



## **PRESIDENTS AND SECRETARIES COUNCIL 2005-2006**

1. Protocol will be stated by the Council Chair at the beginning of each meeting and need not be repeated during the meeting.
2. To respect the environment and avoid potential health risk, there is NO SMOKING inside the meeting room.
3. The Presidents and Secretaries of each Lions Club in District 2-S2 are voting members of the council and are expected to attend each meeting.
4. Solicitation of funds during council is discouraged. On rare occasions, solicitation may be allowed when approved by the District Governor or the President and Secretary of the Council. Fiscal needs should be anticipated and submitted in writing to the District Newsletter.
5. District and Club announcements, reports, awards, and speeches are limited to two (2) minutes. Any speaker exceeding the time limit is subject to a fine of \$1.00 for each quarter minute or fraction thereof.
6. Persons having more than one reason to address the Council should consolidate all announcements, reports, awards, and speeches into one appearance on the floor. Greater use of the District Newsletter for these purposes should be made.
7. Council members and guests remain respectfully silent while others are addressing the Council. The Tail Twister is encouraged to access fines for bad manners, throaty whispers and mumbling. All cell phones and pagers should be placed in a mode that will not create sound when activated. All cell phone use should be conducted outside the meeting area.
8. Notices of council meetings are sent in the District Newsletter. (It should be received approximately 8 days prior to the meeting).
9. Material to be printed in the District Newsletter is sent to the editor by the twelfth (12th) of the month. The District Newsletter is the primary means of communication of the Club and District information.
10. President and Secretary of the PSC meeting must be 100% in attendance at the PSC meetings the previous year. Nominated person for President must have been President of his/her club the previous year and the nomination for Secretary must have been Secretary of his/her club the previous year. PSC President and/or Secretary will serve a term of one (1) year and cannot seek either office thereafter. Only those eligible to vote are the current Presidents and Secretaries of the year the voting for PSC President and Secretary takes place. Presidents vote for the nominated President and Secretaries vote for nominated Secretary. The nominating committee presents the slate one (1) month (in May) before elections (in June). The new officers take office July 1. The presiding officers of the PSC meeting are the President and Secretary. In the absence of the President, the Secretary will preside and will appoint a temporary Secretary to take minutes. In the absence of the Secretary, the President will appoint a temporary Secretary.
11. The Agenda for the Presidents and Secretaries Council: Call to order, protocol and recognition of guests. Pledge to the flag of the nation. Invocation. Song. Lions' action program. District Announcements. Club Announcements. Cabinet Secretary/Treasurer. District Governor. Parade of Gifts. Lions Roar and adjournment.
12. Procedural questions are resolved by of Robert's Rules Order.
13. Lions requesting time of the floor should register before the meeting on the first come "Sign-up Sheet".