

100% Secretary's Award Criteria

A 100% Secretary's Award will be presented to club secretaries who complete all six requirements listed below. Each requirement must be indicated on the activities report at the time of their completion. Club secretaries eligible for this award must be certified by their club's board of directors. the certification letter must be received by the District Governor postmarked no later than September 1 after the award year ends.

- All membership reports submitted by the due dates (20th of the month for mailed reports and last day of the month for reports filed online).
- Completed PU-101 form postmarked or filed online no later that May 15th of the current lion year
- Attend at least two of the club's Zone Meetings.
- Participate in one club service project and one club fundraiser.
- Ensure club is in good standing with District, Multiple District and International as of the District Convention.
- Register and attend at least two of the following:
 1. District Convention
 2. Multiple District Convention
 3. Officer Training Session
 - 4: International Convention