This eNews service is only for upcoming events or fundraisers that a club or district would like to have announced on a statewide basis. Send the event information to **MD13enews@gmail.com** at least two weeks prior to the event. Each event will only be sent out one time. A correction may be sent out if the eNews Coordinator feels it's warranted. Preferably the information should be formatted as follows:

Who - Club Name, OH-#

What - Short title of event

When - Date and time, perhaps also a deadline for early registration etc.

Where - Name of facility/location and complete address with zip code

Details - Any information on the event, perhaps a link to a website with information

Contact - Name of contact person(s) with email address and/or phone number

An event flyer can also be attached if desired. Please provide it as a PDF, or as a JPEG.

There are four exceptions:

1) The eNews service will be used for any Lion's death that a statewide attendance might be expected for visitation. The notice will be sent out ASAP even if another event has already been announced on that day.

2) We may distribute the State Lions newsletter through the eNews.

3) Critical messages from State Committee Chairs or Foundations that benefit all Ohio Lions may be sent through the eNews. These will be distributed on a case by case basis.

4) And the eNews will be used for voting notification at the state convention.

In regards to endorsement for an International Office

A) The eNews will follow the guidelines of the MD13 Liaison Committee.

B) Each candidate will be allowed to submit up to 2 informational notices (resumé) of their candidacy. One will be allowed during January and one during April. Resumés must be received by the eNews Coordinator no later than the 25th day of said months to allow time to place the eNews posting by the end of those two months.

C) This resumé must be positive in nature, self-promoting and with no editorial comments toward any other candidate. Flyers or attachments will be limited to two letter size pages.

D) Only the candidate or their approved Campaign Chairperson will be permitted to submit these resumés.

E) The Liaison committee will pre-approve all campaign notices/resumés or they may designate the MD13 Marketing and Communications Chairperson (or another unbiased individual) to do the pre-screening. IT IS THE RESPONSIBILITY OF THE CANDIDATE TO GET THE APPROVED NOTICE/RESUME TO THE ENEWS COORDINATOR NO LATER THAN THE 25TH DAY OF SAID MONTHS FOR TIMELY DISTRIBUTION.

Thank you,
Ohio Lions eNews Coordinator

March 2018