

Lions Clubs International Club Information Frequently Asked Questions



Frequently Asked Questions

Q: How do I change the meeting location?

A: From the My Lions Club or My Leo Club menu, select Club Info. From the Club Information page the meeting location and address can be updated. Optionally, a second meeting location and address can also be specified. Click Save to complete the meeting location update. Find a Club, the club locator feature available to the public from the Lionsclubs.org Web site, will be updated within 1 hour.

Q: How do I change the meeting day and time?

A: From the My Lions Club or My Leo Club menu, select Club Info. From the Club Information page the meeting day and time can be updated for both the primary and secondary meeting location. The meeting day and time will be displayed in a pre-set format. Examples of the pre-set format are “the first and third Monday at 6:30 PM” and as “the second Saturday at 18:30”. To add the meeting day and time, select the meeting frequency or schedule (for example, first) then select the day of the week. Next, enter the meeting time. Click Save to complete the update to the meeting information.

Q: How do I update the club web site address shown on Find a Club?

A: From the My Lions Club or My Leo Club menu, select Club Info. From the Club Information page the club web site address can be updated. Click Save to complete the update.

Q: How do I change my Leo club type to Alpha or Omega?

A: From the My Leo Club menu, select Club Info. From the Club Information page, click the Request Track change button and click in the boxed area to complete the Reason for Change form. Click Save and your request will be sent to the LCI Youth Programs Department, along with your information as to why the change in the club’s designation is necessary.