



J-Times

District Governor's Newsletter



“WE SERVE - Because We Can”

VOLUME 38, ISSUE 10

MAY 2021

Lions Clubs International District 202J

Zone Meeting Dates

One	31 May
Two	26 May
Three	26 May
Four	27 May
Five	20 May

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DG Ella's Expressions

With only two months left of this Lions year, many clubs look at their available funds and choose worthwhile recipients to receive some financial assistance. Remember our own Lions clubs organisations, the Lloyd Morgan Lions Clubs Charitable Trust, enabling our national group of Lions to help the many worthwhile causes throughout New Zealand, and also our Lions Clubs International Foundation, providing help nationally and internationally.

When you donate to these two areas you know that 100% of your donation goes to help, unlike many other organisations who take a large portion to cover their administration and marketing costs.

There are different grants available, so please contact our District representatives Past Council Chairman Graham Edge and Past District Governor Les Box, to find out how the LMLCCT and LCIF may be able to help complete your club projects.

By donating to LMLCCT and LCIF you have the ability to recognise club members and people in your community who have shown commitment to serve their communities.

District Governor

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Sawyers Bay
Port Chalmers 9023
Phone: (03) 472-7770
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Email:
202j.dg@lionsclubs.org.nz
ella@designandgarden.co.nz
Club: Port Chalmers & District

Cabinet Secretary

Jim Pine (Norma)
12 Centre Street
Mosgiel 9024
Phone (03) 473-0044
Mobile 027 227 2342
Email:
202j.secretary@lionsclubs.org.nz
Club: Taieri

DG Ella's Expressions (cont'd)

Wayne and I had the pleasure of attending the Green Island Lions 50th Celebration recently and it was a privilege for me to present a Melvin Jones Fellowship to Lion Bob Fairhurst. Lloyd Morgan Trustee PCC Graham Edge was there and presented several Lloyd Morgan awards to very worthwhile recipients, whose names are mentioned later in this issue.

At the time of writing this report Wayne and I, along with other members of our District, are preparing for our Multiple District Convention in Whangarei and my last Council of Governors meeting with my

group of wonderful DGs, who many of you had a chance to meet at our Waimate Convention. This will be a great opportunity to recap on the year's progress and get ready to hand over to the incoming District Governors Elect.

I am committed to serving the District until the end of my term at the end of June, so if there is anything I, or my Cabinet members can do for you, please let us know.

Ella Butson
District Governor

We Serve – Because We Can

Seen at Multiple District 202 Convention Whangarei



202J dressed for the Roaring 20s social Saturday 24 April

DG Elect

It is that time of our Lions year when we all start preparations for the Lions year that is stretching ahead of us.

My training has intensified somewhat over the past few weeks, with online modules to complete, goals to set, and preparations being made to travel to Whangarei to complete the training with our NZ trainer PDG Richard Norris. The support that we are getting is fantastic. Our virtual training with International commences very soon. This is to replace the training that we have missed out on by not being able to travel to Montreal.

As I prepare for my Lions year, clubs will be getting their new club officers sorted. You will become part of our District Team – I sincerely hope that you have been able to attend the training/forum in Oamaru.

Again, congratulations to the Waimate clubs for putting on a great Convention. I am still getting positive comments about the weekend.

Congratulations to the Green Island Club for celebrating 50 years of service. A great milestone – Well Done.

Save the Date!!!!: The Presidents Lunch this year is being held in Oamaru on **Sunday 25th July**. There will be a meet & greet at 10am, followed by a Q & A session, then lunch. I look forward to meeting **ALL** of the District's club presidents.

Christine Stewart
District Governor Elect
“Lady in Waiting”

Reminder

- ◆ Club board nominations are made in March and elections held in April.
- ◆ Board positions must be reported on MyLCI by 15 May.

There's always something to be thankful for if you take time to look for it.

For example, I am sitting here thinking how nice it is that wrinkles don't hurt.

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Mid Canterbury

My thanks to all the members who supported me in our election at the Waimate Convention. I thought I would share with you my address to Convention. I spoke about meeting with Lion Bill Corbet at Methven Lions, and, what Lions means to me.

Jules Ellis
1st Vice District Governor Elect

District Governor Ella, members of the Lions' family, thank you.

I had the privilege of speaking to the Methven Lions on behalf of DG Ella. During my visit I spoke with one of the charter members. He recalled his service with me. I asked, "What did you get out of it?" He stopped, looked around and without a moments hesitation said **'this'**. His **'this'** was the noise, the laughter, the talking and the sharing of their lives during fellowship time.

Thank you, Methven charter member, you taught me a valuable life lesson. I hope everyone in the room enjoys their **'this'** over the Convention.

For me, standing before Convention seeking to serve my community through holding, office, that moment in Methven helped me understand what Lions means to me.

Let me take you on my journey with Lions, which I call the three 'c's.

- ◆ First, I would like you to think about someone you hold dear to your heart. The person you care about.

The dictionary says care is to feel concern or interest. I want you to think about the feelings that person evokes in you, and, the feelings you hope you evoke in them.

In her song Halo, Beyoncé Knowles says it better than I ever could:
'You are everything I need and more it's written all over your face.'

- ◆ Having thought about care, the next 'c' is compassion.
The dictionary tells us compassion is to recognise suffering and act. That is what Lion's call 'service' or 'projects.' I am sure everyone here will have their favourite and not so favourite projects.
- ◆ Having thought about who you care for and what service means to you, let us now think bigger. The third 'c' is Community. The dictionary definition of community is a 'sharing of the same environment.
Ladies and gentlemen, you are sitting in your community.
Ladies and gentlemen, you are serving in your community.
Ladies and gentlemen, you are members of Lions International.

Nelson Mandela said

Action without vision is only passing time.

Vision without action is merely daydreaming.

BUT Vision with action can change the world.

Members and friends. Lions International is vision with action.

For that reason, should Convention wish, my service next year will be as Vice District Governor.

Members, Lions has taught me that leadership is service, therefore my question to you is:
'How can I help you.'

Thank you for giving me your time.

Jules Ellis

Public Relations & Communications Calendar

Month	Date	Day
May	Month	Strengthen Membership Month
June	1 st	Helen Keller Day
	5 th	World Environment / Arbor Day
	7 th	Lions Clubs International birthday
	20 th	World Refugee Day
July		
August	TBA	MD Speech Competition Finals
	12 th	International Youth Day
	19 th	World Humanitarian Day
	Last Friday	Cancer Society Daffodil Day
September	Month	Childhood Cancer Awareness Month
	5 th	International Day of Charity
	Week	Mental Health Awareness week
	Week	Alzheimers Cuppa for a Cause
October	Month	Vision Awareness Month
	1 st	International Day of the Older Person
	8 th	Breast Cancer Pink Ribbon Day
	8 th	World Sight Day
		Child mobility Walktober
	Month	Membership Growth Month
November	Month	Diabetes Awareness Month
	14 th	World Diabetes Day - Lap the Map walk
	15 th	Peace Poster due to DG
December	3 rd	International Day of Disabled Persons
	5 th	International Leo Day
	5 th	World Volunteers Day
	15 th	MD Peace Poster posted to LCI

Ōhau Village Appeal - please donate

Donations can be made to The District 202J Charitable Trust account:
03-0835-0031841-000, using your club name and Lake Ōhau Village Appeal as reference.



Focus on Media

Great to see clubs out there doing the great work that us Lions do so well – following the message that DG Ella has given us “We Serve Because We Can”

President Margaret Littler of the Timaru Host Club is seen here presenting a cheque to Darryn Grigsby of the Timaru St John Ambulance Station for the furnishing of the cadet and training room.



The Hinds Club have made a donation to the Mid Canterbury Rural Support Trust to help them with their Quiz Night. As a result they have been favoured with tickets for two tables. Quoted from President Malcolm’s bulletin report – **“Sometimes giving and helping is as simple as making time to turn up”**.

We are not all about giving money away – sometimes it is just nice to do a project of kindness – “Kindness does matter”. Well done to the Timaru Suburban Lions Club for picking boxes and boxes of apples which were distributed to local foodbanks, rest homes and schools.



Please keep the bulletins coming my way:
202j.media@lionsclubs.org.nz

*Christine Stewart
Media*

District Governor or her Deputy’s Club Visits

- ◆ They are your only speaker when they make their official club visit.
- ◆ There should not be another speaker.

Seen at the Forum 1 May



Some of the 63 Lions who attended the very informative Forum in Oamaru - a discussion opportunity.



North Otago Lion Sara Rowe conducting the MyLion breakout group (one of several breakout groups held during the morning & afternoon).



The Treasurer Talks

District 202J Lions Clubs Payment/Banking Details

As at 01 May 2021 and until further notice

- ◆ **District 202J Administration Account: 03 – 1718 – 0034650 – 00**
For 202J Dues, MD202 Dues & 202J administration payments
(include club name, invoice number or reason for payment)
- ◆ **District 202J Charitable Trust: 03 – 0835 – 0031841 – 00**
For donations to CMF, Camp Quality South, Kan Tabs, HU4K, Sight First, Type 1 Diabetes, Lake Ohau Fund, (include club name & reason for payment)
- ◆ **Lions Clubs International: 03 – 0502 – 0081103 – 00**
For LCI Dues & Lions Store purchases (Include club number, invoice number & and what payment is for)
- ◆ **Lions Clubs International Foundation: 03 – 0502 – 0081103 – 00**
For LCIF Disasters, Appeals, Melvin Jones Fellowships, MJF Accumulated Funds, MJF Applications etc., share pins and personal donations (include club number & what payment is for).
Please email Les Box at 202J.lcif@lionsclubs.org.nz with the detail of every LCIF banking
- ◆ **Lloyd Morgan Lions Clubs Charitable Trust: 02 – 0528 - 0038410 - 00**
For Donations, Awards, Dinners etc (include club number & what payment is for)

**All accounts are Westpac accounts
Club numbers are in the District Directory**

NOTE: Do not send payments to the Treasurer for banking – he only has the same information (above) as you do; ensure that the account numbers and advice panels are checked at every banking.

District 202J Cabinet Treasurer Meredith Lowe

03) 308 9292 or 027 535 4253

202j.treasurer@lionsclubs.org.nz

loup247@outlook.com

If any club requires a second tear drop banner, please contact Judy Phillips with their requirements stating if they want a stand, spike or both.

Judy Phillips

judy_malcolm@hotmail.com

**Incoming emails to any club member are incoming correspondence
- to be taken to your club meetings**





Trustees incorporated as a Board under the Charitable Trusts Act 1957
Patron PCC David Gault

An early heads up for everyone, it is the intention to restart the Trust Luncheon this year with an initial date set for Sunday 3rd October 2021. Confirmed date, time and cost to follow soon. **So, make a point in noting the date in your calendar.**

To date 22 clubs have made their annual donation to the Trust so still a few more to go for a 100% of all clubs; also as we move closer to changeover nights for our clubs please consider making some awards to your members for all the hard work they do.

REMEMBER IT IS YOUR TRUST THE LIONS OF NEW ZEALAND

It is there to assist New Zealand Lions Clubs to fulfil Humanitarian needs.

The latest figures I have as of 31st March 2021 for the Capital Fund stands at \$6,554,014; the income account \$207,462; Special Trusts \$ 980,569 and funds managed on behalf of others \$705,896 giving a total of all funds of **\$8,447,941**

Cash available for grants and Loans \$177,130 of which \$60,000 is committed.

Please note below the list of Zone appointees who you can contact for information and who will represent the Trust at your Zone meetings:

Zone Appointees

- ◆ Zone 1: Graham Edge
- ◆ Zone 2: Josie Teahen
- ◆ Zone 3: Adrienne Alding
- ◆ Zone 4: Brian Tegg
- ◆ Zone 5: Christine Bone

***PCC Graham Edge
LMLCT Trustee 202J***

Lloyd Morgan Lions Clubs Charitable Trust Awards presented at the Green Island Lions Club 50th Celebration

Les Wilson Life
(Upgrade from Honour)

John Cross Honour

Merv Tikey Honour
(Upgrade from Friend)

Brian Ellis Friend

Marj Latta Friend

Eddie Renouf Friend

Ian Rutherford Friend

Ken Whitcombe Friend

Geoff Rackley Friend

A Warm Welcome to New Members.....



Ashburton:

Robert Dorans (Betty) *(sponsor Robert Keeley)*

Geraldine:

Matthew Kay (Joyce Shankar-Kay) *(sponsor Dave Doy)*

Green Island:

Dom Wills (Katrina) *(sponsor Ken Whitcombe)*

North Otago:

Adrienne Isbister *(sponsor Judith Isbister)*

Bev Thomson *(sponsor Annie Beattie)*

Oamaru:

Allan Grant (Jacquie) *(sponsor Geoff Brown)*

Palmerston:

Peter Newton (Megan Gallagher) *(sponsor Ron Sheat)*

Mervyn Pringle (Juliana) *(sponsor Eileen Birtwistle)*

Timaru Host:

Tom Hone (Noeline) *(sponsor Kevin Waite)*

LCI: Charter and entrance fees waiver

The International Board of Directors unanimously passed another resolution to help our clubs. We have waived all charter and entrance fees from January 1 through June 30, 2021.

2021-2022 Peace Poster Contest

The theme is "We Are All Connected"

- ◆ Kits available from 15 January
- ◆ Recruit entries now
- ◆ Students ages 11, 12 or 13 as of November 15 are eligible to enter
- ◆ Info at: <https://lionsclubs.org/en/start-our-approach/youth/peace-poster>





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Kan Tabs for Kidney Kids



◆ **Sell your collected aluminium to a recycler:**

Wine bottle tops - remove any wire, tear tabs

Clean crushed aluminium cans, aluminium trays, aluminium cat food containers, tea light candle holders

- other metals: e.g. **steel** - use a magnet to identify & remove these

- some medication packaging is not pure aluminium &/or contains plastic - do not include

◆ Bank the proceeds in the **District 202J Charitable Trust: 03 – 0835 – 0031841 – 00**
(tag it as **Kan Tabs for Kidney Kids**).

Used Spectacles Collection



- ◆ Ferrymead Lions Club no longer collects used spectacles for sending to the Pacific Islands
- ◆ So in future if someone is able to collect them from Specsavers in the other towns in our District, and keep doing what clubs have been doing up to now with collecting eyeglasses, Ella will collect them at her office (Design & Garden Landscapes, 205 St Andrew St, Dunedin), and will deliver them to Bascik Transport's Dunedin depot which is happy to transport our eyeglasses up to Auckland for us, free of charge.
- ◆ Ella can also collect them when we have cabinet meetings - clubs please give them to a cabinet member, or if people are coming to Dunedin they could drop them off to Ella at 205 St Andrew Street.
- ◆ Heads Up For Kids/Kantabs/Spectacles contact/drop off:
 - David Christie: zones 3,4 & 5
 - Would be logical for used hearing aids & batteries to be also dropped off to him (or see below)

Used Hearing Aids & Batteries Collection

- ◆ These can be dropped off at any Triton Hearing Clinic & the money raised goes towards funding cochlear ear implants (government funding has been reduced recently).



Mobile Phone Recycling

- ◆ Drop off at 2 degrees, Spark & Vodafone shops for the RE:MOBILE scheme which is accredited by the Ministry for the Environment. Sustainable Coastlines benefits.
- ◆ Autism NZ is teamed up with Swapkit NZ where old mobile phones are swapped for new technology. See: <https://viberstore.co.nz/autism-nz/autism-nz-recycling>.



A turtle never goes anywhere until he sticks his neck out!!





**Lions Clubs International
FOUNDATION**

Some interesting facts

In 2020 we celebrated 30 years of service with our Lions Sight First programmes. During this period Lions in conjunction with health care providers and partnership organisations have impacted the sight of more than 488 million people worldwide.

Since 1968, when the Lions Clubs International Foundation was established, it has made over \$US1.1 billion in grants for Lions projects around the world. These grants have enabled Lions to make a lasting difference in communities around the world and here in New Zealand giving Lions clubs the opportunity to take on larger projects which are beyond their club's financial means. Of these grants, approximately \$NZ5.2 million has come to Lions clubs in NZ.

Between 2011 and 2018, the Lions Clubs in the South Island donated \$US271,972 to LCIF but during that same period, LCIF made grants totalling \$US919,101 to South Island Lions clubs for community projects. Over the years as you can see, we have always received far more than we have ever given.

To enable LCIF to fulfil our Campaign 100's goal of serving the humanitarian needs of 200 million people a year, they need your support now. I would

like to encourage those clubs who have not donated in this Lions year to please give due consideration to do so. Not only will this fulfil DG Ella's goal which is to get all clubs in 202J donating this financial year, but it will show your financial support of LCIF's Campaign 100 to enable us as Lions to provide service to match the humanitarian needs of our fellow man, in our second century of service.

By supporting Campaign 100 now we can ensure that the work of LCIF will continue to provide the much-needed support to those in need and also when disasters strike.

We Serve – By doing and giving.

**PDG Les Box, QSM
LCIF 202J District Coordinator**

Please donate to LCIF so they can respond to worldwide need.

New Zealand has received more funds from LCIF after natural disasters & in times of crisis than New Zealand contributes to LCIF.

LCIF Lions Share Programme

LCIF Lions Share programme is an annual programme that allows individual Lions to make a donation to LCIF by way of purchasing a Lions Share pin.

The programme provides for three levels of financial support:

One Star	\$75
Two Star	\$150
Three Star	\$300

- ◆ You can choose which area of focus your donation goes to.
- ◆ Your donation is registered in your name and is eligible to go towards a Melvin Jones Fellowship and Campaign 100 recognition.

Order yours now through PDG Les Box, 202J District LCIF Coordinator.



MyLCI Updating

Club secretaries please ensure that all your club information is up to date, true and correct on MyLCI before you do your 2021/2022 club officer reporting.

To edit members details, go into MyLCI, & select the Edit link to the right of a member's name. Also update club information such as meeting times/days, venues etc.

"Club Info" is in the pull-down menu within "My Lions Club" on the dark blue strip below the Lions emblem beside MyLCI at the top left of the page.

It is essential all this information is up to date as Multiple District 202 & District 202J get all the information for the 2021/2022 directories from MyLCI and if it is incorrect there it will be incorrect in the directories!

Updating is ongoing whenever members personal details change (email, address, phone numbers etc) & is essential to be done before you file your club officers for 2021/2022.

2021/2022 club officer reporting to be completed before 15 May.



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District 202J were given the use of the Cooke Howlison courtesy van to transport southern people to the Forum on Saturday 1 May.

Thank You!

Dates to Diary

15 May

- ◆ Deadline for reporting 2021/2022 club officers on MyLCI

13 June

- ◆ Young Speechmaker
Fenwick School hall, Oamaru



Your Club, Your Way (part 2 of 7)

General Meeting Types

People collaborate using various communication tools to stay connected. Three general types of events can be used to manage club business while keeping members engaged and connected.

Traditional:

Traditional clubs follow a strict agenda that would generally include a ceremonial opening and a pledge and/or an invocation. The meetings follow protocol and are usually very formal. They often have a separate board meeting where business is discussed and a general meeting that features a presenter. They may meet in-person several times a month.

Connected:

While often referred to as “cyber clubs,” they may use different ways to communicate and often plan events and gain consensus on activities via smart phones or emails. Meetings are far less formal since most of the business is conducted outside the meeting time via electronic communication. Face-to-face gatherings are usually social gatherings or an opportunity for hands-on service work.

Combination:

This structure combines the formality of traditional meetings with the efficiency of new modes of communication. They might celebrate Lion traditions and protocol during meetings, but manage club business via emails and smartphones so that decisions can be made more rapidly, reducing the need for in person board meetings.



The challenge is to strike a balance that fits your member needs

(Your Club, Your Way from the Resource Centre at www.lionsclubs.org/en/resources-for-members/resource-center. Select Club Administration & go to the left bottom of page 4)



Your Club, Your Way (part 3 of 7)

Reinventing Your General Meeting

Are there ways to make your club meetings more inviting and enjoyable? Every Lions club is different!

Below you will find several elements of a typical club meeting with ideas to help customize events to meet the needs of your members and be more appealing to non-members. Use the survey within the Your Club, Your Way file in LCI's Resource Centre to gather feedback from your club members.

- ♣ **Establish Goals** First determine the goals of the meetings. Is it to plan events, enjoy an informative speaker, conduct a service project, enjoy the fellowship of other Lions or to have fun? Maybe all of the above! Make sure the objectives are met through planning and they are included on the agenda.
- ♣ **Identify Program Possibilities** If your club decides to have a presentation during general meetings, determine the type of presentations that would interest club members and the amount of time that should be given to the presenter to ensure that the time is well spent.



Your Club, Your Way (part 3 of 7 cont'd)

Reinventing Your General Meeting

- ♣ **Determine Frequency** How often do you want to meet? Some clubs meet once a week, while others meet once a month. Determine the amount of time needed to plan, communicate and get your members involved. Could online collaboration or other channels of communication reduce the need for some face-to-face meetings?
- ♣ **Establish Date and Time for the Meeting** Should the gathering have a set date and time or be flexible based on service activities? Some clubs meet at regular scheduled time, but some clubs are choosing to gather for a service project that might vary each month. Dates and times are shared through Facebook, the club webpage, emails and text messages.
- ♣ **Determine Meals and Location** While meeting over a meal is a long-standing tradition, it is not a requirement and often lengthens the meeting and adds to the cost of membership. Consider meeting at a library or another location to reduce time and expense.
- ♣ **Question Traditions** Many clubs open with a song or a pledge, but your club does not have to! Determine the traditions that your members would like to keep and drop the others. Ask your younger members if they enjoy the club's traditions and adjust the activities to appeal to young potential members too!
- ♣ **Examine Protocol** Similar to traditions, the way the meeting room is set and the way club leaders are addressed can be determined by the club. The club has the authority to continue or eliminate items such as a head table for club leaders and visitors or acknowledging members in the order of importance. Some clubs prefer an atmosphere where everyone is equal.
- ♣ **Determine Dress Code** Clubs might determine that they would like to wear Lions vests, while others might decide to wear Lions polo shirts, dress shirts with matching ties, or perhaps just their favourite Lions apparel. Have fun determining your own dress code.
- ♣ **Consider Family Members** Does your club have (or would like to recruit) young parents or families with children? If so, discuss how the meeting format, location and time might be changed to accommodate family members.
- ♣ **Identify Channels of Communication** There are multiple ways to communicate with members. While announcements during meetings can be exciting and motivating, take advantage of email, text messages, Facebook, Twitter, Instagram your club's website and any other way your members routinely communicate.
- ♣ **Consider Renaming the Event** After assessing club meeting elements and determining which changes your members would welcome, you might introduce the new concepts by renaming the event to reflect the purpose and objective of the event. In some areas of the world "meeting" implies a very structured business centred assembly. If your event is more fun-focused or social-minded, you might consider calling the event a social gathering or celebration. Consider terms such as event, gathering, festivity, or another term that more adequately reflects the intent of the event.

Board meetings Use the same analysis above to determine how board meetings might be structured. Keep in mind that the purpose of the meeting is to fully inform board members of the issues that are under consideration so the members are able to approve, deny or amend the items effectively. Consider using technology to keep members better informed and involved.

Multiple District 202 Convention in Whangarei

Congratulations

Genny Hanning

Genny was awarded an International President's Medal for her work with the Child Mobility Foundation.



L to R: Council Chairman David Peart, Genny, Past International Director Eric Carter

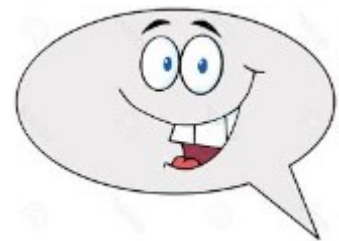
Young Speechmaker Competition 2021

- When:** Sunday 13 June
Where: Fenwick School hall, Hull Street, Oamaru
Age: 17 - 21 years inclusive as of 30 June 2021
Cost: \$70 payable by sponsoring Lions club
Entries: Close 6 June 2021

Recruit entries now - information to take to schools, polytechs, universities, speech teachers etc has been sent to clubs

National Final: 14 August in Wellington

- National Prizes:** Scholarships
 - 1st \$2,500
 - 2nd \$1,000
 - 3rd \$500



Preparing for MyLCI Reporting

Club officers 2021/2022 year

Once your club board for 2021/2022 has been elected the names for each position must be reported to Lions Clubs International via My LCI before 15 May.

Prepare now for filing your incoming officers' report by ensuring all members' data is correct in the MyLCI website (where you do your monthly electronic reporting of membership & activities). This is the information that will be included in the report & subsequently in the Multiple District & District directories - **incorrect information within MyLCI means errors in the directories.**

Check & update data for all members, **but the critical ones for the 2021 - 2022 incoming officers' report are:**

- ◆ **President**
- ◆ **1st & 2nd VPs**
- ◆ **Secretary**

Follow these steps:

- ◆ Go to: <https://www.lionsclubs.org/en>
- ◆ Click: MEMBER LOGIN (in black text on white background near the top just right of centre)
- ◆ "Access to your Lion Account" appears
- ◆ Choose Sign In if you already have a user name & password,
- ◆ Otherwise choose Register & create your Lion Account.
- ◆ Once signed in the Member Portal page appears. Click "MyLCI" towards the left
- ◆ Club Home Page appears
- ◆ Click "My Lions Club" (gold text on the dark blue band near top), then "Members". Click on member to have details updated. Click on "Edit Member" at right hand side.
- ◆ A new window called "Edit Member" appears. Some info (address, phone number) can be changed here. Click "Officer Correspondence Address Same as Member Correspondence Address" to update both addresses.
- ◆ Click "Save" at the bottom. A confirmation of submitted change window appears.
- ◆ Other info such as name, date of birth are changed from the "Change Member Information Request" underneath "First Name".
- ◆ A window called "Change Member Information Request" opens. Insert the changed details in the fields (boxes) at the right under the heading "Change To".
- ◆ If making a name or date of birth change enter the details in the field (box) "Reason for Name Change".
- ◆ Click on "Submit". A confirmation of submitted change window appears. An email from LCI's Member Service Centre will come advising the name/DOB change has been processed.

- ◆ **Club Administrator** (the person who does MyLCI reporting)
- ◆ **Treasurer**
- ◆ **Membership Chairman**
- ◆ **LCIF coordinator**
- ◆ **Club Service Chairman**
- ◆ **Club Marketing & Communications Chairman**
- ◆ **Directors.**

These are the members you are going to add as Officers of your club for the 2021-2022 Lions year. Ensure details are entered as proper sentence format (i.e. not all capitals)

Preparing for MyLCI Reporting Club officers 2021/2022 year (cont'd)

- ◆ Ensure all members data is correct - this is the information that will be recorded into the 2021/2022 club officers' report: name, address, phone number/s, email, and spouse/partner. Correct any errors/changes & include the postcode (you can find this at the Address & Postcode Finder: <https://www.nzpost.co.nz/tools/address-postcode-finder>)
- ◆ **Note:** you cannot record on the MyLCI website a club address such as PO Box for subsequent publishing in the Multiple District 202 directory. Only the club members' addresses are recorded on the website. Should your club address be other than a member's address (e.g. a PO Box) please advise the Multiple District office at: md202.secretary@lionsclubs.org.nz

MyLCI Reporting 2021/2022 Club Officers

NOW - To file your incoming officers' report:

1. Go back to your club's Home page: Click "Home" at left hand side on dark blue band with gold text below the Lions emblem
 2. Click "My Lions Club" - on the dark blue band to the right of "Home".
 3. Click "Officers" from the pull down menu, then "Select Term" (*at left hand side*), then "Next Year" from the pull down menu
 4. "Officers" page appears: list of vacant offices appears (*officer positions are listed at left hand side of page*)
 5. Click on "Add Officer" at right hand side of page for President position
 6. "Assign Officers" page appears
 7. Click on "Select Member" (*club listing appears*)
 8. Click on member's name for this position. Screen returns to "Assign Officer" page. The member's name is displayed to the left of "Select Member"
 9. Then click "Save" near the bottom of the screen
 10. The Confirmation page appears. Beneath "What would you like to do?" choose "Go back to officers"
- Repeat the steps 5 - 10 for each of the 1st & 2nd VPs, Secretary, Club Administrator, Treasurer, Membership Chairman, LCIF coordinator, Club Service Chairman, Club Marketing & Communications Chairman & Directors. Then go back to the Home Page.
- 11 Click "My Lions Club"
 12. Click Reports, Click Lions Clubs Officer Report for Next Year (near bottom of list)
 13. Click View/Print
 14. You can now see the report (a pdf file)
Right click to save the report calling it a meaningful name such as club name & year
and email to: DG Elect Christine Stewart: chrisstewart196@gmail.com

These need be received ASAP - no later than 15 May.

Note: Each current secretary & president has a password - borrow a friend/relation/another club member & their computer to help you if necessary.

Change of meeting venue:

Click on club info, under meeting locations 1 & 2 click on "clear meeting location", then insert new details.



Focus on.....
Coming Lions Club Events
 where your support would be appreciated

What	Date	Details
Taieri	7 - 15 May	Berwick Outdoor Experience <ul style="list-style-type: none"> ◆ See info December 2020 J-Times
Port Chalmers & District	Saturday June 5	Reunion <ul style="list-style-type: none"> ◆ 50th Anniversary celebration of the Chartering of our Club in 1971 ◆ Any past members that would like to attend the Anniversary Dinner at the Port Chalmers Town Hall are encouraged to contact: <ul style="list-style-type: none"> - Shirley (03) 471 0690, harboursidebb@xtra.co.nz or - Betty (03) 482 1107 and register their interest in attending.

Deadline for June 2021 issue is 7 May 2021.
Please send details to Editor Beryl well in advance.



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Stop Press**15 May**

- ◆ Deadline for 2021/2022 club officer reporting

13 June

- ◆ Young Speechmaker 202J

International President**Dr Jung-Yul Choi**

2020 / 2021



United in Kindness and Diversity

J-Times can be viewed online at the MD 202 website at <https://www.lionsclubs.org.nz/about/districts/central-south-island-east-coast/202j-district-news-bulletin>

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