



Club Admin Checklist- September 2025

Communication/News/Calendar/Events

Available online 24/7 @ www.lions201q1.org.au/member-resources/district-club-checklist

☐ **NOTICE OF MOTION – District Convention 201Q1 Stanthorpe – Reminder**
The Notices of Motion are to be received by Cabinet Secretary Christine Cufflin by 5.00pm on **Tuesday 16th September 2025**
www.lions201q1.org.au/district-convention/notice-of-motions.html

☐ **NOMINATIONS – For District Governor, Vice District Governors and International Director** –are to be received by Cabinet Secretary Christine Cufflin by 5.00pm on **Tuesday 30th September 2025**
www.lions201q1.org.au/district-convention/notice-of-motions.html

☐ **DISTRICT GOVERNORS – Community Service CA\$H Awards –**
Applications now open – Close on the 20th September 2025 – full details @ www.lions201q1.org.au/service-projects

☐ **CHECK OUT THE LIST OF ONLINE WORKSHOPS VIA ZOOM –** On the 18th September, there is an '**Introduction to Canva**' and a **New Member Orientation** on the 25th September and on 2nd October '**Youth of the Year updates**'
www.lions201q1.org.au/news all details in Leadership Training Programs.

☐ **RU OK ? ANY DAY –R U OK Day is Thursday 11th September.**
See information from Natalie Reinke GST www.lions201q1.org.au/news and further resources are available from <https://www.lionsclubs.org/en/member-resource-center/service/global-causes-initiatives/mental-health-well-being-initiative>

☐ **LIONS CAMP DUCKADANG - Notice of Annual General Meeting -** The Annual General Meeting of Lions Camp Duckadang will be held on **Sunday 14th September 2025** at the Morayfield and District Lions Den, 1 Maitland Road, BURPENGARY EAST 4505. Registration 9.30am Meeting starts 10am sharp
<https://lions201q1.org.au/news>



stuart perrett – district governor 2025-26



☐ **BIG AUDACIOUS SERVICE – Quarterly Newsletter** – The latest newsletter is available, check out Kyogle’s ‘Community Food Pantry’ and other Service projects from around Australia www.lions201q1.org.au/news

☐ **LIONS YOUTH OF THE YEAR 2025-26**– The paperwork has been released and the **Club Registration Form is now available online**. Check out the latest letter from Jenny Maguire 201Q1 YOTY Chair
<https://www.lions201q1.org.au/service-projects>

☐ **CONVENTION REGISTRATIONS ARE NOW OPEN**; accommodation info is available on the district website - www.lions201q1.org.au -
All motels are reserved for Lions; you must **ring directly to make bookings**.
NO ONLINE BOOKINGS AVAILABLE – TIME IS RUNNING OUT, ROOMS WILL BE RELEASED AT THE END OF SEPTEMBER!.

☐ **TO KEEP UP TO DATE ON THE LATEST NEWS, EVENTS AND INFORMATION** (and reduce email clutter) – we have it all in the one place.
www.lions201q1.org.au/news *Check weekly for updates.*

☐ **LATEST DISTRICT eNEWS JUST RELEASED BY EMAIL?** Or simply visit:-
www.lions201q1.org.au/news

Please share with your newer members and ask them to sign up online on the ‘news’ page >>> <https://lions201q1.org.au/news-signup>

☐ **MONTHLY Q&A ON ZOOM** – Do you have a question? Or want to find out more?
Join us on Zoom on the last Sunday of the month @6pm (Brisbane time)
www.lions201q1.org.au/zoom

DID YOU KNOW THERE IS NOW A DISTRICT CALENDAR?

www.lions201q1.org.au/calendar Submit any Club Events to share with others via the District Calendar. **Submit your club events to: cabsec.q1@lions.org.au**





Club Secretary

☐ **FORM A & B** were emailed out last week, a **reminder to complete and return by the 15th October**, or you can use the link below, and the forms can also be found under the Convention Tab on the District Website

Form A - Attendance of Delegates (Each Club has One Delegate & One Alternate per 10 members) ARTICLE VII – Section 2. Club Delegate Formula

<https://forms.gle/cYuokSrYvnYtMwAD9>

Form B - Bereavement (Please provide a photo of the member to the Cabinet Secretary as soon as possible)

<https://forms.gle/9ZymzhMWAveZ4qtQ6>

☐ Reminder to email the Cabinet Secretary **any changes to the club meeting date**, time or other changes email cabsec.q1@lions.org.au and update the portal too.

☐ Reminder to notify the Cabinet Secretary of any members who pass away and supply funeral arrangements when known. Also, provide a Photo of your Member, so they can be added to the **In Memoriam** on the website and used at the District Convention in the remembrance ceremony.

www.lions201q1.org.au/news/in-memoriam

☐ **IMPORTANT INFORMATION LIONS INSURANCE POLICIES – All policies are due for renewal on 30th September.** Renewal letters will be emailed to all clubs, the email they are sending to is the one in the Directory. If your email has changed or if you have not received a renewal invitation, contact **AB Phillips** lionsinsurance@abphillips.com.au

☐ **CERTIFICATES OF CURRENCY 2025-26** can now be downloaded from Lions Australia website at any time (*Half way down the page on the right side*) www.lionsclubs.org.au/members/resources/insurance_centre

☐ **Self-assessment Tax Exemption for NFP MUST BE LODGED BY 31 October 2025 TO AVOID ATO PENALTIES** www.lions201q1.org.au/images/hub/Fact-Sheet-Changes-to-Income-Tax-Exemption-Self-Assessment.pdf - Q1 Hub Page on District website





☐ Check Office of Fairtrade Records & Returns are up to date

☐ Update Club Officer Details with ATO for any ABN holders

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General Note: Standard notifications for an AGM are 30 days prior (*Be sure to check your our club policy if different*)

Consider getting involved in one of these Global Causes or Community Awareness Initiatives

SEPTEMBER

☐ Childhood Cancer Awareness Month - All of September, more details can be found on alccrf.lions.org.au

☐ Prostate Cancer Awareness Month - All of September
www.lionsprostatecancer.org.au

☐ World Suicide Prevention Day - 10 September, 2025
www.suicidepreventionaustralia.org/world-suicide-prevention-day

☐ R U OK? Day - 11 September, 2025 (**Ask are R U OK? ANY DAY**)
www.ruok.org.au/r-u-ok-day
(An ambassador will be speaking at this year's convention)

☐ Leukaemia Foundation - Light the Night - September TBC
www.lightthenight.org.au
(Leukaemia Foundation celebrating 50 years since Lions Club of Holland Park started this project - they will be speaking at this year's convention)

OCTOBER

☐ Mental Health Awareness Month - All of October
with a dedicated awareness week from 4th-12th October 2025 www.alwf.org.au

☐ Breast Cancer Awareness Month - All of October
www.bcna.org.au

☐ World Arthritis Day – 12th-18th October 2025
www.lionsrheumatismfoundation.org.au





☐ National Carer's Week – 12th October 2025
www.carersweek.com.au.

☐ Day for Daniel – 12th October 2025
<https://danielmorcombe.com.au/day-for-daniel>

NOVEMBER

☐ Lap the Map for Diabetes November – Participate, Spread Awareness and
<https://www.lionsassistedogs.com.au>

