
SightFirst: 13, 14, 15, 20
Spouse Responsibility Guidelines (ID): 21, 22
State Convention: 4, 5, 7, 8, 9, 16, 21, 22, 23
Tail Twister: 19
Talking Information Center (TIC): 18
Testimonials: 7
Treasurer: 19, 20
USA/Canada Forum: 21
Velia Zewski Fellowship: 5, 10
Vice District Governor (VDG): 3, 6, 8,
9, 15, 17, 21, 22, 23
Vice President: 19
Website 2, 6, 8, 10-13, 15, 17, 19, 22, 24
Willie Ross School for the Deaf: 18
Women's Membership Development
& Participation: 17, 22

Youth Exchange: 23
Youth Speech Competition, MD33: 9, 22
Zone Chairperson (ZC): 3, 6, 8, 17, 20, 21, 23