



ZONE 'A'

DISTRICT 8

BYLAWS

Reviewed: April 2013

Approved: April 27, 2013

As adopted at Zone Spring Conference April 27, 2013

Article 1

Zone A Deputy Governor

Section 1 Definition – The Zone shall be governed by a single Deputy Governor, which will rotate between a Kinsmen and Kinette. A Kinsman, or a Kinette Deputy Governor may govern the zone in successive years, as long as a Kinsman, or a Kinette does not come forward at Zone Spring Conference to run for the position. The Zone executive shall be comprised of the Zone Deputy Governor, the Zone CF & Service Rep. and one other optional Zone Director (possible Vice Zone Deputy Governor).

Section 2 Qualifications – Only the persons who can meet the following qualifications shall be elected or appointed a Zone Officer:

- a) A Zone Officer shall be an active member, in good standing, within a Kinsmen, Kinette, or Kin club within the zone. (The club must be in good standing at the Zone, District and National levels.)
- b) A Zone Officer must have held a club Officer position for at least one year.

Article 2

Zone Deputy Governor's Duties

Section 1 Duties – The duties of the Zone Executive shall be as follows:

- a) Zone Deputy Governor (District By-laws, Article 8 (District Officers), Section 11 (Duties), Subsection 5)
 1. To help, advise and coordinate the work of the clubs within the Zone.
 2. Maintain a close liaison with:
 - i. The District Governors
 - ii. The Club Presidents
 - iii. Committees appointed by the Deputy Governor

3. To receive from and disseminate to the clubs, information pertaining to Club, Zone, District and National activities.
 4. Assist host club to organize one Spring Conference and to preside over the business portion.
 5. Receive each month's bulletins (and/or minutes) published by the Clubs in the Zone.
 6. Arrange for judging of all Zone A trophies. A panel of at least three judges to be appointed by the Zone Deputy Governor. Presentation of such trophies to take place at the Zone Spring Conference.
 7. Attend all Zone council meetings(4) and report on zone activities.
 8. Assist in the formation of a new Kinsmen, Kinette, or Kin clubs.
 9. Perform any other duties (within reason) requested by the Zone A Executive.
 10. Install each clubs new executive by Oct. 15th of the Kin year.
 11. Arrange to officially visit each club at least once during the Kin year.
(The District Budget to pick up the expense of one official visit.)
 12. Appoint the Zone Directors. (not to exceed two.)
 13. To ensure the Zone Minute Book is updated and properly maintained during his/her term of office and that it is passed onto the incoming Zone Deputy Governor.
- b) Zone CF & Service Rep. (District By-laws, Article 26 (Cystic Fibrosis), Section 1 (Operation), Subsection .03)
1. Maintain a close liaison with:
 - i. The Zone Deputy Governor
 - ii. The District CF & Service Reps.
 - iii. The club CF & Service Reps.
 2. Attend all Zone council meetings.
 3. Perform any other duties (within reason) requested by the Zone A Executive.
 4. Arrange to officially visit each club at least once during the Kin year.
(The District CF Budget to pick up the expense of one official visit.)

5. Assist in the preparation of the Zone Spring Conference.
6. Shall promote Club, Zone, District and National CF & Service Projects within the zone.
7. Shall promote CF & Service within the zone.

Article 3 **Zone Spring Conference**

The Zone A Spring Conference shall be preferably held between February 1st and March 31st of each year.

Section 1 **Procedure**

- a) Reference National Policy & Procedures Manual – Rules of Order, Elections, Conventions, Voting Procedures.
- b) Voting at the Zone Spring Conference will be by a show of hands of those Active members (members and club must be in good standing at the Zone, District and National levels) of Zone A, in attendance.
- c) A club not in attendance at the Zone Spring Conference may proxy one vote per members on their club's National Census at the month end prior to the Zone Spring Conference, to any member of another club in attendance of the Zone Spring Conference.
- d) Official calls to the Zone Spring Conference shall be forwarded to each club at least forty days prior to the Zone Spring Conference, along with an agenda.
- e) Minutes of the proceedings of the Zone Spring Conference shall be kept and within thirty days of the Zone Spring Conference, sent to each Club President and the District Executive.
- f) Any resolutions to be presented at a Zone Spring Conference shall be presented to the Deputy Governor forty-five days prior to the Zone Spring Conference. The Deputy Governor shall circulate such resolutions to each club at least forty days prior to the Zone Spring Conference.
- g) Each resolution not duly presented under the above (Article 3, Section 1(f)), shall require a two-thirds vote to be presented on the floor of Zone Spring Conference, after disclosure of the intent of the resolution.

- h) The Deputy Governor shall appoint a rules of order chair for the Zone Spring Conference, which should preferably be the immediate past Deputy Governor, or a past Zone Officer.

Section 2 Hosting Zone A Spring Conference

- a) The Zone Spring Conference shall be hosted on a rotating basis by the Clubs in Zone A in the following order:

i. Timmins Kinettes	2013
ii. Porcupine Kinsmen	2014
iii. Kapuskasing Kinsmen	2015
iv. Kirkland Lake Kinettes	2016
v. Timmins Kinsmen	2017
vi. Kirkland Lake Kinsmen	2018

Subsequent to 2018, the order is repeated.

- b) If a club is unable to host the Zone Spring Conference because of extenuating circumstances, the rotation will fall to the next club in order. At least ninety days advanced notice should be given to the Deputy Governor if a club is unable to host the Zone Spring Conference.
- c) The schedule of events for the Zone Spring Conference shall be the responsibility of the host club with communication with the Deputy Governor.

Section 3 Hosting Club Responsibilities

- a) The host club shall be responsible to present for approval a tentative budget and schedule of events to the Deputy Governor, at least sixty days prior to the Zone Spring Conference.
- b) The host club shall be responsible for the payment of the expenses of invited guests, including registration for them and should recover these expenses in the registration fees for the Conference.
- c) Printing costs of the brochure shall be included in the cost of the Zone Spring Conference budget and recovered in the registration fees for the Conference.

- d) The host club will be responsible for any losses incurred at a Zone Spring Conference. Any profits of a Zone Spring Conference will be for the General Account of the host club. In the event of a loss, the host club may ask the other clubs in the Zone for financial assistance.
- e) The host Club is responsible to present a full financial statement of expenses and receipts for the Zone Spring Conference to the Deputy Governor within sixty days after the function, with copies also going to each Club President.

Section 4 Zone A Kinette Awards (See Appendix 1)

- a) The Zone A Kinette Awards are as follows:
 - i. Zone A Public Speaking Award **amalgamated with Kinsmen**
 - ii. Zone A Quill Award **amalgamated with Kinsmen**
 - iii. Zone A Service Award **amalgamated with Kinsmen**
 - iv. Zone A Travelling Trophy Award **amalgamated with Kinsmen**
 - v. Zone A Best Project Award **amalgamated with Kinsmen**
 - vi. Zone A Carole Thomson Fellowship Award
 - vii. Zone A Joke-Off Award **amalgamated with Kinsmen**
- b) Submissions for the Zone A Kinette Awards shall be submitted to the Deputy Governor four weeks prior to the Zone Spring Conference. Five days prior to the deadline date, the Deputy Governor shall contact all Zone A Kinette Clubs by telephone, asking them what their submissions will be and when to expect them.
- c) It shall be the winning clubs responsibility to update the awards before returning them to the Deputy Governor for the next year's Zone Spring Conference.

Section 5 Zone A Kinsmen Awards (See Appendix 2)

- a) The Zone A Kinsmen Awards are as follows:
 - i. Zone A Public Relations Trophy **amalgamated with Kinettes**
 - ii. Zone A Kinsmen Percentage Net Gain Shield
 - iii. Zone A Best Project **amalgamated with Kinettes**

- iv. Zone A Eric Lamminen Interclub Attendance Shield
 - v. Zone A Service Shield **amalgamated with Kinettes**
 - vi. Zone A Porcupine Kinsmen Junior Bulletin Award
 - vii. Zone A Gus Tremblay Senior Bulletin Award
 - viii. Zone A Kapuskasing Kinsmen Skit Trophy
 - ix. Zone A Jim Willan Memorial Kinsmen of the Year Award
 - x. Zone A Norm Sullivan Memorial Rookie of the Year Award
- b) Submissions for the Zone A Kinsmen Awards shall be submitted to the Deputy Governor four weeks prior to the Zone Spring Conference. Five days prior to the deadline date, the Deputy Governor shall contact all Zone A Kinsmen Clubs by telephone, asking them what their submissions will be and when to expect them.
- c) It shall be the winning clubs responsibility to update the awards before they are returned to Deputy Governor for the next Zone Spring Conference.

Article 4

Club Responsibilities

Section 1 Financial Statements

- a) Each club in Zone A, must forward a set of financial statements for the preceding Kin year and a budget for the current Kin year (for all accounts), to the Deputy Governor by October 31st of each year. Both of these are to be approved by the Club before submission. A copy is to also be provided to the District Treasurer
- b) A copy of each club's house rules/by-laws and a copy of their Ontario Corporation Annual Return (form1) shall be forwarded to the Deputy Governor by October 31st of each year. A copy is to also be provided to the District Treasurer.

Section 2 Bulletins and/or Minutes

- a) Club Minutes, or Club Bulletins containing minutes, must be forwarded to the Zone A Deputy Governor following each meeting.

Article 5 **Club Visitations**

Section 1 Official Visit - The Deputy Governor shall make one official visit to each club in the zone. At the official visit, the club must pay the meal expenses of the Deputy Governor and one travelling companion. Mileage shall be paid by the District for the official visit only.

Section 2 Other Visits -Should a Club request other visits (this includes installation night), the club must pay all expenses incurred at the total return distance, times the current District travel rate, plus the meal expenses of the Deputy Governor and one travelling companion.

Article 6 **Election of the Deputy Governor**

Section 1 The Deputy Governor of Zone A shall be elected at the Zone Spring Conference by a majority vote of the members (in good standing) in attendance at the Zone Spring Conference. The vote shall be conducted by a secret ballot.

Section 2 The position of Deputy Governor shall rotate between a Kinsmen and a Kinette. However, a Kinsman, or a Kinette may hold the position in consecutive years, as long as no Kinsmen or Kinette runs for the position at the Zone Spring Conference.

Section 3 Appointment of a Deputy Governor

- a) If no candidate is elected for the position of Deputy Governor at the Zone Spring Conference, then the Deputy Governor shall be appointed for the following year by the current District Executive Committee in consultation with the incoming District Executive Committee and the current Zone Officers.

Section 4 Election Process

- a) Must be nominated by a club in the Zone in good standing.
- b) Nomination papers will need to be submitted to the current Deputy Governor thirty days prior to Zone Spring Conference. These nomination papers need to be signed by the President and Secretary of the nominating club.
- c) A written acceptance must be filed with the nomination papers.
- d) If nominated from the floor at the Zone Spring Conference, a majority of accredited delegates from each of two clubs in the zone, in attendance, is required.

Article 7 **Chartering**

Chartering costs shall be the responsibility of the sponsoring club with the assistance of the \$500 allowance provided by the District Charter Fund (Article 23 – District By-Laws). Any club, who so wishes, may make a donation to the chartering club to help offset some of the regalia costs.

Article 8 **Use of Exotic Dancers**

The Zone will not promote, encourage, or condone any member club or individual member who, in the name of Kin, hires exotic dancers and/or personnel (male or female) for fundraising or social functions. It shall be the responsibility of the Zone Council to discourage this type of activity.

Article 9 **Mascots**

At no time shall a live animal be used as a mascot and transported from club to club.

Article 10

Amendments

Section 1 Amendments

- a) Amendments to these by-laws, other than award rules, may be made at any Zone Conference on a vote of two thirds of those members (in good standing) in attendance at the Zone Spring Conference.
- b) The Deputy Governor shall receive proposed amendments to these by-laws forty-five days prior to the Zone Spring Conference. The Deputy Governor shall circulate such amendments to each club in the Zone and the Governors, at least forty days prior to the Zone Spring Conference.

APPENDIX 1

ZONE A KINETTE AWARD RULES

(iv) ZONE A KINETTE PUBLIC SPEAKING AWARD – amalgamated with Kinsmen

Shall be judged subject to the rules governing National Kinette/Kinsmen Public Speaking Trophy. Found in Constitution and Bylaws.

(v) ZONE A KINETTE QUILL AWARD amalgamated with Kinsmen

Shall be judged subject to the rules governing National Kinette/Kinsmen Quill Trophy. Found in Constitution and Bylaws.

(vi) ZONE A KINETTE SERVICE AWARD - (ELSPETH ROGERS) amalgamated with Kinsmen

Shall be judged subject to the rules governing National Kinette/Kinsmen Service Award. Found in Constitution and Bylaws.

(vii) ZONE A COCHRANE KINETTE TRAVELLING TROPHY AWARD amalgamated with Kinsmen

1. The aim of the Travelling Trophy is to promote inter-club visits within Zone A. Therefore; only visits to Kinette or Kinsmen REGULAR CLUB MEETINGS will qualify in the point total.

2. It is assumed that distance travelled will be recorded from the place of residence to place of meeting and return, but in case of dispute only official highway kilometres travelled will be counted. That is the official Ontario Ministry of Transportation of Communication mileage between City Hall of one centre to City Hall of another centre.

3. Points will be awarded as follows:

Total KM travelled X number of Active, Privileged & Life Kinettes/Kinsmen travelling

Total number of Active, Privileged & Life Kinette/Kinsmen in home club

4. Each club is to keep track of their own totals and submit totals to Deputy Governor prior to each Zone Spring Conference.
5. Visits to outside clubs must be verified by the Secretary or Registrar of the club visited and accompany submission for award.

DRIVE CAREFULLY!

(viii) **ZONE A BEST PROJECT AWARD amalgamated with Kinsmen**

1. The Best Project Award shall be awarded annually to the Kinette or Kinsmen Club which has conducted the best project during the 12 month period prior to the Zone A Spring Conference at which it will be submitted.
2. A Best Project may not be entered in two successive years.
3. The points will be awarded as follows:

(i) Originality	10
(ii) Adaptability to all clubs	10
(iii) Max. members participation	25
(iv) Max. monetary return in relation to member participation	15
(v) Impact or appeal to the public	10
(vi) Monetary return vs. elapsed project time (days, weeks)	15
(vii) Investment required and risks involved	<u>15</u>
Total	<u>100</u>

(ix) **ZONE A CAROLE THOMSON FELLOWSHIP AWARD – Kinette Only**

(Revised April 2013)

This award is open to all Active Kinettes with the exception of the Deputy Governor (if Kinette)

(A) Prior to Zone A Kinette Conference, each candidate must meet the following requirements:

- 1) Have attained 100% attendance to date of conference.
- 2) Attend at least one (1) meeting of another Kinette Club in Zone A.

- 3) Attend a Kin Social.
- 4) Be an "active" member of a Kinette Club's Committee.
- 5) Where there is a Club Bulletin or Newsletter, write an article for it.

(B) From names submitted to Zone A Deputy Governor, of Kinettes from each Zone A Kinette Club of those qualifying, they shall be judged on the following requirements:

- 1) Register "Early Bird" for Zone A Spring Conference.
- 2) Attend the full Zone A Spring Conference.
- 3) Attend Zone A Spring Conference in Club or Zone theme costume.
- 4) Participate in Club Skit if a club skit is presented.

(C) From list of candidates remaining after being judged in Part A And B, each Kinette attending Zone A Spring Conference will cast a secret ballot for the Kinette who:

- 1) Was pleasant throughout Conference.
- 2) Greeted other Kinettes by first name.
- 3) Sat with Kinettes other than from her own Club during non-business portion of conference.
- 4) Participated in all aspects of the Zone A Spring Conference.
- 5) Is proud to be a Kinette by wearing her pin and name badge in the correct place.

(x) ZONE A JOKE-OFF AWARD amalgamated with Kinsmen
(Revised April 2013)

- (1) Only one joke per club. (Clubs must choose best joke prior to conference)
- (2) Jokes are to be told at one single segment of the conference program and not scattered throughout the rest of the program.
- (3) Jokes must not be offensive to any person or group of persons.

APPENDIX 2

ZONE A KINSMEN AWARD RULES

(A) The Public Speaking Banner **amalgamated with Kinettes**

Please refer to the National Constitution & By-Laws for requirements.

(B) The Zone “A” Public Relations Award **amalgamated with Kinettes**

- 1) Shall be awarded at each Spring Conference, commencing in the year 1997, a trophy to be known as The Matheson Zone “A” Public Relations Trophy.
- 2) Each club wishing to compete for the trophy must submit to the Deputy Governor, as required prior to Spring Conference, a scrapbook containing evidence of all news media coverage obtained by the club during the period commencing May 1, immediately prior to the submission of the scrapbook.
- 3) The scrapbook shall contain:
 - a) With respect to newspaper, magazine or coverage by other printed matter; newspaper clippings pictures or articles taken directly from the publication.
 - b) With respect to television or radio, a summary written by a club member containing all pertinent factual data.
 - c) Any other manner in which the club or its projects are recognized or made known to the community shall be reported in full.
 - d) A written evaluation by the club President of the effect of the publicity on club projects or the reputation of the club in the community.
- 4) The best submission shall be determined at each Spring Conference by a committee appointed by the Deputy Governor and which may include persons other than Kinsmen.
- 5) The committee in reaching its decision shall consider the following:
 - a) The Membership of the Club.
 - b) The population of the community.
 - c) The availability of news facilities.
 - d) The amount and source of the publicity.

- e) The effectiveness of the publicity and such other matters as the committee deems relevant.
- 6) The winner of the Matheson Zone “A” Public Relations Award shall be presented with award at Spring Conference.

(C) Kinsmen Percentage Net Gain Shield

- (A) For the purpose of the trophy, a new member is defined as one who is officially accepted by a club’s executive during the period stated in the following paragraph.
- (B) The award is to be presented annually at the Zone “A” Fall Interclub and shall be awarded to the club with the greatest percentage net gain during the twelve-month period ending June 30, of the previous Kin year. For the purpose of determining a winner, official national figures will be used.
- (C) If a new Kinsmen Club is chartered, a newly recruited Kinsman will be included in the count for this Shield, provided he is a new member as defined previously.
- (D) The winner of the competition will have its Club name inscribed on the Shield and shall retain possession of the Shield until called in by the Deputy-Governor for the next years’ competition. In the event of a tie, the winners will hold the Shield for equal periods of time in alphabetical sequence of Club name.

Club	Previous Year	This Year	Number	% Net Gain
Kapuskasing				
Timmins				
Kirkland Lake				
The Porcupine				
Total				

(D) Vince Van Vlymen – “Best Project Shield” amalgamated with Kinettes

Points will be awarded as follows:

- 1) Originality 10
- 2) Adaptability to all clubs 10
- 3) Maximum members participation 25
- 4) Maximum monetary return in relation to member participation 15
- 5) Impact or appeal to the public 10

- | | | |
|----|--|----|
| 6) | Monetary return in return to elapsed project time (days/weeks) | 15 |
| 7) | Investment required and risks involved | 15 |

(E) **Eric Lamminen Inter-Club Attendance Shield**

Purpose To promote and stimulate inter-club visits (and Home Club attendance) to encourage attendance at Fall and Spring Inter-Club and Zone Conference.

Recognition Winner to be declared and Shield awarded by the Deputy-Governor at the Zone Conference to the club with the greatest point total.

- Rules**
- 1) The competition will be based on the period September 1 up to and including Zone “A” conference. The first shield to be awarded at the Zone “A” Conference was in 1969.
 - 2) Club 100% attendance based on individual meetings.
 - 3) Club visits: A visiting delegation must consist of a least 3 members. All Visits, to be eligible, must be certified to the Deputy-Governor by the secretary of the club visited.
 - 4) When the Deputy-Governor or Governor is on an official visit, his presence shall not count as one of the three visiting members.
 - 5) Official Delegation: Attendance at Spring and Fall Inter-Clubs must be certified by the secretary of the Host Club to the Deputy-Governor. Attendance at Zone Conference will be determined from the Roll Call and will be certified by the Deputy-Governor.

Points To be awarded on the following basis:

- (A) 10 points for every 100% night received during the previously mentioned period.
- (B) 25 points for initial visit to any Club in the Zone.
- (C) 5 points for every succeeding visit to any club in the Zone.
- (D) 25 points each for Official Delegation at
 - 1) Fall Interclub
 - 2) Spring Interclub
 - 3) Zone Conference

(F) **The Bob Ridley Service Shield amalgamated with Kinettes**

The rules shall be the same as those governing the National Service Award in Appendix B of the National By-Laws.

(G) The Porcupine Zone “A” Junior Bulletin Award

The rules shall be the same as those governing the Ritchie Junior and Senior Bulletin Trophy in Appendix B of the National By-Laws, except that for Zone “A” Spring Conference only, a minimum of six issues will be required.

(H) The Gus Tremblay Zone “A” Senior Bulletin Award

The rules shall be the same as those governing the Ritchie Junior and Senior Bulletin Trophy in Appendix B of the National By-Laws except that for Zone “A” Spring Conference only, a minimum of six issues will be required for judging.

(I) The Kinsmen Club of Kapuskasing Skit Trophy

- (A) Awarded to the Kinsmen Club of Zone “A” with the most entertaining skit during the Friday evening program of the Zone Conference.
- (B) The entries shall be judged by a panel of three judges selected by the Deputy-Governor and the Host Club.
- (C) Skits to be no shorter than 10 minutes and no longer than 20 minutes.
- (D) The skit competition shall be limited to one to each club in the zone, applications to be forwarded to the Deputy-Governor not later than four weeks prior to the Spring Conference.
- (E) Any political or promotional skit will be eligible for competition judging provided that members of one club perform these skits only. A candidate for Deputy-Governor would be allowed in any skit being put on by another club on his behalf.
- (F) The skit shall be judged by the following headings and point systems as outlined below:

POINTS

i)	Participation -not only the number present, but the number having an active part rather than just bystanders	15
ii)	Props	5
iii)	Costumes	10
iv)	Originality of skit (this marking category attempts to assess the amount of effort that was put forth in the writing of the skit)	25
v)	Presentation	20
vi)	Audience reaction	10
vii)	Orientation to Kin of the Zone Conference theme	<u>15</u>
	Total	100

NOTE: Five points shall be deducted for each minute over or under the time interval noted above.

(J) The Jim Willan Memorial Zone “A” Kinsmen of the Year Award

- (A) Entries for this award will be submitted to the Deputy-Governor in writing, four weeks prior to Spring Conference, 3 copies – 1 for each judge.
- (B) Open to all active, privileged, and life members of Zone A, except Zone and District Executive members and Zone A presidents.
- (C) Entries will be judged on their activities in the Kin year from July 1, to the time of submission (except where noted)
- (D) One entry per club, authorized by the President.
- (E) The trophy will be awarded at the Zone “A” Spring Conference.
- (F) Judging will be based on:

75% Kinsmen related Activities – (See below)
 25% Activities outside of Kin, submitted in essay form (eg. family, civic, sports, etc.)

Kinsmen Related Activities Scoring Scheme:

Activity	Subsection/Description	Scoring	Maximum
1. Attendance 24 points	a) General Club meetings 100% - 8 points	a) Deduct 1 point for each missed meeting	8 points
	b) Executive meetings	b) 2 points each	4 points
	c) Fall Interclub (Zone) Spring Conference (Zone)	c) 2 points	2 points
	d) One of: Fall Council (District) District Convention National Convention (previous summer)	d) 2 points	4 points
	e) Visitation to other Club general meetings	points each	4 points
2. Expansion 20 points	a) New members sponsored	a) 5 points each	15 points
3. Club Service Projects	a) Chairman of a service projects	a) 6 points each	12 points

4. Kin Socials 12 points	a) Chairman/Co-chairman of a social b) Attendance at Kin Social	a) 3 points each b) 1 point each	6 points 6 points
5. Bulletin Submission 8 points	a) Published submission in Club Bulletin b) Published submission in District or National Bulletin	a) 2 points each points	6 points 2 points
6. Public Speaking 8 points	a) Entering Public Speaking b) Being a club Rep. at Zone Conference	a) 5 points b) 3 points	5 points 3 points
7. Seeking Office	a) Seeking office for the Kin year under review b) Campaigning for Office c) Being elected to Office	a) 2 points points points	2 points 3 points 3 points

(I) Zone “A” Norm Sullivan Memorial Rookie of the Year Award

The requirements for the Zone “A” Norm Sullivan Memorial Rookie of the Year Award will be based on the National trophy rules Maple Leaf Award.

Please refer to the National Constitution and By-Laws for requirements. The Rookie who has accumulated the most points in the Maple Leaf program in their first 12 months of Kin will be declared the winner. (Completions of the program is not mandatory)

In the event of a tie, a submission by the applicant’s club detailing participation by this individual in community-oriented activity outside of Kinsmen, during their qualifying period, will be judged and will become the tie-breaker. (This submission must accompany all applications)

ADDITIONAL REQUIREMENTS

- 1) All submissions for this award must be made 30 days prior to the start of the Zone “A” Spring Conference.
- 2) A new Kinsman can be submitted for Rookie of the Year by his club at any time during the qualifying period for their Maple Leaf. Should Spring Conference fall before a new member has completed their Maple Leaf program, they will have the option of:
 - A) Submitting for the award at that Spring Conference, or
 - B) Completing the 12 months of the Maple Leaf program and submitting for the award at the following Spring Conference.