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Purpose of the Guide: This

reference material should be kept with your club records and passed on from year to year to your Clubs President or Secretary. The information contained herein will help your club understand more about the function of the various committees in our District and help you understand where to go to get your questions answered.

Your first line of defense is always to contact your Zone Chairperson and your Region Chairperson.

This guide is a reference manual only and not meant to replace the guidance of the leaders of our District.

The telephone numbers and email addresses for all committees will be found in your District Directory.

District 33-K Bulletin

The District Bulletin Editor works with the District Governor, Vice District Governor and the Cabinet Secretary Treasurer to bring the Lions of our District information that they need to know. This information often includes upcoming events in our District, our Multiple District and Lions Clubs International.

You may also find information about other club events in our District Bulletin.

All Clubs are encouraged to submit information about special programs they might be running to the District Bulletin Editor for publication in our Bulletin.

Our Bulletins are also available on our District Website: http://www.lions-33k. org

Public Relations

Public relations are very important to all of our clubs. If our communities do not know what we are doing for them, they will become less and less willing to help support our endeavors.

A good public relations campaign will help let people know **who** we are, **what** we stand for, **where** we hold our projects, **when** we need their help, and **why** we need their help!

If your club is in need of press releases, contacts at newspapers or other Public Relations advise, we're here to assist you in getting the word out in your community.

Various Public Relations materials are available to you simply by asking! They are also available on Lions Clubs International Website, many of them may be downloaded and customized for use by your club.

District 33K Charities

Through the generosity of the Lions of District 33-K we are able to extend our giving programs to a number of different organizations. Working in conjunction with the Chairperson, the District Governor has brought the following charities under the umbrella: District 33K Charities:

Carroll Center for the Blind

The Carroll Center serves blind and visuallyimpaired persons by providing rehabilitation, skills training, and educational opportunities to achieve independence, self-sufficiency, and self-fulfillment and by educating the public regarding the potential of persons who are blind and visually-impaired.

Enabling Needs Foundation

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The Enabling Needs foundation run by Lion Robert Ambrose (Somerville Lions) collects and refurbishes used computers and distributes them to inner city schools and other types of facilities who might not otherwise enjoy the use of such equipment. Monetary donations are used to purchase special software.

Clara Barton Center for Diabetes

Since 1932, Clara Barton Diabetes Center has provided an unparalleled camp experience in a safe, caring environment. Campers have the opportunity to learn more about diabetes while participating in traditional camp fun.

Perkins School for the Blind

The rich history of Perkins began with its founding nearly 175 years ago as the first school for the blind in the United States. Within a few short years, Perkins became known for its effective instructional techniques, including teaching Laura Bridgman, the first known deaf-blind person to be educated. Later, a much more famous

student -- Helen Keller -- came to Perkins on her way to breaking down barriers and perceptions about what people who are blind or deaf-blind can accomplish.

NEADS (New England Assistive Dogs Services, Inc.)

a non profit organization established to provide Hearing and Service Dogs for people who are deaf or who use wheelchairs. These Assistance Dogs become an extension of their owners and bring security, freedom, independence and relief from social isolation to their human partners.

VOSH (Volunteer Optometric Services to Humanity)

an organization of optometrists and other interested individuals who are dedicated to providing vision care to people around the world who can not afford or obtain it.

Fidelco – Guide Dog Foundation

the only guide dog school located in New England, is a non-profit organization based in Bloomfield, Connecticut that breeds, raises and trains German shepherd guide dogs to be placed with blind men and women. The organization was founded in 1960 as the Fidelco Breeder's Foundation and donated dogs to several guide dog schools until 1981, when the current organization was expanded to include a training program.

Clubs can choose to make checks payable to the individual charities or payable to District 33-K Charities. The Governor and the Chairperson of the District 33-K Charities will determine the needs of the individual entities when the District 33-K Charities funds are typically paid out semi-annually after the Mid-Winter Convention and after the final Advisory Meeting.

District Hearing Foundation

The District Hearing Foundation was started by PDG Bette Purvis.

This Foundation now is able to help your club find affordable hearing aids for those in your town who need hearing aids and are unable to afford the expense.

Funds for hearing aids should come for your Club or in conjunction with the person in need of the hearing device.

If your club has someone in need of a hearing aid, you can obtain a full hearing test, moldings, fittings and a year of follow up care for significantly less than it would normally cost.

Clubs are urged to learn more about the Hearing Foundation and budget for this important program.

Any donations received by the District Hearing Foundation will be used to assist those clubs who have exhausted their budget or used to defray the cost of aids for residents in those o communities where we have no Lions Clubs.

District 33K Lions Eyemobile, Inc.

Over the years there have been several vehicles and trailers named the Eyemobile, all with the common purpose of providing free neighborhood health screenings emphasizing vision care and the preservation of eyesight. The first unit emerged in 1970. The unit was a dream of then DG Arthur Metzger. The unit was a used furniture van donated by Lion Ed Lynch of the Somerville Lions Club. It was replaced in 1972 by a movable trailer. The Somerville and Waltham Lions Clubs raised money to acquire the new unit while several Clubs donated funds to purchase the necessary medical equipment. The first user of the new trailer was the Brighton Lions Club.

That same year the Lions of District 33K elected to accept the Eyemobile and its mission of providing free health screenings as a district project and expanded its area of coverage to include 58 communities, in and around the greater Boston areas.

To learn more about the eyemobile or to reserve it for your club visit their website at http://www.33keyemobile.org

Lions Eye Health Program

Help meet our global challenge! The Lions Eye Health Program is a community service program with the singular goal to eradicate preventable blindness caused by diabetic eye disease and glaucoma by reaching people who are the most at risk. LEHP encourages annual comprehensive eye exams and provides sight saving materials to groups most as risk.

Did you know that African Americans over the age of 40, anyone over the age of 60, Hispanics, and anyone with Diabetes is at risk for blindness?

Please distribute LEHP materials at your local Senior Center, schedule the District 33-K Eyemobile and conduct screenings to increase awareness in your community.

Materials are available for a nominal cost from Lions Clubs International or free of charge from the National Eye Institute. Your Lions Eye Health Program Chairperson can come to your club, zone or region meetings and talk about these important topics that are of special interest to all of us.

Materials can be ordered from the National Eye Institutes website free of charge at: http://www.nei.nih.gov/order/ index.htm or by writing to them at National Eye Institute, 2020 Vision Place, Bethesda, MD 20892-3655.

Brochures that are available include Patient Care Brochures, bookmarks, the "Don't Lose Sight' Series and many others too numerous to mention. Contact your Lions Eye Health Program Chairperson for a complete list of materials that are available and an order form if you do not have internet ₁₂ access.

Diabetes Awareness

Are you aware that the leading cause of preventable blindness is Diabetes? More than 12 million Americans have Diabetes and more than half of them are unaware of their disease and the damage it can do to their eyes and other organs. Lions Clubs International and the American Diabetes Association signed a partnership agreement to bring the strengths of both organizations to help eliminate the effects of Diabetes.

Contact our District Diabetes Awareness Chairperson for information, brochures or if your Club, Zone or Region would like to have a speaker.

The Diabetes Awareness Chairperson can also help you obtain materials for distribution in your community.

Eye Research Journey for Sight

Our Journey for Sight program has many aspects including canisters, which can be placed in local businesses, restaurants and stores. Bring a canister home, drop your loose change in it and see just how much you can raise on your own in a year!

Various other activities are done under the Journey for Sight banner, including Road Races, Walk-A-Thons, and toll roads.

Does your club have a special fundraiser they use for Journey for Sight? Did you know that funds raised under "Journey for Sight' are included in your clubs annual total to Mass Lions Eye Research?

The Journey for Sight Chairperson can help you arrange for a runner, walker, or help you find just the right project for your club! 14

Eye Research Memorials

The Mass Lions Eye Research Memorial program while typically used as a Memorial for a friend, family member or fellow Lion can also be used to honor the living as well.

There are many reasons why you might want to do this, anniversary, birthdays, graduations or perhaps just to say thank you.

Collection envelopes are available from your Eye Research Memorial Chairperson. These envelopes can be put out during your fundraising drives along with MLERF brochures to educate our communities on all the good work that is done by Mass Lions Eye Research Fund.

This is one of the many programs that can help your club increase your donations to Mass Lions Eye Research.

Run Into the Light

The run into the light project is one that all of our clubs can participate in if they choose to. The funds raised from this event go to Massachusetts Lions Eye Research Fund, Inc..

You can receive names of runners in the Boston Marathon, and help them obtain sponsors for the run.

This is a relatively easy way to raise additional funds for Mass Lions Eye Research and to bring some attention to your club at the same time.

The runner needs to be contacted by the local Lions Club and you'll need to help them get sponsors. This is a fundraiser that does require some attention, if you are willing to put forth the effort to support the program, the Run Into the Light will continue to be one of our successful fundraising projects.

Lazarus Organ Donor Program

Give the Gift of Life! Become and organ donor and support the Massachusetts Lions Lazarus Program. This program provides us with the ability to give gifts that are lasting and enduring.

Every year, the Massachusetts Lions Lazarus Committee provides the Massachusetts Registry of Motor Vehicles with millions of organ donor cards that are sent out with license renewals.

Members of the Lazarus Committee are available to come to your club and speak on this topic.

For more information about organ and tissue donation visit the Lazarus website at:

http://www.masslionslazarusfund.org.

Lions Clubs International Foundation (LCIF)

More than just a program to honor worthy people who have made great contributions to the cause of service to humanity, Lions Clubs International Foundation helps in times of disaster and need. From natural disasters like hurricanes, to supporting our Eyemobile, LCIF is at work throughout the world,

Lions Clubs International sponsored Campaign Sight First restoring the sight of nearly two million people by performing cataract operations in underdeveloped countries. Lions Clubs International also sponsors the popular Youth Program, Lions Quest.

Remember, that your club can honor a member of your club, or a member of your community by making a donation to Lions Clubs International Foundation

Donations to LCIF for a Melvin Jones Fellowship must be clearly specified on the check as being for a Melvin Jones Fellow. Your club is also free to make 'unspecified' donations towards a future Melvin Jones Fellowship with the recipient to be named at a later date.

Donations can be made for up to ten years towards the fulfillment of a Melvin Jones Fellowship.

Progressive Melvin Jones Fellowships may also be awarded to those members of your club or community who have already been given this honor.

All of the funds donated towards Melvin Jones Fellowships are put towards humanitarian needs.

Membership Growth and Development

New members are the lifeblood of our organization. Only through aggressive recruitment of new members can we continue to serve those in our communities who need our help.

The Membership Committee is here to help our clubs make the most of their recruiting efforts and to help ensure that we recruit quality members who will stay with our clubs.

New members need direction and your District Membership Growth and Development Chairman can share with you existing programs that will ensure that new members are as excited about Lionism as you are and to ensure that we educate them on all of the aspects of our great organization.

Extension

Do you have friends, relatives, or co-workers who live in a town that is not currently home to a Lions Club? The Extension committee will work with you and your Club if they are willing to extend Lionism into that community.

Through Information Sessions, public relations, service projects, and other various ways, we can help you extend Lionism into a new community. This benefits not only that community but overall makes our District stronger in the process.

The extension committee is here to work with your club to help make the process of sponsoring a new Lions Club a reality for you.

District 33-K Retention

Are you losing members in your club? Do you need help keeping members?

The District 33-K Retention Committee is here to help all of us do our best to retain our members.

Each year, while we continue to bring in new members, we are constantly dropping members.

We need to make sure that we are doing everything in our power to make sure that we are not losing good and productive Lions in our Clubs.

There are many reasons why Lions drop from clubs. We must be careful when dropping members that we understand the reason for the drop and see what we can do to make sure we don't continue to lose members for this reason.

There are many resources to help your club. Please utilize them.

Leadership Growth and Development

Each year our Leadership Growth and Development Committee strives to bring the Lions of this District quality training for Club Officers including President, Secretary and Treasurer. Even if you are not elected to one of these offices, you're always welcome to attend this training.

Additionally, under the guidance of the District Governor and the Vice District Governor, the Leadership Committee often provides additional training opportunities at our Mid-Winter Conference.

Clubs who would like additional training on Public Relations, Public Speaking, Newsletters, or Officers Training are encouraged to contact the Leadership Growth and Development Committee and work with them to find a date, time and location

that is best for your club to conduct a training session.

Remember, Leadership is the key to assuring that our Clubs and our District remain strong and are ready, willing and able to meet the challenges of serving our communities. Only through strong and effective training can we train the leaders of our clubs and our district for the challenges that lay ahead for all of us.

If you have ideas or suggestions of classes or seminars that you would like the committee to consider sponsoring, please contact the Leadership Growth & Development Chairman.

Watch our District Bulletin, and watch for special mailings from the Leadership Growth and Development Committee regarding upcoming training sessions and encourage your club members to take advantage of those training sessions

District 33-K Orientation

Do the members in your club understand the bigger picture?

Do they know how your club ties in with our District, our Multiple District, and Lions Clubs International. Invite a member of the District 33-K Orientation Team to come out to your club and host an Orientation session for new and old members alike.

A well thought out and carefully presented orientation session can help to explain some of the wonderful works that we do not only in our communities, but also at the District and State Levels.

A well informed Lion is apt to stay with your club longer because they understand our goals and objectives.

Learn about using the Blue Badge program as a way of getting your new members involved in your Club, our District and our Multiple District.

LEOS Clubs

Leadership, Experience, Opportunity. LEO Clubs are a great asset to our District and to our Lions Clubs.

Each year, the number of LEO members in our District is growing and more and more service hours are being provided by these young adults with a desire to be part of serving their communities.

LEO Clubs are a vital and important part of Lions in our District and they are our leaders of tomorrow both in our Lions Clubs and in our communities.

To learn more about how your club can start a LEO Club, contact our District LEO Club Advisor and have them come out and talk to your club about how to get started

Youth Speech Contest

The Youth Speech Contest is by far one of the most rewarding youth projects we take on as a Multiple District.

Each year, we encourage high school students to participate in a contest and give them the opportunity to fine tune their public speaking skills.

Each year, the topic is selected by the Multiple District Youth Speech Contest Committee.

As individual clubs, we get the opportunity to see some wonderful young people express their views on a variety of topics.

Important deadlines to apply to this contest so it is important to follow up with the students early in the year so that they'll be eligible to compete at our District Contest.

Peace Poster Contest

This is a great opportunity for Lions and LEO Club members to get involved with the youth of our communities.

The Peace Poster Contest is open to students who are between the ages of 11-13 and is sponsored by Lions Clubs International.

There are important deadlines and certain rules that must be adhered to for this contest that can disqualify someone from participating in this contest.

The theme is selected annually by Lions Clubs International and the information about the contest can be found on our District Website http://www.lions-33k.org or LCI's Website at http://www.lionsclubs.org.

Youth Outreach Program

We as Lions owe it to our youth to do anything we can to prevent violence that we see all too often in schools around the country.

Working with community leaders, police and other civic organizations, we can make a difference to the youth in our communities.

By helping to sponsor Drug Awareness programs, we help eliminate the senseless abuse of drugs, we help rid our neighborhoods of drug dealers and at the same time we help make our communities a safer place for our children to live, play and attend schools.

Various programs are available for us to reach out to the youth in our communities, contact the Youth Outreach Chairman if you would like additional information on what your club can do to make a difference in your community

Youth Exchange Program

The Youth Exchange Program, a program of Lions Clubs International offers Lions around the world the opportunity to get acquainted with youth from other countries.

Each year, students who are interested in visiting the United States stay with Lions Host Families for a brief period of time.

During this time, the Lions family gets the opportunity to not only share their lives with a student from another country, but in the process has the opportunity to learn more about the student and their country.

This is a program that surely shows that we are an international organization and for the right family, this is a perfect opportunity to enjoy the companionship and friendship of a family from overseas.

USA/Canada Forum

The USA/Canada Forum is a Leadership Training Forum which provides an opportunity for Lions from all over North America to come together and share ideas and friendship.

Each year, the Forum provides exciting Leadership training courses as well as a motivational speaker.

You will find that the Leadership Training courses will not only help you in your Lions endeavors but can also help you in your every day life and your business pursuits.

The Forum is typically held in September each year and information is always available from the USA/Canada Forum Chairman.

District Mid-Winter Conference

Many times you will hear fellow Lions talk about our Mid-Winter Conferences and the many friendships that get renewed at this event.

The mid-winter conference offers Lions an opportunity to meet with fellow Lions and Leos and to participate in the District business sessions, hear the competition for Youth Speech Contest and to participate in Leadership training.

The mid-winter conference is a great opportunity to reach outside your club and share your successes with fellow Lions.

Our Mid-winter Committee which is comprised of the Chairperson as well as the Host Club (DG's home Club) and the Region and zone Chairpersons work to make the midwinter a success every year. Keep informed by reading our District Bulletin and District Email list.

Multiple District 33 State Convention

The State Convention is where the voting for our District Officers occurs annually. This is a State-Wide meeting of all Lions Clubs from Y-A-N-K-S. This is the one opportunity that Lions from all over Massachusetts have to meet and take part in various activities including the Youth Speech Competition, hear the All-State Band perform and meet Lions from other Districts.

The weekend is 'kicked off' with a Multiple District Meeting on Friday, a second business session on Saturday morning where we will vote on the upcoming locations of State Conventions and finished off with the election of our District Governor and Vice District Governor for the following year. Eyemobile Directors are also voted on at the Sub-District meetings.

Necrology Services

Unfortunately, our District loses many Lions each year to death.

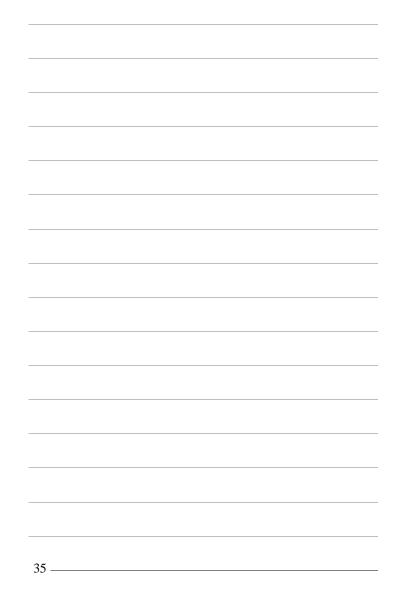
The Lions of Massachusetts like so many Lions Clubs around the world conduct Necrology Services to recognize the contributions that the departed Lion has made to their communities and to Lionism.

This brief but moving ceremony is a fitting tribute to the caring and sharing of a Lion.

This service can be arranged at the request of the Lions Club or the family by contacting the Necrology Services Committee.

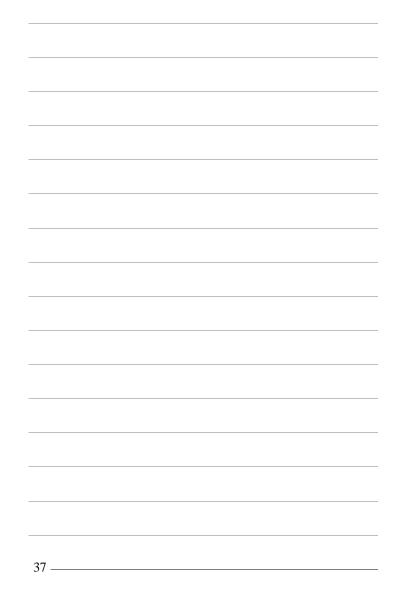
It is strongly recommended that if your club wishes to conduct a Necrology Service that you speak with the family of the Lion first and take into consideration the families wishes.

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Want more information? Visit our Website:

Lions-33k.org