

# Lions Clubs International

## MyLCI District Officer

### Frequently Asked Questions

---



### Frequently Asked Questions

**Q: How do I change my contact information?**

A: Only club secretaries, club presidents and LCI headquarters staff can change any member contact information at this time. Contact your club secretary or District and Club Administration ([districtadministration@lionsclubs.org](mailto:districtadministration@lionsclubs.org)) to update your contact information

**Q: How do I remove tasks from my task list?**

A: Tasks can only be removed from the task list programmatically. The tasks are updated as soon as the data is entered in MyLCI, for example, club officers will see a task to report membership for the month, until they have entered a membership transaction during the month.

**Q: How do I see the officers in my multiple district?**

A: The My Multiple District menu provides multiple district-wide information. To view the multiple district officers select the Officers menu item from the My Multiple District menu.

To view the officers in an individual district, select the Officers menu item from the My District menu.

To view all multiple district, district and club officers in the multiple district, the Multiple District Data download can be used. Select the Data Download menu item from the My Multiple District menu.