



**Lions
International**



EUROPA FORUM

MANUAL

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Incorporating:
Constitution
By-Laws
Standing Orders
History of the Europa Forum

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Europa Forum Manual

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I. Constitution

1. Mission Statement

The Lions Europa Forum (EF) is the Area Forum of Europe defined in Lions Clubs International (LCI) Board Policy Manual Chapter XXIII. The Europa Forum is a meeting of all the Lions from Europe irrespective of different Nationalities and cultures.

The Europa Forum shall be an open forum for the exchange of ideas, knowledge, mutual understanding, and fellowship, is to promote humanitarian service activities, further programs, and goals of Lions Clubs International in the multi-cultural society of Europe. The Forum may make recommendations to all members but shall have no authority either to superimpose or create any governing structure of Lions International in the constitutional area of Europe, or to collect dues.

2. Membership

The Lions organization in any country belonging to the Constitutional Area of Europe may become a member of the EF.

3. Meeting and Venues

The three-day Forum shall be held annually in the period from the last full week in October through the first full week in November, in each case, from Thursday through Saturday.

The venues of the EF shall rotate, if possible, to ensure a balance in the selection of Host Countries.

4. Forum Organs

4.1. The European Council

The European council (EC) is the body for the formation and control of Forum policy, composed of one voting delegate for each Member. In each EF three sessions (Opening Session, Discussion, Decision and closing session) shall be held.

The EC shall be chaired without the right to vote by the Forum President, assisted by the Vice-President, the Forum Secretary, and the Advisor and Archivist (A&A).

4.1.1 Agenda

The Agenda for the European Council meetings will be determined by the Forum President.

4.1.2 Resolutions

Every Member has the right to submit draft resolutions to the European Council after having it endorsed by its National Convention.

4.1.2 Voting

The majority of such Members represented at the Forum and entitled to vote shall constitute a Quorum. If the Quorum is not reached, the Council is reconvened after 30 minutes; at this reconvened meeting no quorum applies.

Any decision (other than such relating to the amendment of these Constitution and by-laws which shall require the 2/3 vote) shall be taken by simple majority.

Proxy voting is strictly forbidden.



4.2. Committees

A Committee is an entity created by the European Council on a permanent basis, recurrent from Forum to Forum, to deal with topics of general interest for the Lions of Europe.

4.2.1 Host Committee (HC)

The Host Committee is responsible for the preparation and operation of the Forum in the Host Country. In doing so, it shall closely co-operate with the Supervisory Committee. The Host Committee is chaired by the Forum President.

The Host Committee will propose – at its own discretion – the Main Theme of the Forum – preferably 2 years in advance.

4.2.2 Supervisory Committee

Its primary objective is to oversee the logistics, administration, any financial matters, and the content of the forum it is responsible for. Furthermore, the Supervisory Committee's duty is to ensure that the Europa Forum complies with the Board Policy Manual.

4.2.3 Long-Range Planning Committee Europe (LRPCE)

- 4.2.3.1 The primary objective is to ensure continuity, quality, and experience with regard to the content of the Forum and its workshops. Therefore, it has to scrutinize the operational structure of the Europa Forum and to submit proposals for improvement if appropriate.
- 4.2.3.2 It has to ensure the continuous exchange of information and better understanding between the LCI Board of Directors and the Constitutional Area IV and to implement the European diversity in the work of the Board of Directors with the aim of making a valuable contribution to the worldwide activities of LCI.
- 4.2.3.3 It has to provide structural analyses and proposals on how to secure qualitative membership growth in Europe in coordination with any membership initiatives of the International Board of Directors and to ensure the future international leadership of the Constitutional Area Europe is befitting the ever-increasing professional standards of volunteerism.
- 4.2.3.4 Similarly, to the by-laws in 4.1.2. the LRPCE can submit draft resolutions to ensure that the existing guidelines are adhered to and submit amendments to existing recommendations to the Council when appropriate and with the exception of unforeseen circumstances, such amendments, if any, will be phased in gradually to permit the Members to prepare for the changes.
- 4.2.3.5 The LRPCE may also appoint task forces to help it achieve its mission.
- 4.2.3.6 It shall also act as an advisory body to identify suitable recommended rotation which would enable fair opportunity to the members for European International Director positions. The LRPCE therefore has the responsibility of the suggested International Director candidate rotation list for Europe and when circumstances dictate, the elected voting members of LRPCE will meet (virtually) and adjust fairly with transparency, the rotation, to ensure that Europe has good, strong and appropriate candidates for European continuity. Any changes to the accepted list should first be submitted to the LRPCE via the Europa Forum Archivist & Advisor.

4.3. Working Groups

A Working group has a temporary nature and is appointed by the European Council to accomplish a specific task. The result of a Working Group's mandate is submitted for approval to the European Council according to Article 4.1.2 of the By-Laws.



5. Forum Officials

5.1. Designated International Director

The Association's International President appoints one acting International Director from Europe to supervise the Europa Forum.

5.2. Forum Officers

Forum officers are the Forum President, the Vice-President, the Advisor and Archivist, the Financial Controller, the Program Director, and the Forum Treasurer.

5.2.1 Forum President and Vice-President

The Forum President is the Chairperson of the Host Committee. The Forum Vice-President is the forthcoming Forum President. They shall be appointed by the respective Host country.

5.2.2 Advisor and Archivist (A&A)

The A&A shall monitor all decisions taken and act as advisor to the Supervisory and Host Committees. The A&A will be the living conscience and the embodied continuity of the Europa Forum. They must ensure that the decisions taken are acted upon properly in later years.

5.2.3 Financial Controller

The Financial Controller shall support the planning process and control the expenses of the Forum and put them into perspective with those of previous Forums.

5.2.4 Program Director

The Host Committee appoints a Program Director as the primary organizer of the Forum Program.

5.2.5 Forum Treasurer

The Host Committee appoints a Forum Treasurer responsible for the financial management of the Forum.

6. Workshops

During the EF, Workshops and Seminars shall be organized by the Host Committee and the Members to all topics of Lionism, especially leadership, membership, and activities.

7. Web Portal

To allow the Members and Lions of Europe to receive adequate information, a Web Portal is created under www.lions-europe.eu and under www.lions-europaforum.org ; a sub portal is operated for each EF by the Host Committee.

8. Language

The official language of the Forum shall be English or French or German or Italian or a Scandinavian language.

All information materials such as invitations, programs, etc. have to be prepared in the five Forum official languages. All input contributions should be presented in English. Minutes, reports, and all official output papers should be in English and include headlines of the contents translated into the other four official languages.

9. Financial aspects

9.1. All forums shall be financially self-supporting, and any deficit shall be the sole responsibility of said forum.



- 9.2.** The necessary administrative costs of the Forum (as well as all cost of the March/April meeting of the Supervisory Committee) shall be met by the Host Committee. The Host Committee has therefore the authority to collect registration fees in an appropriate amount and to make relevant charges likewise to participants in an optional program of social events.

The costs of Committees' and Working Groups' participants are carried by the Member the participant comes from.

- 9.3.** Voluntary contribution may be requested by Host Countries to maintain the registration fee under €300 for the 1st 1,000 registrants.

- 9.4.** Cancellation Policy Guidelines:

- 30 days prior to the Forum: 100% refund
- 15 days prior to the Forum: 20% refund
- 15 days or less before the Forum: no refund

In the unusual situation of an unexpected cancellation, consideration will be given, and a decision made about repayment by the Forum President based on the situation of the Forum Financials and after consultation with the EF Financial Controller, the final decision will remain with the Forum President.

Any such cancellation must be claimed within one (1) month after the Europa Forum supported by relevant information.

The claim request must be directed in writing to the Forum President directly.

- 9.5.** At the end of the Forum the Host Committee shall prepare a final cost report using the accounting frame. This report must be sent to the Financial Controller by March 31 in the following year.

- 9.6.** Europa Forum is not for profit, therefore any surplus realized by any Europa Forum – above all voluntary contribution – must be donated for a humanitarian project, at the discretion of the organizing Host Committee.

The surplus from a Forum using voluntary contribution – up to a maximum of the amount received – shall be transferred back to the central account to be used for future Forums.

10. Miscellaneous

- 10.1.** The Constitution and By-Laws will be kept and maintained in English. It is the Member countries' responsibility to translate and update same in their own languages. The language versions will be published on the Web Portal under the responsibility of the Members. In case of disputes, the most recent dated English edition supersedes all other language versions.

- 10.2.** Amendments of these constitution and by-laws other than coming from a working group appointed for this purpose by the Council (provided that any proposed amendment thereto shall first have been submitted as to the wording thereof to the Forum's A&A) have to be previously endorsed by the National Convention (or equivalent) of a Member before June 15th. Similarly, to the rules in place, the LRPCE can also submit amendments of these Constitution and By-laws to the Forum President and A&A by June 15th.



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II. By-Laws

1. Mission Statement

These By-Laws shall provide further definitions to the articles of the constitution. They shall establish specific rules by which the Europa Forum (EF) is to function.

2. Membership

To become a member of the EF an appropriate resolution of a National (Multiple or Single District) Convention, or in the case of undistricted Clubs, of a meeting of all its Clubs is needed (except for legal States where there is a Sub-District of a Multiple District or Single District, already Member of the Europa Forum. In this case, undistricted clubs should not apply to be a member). This Resolution is to be approved by the European Council. The new member may not exercise its voting rights until the ensuing European Council meeting.

The Members are required to appoint an experienced Lion to be their Liaison to the Host Committee, to always update their mailing address information and keep the Host Committee duly informed thereof.

Membership may be discontinued as a result of a valid decision of a National (Multiple or Single District) Convention, or in the case of undistricted Clubs, of a meeting of all its Clubs is needed. The Member shall have to duly notify the Forum President thereof before June 30, latest. The membership is also discontinued by termination of all clubs by Lions Clubs International (LCI).

3. Venues

The venues of the EF shall rotate if possible. For the purpose of ensuring a desirable balance in the selection of Host Countries and the actual venues therein the following grouping of Members is recommended:

Group 1 (Central Europe)

Austria, Belgium, Czech Republic & Slovakia, France, Germany, Hungary, Luxembourg, Monaco, The Netherlands, Poland, Republic of Russia (Moscow), Romania, Switzerland & Liechtenstein, Ukraine

Group 2 (Northern Europe)

British Isles, Denmark, Estonia, Finland, Iceland, Ireland, Latvia, Lithuania, Norway, Sweden

Group 3 (Southern Europe)

Andorra, Bosnia & Herzegovina, Bulgaria, Croatia, Gibraltar, Georgia, Greece/Cyprus, Israel, Italy, The Republic of North Macedonia, Malta, Portugal, San Marino, Serbia, Slovenia, Spain, Turkey.

New members will be added to the Groups where they geographically belong.

In order to apply for organizing a Forum, the Member in question must prove that its Convention has previously endorsed the intention. The application must prove by a preliminary budget forecast which first needs to be reviewed and approved by the Financial Controller that the Forum to be organized is financially viable.



4. Forum Organs

4.1. The European Council (EC)

4.1.1 Agenda

4.1.1.1 The EC agenda has to contain:

- (1) The receipt of the report on the financial results of last year's Forum, prepared and presented by the Financial Controller.
- (2) The selection up to a maximum of five years in advance of a Host Country and a venue for the Forum.

4.1.1.2 If required, the agenda also has to contain:

- (1) Draft resolutions from the Members, the Long-Range Planning Committee Europe (LRPCE), the March/April meeting of the Supervisory Committee and any Working Group.
- (2) The election of the Advisor and Archivist (A&A), the Financial Controller, the Thomas Kuti Contest and Bert Mason Ambassador Award Committee Chairs (on recommendation of the relevant Committee), as well as the endorsement of the members of the LRPCE.
- (3) The receipt of the report on the results of a working group requiring a voting decision.
- (4) The receipt of the report on the results of the workshops of the actual Forum requiring a voting decision.
- (5) The receipt of other proposals submitted by a member requiring a voting decision.

4.1.1.3 The final agenda (compiled on the basis of the decisions taken at the March/April meeting of the Supervisory Committee and completed with additional proposals to the Council) shall be published by July 31st.

4.1.2 Resolutions

Draft Resolutions shall be sent in English language to the Forum President with copy to the A&A by June 15th. The Forum President will publish these same draft Resolutions on the EF sub-portal with an email notice to the Members before July 31st latest, to duly prepare them for the discussion and voting to take place during the European Council meeting. At the same way the LRPCE can also submit draft resolutions.

A Draft Resolution can also be taken onto the Agenda of the European Council when the Forum President and the Vice-President, assisted by the A&A, decide that an emergency Resolution is called for as a result of a report of a working group, or if such resolution could not have reasonably been submitted on time, etc. The European Council might decide to forward any proposals for voting to the next Forum in case the Resolution requires that the Members further discuss the issue.

In the event that a duly proposed Resolution is not carried, the same or similar proposal will not be taken into consideration the following year.

4.1.3 Delegates

The voting delegate of a member in general is the CC for a MD, the DG for a District, in the case of undistricted Clubs, a Lion voted by a meeting of all its Clubs, or a Lion leader duly authorized by them. Members may register their voting delegates at the Forum. If a member needs to have its voting right authenticated at the Forum, the Forum President and A&A may authorize it after having checked that the request is well-founded.



4.1.4 Voting

The result of each decision made at a meeting of the Council shall be formally declared by the Forum President with all the relevant details (number of votes, green, red, and white cards, etc.) and should duly be recorded in the published minutes thereof. Electronic voting is permitted; however, the voting member must be present, and the system must be able to show results by voting member.

4.1.5 Audio-Recording

It is recommended that the Council meetings be audio-recorded, and these records are kept for further reference until the 3rd ensuing Forum.

4.2. Committees

4.2.1 Host Committee

4.2.1.1 The Host Committee shall be formed as soon as the Member to host a Forum has been selected. The structure and the working methods of the Host Committee are the responsibility of the Host Member. It is suggested that the Host Committee involves professionals for the various tasks it has to perform.

4.2.1.2 The Host Committee shall operate a Sub-Portal on www.lions-europaforum.org for the distribution of all useful information concerning the Forum, for the registration of participants and their partners to the Forum and for the exchange of information between the Forum and its Members. The Sub-Portal shall be opened not later than November 30 the year before the Forum.

4.2.1.3 It shall develop the budget of the Forum and carefully control all financial issues of the Forum. A final report on expenses has to be sent to the Financial Controller before March 31 after completion of the Forum.

4.2.2 Supervisory Committee

The Supervisory Committee consists of the following members:

- Forum President
- Forum Vice-President
- Forum Treasurer
- Designated ID (who will be the Chairperson of the Committee)
- 2* Host Program Directors (current and forthcoming)
- Advisor and Archivist
- Financial Controller

The Supervisory Committee organizes its work at its own discretion and timetable; however, it shall organize one formal – in person - meeting in March/April, at the Europa Forum venue. All cost (travel, accommodation, and food) of the Supervisory Committee members will be borne by the Host Committee. Additional participants can be invited as appropriate (i.e., The Thomas Kuti Contest Chair, etc.), at no cost to the Host Committee or the Forum. If any member of the Supervisory Committee considers it necessary, further virtual meetings can be arranged with the Forum President and selected Committee Members. The Supervisory Committee may also decide to conduct meetings at the Forum venue, prior to and after the Forum.



4.2.3 Long-Range Planning Committee Europe (LRPCE)

4.2.3.1 Membership

The LRPCE consists of the following members:

- The most recent Past International President of Europe shall be the Chairperson of the LRPCE, if the chairperson cannot participate at the meeting, the LRPCE shall elect a Vice Chairperson, with the same prerogatives/rights as the Chairperson, from among the committee members present.
- The designated ID for the next year Europa forum.
- The current Second Year International Directors from the Constitutional area IV Europe.
- The immediate Past International Directors from Constitutional area IV Europe.
- First year directors are invited to attend the meeting as non-voting observers without any budgetary implications.
- The representatives of those Lions Euro-Groups that are not represented by the International or Past International Directors shall be the most recent English-speaking Past International Directors of the Euro-Groups concerned. Their term will last until a new Second Year Director from their Euro-Group replaces them on the LRPCE. In case there would exceptionally be 2 PIDs from the same Euro-Group having served on the Board the same years, both will be representatives of their Euro-Group on LRPCE until a new PID from the Euro-Group concerned replaces them on the LRPCE.
- The Europa Forum President and the Europa Forum Vice-President if they are not one of the International Directors, Past International Directors and/or representatives of the Lions Euro-Groups.

The voting members of the LRPCE shall be the current Second Year International Directors, the designated ID for the next year Europa Forum, the Immediate Past International Directors, and the representatives of the Lions Euro-Groups. The Chairperson has a non-voting position; in the event of an equal vote, they have a casting vote.

- The President, Vice-Presidents, and all PIPs of Europe, in a non-voting position ex officio.
- The A&A, as secretary of the LRPCE, in a non-voting position. If the A&A is a voting member of the LRPCE, they shall have no voting rights.
- The Financial Controller in a non-voting position. If the Financial Controller is a voting member of the LRPCE, they shall have no voting rights.
- The Host Program Director for two successive years, initially as the forthcoming Program Director and then as the Forum Program Director, as a consequence, there would be 2 Program Directors in attendance, both in a non-voting position.



The Lions Euro-Groups considered for the purpose of the LRPCE, similarly to the grouping of the ID Rotation Plan, are as follows:

Euro-Group 1: 101, 104, 106, 107, 109

Euro-Group 2: 102, 110, 114, 105, 133

Euro-Group 3: 111

Euro-Group 4: 103, 112, 118

Euro-Group 5: 108, 115, 116, 117

Euro-Group 6: 113, 119, 120, 121, 122, 123, 124, 126, 128, 129,
130, 131, 132, 134, 135 + undistricted areas.

4.2.3.2 The LRPCE will assume the responsibility of overseeing the Europa Forum program content, under the direction of the appointed ID and A&A. The Program Director designated by the Host Committee for the forthcoming Europa Forum will submit a midyear report (latest June 30th), which will be overseen by the LRPCE. The LRPCE will invite comments from the three most recent Europa Forum Program Directors, these comments will be collated to ensure continuity and quality enabling thus advice to the Program Director.

4.2.3.3 The Committee holds one annual meeting during the Europa Forum. The Chairperson may summon additional meetings when required and if appropriate. The costs of this Committee are no burden to the Forum budget. They will be met by the member country of the Committee members when appropriate. The Committee may commission Taskforces to work on specific topics advancing the execution of its mission.

4.3. Working Groups

The report of a working Group, if appropriate, shall be directly presented to the EC for discussion and decision. If such a report or a potential resolution requires voting at the EC, same has to be submitted to the Forum President, with a copy to A&A before June 15th.

5. Forum Officials

The Forum Officials shall take office upon the adjournment of the Forum prior to that for which they are to serve.

5.1. Designated International Director (ID)

The designated ID shall take office upon the adjournment of the Forum (at the optional Supervisory Committee meeting) prior to that for which he is to serve, and the term of office will cease at the adjournment of the Forum.

5.2. Forum Officers

5.2.1. Forum President and Vice-President

The Forum President and the Vice-President shall usually be a Past International President or a Past International Director or a Past District Governor or a Past President of an undistricted Club. They must reside within the Host Country, and it is recommended that they should have participated in at least three of the past five Forums. They shall be appointed by the Host Country's Council of Governors (Multiple District) or by the Cabinet of the District (Single District) or by a Committee of all undistricted Clubs. The Supervisory Committee must ascertain that these qualifications are met.



The Forum President shall convene the Forum before April 30th by means of posting it on the sub-portal, with an email notice to the Members.

At the conclusion of the Forum, the President shall send information to LCI including a copy of the motions carried and concerning proposals of amendments to the International Constitution and By-Laws.

5.2.2. Advisor and Archivist (A&A)

The A&A is elected for three years by the European Council and can be re-elected once. Candidates must have attended at least three of the past five Forums and can demonstrate a good knowledge of the Europa Forum, and good working knowledge of the English language. The duties are to:

- Monitor all decisions taken.
- Act as advisor to the Supervisory, Host Committee and LRPCE and to the Forum President.
- Maintain archive for official minutes of the Europa Forums in general and the Council meetings in particular.
- Monitor the audit and reporting of the Europa Forum.
- Maintain and update the Europa Forum Manual in the Archive system.

Handover process: The handing over/taking over should take place latest 1 month after the election of the new A&A. All relevant information and updated documents shall be handed over, in particular:

- Constitution & By-Laws (previously Rules of Procedure), Standing Order, all Appendices.
- Updated history & contents of the Rules of Procedure/Constitution & By-Laws
- All official minutes of past Forums in general and European Council meetings in particular,
- All decisions taken at European Council meetings,
- All financial reports of past Forums,
- Updated list of Member Countries,
- Updated history of the Europa Forum.

The A&A takes part in the work of the Supervisory Committee and is bound to draw the attention of the Designated ID and the Forum President on discrepancies found in relation to the Constitution and By-Laws. If his advice in this respect is not acted upon, he is obliged to report same at the next EC meeting.

5.2.3. Financial Controller

The Financial Controller is elected for three years by the European Council and can be re-elected once. Candidates must have attended at least three of the last five Forums and can demonstrate a good knowledge of the Europa forum, and good working knowledge of the English language. The candidate must have a professional background in accounting or controlling. The duties are to:

- Supervise the financial planning process of all Forums.
- Review and approve Budget proposals for future Forums before they get presented to the EC.
- Control the expenses of the Forum and put them into perspective with previous Forums.
- Monitor the audit of the Forum performed by the Host Country.



- Develop and monitor the Forum's statistical information system together with A&A.
 - Report to the Council the financial results of the previous year's Forum and of the central account.
 - Administer the Voluntary Contributions and ensure transparency. Report the status of the central account annually to the Council.
 - Agree with A&A and Forum President what voluntary funds will be transferred based on the finally agreed Budget plan.
 - Maintain an archive system for all relevant financial information on the homepage.
- Handover process: The handing over/taking over should take place latest 1 month after the election of the new Financial Controller. All relevant information and updated documents shall be handed over, in particular:
- All previous financial reports and analysis prepared concerning previous and future Forums on financial results, central account, status of Voluntary Contributions, etc.,
 - Budget proposals of future Forums,
 - Monitored audits of previous Forums,
 - Statistical information system,
 - Archive system for all relevant financial information.

5.2.4. Forum Program Director

The Program Director shall be appointed from the Host Committee. Their duties are to:

- Serve on the Supervisory Committee, Host Committee and LRPCE for two successive years, initially as the forthcoming Program Director and then as the Forum Program Director in order to receive/provide feedback on the content of the current and then the forthcoming Forum.
- Work closely with the A&A and the designated ID for the forthcoming Forum to ensure that there are appropriate sessions for each of the 5 main topic areas which are timetabled, with a Chairperson, Secretary and Presenters. In this respect they have to submit a mid-year report to the LRPCE and A&A by June 30th to seek advice.
- Serve on the Host Committee as the primary organizer of the Forum Program and tasks shall include:
 - Formulating a Program Schedule, including events, in consultation with the President of the Forum and with the Host Committee so as to follow the suggested agenda and duration of meetings.
 - Assisting the Host Committee with the preparation of the Summary Program schedule and the detailed Analytical Program.
 - Ensuring correct provision of room facilities with appropriate equipment, seating, etc., according to the Program schedule.
 - Briefing Chairpersons and Presenters on their roles during Forum, with particular regard to the reporting arrangements.



5.2.5. Forum Treasurer

The Forum Treasurer shall be appointed from the Host Committee. Their duties are to:

- Work closely with the Forum President and the Europa Forum Financial Controller to ensure that the financial projections are accurate and consistent. In this respect they have to submit updated Income/Expense statements as well as registration information during the meetings with the Supervisory Committee.
- Serve on the Host Committee as the primary organizer of the Forum Financials and tasks shall include:
 - Developing a Budget for the Forum in close co-operation with the Host Committee which will be presented when a host country applies for a Forum.
 - Updating all income and expense items during the planning phase of the Forum.
 - Taking over the responsibility that budgeted funds are spent wisely and according to the plan.
 - Closing the financials after the forum and having all financial information audited by a local Audit company.
 - Submitting the final issue of the Forum's financial report, including the contributions, social events, as well as all other income and expenditure by the end of March following the Forum to the EF Financial Controller.

6. Event Contents

6.1. Workshops

All proposals for Workshops and Presentations during the EF have to be submitted to the Program Director by the end of February for review and consideration by the Supervisory Committee.

Topics must be in line with the overall theme of the EF and fit to the categories defined.

The proposal must cover the following information:

- Name/Topic of the Workshop
- People involved (Chairperson, Secretary)
- Short summary of the content, and the expected goals.

The Chairperson will organize and lead the Workshop.

The Secretary has to write a short summary (minutes) of the Workshop as well as if the goals had been achieved. This report is to be sent to the Program Director no later than two weeks after the Forum.

6.2. Agora

The Host Committee shall create a Service Agora within the Forum Agora (consisting of tables and not booths) where Lions Clubs and Districts can promote service projects for the purpose of obtaining joint venture partners or twinning, or as good practices. The service Agora shall be at lowest possible price for Lions presenters.



6.3. Speaker's Corner

The Host Committee shall organize a Speaker's Corner where projects, fundraisers, service activities having a general Lions interest in not more than 30 minutes shall be programed within the Thematic Sessions program group by the Host Committee. Slots have to be bookable online ensuring the participants a chance to consult the list of topics and speakers beforehand and decide what they might listen to.

Host Committees are encouraged to program these presentations not only in English, but also in other languages.

7. Web Portal

7.1. The Portal's General content covers:

Mission statement; Service activities and humanitarian actions of LCI Description of the Europa Forum; European humanitarian activities co-operation with other areas (Africa, Asia.); Pictures from previous Forums; Lions and International organizations like EU, UN, etc. and the Europa Forum Manual.

7.2. Information and news concerning the Forum shall be posted and updated by the Host Committee at the Sub-Portal. All communication with the Members and exchange of any and all information is to be done by means of this Sub-Portal and by email.

8. Language

The Host Committee shall make the choice of one of the official languages, provide translation facilities at the main meetings into the remaining 4 named languages and on request, if possible, into any other language, but in the latter case the costs thereof shall be borne by the Member requesting this. The Host Country may use its national language at the main translated meetings, at its own cost.

Translation is mandatory at the Opening and Closing Sessions, the EC meetings and the meetings with the International Officers (International President, Immediate Past International President, 1st Vice-President and European Directors). The Seminars and Workshops will primarily be held in English, enlisting volunteers assisting with translation. Host Committees are encouraged to organize workshops in other official languages or the language of the host country to attract a more diverse Lions audience from the multicultural constitutional area of Europe. There will be no extra cost burden to the Host Country.

9. Financial Aspects

9.1. Voluntary contribution may be requested by Host Countries.

9.2. Member countries can be asked by the Europa Forum Archivist & Advisor to pay a voluntary contribution of Euro 0,50 – 1,00 annually per each European Lion member as of December 31 of the previous year. The funds shall be collected in a central account designated and managed by the Financial Controller and would be used specifically to offset the Registration fee to a maximum of EUR 300,00 for the 1st 1.000 registrants. Details of this account will be specified in the forementioned request to pay Voluntary Contributions sent by the A&A.

9.3. The contribution from the European Lions will be requested by the Forum President from the Europa Forum Financial Controller, copying the designated ID, the A&A.



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- 9.4.** Based on the agreed upon financial needs from the Host Committee (Budget), the Forum President can request funds from the Financial Controller until the end of the month of August of the year of the Forum. This cash-flow subsidy from the Voluntary Contributions may be requested by those Host Committees only whose MD/SD previously made a Voluntary Contribution to the Central Account. The A&A needs to approve the amount to be transferred. Any increased requirements thereafter must be approved by the Supervisory Committee.
- 9.5.** Unused amounts will remain on the central bank account for potential use in future Forums.
- 9.6.** By the end of March following the Forum, the Forum President and Treasurer will prepare the final issue of the Forum's financial report, including the contributions, social events, as well as all other income and expenditure.
- 9.7.** The Forum accounts and the financial report must be audited by a local certified accountant, and the Report thereof will be sent to the Financial Controller for review to be presented afterwards to the European Council at the following Forum.
- 9.8.** In the event of uncertainty or lack of clarity with host country accounts submitted to the Europa Forum Financial Controller, the Financial Controller shall request LRPCE enlist the support of Lions Clubs International to implement an investigation, if appropriate.
- 9.9.** It is mandatory that the surplus from a Forum using voluntary contribution – up to the maximum amount received – be transferred back to the central account. Any further surplus must be given to a European humanitarian project according to the Host Committee's decision.

10. Miscellaneous

Europa Forum is a gathering of European Lions and global Lions friends for the open discussion of all matters of public interest provided, however, that partisan politics and sectarian religion shall not be debated. Respect for this intention is requested from all candidates seeking elected position of the Europa Forum. The use of a 1-page flyer is permitted.



III. Standing orders to apply to the European Council, and other decision-making meetings.

- 1.** The Forum President shall always remain neutral unless they vacate the Chair and speak from the floor.
- 2.** The Forum President is entitled to change the Order of the Business items on the agenda, to limit the number of speakers, with the exception of a "point of order" (this is a legitimate objection to the course of the meeting and the rules being applied, including moving to the next point on the agenda) for time constraints or any valid reason.
- 3.** Any person wishing to speak at the European Council, must be a Forum Registered Lions Member, must have the permission of their Europa Forum Delegate, have the permission of the Forum President, and announce their name and country and address the Chair.
- 4.** If a speaker exceeds the time limit or if the subject is inappropriate the Forum President is authorized to stop the speaker.
- 5.** No person is permitted to speak more than once to the same Resolution or Amendment or any other matter. Only the proposer of a Resolution/Amendment can reserve their right of reply and can speak more than once on any such matter under discussion.
- 6.** Any Resolution or Amendment will be proposed and seconded individually by nominees on behalf of one or more members before consideration by the Meeting. In the event that a proposer is unable to be present for valid reason, the Forum President must introduce the proposal on their behalf.
- 7.** Any proposal for Resolution will be introduced and explained in a maximum time of 3 minutes. In the general debate that follows (if any), any speaker will be entitled to speak once on that matter for a maximum of 2 minutes and their presentation must adhere strictly to the matter under discussion. The Chairperson of all Meetings has the authority to deviate from the above if appropriate.
- 8.** Voting on any matter shall be by a show of cards. In the event of a position to be fulfilled by election, there must be the provision of a secret ballot. Electronic voting is not prohibited.



**Lions
International**



IV. Appendices

Appendix A:

Guidelines for Host Committees (Essential basic requirements to be fulfilled at the selected venue):

1. Hotel accommodation:

Available for advance booking (by the Internet sub-portal) as arranged by the Host Committee.

2. Airport:

International flights to a nearby airport, with transfer service available.

3. Conference facilities:

3.1. As part of their commitment to diversity and inclusion, all Europa Forum Host Committees shall choose Conference Centers that are suitable for everyone including those with special accessibility needs.

3.2. A large hall with seating for a minimum of 800 persons and with simultaneous translation equipment.

3.3. Several smaller conference rooms, minimum of 5 to seat at least 50 persons.

3.4. A large area for Agora, stands, meeting points, inquiries and information desks.

3.5. International communication facilities ("Internet Point", etc.)

4. Marketing and PR:

The usage of the new Europa Forum logo is recommended for Host Committees in their written materials and communications.

5. General Secretariat during the Forum:

To provide adequate interpreters, secretarial support, guides, copying and typing service for small items, travel agency.

6. Transport:

To be arranged between hotels and where events are to take place free of charge only to registered participants.

7. Official guests:

See Appendix D.



Appendix B:

Sequence and Planning of Europa Forum related activities and To Do's:

Information and news concerning the Forum shall be posted and updated by the Host Committee at the Sub-Portal operated under the European Forum Portal (www.lions-europaforum.org). All communication with the Members and exchange of any and all information is to be done mainly by means of this Sub-Portal.

Year	Deadline	Europa Forum related activities and To Do's
The previous year	At the beginning and at the conclusion of each Forum	Supervisory Committee meetings
The previous year, at the adjournment of the previous Forum	November 1st approx.	The setting up and operation of the Sub-Portal by the Host Committee
The previous year	November 30th	Web page and registration on the Internet Sub-Portal, reminder, and invitation of proposals (seminars, workshops, presentations, speakers etc.)
The previous year	December 31st	The A&A to contact the MDs of the Scandinavian countries asking them to renounce of the simultaneous translation in a Scandinavian language at sessions where it would otherwise be required.
The previous year	December 31st	The Program Director shall request in writing the Member Countries to submit their requests/inputs (sessions, etc) to the forthcoming EF program until end of February latest.
Forum year	February 28th	(Agenda) proposals to be submitted for consideration by the Supervisory Committee for its March/April meeting: meeting convened
Forum year	February 28th	All proposals for Workshops and Presentations during the EF have to be submitted to the Program Director by the end of February for review and consideration by the Supervisory Committee.
Forum year	March/April	Supervisory Committee meeting (final inspection of venue, infrastructure etc.)



Year	Deadline	Europa Forum related activities and To Do's
Forum year	April 30th	Forum to be convened by the Forum President by publishing it on the Internet Portal, with an email notice to the Members
Forum year	June 15th	Draft Resolutions should be sent in English language to the Forum President with copy to the A&A by this date
Forum year	June 15th	Any Member wishing to submit a proposal to the Council at the Forum shall do so by this date
Forum year	June 15th	Working Group's report if it requires voting at the Council has to be submitted to the Forum President with copy to the A&A by this date
Forum year	June 15th	Amendments of the Rules and of the Europa Forum Standing Orders other than coming from a working group appointed for this purpose by the Council (provided that any proposed amendment thereto shall first have been submitted as to the wording thereof to the Forum's A&A) have to be previously endorsed by the National Convention (or equivalent) of a Member before that date
Forum year	June 15th	Similarly, to the rules in place, The LRPCE can also submit amendments to the Forum President and A&A by this date
Forum year	June 15th	Proposals concerning new topics arising to be submitted for consideration to the Supervisory Committee
Forum year	June 30th	When applicable, the Member shall have to duly notify the Forum President of the discontinuation of its membership
Forum year	June 30th	The Program Director of the forthcoming Europa Forum to submit a midyear report to the LRPCE who will invite comments from the three most recent Europa Forum Program Directors
Forum year	July 15th	The A&A to visit the Host Committee to ensure that all deadlines and all member countries' requirements are met



Year	Deadline	Europa Forum related activities and To Do's
Forum year	July 31st	The Forum President will publish the draft Resolutions on the sub-portal with an email notice to the Members before this date
Forum year	July 31st	The final agendas for all the meetings at the Forum (compiled on the basis of the decisions taken at the March/April meeting of the Supervisory Committee and completed with additional proposals to the Council) shall be published by this date
Forum year	August 31st	In case of emergency, the Designated ID and the A&A shall ensure that all draft Resolutions and Agendas be sent (posted on the Internet Portal) to Members in English
Forum year	August 31st	The Forum President can request funds of the Voluntary Contributions from the Financial Controller, the amount has to be approved by the A&A
Forum year	At the conclusion of the Forum	The President shall send information to LCI including a copy of the motions carried and concerning proposals of amendments to the International Constitution and By-Laws
The year after the Forum	March 31st	At the end of the Forum, the Host Committee shall prepare a final cost report using the accounting frame. This report must be sent to the Financial Controller by this date



**Lions
International**



Appendix C-1:

Suggested agenda, contents and duration of meetings and General Organizational Best Practices of the Forum:

1. Recommended Guidelines for the Europa Forum events:

No business on Wednesday (apart from closed meetings, some seminars/workshops, thematic meetings, see also in 1.8.8 hereunder) thus many participants have the opportunity to arrive on Thursday only.

1.1. Welcome – Get Together

1.5-hour max. One drink, no food, included in the registration fee, max one short speech, to be held in connection with the Opening Ceremony. The idea is to give the participants a chance to get to know the locality and to socialize. Hereby give the local Lions a chance to promote the local area. Host Committee to arrange advertising and a discount encouragement for European Lions participating at the Forum..

1.2. Agora

Must be available, at the lowest possible price for Lions, a different cost for businesses.

1.3. Speaker's Corner

Projects, fundraisers, service activities having a general Lions interest but not taking more than 30 minutes will be programmed within the Thematic Sessions program group by the Host Committee.

Slots have to be bookable online which will give the participants a chance to see the list of topics and speakers beforehand and decide what they might listen to.

Host Committees are encouraged to program these presentations also in other languages than English.

1.4. Meet your International Directors

This session will be organized and chaired by the designated ID. This session would enable the European Lions to meet and understand the activity of their elected representatives on the International Board.

1.5. Opening Ceremony

Max 90 min.

Presentation of candidates for 3rd International Vice President and International Director should be made without a candidate speech but delegates should be encouraged to meet and have contact with candidates during the Forum. (The candidates are encouraged to reserve and utilize "Speaker's Corner" slots to promote this opportunity).



**Lions
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Flag Ceremony	20 min.
Anthems	5 min.
Civic Presentation	5 min.
Incoming International Directors + Candidates for 3rd IVP	5 min.
Forum President	5 min.
Designated International Director and/or International President	5 min.
Motivational Speech	20 min.
Art Performance	15 min.

1.6. Host Night

It is recommended that this event is reduced (a large – university or other communal – hall with food stalls characteristic to the area, some artistic performance but not a seated second Gala Dinner) permitting Forum participants – if not registering for this event – to optionally go out and better get to know the area, to socialize.

Another option for the Host Committee is to organize this evening with the help of the local Lions Clubs who would invite the Forum participants permitting Lions Clubs International exchange, friendship.

In both cases, the Host Committee may register participants to this event by charging a nominal fee.

1.7. Closing Ceremony

Max. 60 minutes.	
Forum President	5 min.
Winners of the Competitions Bert Mason Young Ambassador Award and European Music Competition Thomas Kuti	30 min.
Designated International Director or International President (the one who did not speak during the opening)	5 min.
Next Forum Presentation	10 min.
Forum flag exchange (between outgoing and forthcoming Forums)	5 min.



**Lions
International**



1.8. Contents and General Organizational Best Practices

- 1.8.1. The Program Director shall organize a SWOT analysis together with the GAT Area Leaders of CA4 to determine the major issues affecting/interesting the Lions Clubs in Europe. Such SWOT analysis shall be done in the calendar year preceding the Europa Forum. The results shall be shared with the Member Countries and shall be used to create the final content of the Forum.
- 1.8.2. Based on the SWOT analysis results, the Program Director shall propose round tables, discussion sessions, and short trainings, to stimulate an active participation of the LIONS members. The Program Director shall work with the workshop proposers to convert presentations and lectures into discussions and debates.
- 1.8.3. All Europa Forums shall organize a Discussion Group / Round Table on the subject of dropped Members and Retention, attendance of all is encouraged.
- 1.8.4. The Program Director shall co-operate with the GAT leadership to motivate Club Presidents to participate at the Europa Forum.
- 1.8.5. The Supervisory Committee shall create a participation patch or participation medal exclusively for the Club Presidents participating at the Europa Forum.
- 1.8.6. The Host Committee shall present a "Wall of Honor" in the Agora to display the names of Lions Members (below the rank of District Governor) participating for the third time or more at a Europa Forum.
- 1.8.7. The Treasurer of the Forum and the Host Committee shall promote a special offer "Bring two Club members to the Forum and the Club President receives 50% discount on the registration fee".
- 1.8.8. All Working Groups, Committees and Closed meetings shall be scheduled on the first day before the official start of the Forum (Wednesday) or on the first day of the Forum (Thursday) prior to the Opening Ceremony of the Europa Forum.
- 1.8.9. The Host Committee shall organize a Leadership Institute with classes in multiple languages, in co-operation with a possible future Academy Europe and LCI to end on the day before the commencement of the Europa Forum without any financial burden to the Forum budget.
- 1.8.10. The Host Committee may consider a discount of the registration fee to the Europa Forum to the Participants in the Institute.
- 1.8.11. The Host Committee is encouraged to invite guest speakers also during workshops (not only during the opening ceremony). Such guest speakers shall be inspirational / mobilizing / well known persons from Lions / universities / sport / business / the arts / young people and shall have a message that is in line with the general theme of the Forum as well as with the results of the SWOT analysis.

Appendix C-2: Model Calendar

Color Key to Model Calendar

Plenary, Thematic, Youth-YEC, Leadership Development, Service Activities & International Cooperation, Membership-Retention and Extra Congress Centre

Number of available 1.5-hour slots:

THEMATIC MEETINGS	10	slots <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
YOUTH-YEC	9	slots <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
LEADERSHIP DEVELOPMENT	9	slots <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
SERVICE ACTIVITIES/INTERNATIONAL COOPERATION	9	slots <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
MEMBERSHIP-RETENTION	9	slots <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
PLENARY SESSIONS	8	slots in 2 days <i>(the number can be increased by cutting in half the 1.5-hour sessions)</i>
Total	54	slots

	PLENARY SESSIONS	Translated Main Meetings
	THEMATIC MEETINGS (including PR & COMMUNICATION)	Supervisory Committee, Host Orientation, Presenters and Moderators Orientation IT Committee, Lions on Internet, General Secretaries, LION Magazine editors, Speakers' Corner, etc.
	YOUTH-YEC	Leo/Lion Cooperation (min. 2 workshops) Thomas Kuti Contest (Music Contest), Bert Mason Ambassador Award (Attention: Special & appropriate rooms to be reserved)
	LEADERSHIP DEVELOPMENT	Leadership Training, Certified Guiding Lions, etc.
	SERVICE ACTIVITIES & INTERNATIONAL COOPERATION	Service & humanitarian projects, fundraisers, LCIF, etc. Mediterranean, Euro-Africa, Euro-Asia, UNO, EU Parliament, UN-EU and Lions, etc.
	MEMBERSHIP-RETENTION	Workshops, Special Guests (motivation, best practices)
	EXTRA CONGRESS CENTRE	Social & Agora



Appendix C-2: Model Calendar

During the Forums of 2017 Montreux/ 2018 Skopje it was resolved - The three-day Forum shall be held annually in the period from the last full week in October through the first full week in November, in each case, from Thursday through Saturday. The dates to be approved - at least two years in advance - by the Association's International President. (Also see LCI Board Policy Manual Chapter XX111).

	CONGRESS HALL	ROOM 1	ROOM 2	ROOM 3	ROOM 4	ROOM 5	
	PLENARY SESSIONS Simultaneous. Translation	THEMATIC MEETINGS*	YOUTH-YEC Attention: Special & appropriate rooms to be reserved for the Bert Mason Young Ambassador Award & European Music Competition Thomas Kuti	LEADERSHIP DEVELOPMENT	SERVICE ACTIVITIES & INTERNATIONAL COOPERATION	MEMBERSHIP - RETENTION	EXTRA CONGRESS CENTRE
Day 0		Closed & special meetings	Closed & special meetings	Closed & special meetings	Closed & special meetings	Closed & special meetings	
Day 1							
09:00 - 10:30		Supervisory Com.					
10:30 - 11:00		Break	Break	Break	Break	Break	
11:00 - 12:30							
12:30 - 14:00		Break	Break	Break	Break	Break	
14:00 - 15:30	Opening Ceremony						Agora / Speakers Corner
15:30 - 16:00		Break	Break	Break	Break	Break	
16:00 - 17:30	European Council I						
19:00 - 20:30							Welcome Get Together
Day 2							
09:00 - 10:30							Agora
10:30 - 11:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
11:00 - 12:30	International 1st VP Meets VDGs						
12:30 - 14:00	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	
14:00 - 15:30	IP meets DGs						
15:30 - 16:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
16:00 - 17:30	European Council II						
19:00 - 21:30							Host Night or Free
Day 3							
09:00 - 10:30	Meet your IDs						Agora
10:30 - 11:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
11:00 - 12:30	Meet your IP						
12:30 - 14:00	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	
14:00 - 15:30	European Council III						
15:30 - 16:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
16:00 - 17:30	Closing Ceremony						
17:30 - 19:00		Supervisory Com.					
19:00 - 23:30							Gala/Farewell Dinner (paid)
Day 4	Optional at the discretion of the Host Committee						

* Thematic Meetings: Supervisory Committee, General Secretaries, IT Committee & all other meetings that cannot be categorized in YOUTH-YEC, MEMBERSHIP-LEADERSHIP, ACTIVITIES, MEMBERSHIP AND RETENTION.



**Appendix D:
Official Guest Expenses for the Forum:**

Office held	Max	Spouse	Travel	Hotel, Meals Events, etc.	Registration Fees
Current IP *	1	YES	LCI	LCI	HC
ID designated by IP	1	YES	LCI	HC	HC
Intl. Exec. Officers **	2	YES	LCI	LCI	HC
Current IDs from Europe	5	YES	LCI	HC	HC
Past IPs from Europe ***	3	YES	LCI	HC	HC
Forum VP	1	YES	HC	HC	HC
Forum A&A	1	YES	HC	HC	HC
Forum Financial Controller	1	YES	HC	HC	HC
Max. no. of possible guests	15	15			

*) The forum shall provide a one-bedroom suite. Meals and accommodations will be covered by the International President's travel budget.

**) The Immediate Past International President (LCIF Chair) and First Vice President may attend all area forums. The second and Third Vice President may attend his/her own area forum. Meals and accommodations will be reimbursed by the association and charged to the officer's travel budget (Board Policy Manual. Chapter XXIII, note 10).

***) All PIPs from the Constitutional Area of Europe attending the Forum.

N.B.: Any Lions officials' expenses other than listed above and required to make a report and/or presentation during the Europa Forum will be covered by them or their District/Multiple District.

Legend:

LCI: Lions Clubs International

HC: Host Committee



Appendix E:

Accounting Frame of the Forum: Standard Budget Form (all in Euros, incl. VAT)

Cost Types		Explanations / Examples
A INCOME		
1	Participants fees	Registration fees from all participants covering general cost incl. Get-Together.
2	Social Events (Host Night / Gala Dinner)	All income related to Host Night, Gala Dinner (paid by participants)
3	Lunches / Coffee breaks	Income for Lunches and Coffee breaks
4	Hotel	List hotel costs if participants book hotels through HC
5	Voluntary Contribution	Any voluntary contributions, except from host country
6	Contribution from Host MD	Contributions from host country
7	Sponsorship in Cash	Any sponsorship income from 3rd parties
8	Agora	Income from people booking Agora space
9	Other Income	Anything else not included above (e.g. merchandising)
10 TOTAL INCOME		
B EXPENSES		
1	Hotel Costs	If hotels are booked through HC, list hotel costs including no-shows, etc. (no VIP cost)
2	Get Together Party	All cost related to Get-Together (food and drinks, entertainment, tech. equipment)
3	Host Night	All cost related to Host Night (food and drinks, entertainment, tech. equipment)
4	Gala Dinner	All cost related to Gala Event (food and drinks, entertainment, tech. equipment)
5	Lunches	Lunches
6	Coffee Breaks	Coffee Breaks
7	Shuttle	Any cost related to shuttle services during the Forum, incl. VIP transportation
8	VIPs Hospitality	Hotel cost, transportation to/from the airport, food and drinks for VIPs
9	Music Award	Prize money, other cost related to participants of competition (hotel, food, etc.)
10	Young Ambassador Award	Prize money, other cost related to participants of competition (hotel, food, etc.)
11	Agora	Rental cost for Agora (tables, chairs, techn. equipment)
12	Rental fees: Venues, facilities, equipment	Rent for event locations
13	Technical support	Audio-, Video- and Light-Equipment. Cost related to Interpreting system
14	Simultaneous Translations	Only cost for simultaneous translators (no equipment)
15	Translations (other than sim.)	Any cost related to translations of brochures, flyers, newspaper articles, adds, etc.
16	Marketing (Banner, Flags, Advertising)	Flyer, flags, banners, roll-ups, any type of advertising cost (e.g. agency cost)
17	Printing (Brochures, Folders...)	Cost to print brochures, conference folders, etc.
18	Homepage, Registration	All cost related to develop homepage and registration service
19	Committees: Travel, Other	Any cost incurred by HC before and during the EF
20	Office, Supplies, Secretariat, Staff, Security	Office rent, office supplies, secretariat, staff, security
21	Gifts, Flowers, Decoration, T-Shirts	Gifts/presents, giveaways, flowers, decoration, T-Shirts
22	Banking costs	All Costs of monetary transactions, banking cost, credit card fees
23	Phone, mail, photocopies	Phone, mail, photocopies
24	Photo, Video	Photographer, etc.
25	Other	Any other cost (e.g. insurance, formation cost, ext. mgmt. Fees, merchandising)
26 TOTAL EXPENSES		
C NET RESULT		



Appendix F:

WaSH Working Group:

1. Mission Statement:

Clean, accessible water for all is an essential part of the world we want to live in. The general mission of the WaSH group is to co-ordinate International Co-operation for the Lions WaSH programs. Therefore, they will identify, evaluate, and support WaSH projects with the focus on co-operation of European Multiple Districts (MD) and also use the network of Lions, as well as the professional experience of Universities, Institutes and Research & Development Associations.

2. Organization and Membership:

Every MD or Single District is invited to nominate one delegate.

The WaSH Working group is chaired by a Chairperson, a Vice-Chairperson, and a Secretary. elected by the Working Group Members for a term of 3 years. One re-election is possible.

3. Meetings:

Regular closed and open meetings shall be held during each Europa Forum. Online conferences shall be held as necessary.

4. Financial aspects:

Expenses of all members of the Working Group will be covered by their Multiple District or District according to their National Regulations.

5. Miscellaneous:

MD111– Germany is hosting their website under: www.lions.de/wash.

Appendix G: Lions European Music Competition Thomas Kuti (hereinafter LEMC):



1. Mission Statement:

A Lions Music prize is presented annually at each Lions Europa Forum (EF) to encourage talented young musicians. During the Europa Forum a competition will be organized to identify the winner of the annual prize.

2. Logo

The LEMC has its own logo to give it European status. This logo (shown above) will be used for the European Final and by the Forum Members to promote this Award.

3. Organization and Participation:

Each member of the EF nominates a Country Representative (for 3 years, reelection is possible) experienced in music matters. Key responsibilities are:

- Caring for nominating candidates and accompanying them to the competition.
- Attending the meeting of the Country Representatives during the EF and electing a chairperson for 3 years (reelection possible). The chairperson should be an experienced (maybe former) country representative.

From this group, a committee will be responsible for the overall organization of the contests as well as the endorsement of proposals from the host country. Members of the committee are one representative from the present, the two upcoming as well as the previous year Forums. The committee is led by the chairperson.

Key responsibilities of the chairperson are:

- Liaise with the Host Committee of the Forum on all matters.
- Visiting the location/facilities for the LEMC contest.
- Coordinating the country representatives and organizing the committee work.
- Run a workshop and chair the meeting of the Committee at the Europa Forum.
- Receiving participant registrations (by June 30th in the year of the competition).
- Coordinating and agreeing upon the members of the jury of the competition.

Every member of the EF can nominate one candidate not older than 24 years (in the year of the EF). Candidates must be a resident from the member country for at least 5 years (prior to Jan 1st of the year of the EF). Participation is limited to once a lifetime.

Participants must be registered with the LEMC chairperson until June 30th, in the year of the EF using the application form provided.



4. *Host Country responsibilities:*

- a) Ensuring a convenient venue for the rehearsals and the competition: minimum 2 rooms for rehearsals with pianos in excellent state, one concert room with a great piano in excellent state, one small room for the consultations of the jury.
- b) Proposing the instrument, not including any instrument selected in the two proceeding years (at the latest at the Forum two years preceding the competition), the imposed piece and the repertoire list of pieces to the chairperson (at the latest February 28th of the year preceding the competition)
- c) Suggesting 3 judges (plus backup), no Lions members and minimum one from outside EF host country and cover all their expenses (travel, overnight accommodation and meals).
- d) Providing necessary facilities incl. 3 professional piano accompanists (contest, closing ceremony), whose honorarium shall be paid by the participants.
- e) Reserving a room where candidates and country representatives may organize a Welcome Party on arrival day.
- f) Providing free registration for the EF for the candidates.
- g) Presentation of the winners at the Closing Ceremony. The winner performs.
- h) Ensure the payment of the money prizes

5. *Contest requirements:*

Each candidate must perform:

- Round 1: The imposed piece and pieces (max. 10 minutes) of personal selection from the given repertoire list.
- Round 2 (only the Six Best): Other pieces from the repertoire list (max. 10 minutes) as well as a possibly newly composed piece for the Forum.

6. *Financial aspects:*

All costs (travel, accommodation, food, social events) of a candidate and the Country Representative must be covered by the member country sending them.

The same applies to the Chairperson in case they are not a Country Representative.

The winners will receive a prize financed by the EF host country (1st € 5.000, 2nd € 3.000, 3rd € 2.000).

The prize money will ideally be sent through bank transfer.

The Host Committee may seek sponsors to provide funds for these expenses.

Appendix H: Bert Mason Young Ambassador Award (hereinafter BMYAA)



1. Mission Statement:

A Young Ambassador prize is presented annually at each Lions Europa Forum (EF) to recognize, encourage and support young people who are actively involved in the welfare of the community and also raise the profile of Lions and increase Lions' own service activities. During the Europa Forum a competition will be organized to identify the winner of the annual prize.

7. Logo

The BMYAA has its own logo to give it European status. This logo (shown above) will be used for the European Final and by the Forum Members to promote this Award.

8. Organization and Participation:

Each member of the EF nominates a Country Representative (for 3 years, reelection once for the same term is possible). Country Representatives should have a good command of English. Key responsibilities are:

- Caring for nominating candidates and accompanying them to the competition.
- Attending the meeting of the Country Representatives during the EF and electing a chairperson for 3 years (reelection (once for the same term, is possible). The chairperson should be an experienced (maybe former) Country Representative, preferably from the founding countries (Belgium, British, Isles, Ireland and Germany).

From this group, a committee will be responsible for the overall organization of the contests as well as the endorsement of proposals from the host country. Members of the committee are one representative from the present, the two upcoming as well as the previous year Forums. The committee is led by the chairperson.

Key responsibilities of the chairperson are:

- Liaise with the Host Committee of the Forum on all matters.
- Coordinating the Country Representatives and organizing the committee work.
- Run a workshop and chair the meeting of the Committee at the Europa Forum.
- Receiving candidates registrations (by June 30th in the year of the competition).
- Coordinating and agreeing upon the members of the jury of the competition.
- Based on the above, the chairperson elaborates detailed guidelines on how to perform their duty, which guidelines will be passed down to the next chairperson (this is the responsibility of the chairperson, these guidelines are not part of this document).

Every member of the EF can nominate one candidate. The candidates must be not younger than 15 and not older than 19 on 30th June in the year the EF is held.

Candidates must be registered with the BMYAA Chairperson until June 30th, in the year of the EF using the application form provided.

9. Host Country responsibilities:

- i) Designate an English speaking contact member from the Host Committee towards the BMYAA chairperson.
- j) Ensure convenient venues for the competition and meeting, in detail:
 - Thursday (day 1) – a room for a workshop to explain the BMYAA and introduce the candidates
 - Friday (day 2) – a waiting room for the candidates and their supporters and a room for the judges to conduct the interviews and discuss the candidates results
 - Saturday (day 3) – a convenient room for the candidates to present their project to EF participants, for feedback on all projects and for the winners to be announced by the lead judge (possible also at Speaker's Corner')
- k) Ensure 3 judges for the competition and cover their expenses (travel, overnight accommodation and meals). One of the judges should have previous experience of judging at EF and will be proposed by the BMYAA Committee.
- l) Provide free registration for the EF for the judges, candidates and a maximum of two supporters (being non Lions/Leos) per participant. Lions and Leos who may additionally wish to support the candidate would be expected to pay the normal EF registration fee.
- m) Presentation of the winners at the Closing Ceremony. The winner will make a short presentation.
- n) Provide a Certificate of Participation for all candidates.
- o) Provide an exchange cub (cup) and a small trophy to be presented to the winner. There is an exchange cup that Thomas is preparing for presenting each year. The host country needs to provide a small trophy for the winner.
- p) Ensure Certificates (I have the template for the certificates and will fill in the names, could the cost of card and printing please be covered by host country) and the payment of the money prizes.

10. Contest requirements:

Each candidate will be interviewed by three judges. The participants may display photographs and illustrations of their work in maximum 20 minutes, but no electronic presentations may be used. Candidates may have an interpreter (brought by themselves).

The contest will be judged by three "Non-Lions judges– *at the best discretion of the Host Committee in discussion with the BMYAA chairperson(s)*) one of the judges should be appointed as lead and have *previous experience of judging at a Europa Forum and will be proposed by the BMYAA Chairperson(s)*.

Marks will be allocated and consigned in a marking sheet, as follows:

- | | |
|---|------|
| - The community service activity | 50 % |
| - The ability to speak about their service activities | 20 % |
| - Personality and demonstration of leadership qualities | 15 % |
| - The usage of the prize money | 15 % |

11. Financial aspects:

All costs (travel, accommodation, food, social events) of a-candidate and the Country Representative must be covered by the member country sending them.

The same applies to the chairperson in case they are not a Country Representative.

In order to support the laureates of this competition to realize their dreams the prize money will be €



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7.500.

The prizes - financed by the EF host country - are required to be spent to the projects of the winners (1st € 3,500, 2nd € 2.500, 3rd € 1.500).

The prize money will ideally be sent through bank transfer.

The Host Committee may seek sponsors to provide funds for these expenses.

A. History of the Europa Forum

Document Version:	Man 1.1
Document Name:	History of the Europa Forum
Pages:	From 33 to 37 = 5 pages
Status:	Final (Modifiable as needed, no European Council resolution is required)
Created:	Prior to October 28, 2023 (when approved in European Council III at the Klagenfurt 2023 EF together with the EF Manual and its Apendices
Last Modified:	October 28, 2023

The idea was first voiced in 1952 during a meeting between French and Italian Lions, attended, among others, by PIP Friedrichs, PID Pinetti (Bergamo) and Bologna's PID Gardini. From 1953, with the sole exception of 1957, an annual meeting has been held in various locations around Europe. In 1998, the Forum went for the first time to an Eastern European country – Budapest – to mark ten years of Lionism in Hungary.

The Italian Multiple District has hosted the Forum in Venice in 1958 and 1983, in Florence (1964 and 2000), Taormina (1972), Genoa (1992), Rome (2004) and Bologna (2010). A Forum was the place in the Ancient Roman world where people met to exchange experiences and compare new ideas. While offering the same opportunity, the Lions Forum has changed and kept abreast of the times.

The last twenty years have been marked by sea changes in the old continent, with the irreversible construction of the European Union and the growth of the Council of Europe to include some 47 countries stretching from the Atlantic to the Urals.

European Lions have taken these changes on board, updating and fine-tuning the framework within which we operate and the tools with which we can best deliver service to the community. The changing scenario has been met by the ability of Lionism in the various European countries to evolve. Sometimes the new needs were first flagged up in certain Multiple Districts before becoming a common feature throughout Europe.

The overall framework and aims of the Forum have, however, remained essentially the same. They are to:

- Promote mutual understanding and friendship among Lions Club members in Europe.
- Establish a forum for free exchange and discussion.
- Promote the aims of Lionism.
- Promote the Lions Clubs International Foundation (LCIF).
- Promote and implement the service aims as indicated by our International President.

Apart from the introduction of a general theme or motto for each year's Forum, our meetings over last 25 years have been marked by 4 watershed years: 1978, 1983, 1994 and 2001. In 1978 in Torremolinos, the European Council, the Forum's governing body, decided to apply to the Council of Europe for membership as a Non-Governmental Organization (NGO) in the light of the public service provided by European Lions and hence its special contribution to fundamental human rights.

It was further decided in Torremolinos that the European Lions' representative in Strasbourg would be the incumbent Forum President.

The Torremolinos decision and the accompanying commitment along with the continued work of our representatives in Strasbourg prompted the Lions Association to apply for NGO-status membership of the Council of Europe in 1992.

In 1983 at the Venice Forum, a further update of our legal framework was approved. This marked the conclusion of action outlined in Turku in 1980 and followed up by the so-called EFEC, the explorative committee of the Europa Forum. Venice 1983 also saw the birth of a Europa Forum co-ordination office, the EFADACO, with a mandate to work to prevent drug abuse. This new body was formed in the wake of the 1982 declaration of European Lions at the Lugano Forum.

In Istanbul in 1991 the need was voiced to further fine-tune our operational tools to make our annual Forum more effective.

In Berlin in 1994, the structural changes indicated by studies conducted from 1991 were introduced. A more widespread awareness of our continental responsibility allowed the unanimous adoption at the Berlin Forum of a declaration that would be the basis for the first European service action plan: the rebuilding of five Bosnian schools backed by resources of some €650,000.

In 1998 in Budapest the need was expressed to further refine the organization of the Forum to improve the quality of the experiences exchanged and enable greater flexibility to allow any European Lion to make his/her contribution.

The careful analysis carried out over three years by the special working group charged with this task led to the adoption of the Forum's current structure at the Porto meeting in 2001. The traditional PECs (Permanent European Commissions) were disbanded in favor of a series of interactive seminars on issues that may be proposed by member countries, but which must be allied to the Forum's general topic and key focus of activity.

European Lions are now being asked to help examine the results and spin-off from the new objectives the Forum has set itself:

- Providing new inputs and ideas on club and district administration and Lions activities in Europe's multicultural society.
- Examining and discussing the reports of the Association's representatives at international organizations headquartered in Europe: The Council of Europe, WHO, FAO, UNESCO, UNICEF, and the offices of the United Nations in Geneva and Vienna.
- Offering the possibility of discussing and analyzing the needs of European society and how to develop common service activities for the good of all members of Europe's multi-cultural society.

To reinforce the fact that these developments are nonetheless part of a continuum, the new norms allow the Program Committee to include on the agenda at the start of a Forum highly topical issues of major interest.

After this overview of the aims of the Forum and the opportunities it provides, let us look at some of the most significant Forum events:

- The first example of service activity involving two constituent areas: Europe, and Africa and Southwest Asia. The operational tool is the Euro-African Committee set up in Nice in 1975 and which is still thriving today.



- In 1973, thanks to the commitment of the International Directors of the time (Dall, Grimaldi and Van Wingarden), the Board adopted the first set of rules governing the Forum's obligations.
- In 1973 in Stockholm, the decision was taken to appoint an Archivist to keep track of developments in the by-laws, the flow of information and activities. This task was admirably performed by PDG Jim Bolton of MD105 (British Isles and Ireland) from 1973 to 1997. Starting with the Venice Forum in 1983, the task of the Archivist was combined with those of Advisor. The Europa Forum remains the only one of the 6 Association Forums to have this function, ensuring records are kept for future consultation.
- 1964 saw the first agreement of a system of rotation of European International Directors. The agreement was subsequently integrated in 1971 at the Palma di Majorca Forum, in 1986 at the Aarhus Forum and again at the Rotterdam Forum in 1995. Compliance with the international rule that does not allow the appointment of two Board members from the same Multiple District meant that certain intermediate changes had to be made in the International European Presidencies. These changes were adopted at the Forums of Torremolinos in 1978, Venice in 1983, Genoa in 1992, Deauville in 1996 and Budapest in 1998.
- From 1976 to 1995, the European Forum Bulletin (EFB) was, thanks to the generous and intelligent commitment of the late Carlo Martinenghi, the first and only European Lion publication to give information on the Forum and European-wide service activities. It was thanks to the EFB that the meeting of editors-in-chief of the various THE LION editions became a standing feature of every Forum.
- European contributions during the early 80s in the area of drug abuse prevention paved the way for the adoption of the Declaration of Lugano in 1982. As a result, European Lions set up a permanent secretariat with AIDD in Milan and appointed a European Co-Ordinator. The EFDACO (European Forum Drug Abuse Coordination Office) allowed for a Europewide monitoring network to be set up and the publishing of six annual reports. In addition, every first Saturday in May became a European Lions Day in the fight against drug dependency. All these activities, carried out especially by the AIDD in our Multi-District and by MD104, Norway and MD111 Germany, were all important for the development of the Association's first program set out during a Blue-Ribbon Committee meeting in February 1983 in Oak Brook. These activities and experience were subsequently to lead to the development of the LIONS-QUEST program in 1983/84.
- From 1976 through to the Paris Forum in 1985, a seminar was dedicated to the question of a united Europe. The approach to the topic has always been in line with our highest ideals, i.e., to enhance the progress of the community, in this case the community of Europe. Of note was the commitment of Italian Lions during the first election by universal suffrage of the European Parliament.
- A constant focus from 1989 onwards has been the dissemination of Lionism in eastern European countries, with seminars and coordinated activities that continue even today. The pediatric facility developed by Italian Lions in Albania is a good example of the sort of work being done.
- From the Genoa Forum in 1992 to the Berlin meeting in 1994, another key topic was the training of Vice-District Governors. An ad hoc problem was drawn up; at the 2002 Brussels Forum, Vice-District Governors attended a special training course.



- The Istanbul Forum of 1991 saw the formation of the Europa Forum Music Competition sub-committee, giving a further opportunity to young European talents to gain recognition.
- With the Limassol meeting in 1990, each Forum became dedicated to a particular theme or motto so that all sector activities – youth, training, international relations or social interventions – would be directed to a common European aim of particular pertinence. For example, the Genoa Forum of 1992 following the fall of the Berlin wall and with the prospect of East European countries returning within the democratic fold, the key theme put the emphasis on individual responsibility: EUROPE OF CITIZENS: EACH RESPONSIBLE FOR HIS OWN CONSCIENCE.

It should not be forgotten that those who initially pressed to institute a Forum did so at a particularly important moment in history. World War II had only recently ended and there was a general awareness of the need to establish positive relations among the peoples of Europe.

The aims of Lionism were fully in line with the need to prompt consideration and appreciation of our common European roots as a means of preventing future conflict among the peoples of Europe. These were the years when the Council of Europe was set up in Strasbourg (1949) with the aim of safeguarding fundamental human rights, and when the European Coal and Steel Community, the ECSC, and EURATOM were formed. Subsequently in 1957, the European Common Market would be established with the signing of the Rome Treaty. This marked the first step towards the European Union, whose membership has gone from 15 to 27 countries. Forum promoters had the foresight to realize how the principles of Lionism could contribute to establish and maintain peace in Europe as well as help create the baseline conditions for civic progress on the Old Continent.

The Forums expressly aim to *"provide an opportunity for open discussion of possibilities and the assessment of European needs for joint service activities in a multicultural society in Europe for the benefit of all people"*.

Europa Forums have helped spread Lionism in Europe along with a common perception of European issues. It has contributed to disseminating an ability to assess situations from a perspective that goes beyond the boundaries of individual nation states. They have developed a common European understanding and as a result strengthened the ability of Lions to work at international level.

As Europeans, our service activities are conceived and conducted within the overall framework of good citizenship, which underpins the highest ideals of Lionism. The Forum is therefore a vibrant event. It is a dynamic tool for European Lions, enabling them to look with farsightedness to the future.

- The Bournemouth Forum of 2006 saw the formation of the European Young Ambassador Competition, providing the opportunity to recognize young Europeans undertaking outstanding service in their communities.

We should also be aware that the Forum is not the right place to broach the structural issues of the Association. These are questions exclusively for the International Board and the Convention.

The Forum can, however, be the place to collect ideas and proposals for submission to the Board by the European International Directors.



**Lions
International**



With the Forum's operational methods and structures now more in line with the times, it is to be hoped that participation will be increasingly wide. To this end, the various national editions of THE LION are called upon to disseminate regular information updates.

Information and participation are of strategic importance to make our service activity even more incisive in Europe.

Original:

PCC John Geeratz, MD110, Netherlands
(Europa Forum, Maastricht, 2011)

Reviewed:

PCC Philip Goodier, MD105, British Isles & Ireland
(Europa Forum, Birmingham, 2014)



B. The Years of Europa Forum

Document Version:	Man 1.2
Document Name:	The years of Europa Forum
Pages:	From 38 to 39 = 2 pages
Status:	Final
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Last Modified:	November 15, 2024

	Year	City		Year	City
1	1953	Aix Les Bains	37	1991	Istanbul
2	1954	Liège	38	1992	Genoa
3	1955	Stockholm	39	1993	Vienna
4	1956	Lucerne	40	1994	Berlin
X	1957	XXXXXXXXX	41	1995	Rotterdam
5	1958	Venice	42	1996	Deauville
6	1959	Wiesbaden	43	1997	Zurich
7	1960	Aix Les Bains	44	1998	Budapest
8	1961	Salzburg	45	1999	Antalya
X	1962	XXXXXXXXX	46	2000	Florence
9	1963	Helsinki	47	2001	Porto
10	1964	Florence	48	2002	Brussels
11	1965	Copenhagen	49	2003	Limassol
12	1966	London	50	2004	Rome
13	1967	Brussels	51	2005	Stuttgart
14	1968	Athens	52	2006	Bournemouth
15	1969	Amsterdam	53	2007	Bucharest
16	1970	Lausanne	54	2008	Cannes
17	1971	Palma de Mallorca	55	2009	Tampere
18	1972	Taormina	56	2010	Bologna
19	1973	Stockholm	57	2011	Maastricht
20	1974	Berlin	58	2012	Brussels
21	1975	Nice	59	2013	Istanbul
22	1976	Malta	60	2014	Birmingham
23	1977	Brighton	61	2015	Augsburg
24	1978	Torremolinos	62	2016	Sofia
25	1979	Vienna	63	2017	Montreux
26	1980	Turku (Finland)	64	2018	Skopje
27	1981	Oslo	65	2019	Tallinn
28	1982	Lugano	X	2020	No Forum - Cancelled dueto the Global Pandemic, a virtual event was arranged for 3/10/2020
29	1983	St. Georg Insel			
30	1984	Munich			
31	1985	Paris			
32	1986	Aarhus (Denmark)	66	2021	Thessaloniki
33	1987	Lisbon	67	2022	Zagreb
34	1988	Göteborg	68	2023	Klagenfurt
35	1989	Brussels	69	2024	Bordeaux
36	1990	Limassol	70	2025	Dublin



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	Year	City
71	2026	Karlsruhe
72	2027	Venice
73	2028	Budapest



C. History and Contents of the Manual

Document Version:	Man 1.2
Document Name:	History and Contents of the Manual
Pages:	From 40 to 60 = 21 pages
Status:	Final
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The working Group named below was appointed by the European Councils of Bournemouth 2006, Bucharest 2007, Cannes 2008 & Tampere 2009 to review the Standing Orders the Rules of Procedure and to give consideration to a European Steering Committee that will act as an Advisory body.

- Past International Director Phil Nathan – Chairman
- International Director Per Christensen – Secretary
- International Director Enrico Cesarotti – Member
- Past International Director Miklos Horvath – Member
- Past Council Chairman Jean-Claude Aufrere – Member
- Past District Governor Klaus Letzgus – Member
- Assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo

This final document was accepted by the European Council at the Europa Forum of Bologna 2010 and now becomes the working “Rules of Procedure Document” incorporating the Standing Orders and all Appendices A – I.

As a consequence of the first meeting of the European Steering Committee, Past International Director Phil Nathan, International Director Per Christensen, Past International Director Miklos Horvath were requested to review the Bologna document, assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo.

Subsequent amendments were proposed by MD 106 and accepted by the European Council of Maastricht 2011.

Further amendments were proposed by MD103 (Thoms Kuti Contest), MD105 (Young Ambassador procedures, entitlement of support), MD111 (Accountants expenses) and accepted by the European Council of Maastricht 2011.

The “Maastricht” document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Istanbul 2013 where the following proposals were accepted by European Council 2.

Further alterations to rules occurred by proposals from MD111, accepted by EC2 in Istanbul 2013:

Page 2. Definition of Forum President contained within the Glossary of Definition They must reside within the Host Country, and it is recommended that they should have participated in at least three previous Forums within the last five years.



Page 7. Article 6.7 Paragraph 3

Committees are encouraged to organize workshops in other official languages or the language of the host country to attract a more diverse Lions audience from the multicultural constitutional area of Europe. There will be no extra cost burden to the host country.

Pages 12 and 15. Appendix D: Model Calendar

The Istanbul document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Birmingham 2014 where the following proposals were accepted by European Council 2. Alterations to rules occurred by proposals from District 124, MD 105 & MD11.

Page 22. Appendix I (3 proposals).

The A&A, as secretary of The Long-Range Planning Committee Europe, in a non-voting position. (In the event that the A&A should attain the position of International Director whilst holding the A&A office, the dual positions shall have no vote).

The current Europa Forum 'Steering Committee' be renamed 'The Long-Range Planning Committee Europe'.

The formation of a new Area 3, consisting of MD111 alone as with the current Areas 4 & 5. Reformat the Areas and increase 7 to 8.

The Birmingham document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Augsburg 2015 where the following proposal was accepted by European Council 2.

MD101 Changed rules in Appendix I to enable the LRPCE to elect a Vice-Chairperson as prescribed within.

The working Group was charged with a review and "spring clean" of the ROP that had been in current form for several years now. The following met in the UK:

Past International Director Phil Nathan – Chairman

International Director Per Christensen – Secretary

Past International Director Miklos Horvath – Member

Assisted by Europa Forum Archivist and Advisor Past Council Chairman Jouko Ruissalo.

The Augsburg document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Sofia 2016 where the following proposals were accepted by European Council 2

MD111 to rename the European Young Ambassador Award to "Bert Mason Ambassador Award".
MD111 for payment for a copy of the "Bert Mason Young Ambassador Competition" Trophy as a permanent keepsake each year.

MD111 to raise the prize money for the European Music Competition to 10,000 Euro.

MD111 to establish a permanent "WASH" work group for the Europa Forum *it is suggested the LRPCE assume responsibility.

MD106 to remove the Advisory Committee. MD106 to remove the position of Europa Forum 2nd VP.



The Sofia document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Montreux 2017 where the following proposals were accepted by European Council 2.

District 133 Ireland becomes a new member Country. 29 voting Delegates give a Unanimous Green decision – **Yes** – Proposal Carried.

EF A&A Election, successful candidate PID Phil Nathan MD105.

EF Accountant Election, successful candidate PCC Peter Brandenburg MD110.

MD112 & MD118 (with the inclusion of a Council accepted small amendment from MD108).

Proposed the formation of a standing **Refugee Relief Committee**: In recognition of the growing desire of Lions in Europe and elsewhere to bring aid and sustenance to the ever-increasing number of refugees in Europe, the Middle East, Africa and elsewhere, and in accordance with the recommendations of the Long-Range Planning Committee of Lions Clubs International, this European Council resolves to establish a Standing Committee of the Europa Forum.

Regular meetings of the committee shall be held during each Europa Forum, each All-Africa Conference and each ISAAME Conference. Online conferences shall be held as necessary. Expenses shall be met personally by members of the committee but may be sponsored by the member's Multiple District or District. 29 voting Delegates give a majority Green decision for **Yes – Proposal Carried.**

MD105 & MD111 Propose the formation of a Permanent EU Privacy Protection Working Group (2 resolutions merged together).

The new European General Data Protection Regulation (GDPR) will take effect on 24 May 2018, replacing the hitherto-valid national statutory arrangements.

LCI requires an officially recognized Working Group to represent the European Lions on the issue of handling the upcoming questions relating to the transfer of Member data to the USA.

The Working Group shall be mandated with preparing a joint proposal for a solution which shall be voted on by the European Council and submitted to LCI upon ratification.

If represented, the home member country of each Working Group member will be responsible for the costs of travel, accommodation, and subsistence for two meetings per year in Europe.

29 voting Delegates give a Unanimous Green decision – **Yes – Proposal Carried.**

****MD111 Proposal Regarding an Amendment to the Rules of Procedure for the Europa Forum – Optimization of Timing.**

Article VI No 6.1 of the Rules of Procedure for the Europa Forum be amended as follows:

"The three-day Forum shall be held annually in the period from September 15 to November 15, in each case from Friday through Sunday. The dates to be approved – at least two years in advance – by the Association's International President."

Appendices C and D of the Rules of Procedure shall be amended accordingly.

29 voting Delegates give a majority Green decision for **Yes – Proposal Carried 23 - 6.**

****THIS RESOLUTION WAS AMENDED BY AN EMERGENCY RESOLUTION DURING EC1 IN SKOPJE 2018.**

This document was Updated June 2017 – Phil Nathan PID. Agreed by A&A Jouko Ruisallo PID and then May 2018 by A&A Phil Nathan PID.

****To amend an error in 2017 it was agreed with MD111 to correct the previous wording of the resolution then proposed and carried, concerning the Timing of Europa Forum annually. See ARTICLE V1: Organization.**



ARTICLE VI: Organization

****6.1)** The three-day Forum shall be held annually in the period from the last full week in October through the first full week in November, in each case, from Friday through Sunday. The dates to be approved - at least two years in advance - by the Association's International President. (Also see LCI Board Policy Manual Chapter XX111).

The Montreux document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Skopje 2018 where the following proposals were accepted by European Council 2.

In the European Council 2 meeting 32 Member Country voting delegates were recorded and registered.

Resolution 1 Proposed by MD105: A full revision of the "Rules of Procedure" as now dated January 2018. (see text in full) **32 YES – Unanimous**, subsequently to also include decisions of Skopje Forum.

Resolution 2 & 3: An amalgamation of 2 like proposals to a joint proposal of MD105/MD111. It is concerning Rules of Procedure for the Euro Africa Committee, the committee in existence since 1976 formally submits 7 subheadings as agreed during the committee meeting during the Forum of Montreux. (see text in full) **32 YES – Unanimous.**

Resolution 4: A bid with relevant supporting information and material submitted from single District 126 Croatia to Host Europa Forum 2021 in Zagreb. (see text in full) **31 YES – 1 Abstention.**

Resolution 5: An application with relevant supporting information and material submitted from Provisional Zone of the Republic of Serbia to become a Member Country of Europa Forum: (see text in full) **32 YES – Unanimous.**

Resolution 6: An Emergency Resolution: For Transparency: A Proposal from LRPCE to be included under Appendix I. The committee to have responsibility of the suggested International Director rotation list for Europe. Changes to the suggested list to be submitted and accepted by the committee via EF A&A. (see text in full) **32 YES – Unanimous.**

Resolution 7: An Emergency Resolution: A Proposal from LRPCE: To follow on from Article V1 6.7 last paragraph. Europa Forum is a non-political gathering of European Lions and global Lions friends. Respect for this intention is requested from all candidates seeking elected office.

The use of posters, signs, banners, and similar campaign material shall not be permitted.

32 YES – Unanimous.

Resolution 8: A Motion from the Alliance for Children in Street Situation seminar seeking European Council recognition for the importance of the UN's General Comment No.21 (2017) on Children in Street Situations, recommending that Clubs invite their governments to implement. (see text in full) **32 YES – Unanimous.**

Resolution 9: A Motion from the EU Privacy Protection Working Group was produced after much discussion. The European Council commissions the existing EU Privacy Protection Group to organize the procedure of having a Lead European Data Protection Authority for consultation and communication with the Group and LCI. The benefit will be a future harmonized procedure for the transfer of personal membership data valid in every country of the Europa forum. Further, the European Council commissions the EU Privacy Protection Group to conduct a study, open to active participation of LCI, on a European standardized membership management system. The system must be designed as a European project under European law. The system in question must ensure that the exchange of information with Lions Clubs International Headquarters at all times complies with the general EU data protection regulation. The result of the study shall be presented during the Europa Forum 2019 in Tallinn for further considerations "provided that":



1. The conduct of such investigation shall have no financial cost or implication for any Multiple District, Sub-District, Single District or undistricted area within the Europa Forum, and
2. There is no obligation, expressed or implied, on any Multiple District, Sub-District, Single District or undistricted area within the Europa Forum to adopt the recommendations of such investigation, nor to contribute to any costs incurred by the adoption of all or any such recommendations. **32 YES – Unanimous.**

Thereafter, there were 4 Motions from Seminars or Committee's

Motion 1, from Refugee Relief Committee Opening Session. The session implores the European Council to make a motion to request LCI and LCIF to re-establish the Refugee Relief Fund of LCIF discontinued in 2017. (see text in full) **32 YES – Unanimous.**

Motion 2, from the Cyber – Bullying Seminar. European Council to Recommend to MD, D, Undistricted Clubs and Leo Clubs, to stimulate debate about bullying among youth during their meetings, introduce programs and dedicated services, offer to co-operate with schools in their area and implement Lions Quest programs (see text in full) **32 YES – Unanimous.**

Motion 3, Representatives of the Thomas Kuti Competition voted to re-elect Ingo Brookman as Chairman for a further 3 years. (see text in full) **32 YES – Unanimous.**

Motion 4, Seminar: Code of Ethics: Basis for Lions Awareness and Empathy. (see text in full) **32 YES – Unanimous.**

The Skopje document superseded all previous editions of the Rules of Procedure incorporating the Standing Orders and all appendices A-I, until Europa Forum Tallinn 2019 where the following proposals were accepted by European Council 2.

In the European Council 2 meeting 27 initially attended and finally 29 Member Country voting delegates were recorded and registered. As a consequence of a successful proposal Appendix J is now added.

***Minutes of Skopje Accepted 28 Green 1 No.**

***Accounts of Skopje were not presented by the EF Accountant; they are to be resubmitted to member Countries for final approval due to the cancellation of Thessaloniki.**

Resolution 1 Proposed by MD 111: Replacement of Art. VII para. 7.3 as follows:

The members of the Europa Forum are recommended by resolution of the National Convention to request each Lions member to support the financing of the Europa Forum with a contribution of €0.50 per annum. This amount shall be paid into a special account of the particular district or multi-district. The President of the Europa Forum may draw from the account up to a certain level as set by the financial plan at an equivalent rate from each multi-district and district on the approval of the Treasurer of the Forum. This shall not apply to those districts that do not participate in full, regularly, or at all in the budget surcharge scheme.

Resolution 1 Failed 10 Green 18 Red 1 White.

Resolution 2 Proposed by MD111:

Replacement of Art. V para. 5.6 in the Rules of Procedure as follows:

The selection of a member of the Europa Forum and a venue for holding a Europa Forum up to 5 years in advance according to the directive in Appendix B.



The following conditions for application apply:

- Documentary evidence that the National Convention of the member has passed a resolution to approve the application.
- Documentary evidence that the National Convention has approved the collection of a contribution of at least €12.00 per Lions member to finance the Forum.
- Presentation of a detailed financial plan while observing the accounting information according to Appendix G of the Rules.
- Documentary evidence of the organizer's specifications as set in the Appendix B of the directive.
- Endorsement from the current Supervisory Committee.
- Endorsement from the Long-Range Planning Committee Europe.
- Endorsement from a selection committee appointed by the European Council comprising the current Chair of the Supervisory Committee, the Advisor and Archivist (A&A), and the Chair of the Supervisory Committee from the last two Europa Forums, and local due diligence on possibilities and conditions for the application by the selection committee.

Replacement of Appendix B paras 1.1 and 1.2 as follows:

1. Accommodation in hotels

Documentation of sufficient hotel capacity, including a suitable headquarters hotel Information on prices for single and double-bed hotel rooms at the time of application. Early booking options using the Web sub-portal provided by the Host Committee.

2. Airport

Information on International flights to the nearest airport with available transfer services. Information on European cities with direct connections to the airport. Information on the distance between the airport and the venue and hotels.

Resolution 2 Failed 9 Green 19 Red 1 White.

Resolution 3 Proposed by MD111:

Amendment to Art. IV of the Rules of Procedure with para. 4.4.4 as follows:

4.4.4) The President of the Europa Forum shall consult with the International Director appointed by the International President and acting as the Chair of the Supervisory Committee in all fundamental matters such as selection of conference venues, schedules, duration and cost of the opening and closing ceremonies, and organizing and counting votes at meetings of the European Council. If the two should fail to reach an agreement in any particular case, the Chair of the Supervisory Committee shall decide, and may at his or her discretion call on the Chair of the Long-Range Planning Committee Europe for advice.

Resolution 3 - Permission requested to withdraw this resolution **Unanimous: 27 Green 0 Red 0 White.**

Resolution 4 Proposed by MD111:

The European Council passes a resolution on the procedural rules as included in the Appendix for the European Lions WaSH Working Group. Refer to Appendix J for full text.

Resolution 4 **Accepted 28 Green 1 No Vote.**

Emergency Resolution Proposed by MD114:

Invitation to the Europa Forum 2022 in Klagenfurt / Austria Thursday, October 28th to Sunday, October 30th.

Austrian Lions are pleased to host you in the wonderful landscape of the southern Federal State Carinthia. The famous Lake Wörthersee and the Alpe-Adria-Region are waiting for you. Enjoy the hospitality in the three-countries-meeting point Austria-Slovenia-Italy!

Emergency Resolution **Accepted Unanimously 29 Green.**



Recommendation from GDPR Working Group:

Commission the GDPR Group to continue their work as on the resolution of Skopje 2018 to report to the Europa Forum 2020.

This proposal from the Working Group was **Accepted 28 Green 1 Red.**

Recommendation from Market of Ideas - PDG Franco Marchesani – MD 108 Italy TACKLING DIABETES ... WITH THE NOSE TOO SUMMARY AND RECOMMENDATION.

Hypoglycemia is a common side effect of intensive insulin management amongst patients with type 1 and 2 diabetes.

It can be very distressing and puts diabetics at risk of serious neurological and cardiovascular complications especially when they missed the early warning signs of impending blood glucose changes (N.J. Rooney et al., 2019).

For people living with diabetes, having a reliable tool which can signal dangerous highs and lows is key. Over time, patients with type 1 and 2 diabetes become unaware of the signs and symptoms of Hypo: Hypo - unawareness leads to morbidity and, eventually, death.

Diabetics, who take insulin, live in constant fear of the risk of losing consciousness because of low blood sugar.

Devices, called Continuous Glucose Monitors (CGMs) can alert wearers to dropping levels, but not everyone has access to them. And even among those who have such a choice, there are a few who prefer a firmer and friendlier alert option: a service dog specially trained to alert owners when their blood sugar reaches dangerously low levels can be of great benefit.

Owing to a specific and very specialized training, these new "lifesaving dogs" are able to give diabetics warning signals, enabling them to report in advance on the insurgence of hypoglycemia or hyperglycemia, metabolic conditions harmful to patients in both the short and the long term. Thanks to their sophisticated olfactory system, dogs can detect molecules anticipating malaise linked to one or the other of the above-mentioned pathological conditions.

Within this monitoring activity, the dog acts in conjunction with the electro-medical instruments currently in use.

An important goal of Service in the fight against diabetes, could be, therefore, that of supporting applied research aimed at identifying dogs' inclusion criteria and evidence-based training protocols with measurable results, through the employment of scientific teaching methods.

It would be important for Lions to get actively involved in offering real and practical help, both at national and international level, to the research in this field, which, while still in the initial of study and requiring in-depth implementations, has great potential for development on a large scale.

Recommendation:

Given the novelty and the encouraging results of the method discussed, I would like to ask Lions European Council to recommend MD, D, Undistricted Clubs and Leo Clubs to

- a) Motivate clubs to explore in their meetings new ways of tackling diabetes.
- b) Include in their programs a dedicated service.
- c) Draw the attention of the young (type 1 and 2 diabetes electively affects young people) and of institutions in their own area, to broaden the scope of applied science in the field and support DAD's dedicated associations and families.

This proposal from the Market of Ideas working group was **Accepted 28 Green 1 White.**

Late paper submitted on subject of Lions for Europe by DG Cecile Heger MD111, Council was requested to vote whether to discuss at this Forum.

Request **Denied 7 Green 10 Red 10 White 2 No Vote.**



From the floor: A request from CC MD105:

Asked Council's Permission to make a suggestion. Approval given by Majority of Green Cards. To form an EF Working Group (as per ROP) to discuss ideas for future financing of Forums. Findings to be presented to LRPCE and further presented to Thessaloniki. EC2 voted unanimously to discuss and then a further vote for a proposal for the formation of The Working Group -

29 Green in favor.

A&A suggested Working Party to consist of:

A&A, Accountant, Tallinn General Secretary, Current CC MD111 plus representation from a smaller country – to be determined. Proposal **Accepted 28 Green 1 Red.**

In 2020 a unique situation took place, due to the Global effects of the Pandemic, the Forum had to be cancelled, however, there was no opportunity to discuss between the member countries, the changes of host countries where dates were already booked.

The EF A&A in tandem with LRPCE called for a virtual extraordinary meeting. The result of that meeting follows and is recorded for posterity.

As per European Council 2 - Tallinn:

At this meeting the subject of the Skopje accounts was presented by the EF accountant who confirmed that the EF A&A had insured that all Member Countries received the final Skopje accounts. These were mailed to all the member countries on 27th February 2020. No comments were received from any Member Country.

This leaves the question of firm profit being donated to a humanitarian action. The Member Countries that had donated to the voluntary contribution agreed to the donation being made to the Children's Cancer Unit in Skopje. The finalization of this payment remains open until confirmation is received by the Lions of Northern Macedonia are in agreement with the Host Committee recommendation.

As mentioned above, the global COVID pandemic paralyzing the world did not permit to hold a regular Europa Forum in 2020, **a virtual event was arranged for 3/10/2020.**

All the already approved Forums were requested – and agreed - to be postponed one year, thus the **first – post-pandemic physical - Europa Forum was held in Thessaloniki in October 7-9, 2021.**

After the forced break, many resolutions were discussed and accepted.

European Council Meeting I decided about the resolutions, as follows:

Resolution No1 presented by Detlef Dietrich CC is unanimously accepted for discussion.

Resolutions No2 & No3 presented by Reinhold Hocke PDG, Chair of WASH WG, with the permission of MD111 Germany, is unanimously accepted for discussion.

Resolution No4 presented by Elien van Dille PID, with the permission of MD 112 Belgium and the **Amendment to Res. No4** presented by the Forum A&A Phil Nathan PID are unanimously accepted for discussion.



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Resolution No5 presented by the Forum A&A Phil Nathan PID is unanimously accepted for discussion.

Resolution No6 presented by Nicole Miquel-Belaud ID with the permission of MD 103 France, is unanimously accepted for discussion.

Resolutions No7,8,9,10 and the Emergency Resolutions No11 & No12 presented by the Forum A&A Phil Nathan PID are unanimously accepted for discussion.

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Resolution No1 - Declaration "Lions for Europe" Mission Statement – a reconfirmation of our ideals German Lions expressed their commitment to European unity in the Declaration Lions for Europe (mission statement) in Lions Year 2018/19. The declaration was discussed at a workshop in a European form suitable for the member countries of the forum and adopted with some changes at Europa Forum (EF) 2019 in Tallinn. The official deadline for submitting the application was exceeded and the European Council EF 2019 was no longer able to pass the resolution sought by the workshop. The Secretary-General of EF 2019 had given his assurances that the item would automatically be placed on the agenda for the next meeting of the European Council.

However, MD 111 has made some minor alterations to the wording in the declaration due to internal deliberations and is now lodging an official request to the European Council EF 2021 to pass the current declaration.

The discussion was about if the statement of the resolution has a political aspect or not.

The change proposed by MD108 Italy through Elena Appiani ID was not duly and timely submitted thus it is not accepted for discussion by the Forum President.

CC Detlef Dietrich(Germany) speaks in favor of the resolution, Svein Berntsen PID (Norway) needs further explanation for the decision taken by the Nordic Lions during their meeting on Thursday, Jørn Due CC (Denmark) explained his position and the position of the 5 Nordic countries to vote against the resolution and Philippe Gerondal PID (Belgium) made comments on the resolution.

Detlef Dietrich CC (Germany) seconds the comments.

Resolution No1 is adopted with 15 Yes, 12 No, 1 abstention

Resolution No. 2 and Resolution 3 - New passages approved to the WaSH ROP

Resolution 2 - Annex C: Dealing with Information Exchange Management -PR and Website issues.

Resolution 3 - Annex D: A necessary addition to the objectives /mission of the WaSH.

Adopted unanimously.

Resolution No. 4.: redefinition of Host Country responsibilities of the Bert Mason Young Ambassador Award – an application made by MD112 Belgium.

Amendment to Resolution 4.: proposed by the LRPCE

The prizes will be awarded as follows and are required to be spent on their project:

1st prize: 3.000 EUR

2nd prize: 1.250 EUR

3rd prize: 750 EUR

Payment under the control of the Europa Forum Accountant and to the sponsoring Lions Club who will then administer the funds to the prize winners as appropriate.

Adopted unanimously.



**Lions
International**



Resolution No. 5.: authorization of the LRPCE to take appropriate action in extraordinary situations. Application made by the LRPCE: In the unlikely event that circumstances arise where Europe could find itself in a similar situation to the global pandemic in 2020, LRPCE requests the flexibility to take appropriate action for the benefit of the Lions of Europe, however it should advise member countries through their leadership regularly as circumstances change or develop.

Adopted unanimously.

Resolution No. 6.: candidacy of Bordeaux (MD103 France) to host the Europa Forum in 2024. The candidacy is presented by Nicole Miquel-Belaud ID through a video showing the candidate city of Bordeaux and promoting the EF 2024

Adopted unanimously.

Resolution No. 7.: The EF Accountant to be member of the LRPCE (see Appendix I) in a non voting position, Application made by the LRPCE

Adopted unanimously.

Resolution No. 8.: The EF Vice-President to be a member of the LRPCE (see Appendix I) in a non-voting position. Application made by the LRPCE.

Adopted unanimously.

Resolution No. 9.: To accept that the additional words 'in English' be added to the sentence of 7.2 (following the words) APPENDIX G in the Rules of Procedure. Application made by the LRPCE.

Adopted unanimously.

Resolution No. 10: That a Lion should not be receiving salaried payment for secretarial work which is normally undertaken voluntarily or professionally (In effect salaried payments to what would normally be a volunteer position becomes a cost to the other volunteer Lions of Europe directly from their registration fee. Rules of Procedure do, however, allow payment for secretarial services but it is assumed these to be professional (See Appendix G page 21 Item 19 ROP).

Application made by LRPCE.

Adopted unanimously.

Emergency Resolution No. 11.: LRPCE courteously requests European Council to consider and approve the request from District 132 North Macedonia to relocate the surplus funds from Europa Forum 2018 Skopje and submits the following supporting papers:

Resolution Appendix 1- Accounts and report of the Europa Forum Accountant PCC Lion Peter Brandenburg

Resolution Appendix 2- The statement of the current District Cabinet from District 132 concerning their support of Resolution 10 and why

Resolution Appendix 3- The statement from District 132 North Macedonia for the reasoning of the change of beneficiary to the original request

Resolution Appendix 4- An analysis of best usage and why regarding the surplus funds

Adopted unanimously.



Emergency Resolution No. 12.: In the event of uncertainty or lack of clarity with host country accounts submitted to the Europa Forum Accountant.

The Accountant shall request LRPCE enlist the support of Lions Clubs International to implement an investigation, if appropriate.

The authority of the Europa Forum Accountant is limited. If accepted, the result of this Resolution will sit within STANDING ORDERS APPENDIX A and become Number 9.

Adopted unanimously.

The Minutes of EC of Europa Forum 2019 in Tallinn **are unanimously approved.** Forum President EF 2019 Kalle Elster PID thanks the Lions leaders and delegates for the approval and declares the EF 2019 closed.

The EF Accountant Peter Brandenburg PCC asks the delegates if there are any questions or comments to the reports which were presented at the EC I. There are no questions or comments.

The EFA report for EF 2018 in Skopje is unanimously approved.

The EFA report for EF 2019 in Tallinn is unanimously approved.

The Europa Forum 2022 was organized from, October 27 to 29, 2022, in the Hotel Westin, in Zagreb Croatia.

The Forum President received the following valid proposals for resolution:

Proposal & Resolution No.1 : Approval of the minutes of the EF 2021 Thessaloniki.

The proposal was unanimously adopted

Proposal & Resolution No. 2.: Moving of the Report of the Accountant of EF 2021 Thessaloniki to the European Council meeting in EF Klagenfurt in 2023 due to regrettable passing away of Forum Accountant PCC Peter Brandenburg,

The proposal was unanimously adopted

Proposal No.3.: Candidacy of MD 103 France for PDG Jean Paul Feldmann for the office of Forum Accountant. When Forum President PDG Melcic has invited the candidate of MD 103 France for the Forum Accountant, PDG Jean Paul Feldman to present himself, the candidate refused it. Still, the candidacy remained valid. The candidacy has later been cancelled.

Proposal No. 4.: Candidacy of MD 108 Italy for PID Roberto Fresia for the office of Forum Accountant

Proposal No. 5.: Candidacy of MD 111 Germany for PID Daniel ISENRIICH for the office of Forum Accountant

Resolution No. 3.: Election of EF Accountant

PID Roberto Fresia: 14 votes

PID Daniel Isenrich: 18 votes

PID Daniel Isenrich has been elected to be the Europa Forum Accountant for the next 5-years' mandate.



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Proposal No. 6.: Candidacy of MD 105 MD 105 British Isles for PID Phil Nathan for Forum Archivist and Advisor

Proposal No. 7.: Candidacy of D 119 Hungary for PID Miklos Horvath for Forum Archivist and Advisor

Resolution No. 4.: Election of the Archivist & Advisor

PID Phil Nathan: 13 votes

PID Miklos Horvath: 19 votes

PID Miklos Horvath has been elected to be the Europa Forum Archivist and Advisor for the next 5 years' mandate.

Emergency Resolution No.1 – proposed by LRPCE, EF Cancellation Policy

The Long Range Planning Committee Europe submits an Emergency Resolution for adopting the proposed Europa Forum Cancellation Policy into the Rules of Procedure, as follows:

Cancellation Policy Guidelines:

30 days prior to the Forum: 100% refund

15 days prior to the Forum: 20% refund

15 days or less before the Forum: no refund

In the unusual situation of an unexpected cancellation, consideration will be given, and a decision made about repayment by the Forum President based on the situation of the Forum Financials and after consultation with the EF Accountant. As per the RoP, the final decision will remain with the Forum President.

Any such cancellation must be claimed within one (1) month after the Europa Forum supported by relevant information.

The claim request must be directed in writing to the Forum President directly.

The proposal was unanimously adopted

Emergency Resolution No. 2 – proposed by LRPCE, Amendment to Appendix I of EF ROP – responsibilities of LRPCE

Numerous meetings of the LRPCE have been required following a member country withdrawing from an allotted slot. Many communications with some member countries have followed.

The LRPCE committee consists of many of the most experienced and elected leaders that have the future of Europe uppermost in their mind.

The Rotation list was accepted at Forum Montreux and carries through until 2031.

Inevitably circumstances change within member countries. LRPCE wishes to be able to react and resolve changes swiftly, fairly and professionally, informing all member countries of outcomes as swiftly as possible.

Resolution proposed:

Appendix I of ROP concerns the responsibilities of LRPCE:

(6) To act as an advisory body to identify suitable recommended rotation which would enable fair opportunity to the member countries for European International Director positions.

Subsequently by an emergency resolution, unanimously accepted, 32 - 0, at the Skopje Forum in 2018 it was further resolved that for transparency, The Long Range Planning Committee Europe (LRPCE), to have responsibility of the suggested International Director candidate rotation list for Europe.

The following words to be added and continue after the word Europe.

/// and when circumstances dictate, the elected voting members of LRPCE will meet (virtually) and adjust fairly with transparency, the rotation, to ensure that Europe has good strong and appropriate candidates for European continuity.///

The proposal was unanimously adopted



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Emergency Resolution No. 3 proposed by LRPCE to enable a fair opportunity to all member countries to offer to host a Europa Forum.

Comments:

PID Phil Nathan has presented the Emergency Resolution Proposal 3, proposed by Long Range Planning Committee of Europe.

PID Walter Zemrosser, President of Europa Forum 2023:

"Proposes that the Resolution should have validity immediately upon voting, and not as per July 1st, 2023, as it's voluntarily."

PDG Andrea Stojkovski:

"Support for the motion, with immediate validity"

PID George Papas:

"Support of the motion with immediate validity"

PID Svein Berntsen:

"If there is a new proposal, it should be discussed"

PID Elien Van Dille:

"is the contribution proposal per member country or per each member?"

PID Phil Nathan:

"It's per each member".

PDG Drazen Melcic:

"it's applying not only for small member countries but for all member countries. It will be added that it's meant for each member."

PID Phil Nathan:

"There was another topic, that members from smaller countries would suffer from visa costs."

PDG Drazen Melcic:

"The wording of the proposal should be amended that the resolution should be valid as per end of this Forum".

Proposal for Adoption:

Member countries are courteously invited to pay a voluntary contribution of Euro 0,50 – 1,00 annually.

This to be paid into a central fund (under the authority of the elected Europa Forum Accountant), who would control disbursements to the host committee appropriately (following a request from the Europa Forum President).

The funds would be used specifically to offset the Registration fee to a maximum of EUR 300,00 and the 1st 1.000 registrants.

The Registration fee would include necessary administration costs as per Article V11 – Financial Aspects contained within the Rules of Procedure.

28 votes "yes"

2 votes "no"

2 votes "abstained"

The proposal was adopted



**Lions
International**



Resolution No. 5.: District 133 Ireland – Bid to Host EF, Dublin 2025

Comments:

PCC Fabian Rusch, MD 111 Germany:

"The registration fee of 525,00€, + welcome party, + host party, + gala dinner = 750,00€, + accommodation, + travel costs. It's realistic but high costs. In Germany, thanks to host Lions contribution of 600.000€, participation fee is only 200,00€. The costs for the Europa Forum are in general becoming much too high. E.g. Lions in eastern Europe claimed that average monthly incomes are about 700,00€, or less, so they can't attend. Asking the ID's to bring up this issue at the Board meeting, in order to achieve more solidary finance of the Europa Forum. If each of the European Lions contributed with 0,60€, it made possible for small countries to host the Forum."

1stVDG Kevin Harty, D 133 Ireland: "Fabian has already answered the questions raised. Obviously in Germany a sizable member contribution of 618.000€ out of 800.000€ total budget. As new SD 133 Ireland, we don't have such resources. We have carefully examined the costs and incomes, but will try to reduce the costs and increase alternative incomes and reduce the delegate registration costs. Still, asking the delegates to support the resolution."

PID Andrea Stojkovski:

"Very low participation from central and east Europe at Europa Forums. Additionally, in some countries there is a visa application charge of 200,00€ for the EU. Therefore it's difficult to attend, to motivate for attendance and to get the visa.

31 votes "yes"

1 vote "no"

The proposal was adopted.

Resolution No. 6.: MD111 Germany – Bid to Host EF, Karlsruhe 2026

The proposal was unanimously adopted

At the European Council meeting (discussion) and on European Council Meeting II., before the voting, the President of Europa Forum 2022 read the following statement, written in accordance with the all the 6 acting International Directors from CA4 Europe present at the Europa Forum:

"Welcome to our Europe Council discussion session. Before I begin, I would like to speak to you about a situation that has come to our attention in relation to our Rules and Procedures for candidates running for office at Europa Forum to include the position of Archivist & Adviser - I refer to Chapter 6.7 which states as follows.....Europa Forum is a non-political gathering of European Lions and global Lions friends. Respect for this intention is requested from all candidates seeking elected office. The use of posters, signs, banners and similar campaign material shall not be permitted. As you now see, it is not allowed for candidates to use any form of marketing material, and yet unfortunately it has been done. While we bring this to your attention at this time, and outline to you that this is not allowed in our Rules and Procedures, there are no consequences set out therein in the event of these Rules not being followed."

Although this declaration was not unequivocal and certain Parties did not agree on its relevance, there has not been any official protest to it at the European Council meetings.

The Europa Forum 2023 was organized from, October 26 to 28, 2022, in Klagenfurt, Austria.

The Forum President received the following valid proposals for resolution:

Resolution 1 Application by LRPCE to EUROPA FORUM 2023

- Acceptance of the New Europa Forum Manual as per the Draft Resolution annexed

Resolution 2 Application by LRPCE to EUROPA FORUM 2023

- Acceptance of the New Europa Forum Manual to be composed of two parts
 - part one: modifications of Constitution, By-Laws, Standing Orders and Appendices should be voted in European Council
 - part two: history – to be freely upgraded, no European Council vote is required.

Resolution 3 Application by LRPCE to EUROPA FORUM 2023

- Acceptance of the New Europa Forum Manual Entering into Force as from Oct. 28, 2023, immediately after the adjournment of the Klagenfurt Europa Forum, with exceptions of 2 articles as stated in the Application.

PID Sandro Castellana, chair of the ROP Revision Task Force appointed by the Long Range Planning Committee Europe, gave a presentation about the proposed changes concerning the Revision and Complete Overhaul of the Europa Forum Rules and Procedures.

Comments, requests, suggestions at the European Council II meeting:

- **PID Bent Jespersen , MD 106 Denmark** proposed to have the rules for the LEMC and YAA programs included in the EF Manual as an Appendix. A&A PID Miklós Horváth responded that this was a very valuable proposal but this time it cannot be done, and it will be proposed for approval at the EF in Bordeaux.
- **CC Kees Willemse, MD 110 Netherlands** asked if there was any guidelines in the manual for a timeframe in terms of when should members submit their application for hosting the event. How long before the EF do proposals have to be submitted? A&A PID Miklós Horváth responded that the Manual prescribes the deadline for submitting a proposal to the EC is the 15th of June, endorsed by your multiple district convention. There is no time-frame in the Manual how many years in advance it should be requested, if we want to plan the future and we have valid proposals for years we will consider them.

Voting on European Council III:

Resolution No. 1: Voted unanimously by 26 delegates.

The Resolution is adopted.

Resolution No. 2: Voted unanimously by 26 delegates.

The Resolution is adopted.

Resolution No. 3: Voted unanimously by 27 delegates.

The Resolution is adopted.

Resolution 4 Application by MD 112 – BELGIUM to EUROPA FORUM 2023

- Changing the Age Limit of the European Young Ambassador Award

Resolution 5 Application by MD 112 – BELGIUM to EUROPA FORUM 2023

- Raising of the Price Money of the European Young Ambassador Award

CC Mark Decoene of MD 112 Belgium gives a short address to the changes proposed to the European Young Ambassador Award Program.

Comments, requests, suggestions at the European Council II meeting:

- **PID Bent Jespersen, MD 106 Denmark:** *On behalf of my council chair, to Resolution 5: Who is going to find the sponsors; are we aware of that we are committing the next countries, first Bordeaux and the following hosts; they have to come up with the sponsors.*
- **A&A PID Miklós Horváth** *In fact the proposal is to raise the price money, and this should be considered in the budget of the forthcoming forums; 2024 Bourdeaux, 2025 Dublin, 2026 Karlsruhe, who must finance it from their budget.*
- **PID Dieter Van Hoya, MD 112 Belgium, the European coordinator of the YAA:** *Yes, it goes to the budget of the next forums, but an organization that claims 'the youth is the future' should put its words together with its deeds. If every country would for instance save on the one-time use of banners, pins, leaflets, which most of the people throw away, then this is easily funded. We are only asking for a humble amount compared to for instance the music competition and if we cannot agree upon this, it means that for the future, never ever will any price money be raised. This is just an index for cost of living, we do not want to punish the young people for that. So I do hope that all of you will support this; it's just a small amount compared to the whole budget for the forum.*
- **PID Bent Jespersen, MD 106 Denmark:** *It is not a question of not supporting the young people. In the manual now § 7 states all cost incurred carrying out the above, including price money of EUR 5,000, the host country may seek sponsors to provide funds for these expenses; so it is not part of the budget, I regret. May be we should consider to make it part of the budget.*
- **PID Walter Zemrosser:** *We know that tomorrow all member countries will vote for or against this resolution. From my point of view as President of the EF Klagenfurt, I'd like to say some words to this: We are in a very new and better situation as organizers of this EF. Last year in Zagreb we decided on a voluntary contribution between 50 Cents and 1 EUR per member and many of you here were so generous to give money in this common account which is administrated by our forum accountant Daniel and so we could be generous in delivering this motion; this is my point of view, but without adding anything to your voting tomorrow.*
- **A&A PID Miklós Horváth:** *The fact to find a sponsor, or sponsoring themselves through the budget, it is the same. For instance in Dublin we heard last year that they don't have sponsors; so if they cannot find the sponsors, it should be in their budget. I am saying this just to help you decide tomorrow.*



- **Andreja Stojkovski, MD 132 Rep. of North Macedonia:** *We already voted on hosts with their projected budgets; may be, we could amend the resolution thus; to make this proposal a recommendation for the already decided hosts Bordeaux, Dublin, Karlsruhe, and make it obligatory starting with the host countries 2027.*
- **A&A PID Miklós Horváth:** *Tomorrow, we can only vote on the Resolution as it currently stands. But the proposal of Denmark concerning the Music Competition and the YAA we take it as a recommendation and we will discuss it in the LRPC next year, and eventually submit it to Bordeaux next year.*
- **PID Nicole Miquel-Belaud, MD 103 France:** *We must have a recommendation, we have already begun to work with the budget, the prices for the rooms are incredibly high; we have to be very careful to not to increase all the fees to organize the EF.*
- **CC Michael Pap, MD 111 Germany:** *As organizer of EF Karlsruhe, we have already considered this issue and for us it is absolutely no problem and it's absolutely no question that the prices should be increased. We are talking about a very small amount of money in comparison with the sums of the budget of the EF it is a minor problem, and we should really treat it as a minor problem.*

Voting on European Council III:

Resolution No. 4: Voted unanimously by 27 delegates.

The Resolution is adopted.

Resolution No. 5: Voted unanimously by 27 delegates.

The Resolution is adopted.

Resolution 6 Application by MD 117 – Greece-Cyprus to EUROPA FORUM 2023

- Acceptance of the Final Financial Report of the Europa Forum 2021 Thessaloniki
- PID Miklós Horváth, Forum Archivist and Advisor gives an introduction, and PID Daniel Isenrich, EF Accountant presents the Financial Report of the Europa Forum 2021 Thessaloniki.

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 6: Voted unanimously by 27 delegates.

The Resolution is adopted.

Resolution 7 Application by D 126 - Croatia to EUROPA FORUM 2023

- Acceptance of the minutes of European Council meetings of the Europa Forum 2022
- PDG Dražen Melčić presents the minutes of the EC meetings in Zagreb EF 2022



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No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 7: Voted unanimously by 28 delegates.

The Resolution is adopted

Resolution 8 Application by D 126 - Croatia to EUROPA FORUM 2023

- Acceptance of the Final Financial Statement of Europa Forum 2022 Zagreb

PID Daniel Isenrich, Forum Accountant, presents the Final Financial Statement of EF 2022 Zagreb

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 8: Voted unanimously by 28 delegates.

The Resolution is adopted.

Resolution 9 Application by MD 108 - Italy to EUROPA FORUM 2023

- Acceptance of the candidacy to host the Europa Forum 2027 in Venice

PID Elena Appiani, designated Forum President EF Venice 2027, MD108 Italy, presents the bid to host the Europa Forum 2027 in Venice with a video presentation and a delegation of 14 members.

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 9: Voted unanimously by 28 delegates.

The Resolution is adopted.

Resolution 10 Application by D 119 - Hungary to EUROPA FORUM 2023

- Acceptance of the candidacy to host the Europa Forum 2028 in Budapest

DG Péter Hégely of D 119 Hungary presents the bid to host the Europa Forum 2028 in Budapest with a video

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 10: Voted unanimously by 28 delegates.

The Resolution is adopted.

Resolution 11 Application by MD 108 - Italy to EUROPA FORUM

2023 The Lions of MD108 ITALY urge the European Council to:

- 1. Take every initiative that is useful and necessary for determining the best possible dissemination in Districts and clubs of themes and initiatives subject of Europa Forums and other international Lions events;
- 2. Take every initiative that is useful and necessary for allowing the largest possible participation of Lions members in said events;
- 3. Take every initiative that is useful and necessary for ensuring, also to Lions members that are not able to attend Europa Forums, the knowledge of what is discussed during said events, as well as the initiatives presented and resolutions passed.

PDG Aron Bengio of MD 108 Italy made a verbal presentation of the proposed Resolution.

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 11: Voted unanimously by 28 delegates.

The Resolution is adopted.

Resolution 12 Emergency Resolution the by LRPCE to EUROPA FORUM 2023

○ Marching Order at the Parade on International Conventions – Request to the Convention Committee to authorize that Lions countries of Europe march together at the parade on International Conventions demonstrating thus the real strength, diversity of cultures and traditions of the European Lionism.

ID Barbara Grewe gave a verbal presentation of this Emergency Resolution.

No questions, remarks, comments, discussion at the European Council II.

Voting on European Council III:

Resolution No. 12: • 27 delegates voted 'yes', 1 delegate voted 'no'.

The Resolution is adopted.

Resolution 13 Emergency Resolution by LRPCE to EUROPA FORUM 2023

○ Support of the Lions of Europe for the 3rd International Vice-President candidate PID Dr. Manoj SHAH, MD 411, Kenya, endorsed by the Executive Officers and the International Board of Directors for the position of International Third Vice President of the Association at the 2024 Melbourne, Australia International Convention. PIP Gudrun Björt Yngvadottir asked to support the decision of 6 International Directors from Europe on the International Board.

Comments, requests, suggestions at the European Council II meeting:

- PID Philippe Soustelle, MD 103 France - CC Philip Farrugia translates:

Many years ago, I was the president of the Cannes EF; the resolution 13 has never existed before in an EF. The vote always takes place at the International Convention; in order to be in exact conformance with the prescriptions of the basic documents for the EF, we are asking you to retreat the motion number 13. In order to not set a precedence, and because we are not here to vote for candidates, if the motion is not retreated by you today, we will ask the people who are voting not to vote tomorrow because we do not want to start something, that has never happened before.

- PID Walter Zemrosser: *We understood your discussion point, but could you please tell us where in the rules and procedures for the EF it is stated that it is not possible to vote on such a resolution?*

- A&A PID Miklós Horváth: *It is in fact a premiere, a first time, and what we asked the honorable EC is to consider the support of the candidate endorsed by the executive officers and the board of directors; we don't vote on him; we vote to support him or not, it will depend on you and we have examined in great detail the existing rules and procedures and our proposal doesn't go against it; you can ask legal experts to confirm what I have said. We are not discussing politics here, Democrats versus Republicans and so on; our purpose is to provide a forum for the open discussion matters of public interest provided however that partisan politics and sectarian religion shall not be debated by members; this is the general principle based on which eventually this resolution can be discussed, but we are discussing about Lions here, about service, and not about politics, and to support a candidate I think is not contrary to the rules. Thank you very much.*

- PID Heimo Potinkara, MD 107 Finland: *In Finland, we are thinking to support this resolution; we give our support to Manoj, endorsed by our whole constitutional area. Because we have to respect the executives and the board of directors, and they are evaluating every candidate, and he is the candidate of choice for Melbourne.*

- PDG Andreja Stojkovski, MD 132 Rep. of North Macedonia: *Just for clarification. The resolution is to support the decision of the board, and to support the international directors from Europe that sit on the board. We do not support the candidate here, the council votes for the resolution that supports the decision of the board; that's it. It does not create a precedence, and it does not go against the rules. We already spoke about marching together as a constitutional area; this is unifying Europe in support of our International Directors and the decision that they took on the board.*

Voting on European Council III:

The text of the Resolution revised on the basis of the comments of European Council II.

QUOTE

The Member Countries demonstrate their support to the decision of the Executive Officers and the Board of Directors by which they endorsed PID Dr. Manoj SHAH, MD 411 Kenya, as the candidate for the position of International Third Vice President of the Association at the 2024 Melbourne, Australia International Convention.

UNQUOTE



**Lions
International**



Resolution No. 13: 20 delegates voted 'yes', 2 delegate voted 'no', 6 delegates abstained.

The Resolution is adopted.

To be continued.....