

THE PRIDE of PENNSYLVANIA
STATE LIONS PUBLICATION

PURPOSE:

The purpose of the State Lions Publication, known as The Pride magazine, is to be a vehicle of "Lions Information" for the Lions of Pennsylvania. The Editor and Publisher shall take whatever means the Council of Governors deems necessary to assure full dissemination of Lions information to the Lions of Multiple District 14.

GENERAL:

1. An editor and publisher shall be responsible for publishing the Pride Magazine.
2. Qualifications to serve as Editor are as follows:
 - a. Be familiar with writing and editing news articles.
 - b. Be familiar with Lionism, operations of the Districts within Multiple District 14 and the operation of the State Council of Lions Clubs and Lions Clubs International.
 - c. Be familiar with graphic arts, layout and printing.
 - d. Be computer literate (knowledge of software programs).
 - e. Have good communication skills to confer with the Council of Governors, District officers and the Lions clubs of Pennsylvania.
 - f. Be familiar with photography.
 - g. Be able to promote the Pride for the purpose of collecting Pride Boosters and Advertising.
3. The Editor of the Pride Magazine may not use the magazine to espouse policies contrary to those of Lions Clubs International, the Council of Governors or District Cabinets. Opinions of members may be published as letters or articles, provided it is stated clearly that their opinions do not necessarily reflect the official positions of the Council of Governors.
4. The Pride Magazine is required to be published at least four (4) times (quarterly) annually.
 - a. The first edition shall be published in July/August/September.
 - b. The second edition shall be published in October/November/December.
 - c. The third edition shall be published in January/February/March.
 - d. The fourth edition shall be published in April/May/June.
 - e. The content of each Pride Magazine shall be ready for review by the State Administrator in the middle of each quarter (week 6).
5. Each publication may vary from sixteen to twenty-four pages. This shall be determined by articles submitted by the contributors who are required to submit

articles and material submitted by the Lions, Lioness and Leo Clubs of Pennsylvania.

The Editor shall not publish any more pages than submitted in the publisher's accepted bid. The Editor may request the Council of Governors to increase the number of pages when justifiable.

6. The contents of this publication shall be articles for the good of Lionism in general and the betterment of Lionism in Pennsylvania in particular. As complete coverage of all Pennsylvania Lionism, the Editor should strive for only articles positive in nature. The publication should not contain any articles that are detrimental to any Lion, Lions Club or any other individual or group. Sensitive subjects such as politics and religion are not to be published.

All articles submitted by a Lions, Lioness or Leo club must be identified (by signature) of the Lions, Lioness or Leo Club or the Lion submitting the article. (Articles not signed will not be published).

7. The content of the magazine shall contain articles submitted by Committee Chairpersons, Coordinators and State Projects' Chairpersons as outlined below:

- a. Lions, Lioness and Leo Clubs in Pennsylvania (with pictures) all editions
- b. All Lion State projects

Lions of PA. Foundation (July/August/September edition)

PA Sight Conservation and Eye Research Foundation (October/November/December edition)

PA. Lions Hearing Research Foundation (January/February/March edition)

PA. Lions Beacon Lodge Camp (January/February/March edition)

Leader Dogs for the Blind (April/May/June edition)

- c. State Committees

USA/Canada Lion Leadership Forum (April/May/June edition)

Youth Exchange (July/August/September and January/February/March editions)

Lioness Clubs (January/February/March edition)

Leo Clubs Coordinator (July/August/September and January/February/March editions)

PA. Lions All State Band (January/February/March edition)

LCIF Coordinator (all four [4]) editions)

International Convention Committee (January/February/March edition)

- d. Global Membership (GMT) Coordinator Membership, (October/November/December edition); Retention (January/February/ March edition); Extension (July/August/September edition).

- e. Global Leadership (GLT) Coordinator All editions with articles on various leadership programs available to the Lions
- f. International Officer or Immediate International Officer (October/November/December and April/May/June editions)
- g. State Council Chairperson (All four [4] editions)
- h. Council of Governors (all editions with approval of the Council Chairperson)
- i. State Convention information itinerary and registration form only (January/February/March edition)
- j. New Melvin Jones Fellows (Listed only once a year)
- k. Pride Editor Article (One annually)
- l. Pride Boosters and Patrons (April/May/June edition)
- m. Other Lions Activities or organizations of Interest to Lionism (any edition with the approval of the State Council Chairperson)
- n. PDG Obituaries (all editions)

Any Committee Chairperson, Coordinator may submit an article for any edition of the magazine.

8. Annual Funds shall be dues, general subscription, patrons or boosters, Lioness Club and Leo Club subscriptions and advertising.

- a. Booster or Patrons \$_____
- b. General subscription rate \$_____
- c. Lioness/Leo Club subscription rate \$_____
- d. Advertising rate*
 - Full page \$_____
 - ½ page \$_____
 - ¼ page \$_____
 - 1/8 page \$_____

*(must meet U.S. Postal regulations)

- e. Candidates for International Office shall follow the above advertising rates.

9. Advertising:

- a. Only Lions Clubs authorized to use the Lions Club Fund Raising Activity Seal may use the seal in their advertising;
- b. Advertisers may use the word “Lions” in their advertisements, provided such use does not imply endorsement;

- c. Revenues and expenses related to advertising sales must be shown clearly on all financial reports, and revenues must be used to lower cost and/or improve the quality of the Magazine.
10. Editor reimbursement: The Editor shall not receive a salary but is eligible for reimbursement for expenses incurred in the performance of his/her duties.

The Editor shall report annually at the fourth State Council Meeting. He/she may report to the Council of Governors at other State Council meetings if approved by the State Council Chairperson or if requested to appear by the Council of Governors.

- a. The Editor shall be reimbursed for the three State Council meetings for two nights' lodging, meals and mileage and State Convention expenses for three nights lodging, meals and mileage. The expenses are paid according to the PA Lions General Reimbursement Policy, Policy 204. The expenses shall be reimbursed from the Lions Publications Budget.
 - b. The Editor may be reimbursed for expenses for office and computer supplies. The above supplies shall be a line item in the annual budget. The original receipts must be presented to the State Administrator for reimbursement.
 - c. The Editor may have an assistant when approved by the Council of Governors at the fourth State Council meeting to assist in promoting the Pride magazine (soliciting boosters) at the State Council Meetings and the State Convention. The assistant shall only be reimbursed when the Editor is unable to attend the State Council meeting or the state convention. The assistant shall be entitled to expenses for one night's lodging, meals and mileage for State Council meetings and two nights' lodging, meals and mileage for State Conventions. The expenses are paid according to the PA Lions General Reimbursement Policy, Policy 204. The expenses shall be reimbursed from the Lions Publications Budget.
11. Multiple District 14 shall have an official photographer who shall take photos at all official Multiple District functions (State Council Meetings, State Convention, etc.), which may be published in the Pride Magazine. The photographer shall be entitled to expenses for one night's lodging, meals and mileage for State Council meeting and for the State Convention two nights' lodging, meals and mileage. The expenses are paid according to the PA Lions General Reimbursement Policy, Policy 204. The expenses shall be reimbursed from the Lions Publications Budget.

The photographer may submit expenses to the State Office for consumable photographic supplies if pre-approved by the State Administrator.

The photographer may have a substitute photographer available if he/she is unable to attend the State Council meeting or the State Convention or any other pre-approved function.

12. It is the responsibility of the Pride Editor to confirm his/her seating arrangements

for all State Conventions and State Council functions with the local host chairperson for each function in order that he/she be in close proximity to the head table.

13. The Publisher shall be a company that can produce and distribute the Pride Magazine quarterly to the Lions of Pennsylvania.

The Publisher shall submit a written bid yearly by the third State Council meeting for the next year's publication.

14. Distribution should be handled at the lowest cost in a timely manner. The Publisher shall obtain the mailing list from Lions Clubs International. The Pennsylvania Lions State Office shall pay any monies due for this service. The mailing list used to mail the Pride Magazine may not be used for any other purpose.

15. The Publisher shall become familiar with U.S. Postal regulations (amount of advertising dollars permitted) and the mailing regulations of periodical publications.

The Publisher shall review U.S. Post Office form GN1275 (unknown addresses) quarterly and forward the list to the Editor who shall provide the list of each undeliverable copy of the Pride to each District Governor at the State Council meeting.

16. The Publisher may be reimbursed by PA General Reimbursement Policy when required to meet with the Editor concerning any aspect of the magazine.

17. The Editor and Publisher shall work together on the layout of the magazine. It is both their responsibilities to provide the best possible product within the budgeted monies. The publication shall reflect the quality of Lionism in Pennsylvania.

18. The Editor shall submit an annual budget to the Finance Committee prior to December 31 for the next Lions year. The budget shall include all revenues (dues, general subscriptions, patrons or boosters and advertising). The expenses shall include publishing, mailing, Editor reimbursements, Publisher reimbursements and any other items required by the Council of Governors and the Finance Committee.