

# District 24-D Traveling Leo Visitation Award Rules and Guidelines July 1st 2013 -May 31st 2014

## I. PURPOSE

To encourage visitation among clubs of District 24-D, fostering a spirit of friendship, fellowship, understanding and sharing, which leads to club strengthening and improved service to those in need.

## II. Rules:

The traveling Leo Award will be a District Governor's award given to each club that completes the requirements listed below.

### New requirements:

The rules are being changed to allow the clubs in Zone I, and other Zones, to **fairly compete**, and to allow for all clubs to visit throughout the year without knowledge of who will be the winner of the award until the District Governor draws the winner. By doing this clubs will be encouraged to continue to visit other clubs right up to the deadline to enhance their chances to win the award.

**The drawing for the Traveling Leo winner, will be held at the last District Meeting in June, 2014. All qualifying clubs will have their name placed in the drawing. Clubs may have their name in the drawing multiple times depending on the number of club visits they have made during the period July 1, 2013 and May 31, 2014.**

### A. Minimum number of clubs to be visited to qualify:

1. Clubs in Zone A, B, C, D, E, F, G & H must visit at least 4 clubs (**visits within your Clubs Zone now qualify**) but at least (1) of those 4 must be in Zone I to be allowed to have their club name placed in the drawing one time and to qualify for the DG Patch. (Once they have visited one of the clubs in Zone I this requirement would no longer apply).
2. Clubs in Zone I - must visit at least 3 clubs with **1 of those 3** visits being to any Lions Club outside of Zone I. **After all Zone I clubs have been visited by the Zone I club, the Zone I club is entitled to have their name put in the drawing twice for every 3 additional visits to Zones A thru H. This would not happen until all Zone I clubs have been visited by the traveling club.**

### B. A minimum number of Lions required for a Traveling Leo visit:

1. For Clubs that have a membership of ten (10) or fewer members as of June 2013 MMR, a minimum of two (2) Lions are required to make a traveling Leo visit.
2. For Clubs that have a membership of **eleven (11)** to twenty-five (25) members as of June 2013 MMR, a minimum of three (3) Lions are required to make a traveling Leo visit.
3. For Clubs that have a membership of twenty-six (26) or more members as of June 2013 MMR, a minimum of four (4) Lions are required to make a traveling Leo visit.

**C. Visits based on Zone criteria earn additional tickets for the drawing after minimum requirements have been met:**

**Zone A, B, C, D, E, F, G & H – every 4 visits earns 1 additional ticket.**

Zone I – every 3 additional visits earns 2 additional tickets.

**Example:** If a club in Zone C makes 20 visits (1 of those in Zone I), they would have their club name placed in the drawing (5) times. **Once for the original qualification and one for every group of (4) additional visits they make.**

**Example:** If a club in Zone I makes 12 visits, (1 to a club other than Zone I to qualify for the patch), they would have their name placed in the drawing (6) times. Once for the original qualification and twice for every group of (3) additional visits they make.

One additional chance in the drawing as follows:

Zones A, B, C, D, E, F, G & H for every (4) visits in which the club has sent over the required number of Lions to visit another club, they will have their club name added to the drawing once.

Zone I every (3) visits in which the club has sent over the required number of Lions to visit another club, they will have their club name added to the drawing.

D. Credit will be earned only once for visiting an individual club during the Governor's fiscal year beginning on July 1, 2013 thru May 31, 2014.

E. Clubs may be visited only at regular meetings and not during special events, such as Charter or Fund Raising events.

F. Traveling Leos may occur during an official visit by the District Governor, but only if both clubs agree and the District Governor's approval is obtained prior to the visit.

G. Visits must be coordinated with the clubs President or Secretary **at least 48 hours prior to visit**, but it is recommended that clubs make initial contact a week out to facilitate caterers and reduce conflicts. A final cutoff date between clubs can be negotiated.

H. To complete a visit, visiting Lions must be present at the time the bell is rung to begin the regular meeting and must remain until the meeting is adjourned.

I. Traffic back -ups at bridges, tunnels, and on major highways will be judged on an individual basis by the Traveling Leo Chairperson & the District Governor, if necessary.

### **III. Rules of Conduct:**

A. The Lions Code of Ethics shall be followed, and the club & or personal equipment of the clubs shall be respected at all times.

B. No "special fees" shall be imposed on the Traveling Leo club beyond the usual fines, which may be assessed against all present.

C. Cost of meals to the Traveling Leo Club shall be no more than the cost of the meal to the host club members.

D. Visiting Lions are encouraged to be seated next to host club Lions or a Lion from another visiting club. No visiting club should be seated as a group among themselves.

E. The visiting club is to be courteous, quiet & respectful during the meeting. Remember, you are a guest at someone else's meeting. Always show respect to the Program Speaker.

### **IV. Responsibility of the Traveling Leo Club:**

A. Coordinate Traveling Leo with the clubs President or Secretary (see section G – under new requirements).

B. Have at least the minimum number of Lions required for a Traveling Leo visit present for the entire Coordinate Traveling Leo with the clubs President or Secretary (see section G – under new meeting (see section B - under new requirements.)

C. Ensure that all traveling Lions pay for their meals at the time of visiting (no charging).

D. Bring with you and have completed the Traveling Leo Visit form at the time of the visit. It is the responsibility of the traveling club to have a form with them. Send a copy of the form within two (2) weeks of the visit to the Traveling Leo Chairperson as identified in District Directory.

**V. Responsibility of Visited Club:**

A. Agree, whenever possible within the listed rules, to the request for a Traveling Leo Visit.

B. Certify on the Traveling Leo form the visit of the listed number of Lions.

C. Assist in any seating arrangements to allow the mingling of the host and visiting club Lions.

**VI. Award:**

A. The winning club will receive the Traveling Leo Trophy to display for one year and a check from the Traveling Leo Sponsor, Wards **Corner** Lions Club. The Trophy will be presented during the annual District Meeting in June 2014. The check from the Wards **Corner** Lions Club will be sent to the club secretary with instructions on its use. Engraving the trophy is the responsibility of the winning club.

B. The Wards **Corner** Lions Club sponsors the Traveling Leo Contest and awards a check to the winning club. Their rules and requirements for the use of the fund will circumvent any policy stated in this letter. **Funds awarded to the winning club must be used for 501c(3) charities.** Funds cannot be used to reimburse travelers; pay for meals, gas, oil, or tolls; or any other non-charity expense not previously approved by the Wards **Corner** Lions Club.

**VII. Controversy:**

No waiver of exception to any of the rules will be granted during the current Lions year.

Controversies will be resolved promptly by the Traveling Leo Chairperson in consultation with the District Governor.

**VIII. Achievement Program:**

On the Achievement Program form, your club will receive One Hundred (100) points for each official Traveling Leo visit. The Host club will receive Fifty (50) points for hosting a traveling club. To receive these points, they must be reported on the official Achievement Form.

Thank you and have a great traveling year....!!!!

*Donnie Johnson*

District Governor 2013/2014

