

**Lions of Virginia District 24L
Cabinet Meeting
July 23, 2022**

The meeting was called to order by DG Rose Burrus at 2:15pm. After the DG’s brief remarks and announcements, Cabinet Secretary Carol Byers explained how voting would take place by the voting members. She reported that last week, 2 Cabinet Resolution regarding the expenditure of funds were approved by email by 15 of 20 voting members. Also, the Cabinet Minutes from the State Convention of April 29 and May 1, 2022 were approved by email by 13 of 20 voting members.

DG Rose read through 5 Resolutions as follows:

No. 001, Title: 2022-2023 District Banking Relationship Resolution

WHEREAS, the District has maintained a banking relationship with Truist Bank, formerly Branch Banking and Trust (BB&T) for some years.

WHEREAS, recognizing the effort, time, and potential impact to District efforts, resolve that District 24L continue to use the same banking facilities (Truist) for Lion Year 2022-2023 with the following authorized account signatories:

- Rose Burrus, District Governor
- Donalda Lovelace, First Vice District Governor
- James Cech, Second Vice District Governor
- Mark Armendaris, Cabinet Treasurer

After the reading of the Resolution, a motion was made by FVDG Donalda Lovelace to approve the Resolution. It was seconded by SVDG Jim Cech. No discussion. The motion was approved by 15 voting members of 20, 5 of whom were absent.

No. 002, Title: District Administrative Budget

WHEREAS, the resolved that the District Administrative Budget for Lion Year 2022-2023 be approved as presented.

Proposed District 24-L State Administrative Budget (2022-2023)			
Estimated Administrative Income			
Lions Dues	2362	\$ 6.40	\$15,116.80
Interest (Estimated)			\$0.00
Transfer from Reserve (To balance budget)			\$9,300.20
Paw Prints			\$0.00
Total Estimated Income			\$24,417.00

District Administrative Expenses	Actual	Remaining	
District Governor	\$0.00	\$2,000.00	\$2,000.00
1st Vice District Governor	\$0.00	\$1,000.00	\$1,000.00
2nd Vice District Governor	\$0.00	\$1,000.00	\$1,000.00
Cabinet Secretary / District Administrator			\$500.00
Cabinet Treasurer			\$250.00
Zone Chairs			\$1,000.00
Cabinet Meetings (4)			\$750.00
District Directories			\$1,100.00
District Governor's Pins			\$550.00
Awards			\$1,500.00
Name Badges/Crests			\$350.00
Leadership - RLLI, ALLI, Leadership Training			\$2,850.00
Lions of Virginia - MD 24 State Convention			\$600.00
Lions International Convention - 2023 (Boston)			\$1,500.00
USA-Canada Lions Leadership Forum			\$1,400.00
Worldwide Induction Day			\$800.00
Chevrons / Supplies			\$60.00
Membership Initiatives			\$1,500.00
Public Relations Initiatives			\$5,000.00
Miscellaneous	Sum of Items Below		\$707.00
Website Domain Registration		\$0.00	
Website Hosting		\$250.00	
IT Tools (Constant Contact)		\$378.00	
District Zoom Account		\$79.00	
Total Estimated Expenses			\$ 24,417

After the reading of the Resolution, a motion was made by SVDG Jim Cech to approve the Resolution. It was seconded by Cabinet Secretary Carol Byers. Zone Chair Chuck Schwab asked what would be the balance in the Reserve Account after the \$9,300 was deducted. DG Rose replied approximately \$79,000. No further discussion. The motion was approved by 15 of 20 voting members, 5 of whom were absent.

No. 003, Title: District Expenditures

WHEREAS, the District has approved an administrative budget for the current Lion Year (2022-2023). This budget includes projected revenue and expenditures based on previous years expenditures and anticipated administrative actions.

WHEREAS, this resolution proposes that District expenditures for any budget line item may exceed its budgeted amount provided total expenditures *do not* exceed the amount approved by the Cabinet for Lion Year 2022-2023.

After the reading of the Resolution, a motion was made by FVDG Donalda Lovelace to approve the Resolution. It was seconded by SVDG Jim Cech. No discussion. The motion was approved by 15 of 20 voting members, 5 of whom were absent.

No. 004

Title: Realignment / Restructuring of Restricted Account Funds

WHEREAS, the District Restricted Account is the District Activities Account in terms of the International Association of Lions Clubs description, restrictions, and use of funding for public facing programs.

WHEREAS, this funding has been provided to allow District efforts, events, and programs to support these specific programs.

WHEREAS, the amount of funding in each program area is effectively insufficient to provide District-wide programs and has remained virtually unused for in excess of three years now.

WHEREAS, the resolution will realign and restructure Restricted (Activities) Account funds will provide greater flexibility in use of funds, maintain alignment to initial intended focus areas, and increase economic impact by consolidating disparate funding areas.

Therefore, be it resolved to realign and restructure the existing Restricted (Activities) Account funds, without navigating from the overall intended purpose, to conform to focus areas and provide the opportunity for greater impact and flexibility using existing funds.

Existing Restricted (Activities) Account funding lines and proposed realignment is as follows:

Restricted (Activities) Account	
Existing Alignment	Proposed Alignment / Restructuring
Diabetes / Diabetes Awareness	Diabetes / Diabetes Awareness (LEARNS)
Bland District	Bland Program
Bland Zone / Region	
Eyeglass Recycling Center Grant	Eyeglass Recycling Center Grant
Safety / Environment	Safety / Environment / Lions Alert
Sight Conservation	Sight Conservation
Youth – LEO Clubs	Youth (Exchange, LEOs, Peace Poster, Misc.)
Youth – Peace Poster	
Youth - Miscellaneous	
Youth - Exchange	
Youth Exchange / Outreach	
RAM	Remote Area Medical (RAM)
LAMP	Lions Assisted Medical Program (LAMP)
Lions Quest / Woodstock	Lion Quest
Quest	
VLEIF Grant	VLEIF Grant

GAT Grant	GAT Grant
Centennial Grant	Centennial Grant
GLT Grant	GLT Grant
GMT Grant	GMT Grant
Public Relations Grant	Public Relations Grant

Restricted But Undesignated	
Existing Alignment	Proposed Alignment / Restructuring
Miscellaneous	Miscellaneous
Undesignated	Undesignated
Bank Interest Earned	Bank Interest Earned

After the reading of the Resolution, a motion was made by FVDG Donalda Lovelace to approve the Resolution. It was seconded by Zone Chair Phil Eaton. Discussion: Comment made by PDG Glen Logan stated that LAMP no longer existed and should be removed. DG Rose provided clarification that LAMP is still a program and that RAM was no longer a program and a donation of the remaining funds would be made to RAM. The motion was approved by 15 of 20 voting members, 5 of whom were absent.

No. 005, Title: 2022-2023 Disbursement Authorization Resolution

WHEREAS, the District oversight and accountability processes currently require two physical signatures on each check from two distinct account signatories. The current process is as follows:

1. Request for disbursement is sent to the District Governor (DG) for approval
2. The DG approves the disbursement and notifies the Treasurer via email
 - a. This includes cost, payee, purpose, address, etc.
3. The Treasurer prepares the check
4. The Treasurer signs the check (this is one of the required signatures)
5. The Treasurer mails the signed check to the DG (or other account signatory if the DG is unavailable) (Postage Required)
6. The DG signs the check (this is the second required signature)
7. The DG mails the check to the payee (Postage Required)

WHEREAS, recognizing the potential geographical distance of personnel, processing time for check payments, increased postage costs, and potential impact to District efforts, resolve that District 24L modify current approval processes to only require one physical signature and one printable, electronic authorization/approval. This will adjust the process as such:

1. Request for disbursement is sent to the District Governor (DG) for approval
2. The DG approves the disbursement and notifies the Treasurer via email
 - a. This includes total cost, payee, purpose, address, etc.
 - b. This serves as printable electronic approval / authorization
3. The Treasurer prepares the check
4. The Treasurer signs the check (this is the single physical signature required)

5. The Treasurer mails the signed check to payee (Postage Required)

Therefore, be it resolved to realign the District Disbursement Authorization Approval Process and adjusted as above thereby requiring one physical signature and one printable electronic approval / authorization.

After the reading of the Resolution, a motion was made by Zone Chair Skip McMullan to approve the Resolution. It was seconded by SVDG Jim Cech. Discussion: SVDG Jim asked if the Treasurer Mark Armendaris is keeping a copy of the electronic approval/authorization. The DG Rose replied in the affirmative. The motion was approved by 15 of 20 voting members, 5 of whom were absent.

The meeting adjourned at 4:10pm.

Respectfully submitted,

Lion Carol Byers
Cabinet Secretary

Note: These minutes were approved by email by a quorum of voting members of the Cabinet on August 3, 2022.

Rose Burrus
District Governor 24-L