



Name FEMI ONABOLU
Office LONG RANGE PLANNING COMMITTEE
Date 16th November 2008.



DECISIONS REQUIRED

NONE

JUSTIFICATION FOR DECISION

N/A

ACTIONS SINCE LAST REPORT

The structure of the Long Range Planning Committee has been changed this year. Members are the IPDG, the DG and the VDGs. With the newly introduced 2nd VDG and the early request for Nominations which closed on the 30th of September, and in view of single applications for both 1st and 2nd VDG positions, it was decided that the candidates be invited to the LRPC meeting to start familiarising them with the position that they will each eventually have to chair. This new arrangement will also ensure a four-year continuity of LRPC decisions.

- A meeting of the Long Range Planning Committee was held on the 22nd October 2008.
- The role of the 2nd VDG was discussed at length; whilst awaiting further clarifications from LCI, the position will be linked to Membership and sharing of DG duties which will enhance continuity and ease of District responsibilities.
- Review and Advisory committees have been set up to brainstorm and submit proposals for future consideration on various aspects of District Offices. These include, The Leo Programme, Publicity & PR (External), Events & Internal Communication, Membership & Extension and Leadership and Training programmes. Many Club Lions (not necessarily from cabinet) were invited to sit on the various Advisory bodies and they have all held their first of two meetings.
- LEO programme objectives include designing viable Leo programme structure for the District, investigating different strategies for the formation of new Leo Clubs with Lion Clubs involvement and encouraging a training programme for interested Leo Advisors to oversee development of Leo Clubs.
- Publicity & PR objectives to include examination of the strengths and weaknesses of current Publicity & PR structure; consider a PR committee structure with a Chairman, Regional committee members and Club Publicity officers. Need for Lions to be more visible and publicised locally, regionally and in the District. Encouraging closer interaction between Lions and their communities.
- Reviewing District Events and Lions attendances, suggesting methods of encouraging Lions participation, furthering Inter Club cooperation and maximising IT for communication (with its advantages and disadvantages); are Lions Clubs too dependent on other Lions Clubs for attendances of functions at the expense of invitation of locals?
- Increasing membership alone will not get our District out of "Administration"; 150 members deficit requires formation of new Clubs to offset. What must we do?
- Review of current Training strategies for Cabinet Officers, newly inducted Lions, prospective Lions leaders; guiding Lions and guiding Leos; examine new methods of Induction. Find ways of encouraging Lions to attend Leadership Institutes.
- Welcome New Lions with a display of their names at District Convention.

OBJECTIVES

Establish Long Range Planning strategies that will ensure continuity and follow-up by future DGs on a rolling 4 yearly basis.

LIONS DISTRICT 105M

CABINET REPORT



Name Rob Hill
Office PRO
Date



DECISIONS REQUIRED

None

JUSTIFICATION FOR DECISION

ACTIONS SINCE LAST REPORT

Summer is always a little quiet with holidays etc. However, since the last Cabinet meeting I attended a Zone Meeting in Zone C.

OBJECTIVES

I hope to encourage Clubs by putting Lions first in everything they do. Too often we promote other organisations at the expense of our own.

LIONS DISTRICT 105M

CABINET REPORT



Name **ANN PEMBERTON**
Office **MIDLAND NEWS & DG NEWSLETTER**
Date **28TH OCTOBER 2008**



DECISIONS REQUIRED

JUSTIFICATION FOR DECISION

ACTIONS SINCE LAST REPORT

Continued to publish news articles submitted by Clubs, 21 news items published as at date of this report. A third of clubs have now submitted articles.

Thanks to Simon Moss for helping get these articles on the 105M website.

Have continued to submit articles to LION magazine hopeful of at least one article on 105M to appear in edition about to be published

OBJECTIVES

To publish at least one article from each club by 30th June 2009

To get the District Officers to submit articles on their activities for publishing as news and as permanent information on website.

LIONS DISTRICT 105M

CABINET REPORT



Name FEMI ONABOLU
Office CHAIRMAN Finance & Administration Committee
Date 16TH NOVEMBER 2008.



DECISIONS REQUIRED

NONE

JUSTIFICATION FOR DECISION

N/A

ACTIONS SINCE LAST REPORT

- Held F&A Committee meeting on 20th October 2008.
- Proposed 2009/2010 budget was discussed and approved for presentation to Cabinet
- Forum attendance and content was hailed as successful; event officer to report.
- All 4 Cabinet meetings next Lions' year will be held in the Birmingham Airport Holiday Inn. Concern was raised over non-payment of consumed number of cups of coffee by cabinet members resulting in a regular loss to the District of over £200 annually.
- Amendments to the Constitution and Bye Laws relating to 2nd VDG will be a resolution at next Convention.
- Nomination for Zone Chairmen will be circulated in January 2009. Meanwhile, volunteering to be solicited by VDG.
- Every Club to be encouraged to have a Health & Safety officer pending resolution at Convention which will automatically make Club Presidents responsible for the position if no member is appointed.
- Concern expressed over attitude of Cabinet members to Electronic Cabinet Reporting resulting in few downloads, no reading and at best only partial reading and printing of selective Reports by majority of Cabinet members.
- 3 Clubs requests were tabled; **the first** for donation to a Foundation which in turn is supporting a larger Charity; request denied on grounds of Indirect link to final beneficiaries for which District funds should not be used; **the second** was for a repeat of last year's contribution towards a Charity Gala, this was rejected on the grounds that Cabinet contributions to Club's charitable causes should not be taken as annual commitment; and **lastly** a Club request for printing subsidy towards their "Message In a Bottle" campaign was rejected because the MDHQ has not refused continued assistance with the printing required and support by the District may open a floodgate of request for similar administrative assistance.
- Next F & A committee meeting is on 20th October 2008.

OBJECTIVES

Ensure proper monitoring of District Finance and Administration matters.

Hold regular meetings and coordinate reports from members of the committee.

Keep District Cabinet properly informed and updated.

Make proposals and seek decisions from Cabinet on matters of District Finance and Administrative importance.



Name Wim Hoogerwerf
Office Constitution, Nominations & Resolutions
Date 26th October 2008



DECISIONS REQUIRED

- a) To accept the Financial Resolution submitted by District Treasurer John Bush.
- b) To accept the Revision of the District Constitution to provide for the post of 2nd Vice District Governor.
- c) To consider the Resolution proposed by the F&A Committee re Health & Safety Officers in Clubs and fall back arrangements if a club fails to appoint a H&S Officer.

JUSTIFICATION FOR DECISION

1. This is required to set a budget for next Financial Year.
2. This is required to bring our District Constitution in line with the International Constitution.
3. A decision must be made with regard to clubs who fail to appoint a H&S Officer and do not carry out safety audits.

ACTIONS SINCE LAST REPORT

The following Lions have been duly nominated for the following positions for 2009/10 and have been presented at Autumn Forum.

- District Governor – Lion Femi Onabolu – Castle Bromwich & District
- First Vice District Governor – Lion Martin Bye – Knowle & Dorridge
- Second Vice District Governor – Lion Neil Chisholm – Warwick

All three candidates will be required to achieve a 50% plus 1 majority at the District Convention to be elected.

There have been no resolutions received at the time of writing from clubs; however the closing date is not until 30th November.

Nominations for Zone Chairman will be sought at Christmas time.

Resolutions will be submitted to clubs at the same time and any amendments sought.

Resolutions for Cabinet approval are attached.

OBJECTIVES

To continue to provide advice to the District Governor, Cabinet and Clubs on matters within my competence.

RESOLUTION SUBMITTED BY THE DISTRICT CABINET

HEALTH AND SAFETY OFFICERS AND H&S AUDITS

That the District Health & Safety officer shall be the appointed person for District Events.

That all clubs will notify the District Health & Safety Officer of the name of their Health & Safety Officer by the 30th June for the following Lionistic Year.

That, if a club fails to appoint a Health & Safety Officer by 30th June, and/or fails to notify the District Health & Safety Officer of the appointment, then the name of the President of that Club shall be noted in the District Records as Health & Safety Officer for that year.

Explanation

All clubs are required by law to appoint a named Health & Safety Officer and that officer shall carry out Health and Safety Audits before events take place, and keep records of such audits.

RESOLUTION SUBMITTED BY THE DISTRICT CABINET

To recognise the establishment of the office of 2nd Vice District Governor

That the term “vice district governor” be deleted from the District Constitution and substituted with the terms “first vice district governor and second vice district governor” in

Article III	Section 1
	Section 2
Article IV	Section 2
	Section 6
Article VIII	Section 7
	Section 19
Article IX	Section 2
	Section 5

That in Article 111 new sections 3, 4, & 5 be added and old sections 3 – 8 be renumbered 6 – 11.

That the following sections 3, 4 & 5 be:-

Section 3.

The District Governor under the general supervision of the International Board of Directors, shall represent the association in his district. In addition, he shall be the chief administrative officer in his district and shall have direct supervision over the first and second vice district governor, region chairmen, the zone chairmen, the cabinet secretary, the district treasurer and such other cabinet members as may be provided for in this district constitution and by-laws. His specific responsibilities shall be to:

- a) Administer and promote membership growth and new club development.
- b) Administer and promote leadership development at the club and district levels.
- c) Promote the Lions Clubs International Foundation and all service activities of the association;
- d) Preside, when present, over cabinet, convention and other district meetings. During any period he is unable to so preside, the presiding officer at any such meeting shall be the first or second vice district governor, but if he is not available, the district officer chosen by the attending members shall preside;
- e) Promote harmony among the chartered Lions clubs;
- f) Exercise such supervision and authority over cabinet officers and district committee appointees as is provided in this district constitution;
- g) Ensure that each Lions club in the district be visited by district governor or other district officer once every year to facilitate successful administration of the club, and that the visiting officer submit a visitation report to the International Headquarters for each visit.
- h) Submit a current itemized statement of total district receipts and expenditures to his district convention.
- i) Deliver, forthwith, at the termination of his term of office, all district accounts and records to his successor in office;
- j) Report to Lions Clubs International all known violations of the use of the association's name and emblem;
- k) Perform such other functions and acts as shall be required of him by the International Board of Directors through the District Governor's Manual and other directives.

Section 4.

The first vice district governor, subject to the supervision and direction of the district governor, shall be the chief administrative assistant and representative of the district governor. His specific responsibilities shall be, but not limited, to:

- a) Further the purposes of this association;
- b) Perform such administrative duties assigned by the district governor;
- c) Perform such other functions and acts required by the International Board of Directors;
- d) Participate in the cabinet meetings, and conduct meetings in the absence of the district governor, and participate in council meetings as appropriate;
- e) Assist the district governor in the review of the strengths and weaknesses of the clubs in the district, identifying the existing and potential weak clubs and establishing plans to strengthen them;
- f) Conduct club visitation as the representative of the district governor when requested by the district governor;
- g) Work with the District Membership Committee and the District Extension Committee, and assist them to reach their goals of the year;
- h) Work with the District Leadership Development Committee and assist the committee to develop and implement a district-wide leadership development plan to enhance the enthusiasm and capability of the district officers and members to serve effectively through utilization of the District MERL Team and integration of the team's work with the district's leadership development efforts;
- i) Work with the District Convention Committee and assist the committee to plan and conduct the annual district convention and assist the district governor to organize and promote other events within the district;
- j) At the request of the district governor, supervise other district committees;
- k) Participate in the planning of the next year including the district budget;
- l) Familiarize himself with the duties of the district governor so that, in the event of a vacancy in the office of the district governor, he would be better prepared to assume the duties and responsibilities of said office as the acting district governor until the vacancy is filled according to these by-laws and rules of procedure adopted by the International Board of Directors.

Section 5.

The second vice district governor, subject to the supervision and direction of the district governor, shall be an assistant in the administration of the district, and representative of the district governor. His specific responsibilities shall be, but not limited, to:

- a) Further the purposes of this association;
- b) Perform such administrative duties assigned by the district governor;
- c) Perform such other functions and acts required by the International Board of Directors;
- d) Participate in the cabinet meetings, and conduct meetings in the absence of the district governor, and participate in council meetings as appropriate;
- e) Familiarize himself/herself with the health and status of the clubs in the district, and assist the district governor and the first vice district governor in identifying and strengthening the existing and potential weak clubs;
- f) Conduct club visitation, as the representative of the district governor, when requested by the district governor;
- g) Assist the district governor and first vice district governor in planning and conducting the annual district convention;
- h) Work with the District Retention Committee, and assist the committee to prevent loss of clubs and members, particularly due to inactive club administration and/or financial problems or negligence;
- i) Work with the District LCIF Committee and assist the committee to achieve the goals of the year through regular distribution of LCIF information and materials to increase understanding and support of LCIF;
- j) Work with the District Information Technology Committee and assist the committee to promote the use of the association's web site and the Internet among the clubs and members to obtain information, file reports, purchase club supplies, etc.;
- k) At the request of the district governor, supervise other district committees;
- l) Assist the district governor, first vice district governor, and the cabinet in planning of the next year.
- m) Familiarize himself with the duties of the district governor so that, in the event of a vacancy in the offices of district governor and first vice district governor, he would be better prepared to assume the duties and responsibilities of said offices as the acting district governor or acting vice district governor until the vacancies are filled according to these by-laws and rules of procedure adopted by the International Board of Directors.



Name Alan James
Office Insurance, Health & Safety
Date 20th October 2008



DECISIONS REQUIRED

None

JUSTIFICATION FOR DECISION

None

ACTIONS SINCE LAST REPORT

Gave an address at Autumn Forum regarding the need for a named Health & Safety Officer in every club to meet the current regulations. The address was followed by a question and answer session which proved that most people were awake and interested. This is unusual on the graveyard shift, which is the opening session following lunch.

During the address I advised the representatives of the clubs attending that I would be sending out a full reference pack on Health and Safety, which would include insurance cover note for the next 12 months and also some event check sheets to be prepared for every event.

Finally the pack also contained a club questionnaire with 9 questions, which I asked to be returned as soon as possible. This will enable me to supply my DG with the information that he requires on a percentage basis for the District.

OBJECTIVES

To keep in contact with clubs and give assistance whenever it is required and to pursue the commitment of the clubs in returning their questionnaires and naming their Health & Safety Officer, and to keep the District Governor informed at all times.



Name STUART RICHMOND
Office DISTRICT EVENTS OFFICER & LION TAMER
Date 27th OCTOBER 2008

DECISIONS REQUIRED

NONE

ACTION SINCE LAST REPORT

AUTUMN FORUM

The event seemed to run smoothly, but the attendance of Lions was disappointing for the Governor!
What do we need to do to get Lions to District Events?

CONVENTION 2009

The planning of the event is already complete and papers and booking forms were available at Autumn Forum. The District Secretary should have had paperwork to send out in 2 lots of District Mailings
The event will be held on the weekend of 20th -21st & 22nd March 2009 at The Hilton Hotel, Bromsgrove.

CONVENTION 2010

Zone D under the leadership of P.D.G. Lion Heather Lee have already made great steps to hosting this years Convention by holding several meetings.

CONVENTION 2011

The Lions club of Warwick have agreed to host this years Convention – more on this to follow.

Have spoken to V.D.G. Femi and will be looking at booking his events in the near future.

CONVENTION REPORT 2
HILTON BROMSGROVE
17 / 10 / 07

PRESENT. Andy Pemberton & Ann, Stuart Richmond & Sue, Droitwich Reps: - Brian Eland & John Kelly and Chairman, Pat Proudfoot.

Apologies:-Worcester, Kidderminster & Malvern.

The meeting was held at the Hilton, to permit Andy to view and approve the venue for the 2009 Convention. It was also intended that the Duty manager would show us some rooms to give us an idea of what could be expected. This was not possible though, as all the rooms were booked. This could be put back to another date, possibly during the day, as the manager is very keen to meet with us and discuss our requests and expectations for the event. I will arrange this in conjunction with Andy and Stuart.

POINTS RAISED AT MEETING

Andy asked us to make sure that the screen was visible to everyone in the hall.

Andy would be seeking to book Malcolm Stent and Band as the Cabaret and entertainment for the Gala Night. He also asked us to arrange Friday lunch, possibly with The Mayor /Council Leader or at another suitable venue.

The intended registration room will also be used in the morning for a meeting with DG and Chief guest Lion. A form is to be designed to send out for bookings. All room bookings to be made directly with the Hilton Hotel using a reference.

Droitwich to arrange presentation. Heather Jeavons has offered to assist, if required, as that is what she does.

Ann asked about the possibility of visits to local attractions for the Ladies. Webbs Garden Centre, Avoncroft Museum, Worcester Porcelain and Droitwich Brine Baths, were mooted as possibilities. We are to also look into transport, Community Coaches being one possibility.

Droitwich have offered to look into the feasibility of a Golf Tournament with a light Lunch to follow. This would also serve if the Council lunch was not forthcoming.

All Clubs in the Zone are tasked with getting Sponsorship. It was decided that we would offer two places at the gala Dinner for every £50 over £100 of sponsorship. So anyone putting up £350 would be entitled to a table of ten [if they wanted]. They might not take up the offer of course, but is a good way of encouraging sponsorship.

If there are any queries, please contact me as soon as possible

Pat

LIONS DISTRICT 105M

CABINET REPORT



Name **Mike Jobbins**
Office **District Registrar**
Date **26 October 2008**



DECISIONS REQUIRED

None, but I would welcome discussion of the *Ongoing Problem below.

ACTIONS SINCE LAST REPORT

Club MMR's 2008/9

The attached Membership Statistics may be summarised as 59 Clubs and 2 Branches totalling 1093 Members reflecting a net loss of 9 after 23 New/Transfers In and 32 Drops/Deaths/Transfers Out.

***Ongoing Problem:** Whilst the great majority of Clubs are reporting well, there is still an unacceptable number of Clubs, which habitually default on MMR's and rather more are not making sufficient use of the various LCI Websites. My requests for help with MMR Default via the Region and Zone Chairmen have had little or no effect, but giving up is not an option as consistently overdue MMR's often signal other underlying problems.

MDHQ Database Development & LION Magazine Distribution

My regular liaison with MDHQ continues and undelivered LION Magazines are now very few and far between. I now believe that the MD105 Central Database and its management will, in the medium term, become sufficiently enhanced to operate efficiently without the need for input by District Distribution Officers.

OBJECTIVES (all ongoing)

- *To help Clubs to develop and maintain timely and accurate reporting and to make wider use of the Internet as part of our Association's modernised inter-communication procedures.*
- *To help develop and maintain the LCIHQ, MD and District Databases as part of the essential administration and communication to and from Clubs.*
- *To provide data, etc to help DG Andy and my Fellow District Officers with their objectives.*

LIONS DISTRICT 105M

CABINET REPORT



Name Simon Moss
Office Webmaster/IT Co-ordinator
Date 27 October 2008



DECISIONS REQUIRED

None

JUSTIFICATION FOR DECISION

N/A

ACTIONS SINCE LAST REPORT

Continued to circulate mails.

Updates to web site

OBJECTIVES

Prompt distribution of e-mails. Maintenance of web site.

COMMENTS

Still need web site content from District Officers