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LUTHERAN WOMEN’S MISSIONARY LEAGUE
CENTRAL ILLINOIS DISTRICT
(revised May 2021)

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BYLAWS
LUTHERAN WOMEN'S MISSIONARY LEAGUE
CENTRAL ILLINOIS DISTRICT

ARTICLE I - NAME

The name of this organization shall be the Lutheran Women's Missionary League Central Illinois District (hereinafter referred to as LWML CID), a subordinate organization of The Lutheran Women's Missionary League (hereinafter referred to as LWML). The LWML is an integrated auxiliary of The Lutheran Church— Missouri Synod (hereinafter known as LCMS).

ARTICLE II - OBJECT

The object of this organization shall be:

- (a) to develop and to maintain a greater mission consciousness among the women of the LWML CID through mission education, mission inspiration and mission service;
- (b) to provide delegates for the purpose of representation at the biennial convention of the LWML;
- (c) to gather funds for mission grants.

ARTICLE III - STRUCTURE

The LWML CID is composed of individual women and groups within the congregations, on campuses, in resident homes, or in other settings of the Central Illinois District of the Lutheran Church—Missouri Synod (hereinafter referred to as LCMS CID). Groups are united to form zones; zones are united, following the LCMS circuit lines where possible, to form the district. The LWML CID is united with all districts to form the LWML.

ARTICLE IV – MEMBERSHIP

Section 1

- (a) Women's organizations within LCMS congregations, on a campus, or in a resident home, within the areas covered by the LWML CID shall be eligible for membership as groups.
- (b) One (1) or more groups affiliated with the LWML within a congregation, on a campus, in a resident home, or in another single setting shall be considered one (1) unit.
- (c) Application for group membership should be made to the LWML CID President.

Section 2

- (a) Individual membership is available to a woman who is a member of an LCMS congregation, with or without a group, affiliated with the LWML CID.
- (b) Individual membership is not considered a group, or unit, nor does it confer voting privileges at district or national LWML conventions.
- (c) Application for individual membership should be made to the LWML CID President.
- (d) Individual members shall have voice and vote at zone events.
- (e) An individual member may serve as an officer or committee chairman/member at zone, district, or national LWML levels, and shall have voting privileges afforded the position to which she may be elected or appointed.

ARTICLE V - ZONE ORGANIZATION

Section 1

The LWML CID shall be organized into zones. These zones shall:

- (a) promote the object of the LWML - mission education, mission inspiration and mission service;
- (b) elect delegates and alternates for the purpose of representation at the convention of the LWML (see Article VI, Section 6).

Section 2

Each zone shall write its own bylaws which shall conform with the object of the LWML CID Bylaws. These bylaws and all subsequent amendments shall be submitted with the requested number of copies to the Structure Committee of the LWML CID for approval before being submitted to the membership for adoption.

Section 3

The officers of the zone shall be:

President
 Vice President/Christian Life Chairman
 Secretary/Treasurer
 or as stated in the zone bylaws.

Section 4

The Zone President shall be a member of the District Board of Directors. She shall visit each group in her zone once during each term of office. Travel expenses for these visits are to be defrayed by the District treasury.

Section 5

Each zone shall have a Pastoral Counselor who shall serve in an advisory capacity.

Section 6

At least one (1) zone rally with district support shall be held each year. Rally speakers are selected and have their mileage and honorariums covered by the district. The LWML CID representatives and Pastoral Counselors are assigned by the District and have their mileage covered by the same. Location of rally meetings shall be according to the bylaws of the individual zone.

Section 7

Zone expenses may be defrayed by a contribution from the groups within the zone at a time other than the rally and/or in compliance with the respective zone bylaws.

Section 8

A zone shall not undertake mission projects of its own with the use of Mite Box monies.

ARTICLE VI - CONVENTIONS AND REPRESENTATION

Section 1

A convention for the purpose of transacting the business of the LWML CID shall be held at a time and place determined by the LWML CID Executive Committee and the host zone convention committee.

Section 2

Announcement of the time and place of the convention shall be published in *The Clarion* three (3) months prior to the convention.

Section 3

The members of the convention who shall have voice and vote shall be:

- (a) two (2) elected delegates from each group;
- (b) voting members of the Board of Directors. Zone Presidents unable to attend are allowed an alternate representative who shall have voice and vote, but who shall not be considered a member of the Board (see Article IX, Section 1, (b).)
- (c) all LWML CID Past District Presidents holding membership in an LCMS CID congregation.

Section 4

A member of the voting assembly shall vote in one (1) capacity only. Proxy votes are prohibited.

Section 5

- (a) Each delegate shall have a certified alternate.
- (b) The names of the delegate and her alternate shall be ratified by their group president.

Section 6

A convention for the purpose of transacting the business of the LWML shall be held as specified in the bylaws of the LWML. District representation shall be as follows:

- (a) districts may authorize one (1) certified delegate from each zone having ten (10) or fewer units and one (1) certified delegate for each additional ten (10) units, or major fraction thereof, as of January 1 preceding the convention.
- (b) delegates may vote in only one (1) capacity and proxy votes are prohibited.
- (c) each certified delegate shall have a certified alternate, when possible.
- (d) the District President shall send the names of the certified delegates and alternates to the LWML Recording Secretary by the requested date.
- (e) in the event that neither the delegate nor the alternate is able to serve, a member of the same zone may serve as a delegate upon certification in writing by the District President and presentation to the LWML Recording Secretary.

ARTICLE VII - DISTRICT OFFICERS AND ELECTIONS

Section 1

The elected officers shall be as follows:

- President
- Vice President of Christian Life
- Vice President of Gospel Outreach and Mission Grants
- Vice President of Communication
- Corresponding Secretary
- Recording Secretary
- Financial Secretary
- Treasurer

Section 2

- (a) The elected officers shall be elected by ballot at the convention to serve for a term of four (4) years, or until their successors are elected, and shall not be eligible for consecutive election to the same office. Newly elected officers shall assume their duties at the close of the convention in which they are elected.
- (b) The election of officers shall be as follows:
 - 1) the President, Vice President of Christian Life, Vice President of Communication, and Financial Secretary shall be elected at one (1) LWML CID convention, in the even-numbered years divisible by four;

- 2) the Vice President of Gospel Outreach and Mission Grants, Corresponding Secretary, Recording Secretary and the Treasurer shall be elected at the next convention in the even-numbered years not divisible by four;
 - 3) a majority vote shall elect.
- (c) The retiring Financial Secretary and Treasurer shall deliver to their successors all materials and funds within sixty (60) days following the convention. All other retiring officers shall deliver to each of their successors all materials within thirty (30) days following the convention.

ARTICLE VIII - DUTIES OF OFFICERS

Section 1

The President

The President shall:

- (a) preside at all conventions of the LWML CID and at all meetings of the Board of Directors and Executive Committee;
- (b) appoint the chairmen of standing and special committees with the approval of the Executive Committee;
- (c) appoint emergency committees and advise the Executive Committee of this action;
- (d) receive and approve vouchers for payment of legitimately incurred expenditures and forward vouchers to the Treasurer for issuance of checks;
- (e) be an ex-officio member of all committees except the Nominating Committee;
- (f) be responsible for the execution of all resolutions passed by the convention body, Board of Directors, and Executive Committee;
- (g) share with the Vice President of Christian Life the duty of attending zone rallies;
- (h) receive and approve new memberships and report them to the LWML President and District Board of Directors;
- (i) report to the regular meetings of the Board of Directors when necessary;
- (j) prepare the contents of the convention manual;
- (k) submit a written report for the convention manual;
- (l) submit articles for use in *The Clarion* upon request;
- (m) notify the LWML President, Editor of *The Clarion*, LWML CID Corresponding Secretary, and the respective zone president of the dissolution of a group from membership;
- (n) be a member of the LWML Presidents Assembly. If unable to attend a Presidents Assembly meeting, any elected LWML CID officer shall be authorized to attend as the President's representative having voice and vote.

Section 2

Vice President of Christian Life

The Vice President of Christian Life may perform the duties of the Office of the President in the absence of, or at the request of, the President and shall:

- (a) serve as assistant to the President;
- (b) in the event of a vacancy in the Office of President become Acting President;
- (c) be responsible for rally plans with the exception of the Christian Life program;
- (d) share with the President the duty of attending zone rallies;
- (e) report to the regular meetings of the Board of Directors upon request;
- (f) submit a written report for the convention manual.

Section 3

Vice President of Gospel Outreach and Mission Grants

The Vice President of Gospel Outreach and Mission Grants may perform the duties of the Office of the President in the absence of, or at the request of, the President and the Vice President of Christian Life, and shall:

- (a) be chairman of the Mission Grants Committee;
- (b) notify mission grant applicants of vote results soon after the LWML CID convention;
- (c) report to the Executive Committee and to the Board of Directors concerning the progress of each adopted mission grant;
- (d) submit a written report for the convention manual;
- (e) perform other duties as set forth in Article XV - Mission Grant Procedure.

Section 4

Vice President of Communication

The Vice President of Communication may perform the duties of the Office of the President, in the absence of, or at the request of, the President, the Vice President of Christian Life, and the Vice President of Gospel Outreach and Mission Grants, and shall:

- (a) serve as the chairman of the Communication Committee;
- (b) coordinate and assist as needed with District communication activities including, but not limited to, *The Clarion* editor, Public Relations chairman, and the Technology chairman (website and social media);

- (c) serve as a member of the Executive Committee, Structure Committee, and the Convention Steering Committee;
- (d) report to the regular meetings of the Board of Directors upon request;
- (e) submit a written report for the district convention manual.

Section 5

Corresponding Secretary

- (a) conduct such correspondence as may be requested by the President, the Board of Directors, and the Executive Committee;
- (b) keep a roster of LWML CID Board of Directors members;
- (c) keep a current roster of all LWML CID Past Presidents;
- (d) keep a record of all zones, their officers, and membership statistics;
- (e) maintain a supply of Mite Boxes, stationery, and forms for distribution;
- (f) provide guidelines to the chairmen of special committees;
- (g) invite chairmen of each special committee to attend the meeting of the Board of Directors prior to the convention;
- (h) send copies of the list of proposed mission grants selected by the Mission Grants Committee to the Board of Directors prior to the meeting of the Board;
- (i) after approval by the Board of Directors, the Corresponding Secretary shall IMMEDIATELY send a copy of the proposed Mission Grants, Nominating, and Structure Committee reports to the LWML CID Convention Invitations Chairman;
- (j) prepare printed ballots for Mission Grants, officer ballots for voting at the convention;
- (k) report to the regular meeting of the Board of Directors upon request;
- (l) submit a written report for the convention manual.

Section 6

Recording Secretary

The Recording Secretary shall:

- (a) record the convention proceedings and meetings of the Board of Directors and the Executive Committee;
- (b) submit the convention proceedings to the Minutes Review Committee, appointed by the President, for approval;
- (c) provide each member of the Executive Committee and the Board of Directors with a copy of the minutes of its meetings and of the convention;

- (d) provide each group with a copy of the proceedings of the convention;
- (e) report to the regular meetings of the Board of Directors upon request;
- (f) submit a written report for the convention manual.

Section 7

Financial Secretary

The Financial Secretary shall:

- (a) be bonded at the expense of the LWML CID for an amount determined by the Executive Committee;
- (b) receive all funds and deposit them in a financial institution(s) approved by the Executive Committee;
- (c) keep an itemized account of all receipts and notify the Treasurer of all deposited amounts;
- (d) submit written financial reports to the LWML CID convention, the Board of Directors and, upon request, to the Executive Committee;
- (e) submit records for financial review at the close of each fiscal year.

Section 8

Treasurer

The Treasurer shall:

- (a) be bonded at the expense of the LWML CID for an amount determined by the Executive Committee;
- (b) renew fidelity bond for Financial Secretary and Treasurer upon expiration;
- (c) keep an itemized account of all disbursements;
- (d) keep a record of deposited amounts received from the Financial Secretary;
- (e) make payments authorized by the President, the Executive Committee, the Vice President of Gospel Outreach and Mission Grants, and/or the Board of Directors;
- (f) remit monthly at least twenty-five percent (25%) of the Mite Box offerings to the LWML office;
- (g) send a memorial to the LWML office in the event of the death of a past LWML CID president (see Standing Rules);
- (h) submit written financial reports to the LWML CID convention, the Board of Directors and, upon request, to the Executive Committee;
- (i) submit records for financial review at the close of each fiscal year.

ARTICLE IX - BOARD OF DIRECTORS

Section 1

- (a) The Board of Directors shall consist of the elected and appointed officers, the chairmen of standing committees and the zone presidents. The Pastoral Counselors shall serve as advisory members.
- (b) When a zone president is unable to attend a Board of Directors meeting or LWML CID convention, any elected zone officer shall be authorized to attend as the president's representative and shall have voice and vote.
- (c) When an elected or appointed officer is unable to attend an LWML CID meeting or LWML CID convention, she (he) shall arrange for a substitute having voice and/or vote.

Section 2

- (a) Regular meetings of the Board of Directors shall be held three (3) times a year; the time and place shall be determined by the District President. These meetings are generally held in February or March, June or July, and October or November.
- (b) Special meetings of the Board of Directors may be called by written request of five(5) members of the Board of Directors.

Section 3

Representation from a majority of the zones shall constitute a quorum.

Section 4

The Board of Directors shall:

- (a) transact the business of the LWML CID between conventions;
- (b) consider and authorize recommendations, resolutions, and special appeals for presentation to the convention;
- (c) approve the proposed mission grants; determine the number of grants to be voted upon at the convention; and approve the mission grants goal recommended by the Executive Committee;
- (d) promote the work and program of the LWML CID;
- (e) consider and approve proposed bylaws amendments before presentation to the LWML CID convention.

ARTICLE X - EXECUTIVE COMMITTEE

Section 1

The Executive Committee shall consist of the elected officers. The two (2) Pastoral Counselors shall serve as advisory members.

Section 2

- (a) The Executive Committee shall meet at the call of the President and may take action by mail or electronic messaging in an emergency.
- (b) A majority of voting members of the Executive Committee shall constitute a quorum.

Section 3

The Executive Committee shall:

- (a) transact the business of the LWML CID between conventions;
- (b) determine the time and place of the LWML CID Convention (see Article VI, Section 1);
- (c) determine the amount of bond for the Financial Secretary and Treasurer and the financial institution(s) used for LWML CID financial transactions;
- (d) approve the filling of vacancies occurring in elected or appointed offices except in the office of President (see Article VII, Section 2, (a)).;
- (e) approve appointments made by the President;
- (f) formulate and present the proposed mission grant goal to the Board of Directors for approval prior to presenting to the LWML CID convention.

ARTICLE XI - PASTORAL COUNSELORS

Section 1

The Pastoral Counselors shall be two (2) LCMS pastors who are serving in the parish ministry of the CID. They shall serve a term of four (4) years and shall not succeed themselves. One (1) Pastoral Counselor shall be elected in each even-numbered year. A majority vote shall determine election.

Section 2

- (a) Nominations for Pastoral Counselors shall be obtained by the Nominating Committee from groups in the LWML CID. These nominees shall have been approved by the LCMS CID President.
- (b) From the names submitted and approved, the Nominating Committee shall:
 - 1) obtain written consent to serve, if elected;
 - 2) select two (2) candidates for Pastoral Counselor for the ballot from those nominees expressing a willingness to serve.

Section 3

Pastoral Counselors shall:

- (a) serve the LWML CID in an advisory capacity;
- (b) attend LWML CID conventions, zone rallies, meetings of the Executive Board Committee, and the Board of Directors as non-voting members;
- (c) the Junior Pastoral Counselor shall attend the biennial LWML convention with the LWML CID delegation serving in an advisory capacity;
- (d) submit an article for *The Clarion* upon request;
- (e) submit a written report for the convention manual.

Section 4

In the event of a vacancy in the term of either Pastoral Counselor, such vacancy shall be filled by the Executive Committee. This appointment shall be with the approval of the LCMS CID President and shall continue for the duration of the unexpired term.

ARTICLE XII - STANDING COMMITTEES

Section 1

- (a) The standing committees shall be Christian Life, Human Care, Leader Development, Mission Grants, Public Relations, Structure, Young Women's Recruitment, and Technology.
- (b) The standing committee chairmen and members shall serve a term concurrent to that of the President with the exception of the Public Relations, Structure, Technology, and Archivist-Historian Chairmen who may be considered for reappointment or serve until a successor is appointed.
- (c) A Pastoral Counselor shall be appointed by the President to serve as advisor to each committee.

Section 2

Christian Life

The Christian Life Committee, composed of a chairman appointed by the President and approved by the Executive Committee, and at least two (2) committee members appointed by the chairman and approved by the President, shall:

- (a) encourage the use of the Bible and other materials which promote and enhance the spiritual growth of members;
- (b) maintain a supply of Christian Life materials;
- (c) provide plans for Zone Rally Christian Life program;

- (d) present a Christian Life program at the LWML CID convention;
- (e) submit articles for *The Clarion* upon request;
- (f) report to regular meetings of the Board of Directors upon request;
- (g) submit a written report for the convention manual.

Section 3

Human Care

The Human Care Committee, composed of a chairman appointed by the President and approved by the Executive Committee and at least two (2) committee members appointed by the chairman and approved by the President, shall:

- (a) alert members to opportunities and challenges to show God's love as they serve in the home, church, community, and world;
- (b) maintain a supply of Human Care materials;
- (c) provide materials for Human Care programs as requested;
- (d) submit articles for *The Clarion* upon request;
- (e) report to the regular meetings of the Board of Directors upon request;
- (f) submit a written report for the convention manual.

Section 4

Leader Development

The Leader Development Committee, composed of a chairman appointed by the President and approved by the Executive Committee and at least two (2) committee members appointed by the chairman and approved by the President, shall:

- (a) provide materials and training to enable each member to increase skills for leadership in the LWML;
- (b) submit articles for *The Clarion* upon request;
- (c) report to the regular meetings of the Board of Directors upon request;
- (d) submit a written report for the convention manual.

Section 5

Mission Grants

The Mission Grants Committee, composed of the Vice President of Gospel Outreach and Mission Grants as Chairman and two (2) committee members appointed by the chairman and approved by the President, shall function in the manner described in Article XV, and shall:

- (a) investigate and evaluate each mission grant presented for consideration;
- (b) review mission grants with LCMS official(s) (see Article XV, Section 2, (a));
- (c) provide a copy of proposed mission grants to the Corresponding Secretary for distribution;
- (d) present an impartial evaluation of proposed mission grants to the LWML CID convention.

Section 6

Public Relations

The Public Relations Committee, composed of a chairman appointed by the President and approved by the Executive Committee and at least two (2) committee members (each from a different zone) appointed by the chairman and approved by the President, shall:

- (a) promote the program of the LWML as requested by the President upon authorization of the Board of Directors;
- (b) report to the regular meetings of the Board of Directors upon request;
- (c) submit a written report for the convention manual.

Section 7

Structure

The Structure Committee, composed of a chairman appointed by the President and approved by the Executive Committee, and at least two (2) committee members appointed by the chairman and approved by the President, shall have some knowledge of parliamentary procedure, and shall:

- (a) keep the LWML CID Bylaws current and in accord with the LWML Bylaws, submitting proposed amendments to the Board of Directors for approval;
- (b) send the required number of copies of LWML CID Bylaws to the LWML Structure Committee Chairman for approval before presenting to the convention delegates for adoption;
- (c) send the requested number of copies of amended or revised LWML CID Bylaws to the LWML Structure Committee Chairman immediately after adoption;
- (d) receive, examine, and approve all bylaws and amendments of each zone, keeping on file a correct copy of the bylaws of each;
- (e) maintain a file of guidelines for the officers and committees of the District;
- (f) assist groups in writing bylaws upon request;

- (g) report to the regular meetings of the Board of Directors upon request;
- (h) submit a written report for the convention manual.

Section 8

Young Women's Recruitment

The Young Women's Recruitment Committee, composed of a chairman appointed by the President and approved by the Executive Committee and at least two (2) committee members appointed by the chairman and approved by the President, shall:

- (a) encourage young women to strengthen their relationship to God;
- (b) educate young women about LWML;
- (c) motivate young women to become active promoters of the LWML among their peers;
- (d) report to the regular meetings of the Board of Directors upon request;
- (e) submit a written report for the convention manual.

Section 9

Technology

The Technology Committee, composed of a Chairman appointed by the President and approved by the Executive Committee and at least (2) committee members appointed by the Chairman and approved by the President, shall:

- (a) be responsible for the LWML CID website;
- (b) encourage the use of the LWML CID website;
- (c) facilitate the LWML-CID presence in social networking;
- (d) assist with technical support and education;
- (e) submit articles for the Clarion upon request;
- (f) report to regular meetings of the Board of Directors upon request;
- (g) submit a written report for the convention manual.

ARTICLE XIII - APPOINTED PERSONNEL

Section 1

The appointed personnel shall be Archivist-Historian and Editor of *The Clarion* and shall:

- (a) be appointed by the President with the approval of the Executive Committee;
- (b) serve for a term concurrent to that of the President with the Archivist-Historian eligible to be considered for reappointment.

Section 2

Archivist-Historian

The Archivist-Historian shall:

- (a) be responsible for gathering and preserving materials of historical significance to the LWML CID;
- (b) report to the regular meetings of the Board of Directors;
- (c) submit a written report for the convention manual.

Section 3

The Editor of *The Clarion*

The Editor of *The Clarion* shall:

- (a) be responsible for publishing the LWML CID official publication;
- (b) be responsible for sending QUARTERLY information to LWML;
- (c) report to the regular meetings of the Board of Directors upon request;
- (d) submit a written report for the convention manual.

ARTICLE XIV - SPECIAL COMMITTEES

Section 1

The chairman of each special committee and at least two (2) committee members shall be appointed by the Board of Directors to serve a term concurrent to that of the President.

The chairman of each special committee shall be provided with guidelines for her respective committee's work.

Section 2

Elections

The Elections Committee, composed of a chairman and at least two (2) committee members appointed by the Board of Directors and a Pastoral Counselor as advisor, shall:

- (a) be responsible for distributing and collecting all ballots and tallying the vote utilizing the help of convention ushers as needed;
- (b) present the tally of the votes to the President who will announce the results of all elections to the convention.

Section 3

Minutes Review

The Minutes Review Committee for the LWML CID convention, composed of a chairman appointed by the President and approved by the Executive Committee and two (2) committee members appointed by the chairman and a Pastoral Counselor as advisor, shall:

- (a) reside within the zone of the Recording Secretary and serve a term of four (4) years, concurrent to that of the Recording Secretary;
- (b) take notes of the convention proceedings in order to approve the proceedings drafted by the Recording Secretary.

Section 4

Nominating Committee

The Nominating Committee shall be composed of a chairman, and four (4) committee members, elected at the LWML CID Convention in even numbered years and shall serve a term of two (2) years. The candidate receiving the highest number of votes will serve as chairman. An LWML CID Pastoral Counselor shall be assigned to this committee by the LWML CID President.

- (a) For elected officers, they shall:
 1. receive names of active group members for officers from individuals or groups until the deadline established by the Nominating Committee;
 2. submit a slate of at least two (2) candidates for each office;
 3. obtain written consent of all nominees to serve, if elected;
- (b) For Nominating Committee, they shall:
 1. receive a name from each Zone President for the ballot;
 2. verify the nominees' willingness to serve;
 3. place a minimum of eight (8) and no more than twelve (12) names on the ballot.
- (c) provide candidate names to the LWML CID Corresponding Secretary for printing of ballots with the names listed in alphabetical order for each office by March 1st.

Nominations may be made from the floor of the convention (with the exception of Pastoral Counselor) provided written consent of the nominee has been secured and she meets the stipulated qualifications for office.

The Elections Committee shall be in charge of voting at the convention.

Section 5

Resolutions Committee

The Resolutions Committee, composed of a chairman and two (2) committee members appointed by the Board of Directors, and a Pastoral Counselor as advisor, shall:

- (a) receive proposed miscellaneous resolutions and appeals, other than for mission grants, from LWML individuals, groups, or zones, by March 1;
- (b) review, prepare, and present resolutions to the Board of Directors for their consideration;
- (c) submit to the LWML CID President, IMMEDIATELY after the February or March Board of Directors meeting, those resolutions authorized by the Board of Directors for printing in the convention manual and for presentation to the LWML CID convention.

Resolutions not received in the prescribed time may, by a two-thirds (2/3) vote of the Board of Directors, be presented to the convention for consideration.

Section 6

There may be other such committees as the Board of Directors and Executive Committee deem necessary to facilitate the work of the LWML CID. The assembly authorizing the committee shall determine the authority and the responsibility of the committee.

ARTICLE XV - MISSION GRANT PROCEDURE

Section 1

Proposals for Gospel-centered mission grants shall be submitted to the LWML CID Vice President of Gospel Outreach and Mission Grants and bear a postmark of no later than October 31. The proposed mission grants may be submitted by individual LWML members, groups, zones, LWML CID, and by LCMS CID and other LCMS Mission Boards.

Section 2

- (a) Proposals for mission grants shall be evaluated by the Mission Grants Committee and the LCMS CID President, or his representative, prior to the February or March meeting of the Board of Directors.
- (b) A copy of the proposed mission grants selected by the above-named shall be provided to the Corresponding Secretary. She will send a copy to each member of the Board of Directors, prior to the February or March meeting. (See Article VIII, Section 5, (f)).
- (c) After approval by the Board of Directors, the Corresponding Secretary will IMMEDIATELY send a copy of the proposed mission grants, to be voted on at convention, to the LWML CID Convention Invitations Chairman.

Section 3

- (a) An impartial presentation of the proposed mission grants shall be made to the convention by the Mission Grants Committee. There will be no other display or solicitation concerning the proposed mission grants.

- (b) The LWML CID in convention shall adopt mission grants from the slate of approved proposals submitted by the Mission Grants Committee. Voting shall be by ballot.
- (c) Ballots shall be prepared by the Corresponding Secretary.
- (d) The Elections Committee shall be in charge of voting.
- (e) The number of mission grants to be voted by the convention shall be determined by the Board of Directors.
- (f) The proposed mission grants monetary goal shall be presented to the convention in the form of a resolution prepared by the Executive Committee and approved by the Board of Directors.
- (g) Mission grants receiving the highest number of votes shall be the adopted mission grants for the coming year and shall be funded in order, provided that the recipients are ready to put the funds to use, according to their original request.
- (h) If there is a tie vote for the last chosen mission grant, the tie shall be broken by the voting assembly of the convention.
- (i) In the event that mites are received in excess of the monetary goal, the overage shall be distributed to the project next in line on the ballot until all monies are disbursed.
- (j) After all projects on the ballot have been paid and if excess monies are still available, they shall be sent to the LWML for the support of mission grants.

Section 4

The Vice President of Gospel Outreach and Mission Grants, as Mission Grants Chairman, notifies the recipients of the favorable vote of the convention and instructs them to stay in communication with this Chairman, notifying her when funds are needed.

Section 5

Mission grants must be disbursed according to the request and put into use within a three (3) year period from the time of the vote or be returned to the District LWML treasury for reallocation. The Board of Directors has authority to extend the time in case of extenuating circumstances.

ARTICLE XVI - FINANCES

Group mission offerings shall be collected through Mite Boxes or other voluntary means. The group shall remit all Mite Box offerings to the LWML CID Financial Secretary. District Operating Funds shall be remitted to the LWML CID Financial Secretary. The name and address of the LWML CID Financial Secretary shall be printed in *The Clarion* or an official LWML CID publication.

Section 1

The LWML CID Treasurer shall remit at least twenty-five percent (25%) of mission offerings to the LWML Office each month. She shall retain no more than seventy-five percent (75%) of mission offerings for the LWML CID mission grants.

ARTICLE XVII - FISCAL YEAR

The fiscal year of the LWML CID shall be from April 1 to March 31 inclusive. The Financial Secretary and the Treasurer shall adhere to these dates in closing the books.

ARTICLE XVIII - EMERGENCY ACTION

In the event of any great emergency such as war, epidemic, disaster or other prevailing conditions making the holding of a convention inadvisable, the Executive Committee shall have the authority to determine whether the convention shall or shall not be held; a two-thirds (2/3) vote of the Executive Committee shall decide, and the vote may be taken by mail or electronic messaging. In the event the convention is not held, the Executive Committee shall have the authority to plan procedure for conducting the routine convention business. Such procedure shall be approved by the Board of Directors.

ARTICLE XIX - DISSOLUTION OF GROUP

In the event that a group desires to discontinue its membership in the LWML, it shall:

- (a) notify the LWML CID President in writing;
- (b) forward all Mite Box funds to the LWML CID Financial Secretary.

ARTICLE XX - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern proceedings of the LWML CID in all cases to which they are applicable and in which they are not inconsistent with the LWML Bylaws, applicable law, or Christian principles.

ARTICLE XXI - AMENDMENTS

These bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at the District Convention. The proposed amendments shall have been approved by the Board of Directors, approved by the LWML Structure Committee, and sent to all groups of the LWML CID prior to District Convention. By unanimous vote, a proposed amendment may be presented to the convention without previous notice. A three-fourths (3/4) vote shall be required for adoption.

END OF BYLAWS

Revised and adopted June 3, 2000

Articles 7, 8, 16, 17 and 19 amended June 2, 2007

Revised and adopted June 7, 2008

Revised and adopted April 26, 2014

Revised and adopted April 2015

Revised and adopted April 23, 2016

Revised and adopted April 28, 2018

Revised and adopted May 1, 2021

STANDING RULES

1. The LWML CID Board of Directors shall be reimbursed for all necessary expenses as telephone, postage, et cetera, as well as forty (40) cents per mile for travel when required to attend District functions, excluding District Convention. Zone Presidents shall be reimbursed for all necessary expenses as telephone, postage and supplies by their zone. These expense vouchers shall be submitted in writing to the District President who shall approve and forward them to the District Treasurer for payment. Other individuals shall be reimbursed when asked by the District President to perform official function.
2. A twenty-five dollar (\$25.00) memorial shall be sent to the LWML Office in the event of the death of a past District President.
3. The LWML CID Board of Directors has the authority to reallocate unused mission grant funds to the mission grant receiving the next highest vote of those projects remaining from the ballot presented to the convention.
4. An annual honorarium in the amount of one hundred twenty-five dollars (\$125.00) shall be presented by the Treasurer to each District Counselor at a regular meeting of the LWML CID Board of Directors.
5. Annual LWML CID Convention schedule of the zones within the District:

1. Lincoln	2. Decatur	3. Effingham/Shelby	4. Champaign
5. Jacksonville	6. Altamont	7. Bloomington	8. Danville
9. Peoria/Pekin	10. Springfield	11. Quincy	12. Rock Island
6. The LWML CID shall NOT reimburse any League - individual, committee member or district officer - for attending the annual District Convention.
7. An honorarium in the amount of fifty dollars (\$50.00) shall be presented by the LWML CID Treasurer to each Rally Speaker, per presentation, and mileage reimbursement at the Standard IRS Mileage rate.
8. The preconvention planning committee that is responsible for preconvention activities will consist of ladies who have attended the most recent LWML leader training. Their team will be four (4) years and they may annually appoint additional committee members to assist. The Human Care Chairman shall be responsible for the Servant Events.
9. There shall be an annual retreat normally held in the fall. A committee shall be appointed by the President with suggestions and approval of the Executive Committee.
10. Each zone is encouraged to have at least one zone activity other than the Fall Rally. This can be done individually or cooperatively with another zone.
11. No benefits, door offerings, special appeals or solicitations shall be allowed at LWML CID Conventions unless approved by the LWML CID Executive Committee and published with the convention invitation.
12. Each District of the LWML is responsible for adequate liability insurance coverage for its operation.

SERVE THE LORD WITH GLADNESS