




# CLUB TREASURER

2020-2021 Treasurer Training  
PDG Bill Michl

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- ❖ RECEIVE AND DEPOSIT MONIES INTO APPROVED ACCOUNTS
  - ❖ PAY CLUB OBLIGATIONS APPROVED BY THE BOARD OF DIRECTORS
  - ❖ KEEP AND MAINTAIN GENERAL RECORDS OF CLUB RECEIPTS AND DISBURSEMENTS
  - ❖ DELIVER FINANCIAL ACCOUNTS, FUNDS, AND RECORDS TO YOUR SUCCESSOR

# RESPONSIBILITIES



THE TREASURER IS NOT A TAX  
COLLECTOR,  
HE DOES NOT CHASE DOWN  
MEMBERS WHO HAVE NOT PAID THEIR  
DUES

BUT HE DOES INFORM THE BOARD OF  
DELINQUENT MEMBERS

- DUES ARE BILLED BY INTERNATIONAL TWICE A YEAR JULY AND JANUARY
- THE DISTRICT BILLS SAME SCHEDULE
- IMPORTANT TO DELETE DROPPED MEMBERS FROM ROSTER BEFORE THESE DATES OR YOU WILL BE BILLED FOR THEM

**DUES**

- CURRENT LCI DUES ARE \$43.00.
- CURRENT DISTRICT DUES ARE \$24.87.
- INTERNATIONAL ALSO CHARGES A ONE TIME NEW MEMBER FEE OF \$35.
- MEMBERS LIVING IN SAME HOUSEHOLD ONLY PAY ½ LCI FEES AFTER 1<sup>ST</sup> MEMBER. UP TO 4 ADDITIONAL MEMBERS PER HOUSEHOLD.

**DUES**



❖ THE FIRST HALF DISTRICT DUES ALSO CHARGE  
(INSURANCE AND BOND FOR US CLUBS)  
(JUST BOND FOR CANADIAN CLUBS)

❖ CAMPUS CLUBS ARE BILLED HALF DUES BY LCI WITH A

REQUEST FOR THE SPONSERING  
CLUB TO PAY THE OTHER HALF TO HELP KEEP NUMBERS UP

DISTRICT AND INTERNATIONAL DUES SHOULD BE PAID IN A  
TIMELY MANNER

**KEEP YOUR CLUB IN  
GOOD STANDING**



❖ DISTRICT DUES ARE BILLED BY DISTRICT TREASURER ,  
BARB TANSKI

❖ STATEMENTS ARE EMAILED TO, CLUB TREASURER,  
SECRETARY AND PRESIDENT

(SNAIL MAIL WHERE RECEPTION IS POOR OR NO EMAIL)

❖ THE DUES ARE BASED ON MEMBERSHIP AS OF JUNE  
30<sup>TH</sup> FOR THE FIRST HALF DUES

❖ AND DECEMBER 31<sup>ST</sup> FOR SECOND HALF DUES.

# DISTRICT DUES

- ❖ MULTIPLE DOES NOT BILL CAMPUS CLUBS THE FIRST YEAR
- ❖ THE SECOND HALF DUES ARE SENT OUT BEFORE MID-WINTER SO THAT CLUBS CAN BRING CHEQUES AT MID-WINTER
- ❖ ALL DUES SHOULD BE SENT IN US DOLLARS TO PREVENT EXTRA CHARGES TO THE DISTRICT
- ❖ ALL CLUBS CAN PAY BY PAYPAL, US DOLLAR CHEQUES, OR US MONEY ORDERS. US CLUBS MAY DO ETRANSFERS.



**LEARNING TO  
USE MYLCI**

- ❖ VIEW MEMBERSHIP
- ❖ ACCESS AND DOWNLOAD STATEMENTS AND PER CAPITA INVOICES
- ❖ OP OUT OF PAPER COPIES
- ❖ MAKE ONLINE PAYMENTS

**ON MYLCI YOU CAN**

- ❖ VIEW THEM THE DAY THEY ARE GENERATED
- ❖ CAN BE VIEWED BY CLUB AND DISTRICT OFFICERS

**ONLINE STATEMENTS**

# SUPPORT CENTRE

[mylci@lionsclubs.com](mailto:mylci@lionsclubs.com)

630-468-6900

## ACCOUNTS RECEIVABLE AND CLUB ACCOUNTS SERVICES

[membershipbilling@lionsclubs.org](mailto:membershipbilling@lionsclubs.org)