

**V. Fiscal Responsibilities:**

- A. To annually adopt a budget considering recommendations of the preceding Youth Exchange (Y/E) Committee and submit it to the COG for approval.
- B. Financial statements will be available to the COG at the regular Council meetings.
- C. Within 30 days of the end of term, the committee shall turn over all records to their successors or to the COG.

**VI. Meetings:**

- A. The committee shall conduct 4 meetings each year, one in each of the 4 districts where possible.
- B. The chairperson, a majority of members or the Council Chairperson may call additional meetings with written notice.
- C. Notices and agenda shall be sent to committee members and to the Council Chairperson at least 15 days prior to the meetings.
- D. To constitute an official meeting of this committee, a *quorum* shall be defined as a majority (50% plus 1) of the Executive committee for the purpose of transacting business.

**VII. Reports:**

- A. In cases where the COG requests action, a brief typed report will be submitted to the COG 15 days prior to the Council meeting.
- B. Typed reports shall be submitted at the time of the verbal report at MD meetings and convention as per agenda/program.

General Policy Statements: (Added and dated as adopted by the COG)

1. Adopted by COG, March 20, 1982
2. Reviewed March 9, 1997
3. Revised by Youth Exchange Committee, February 24, 2004
4. Revision adopted by COG, March 5, 2004

03/24/04 bmw

**Lions Clubs International – Multiple District 36**  
**Policy Manual**  
**Chapter 14 - D**

**I. Name: Oregon Lions Youth Exchange Committee**

**II. Purpose:**

- A. To create and foster a spirit of understanding among peoples of the world.
- B. To bring young people into contact with those of other countries by sharing family and community life.
- C. To promote international understanding and good will throughout the world of Lionism.

**III. Specific Responsibilities:**

- A. Coordinate all youth exchange programs in cooperation with other Multiple District (MD) youth exchange programs.
- B. Conform to Lions Code of Ethics, International Board and District Constitution, policies and bylaws.
- C. Maintain fiscal accountability.
- D. Conduct program to preclude elements of personal profit or gain.
- E. To provide specific goals and objectives for the current Lions year to the Council of Governors (COG) at its first regularly scheduled meeting.

**IV. Committee Makeup:**

- A. Membership shall be composed of the District chairpersons from O, R, E and G where District Governors (DG) have annually appointed a chairperson.
- B. Executive Committee:
  - 1. Made up of the 4 District chairpersons.
  - 2. The COG shall appoint the MD chairperson of the committee at the conclusion of the MD 36 Convention for a 4-year term.
  - 3. The Executive Committee will annually appoint a:
    - a. MD Vice-Chairperson
    - b. Secretary
    - c. Treasurer
- C. Other Committee member assignments may be appointed by the MD chairperson or other members of the Executive committee as needed and will be approved by a vote of the Executive Committee. This will include but not be limited to the following:
  - 1. Country Coordinator
  - 2. Host Coordinator
  - 3. Excursions Coordinator
  - 4. Escort/Greeter