

BYLAWS
LUTHERAN WOMEN'S MISSIONARY LEAGUE
SOUTHERN ILLINOIS DISTRICT
Current BYLAWS

Changes to BYLAWS, if adopted will read:

ARTICLE I—NAME

(no changes needed, keep the same)

ARTICLE II—OBJECT

(no changes needed, keep the same)

ARTICLE III—MEMBERS

ARTICLE III- MEMBERS

Section 1

Women's organizations within congregations of LCMS, on campuses, or in resident homes, shall be eligible for membership as ~~societies~~. A woman who is a communicant member of an LCMS congregation is eligible for membership in a ~~society~~.

Section 1

Women's organizations within congregations of LCMS, on campuses, or in resident homes, shall be eligible for membership as *groups*. A woman who is a communicant member of an LCMS congregation is eligible for membership in a *group*.

Section 2

Women who hold membership in a LCMS congregation may form a ~~society~~ in a setting other than a congregation, a campus, or a resident home upon approval of the LWML SID Executive Board.

Section 2

Women who hold membership in a LCMS congregation may form a *group* in a setting other than a congregation, a campus, or a resident home upon approval of the LWML SID Executive Board.

Section 3

For participation in the LWML SID as a ~~society~~, it shall be necessary:

- a. to have a completed application from the ~~society~~;
- b. to have the approval of a local congregation;
- c. to submit this application to the LWML SID President for Executive Board ratification.

Section 3

For participation in the LWML SID as a *group*, it shall be necessary:

- a. to have a completed application from the *group*;
- b. to have the approval of a local congregation;
- c. to submit this application to the LWML SID President for Executive Board ratification.

Section 4

Individual membership is available to a woman in an LCMS congregation with or without a ~~society~~ affiliated with the LWML. Individual membership is not considered a ~~society~~. To obtain individual membership, contact the LWML SID President for Executive Board ratification.

Section 4

Individual membership is available to a woman in a LCMS congregation with or without a *group* affiliated with the LWML. Individual membership is not considered a *group*. To obtain individual membership, contact the LWML SID President for Executive Board ratification.

Section 5

For various reasons a ~~society~~ may have to resort to an inactive status for a period of time.

During this inactive time period, that ~~society~~:

- a. must name a contact person;
- b. is invited to all zone and LWML SID activities;
- c. is left on all mailing lists;
- d. does not have voting privileges at zone activities or district conventions;
- e. may be reinstated to active status by contacting the LWML SID President for Executive Board ratification.

Section 5

For various reasons a *group* may have to resort to an inactive status for a period of time. During this inactive time period, that

group:

- a. must have a contact person
- b. is invited to all zone and LWML SID activities;
- c. is left on all mailing lists;
- d. does not have voting privileges at zone activities or district conventions;
- e. may be reinstated to active status by contacting the LWML SID President for Executive Board ratification.

*CHANGES PROPOSED: change the word “*society*” to “*group*” and “*societies*” to “*groups*”.

Rationale for change: This will bring us into conformance with National LWML Bylaws. This change would apply to all ARTICLES and Sections of the Bylaws.

ARTICLE IV – DISTRICT STRUCTURE:

(no changes needed, keep the same)

ARTICLE V – DISTRICT CONVENTION AND REGISTRATION

Section 1

(no changes needed, keep the same)

Section 2

The voting body of the convention shall be:

- a. two (2) delegates from each ~~society~~;
- b. the elected members of the Executive Board;
- c. the president of each zone. When the Zone President is also an elected member of the Executive Board, the Zone Vice President shall be authorized to attend as the president’s representative and shall have the privilege of voice and vote;
- d. Any past Presidents of the LWML SID, currently residing within the district and in attendance;
- e. A member of the voting assembly shall vote in one (1) capacity only. Proxy votes are prohibited.

Section 2

The voting body of the convention shall be:

- a. two (2) delegates from each *group*;
- b. the elected members of the Executive Board;
- c. the president of each zone. When the Zone President is also an elected member of the Executive Board, the Zone Vice President shall be authorized to attend as the president’s representative and shall have the privilege of voice and vote;
- d. any past Presidents of the LWML SID, currently residing within the district and in attendance;
- e. a member of the voting assembly shall vote in one (1) capacity only. Proxy votes are prohibited.

Section 3 (no changes needed, keep the same)

Section 4 (no changes needed, keep the same)

ARTICLE VI – OFFICERS

Sections 1 and 2 (no changes needed, keep the same)

Section 3
Five (5) voting members shall constitute a quorum

Section 3
Nine (9) voting members shall constitute a quorum.

***CHANGES PROPOSED:** increase number constituting a quorum from 5 to 9.

Rationale: The number of voting members of the Executive Board is now sixteen (16) since the addition of the Zone Presidents. Half of that number is 8 and an uneven number is preferred for a quorum to avoid a tie in voting.

ARTICLE VII – EXECUTIVE BOARD

Sections 1,2,3 and 4 (no changes needed, keep the same)

Add new Section 5

Section 5
Any officer may be removed from office prior to the expiration of her term of office by the Board of Directors by a vote of three-fourths (3/4) of all members of the Board; provided that the members of the Board (including the individual officer involved) shall be notified at least two (2) days prior to the Board meeting in the event any such action is contemplated and the individual officer involved shall be afforded the opportunity to be heard at such meeting.

PROPOSED ADDITION/RATIONALE: This section appears in the National LWML Bylaws. It also appears in LWML Texas District Bylaws. In adding this to our Bylaws, we are being proactive and sincerely pray that we never have to remove an individual from office.

ARTICLE VIII – COUNSELORS (no changes needed, keep the same)

ARTICLE IX – NOMINATIONS AND ELECTIONS

Section 1

a. At the spring meeting of each zone in the odd-numbered calendar years (non LWML SID convention year), each of the seven (7) zones will select a representative to the district nominating committee for the next

Section 1
a. (same except delete the words “elected”)

district convention. Names of ~~elected~~ members shall be for the next district convention. Names of ~~elected~~ members shall be reported to the Executive Board through the District President.

*Rationale: Most zones no longer elect their representatives to the nominating committee.

- b. The committee shall submit a slate consisting of two (2) candidates, if possible, for each elective office. The written consent of the nominees to serve, if elected, shall have been secured. This slate shall have been published in advance of the convention. Section 1 b. & c. (no changes needed, keep the same)
- c. Nominations may be made from the floor provided the person nominated has given written consent or is present at the convention to give personal consent. Nominations may not be made from the floor for Counselor.

Section 2 (no changes needed, keep the same)

Section 3

- a. The ~~chairman~~ of the Nominating Committee is chosen by the District President
- b. Other members of the Nominating Committee are not eligible to serve consecutive terms.

Section 3

- a. The *vice-chairman* of the Nominating Committee is chosen by the District President.
- b. *The vice-chairman will become the chairman of the Nominating Committee at the next convention.*
- c. Other members of the Nominating Committee are not eligible to serve consecutive terms.

CHANGES PROPOSED: Addition of a vice-chairman position (who is already one of the members of committee). The chairman will train the vice-chairman to assume the chairmanship at the next district convention.

Rationale: only one member is to carry over from one nominating committee to the next. By choosing a vice-chairman, that person can learn the chairman's job before taking over at the next convention and can train the next vice-chairman when she becomes the chairman. The current Section 3b has not been enforced but will be for future conventions.

Section 4 (no changes needed, keep the same)

ARTICLE X - DUTIES OF OFFICERS

Sections 1 (no changes needed, keep the same)

ARTICLE X continued

Section 2

The Vice President of Organizational Resources may perform duties of the office of the President in the absence of, or at the request of, the President and shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. coordinate the Leader Development programs of the district;
- c. ~~serve as coordinator of the Structure Committee;~~
- d. present a report to the convention;
- e. write articles for the district newsletter.

Section 2

- (keep a, & b the same)
- c. *coordinate and present any necessary bylaw revisions, changes and additions to the LWML SID BOD;*

(keep d & e the same)

CHANGES PROPOSED: Changes to c reflect the current duties of the V.P. of Organizational Resources.

Section 3

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

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. serve as chairman of the Fall Retreat Committee;
- c. serve as chairman of the Christian Life Committee;
- d. present a report to the convention;
- e. write articles for district newsletter.

Section 3

(keep a, b, and c the same)

- d. present a report to the convention, *plus assist as needed with convention duties;*

e. write articles for district newsletter *and/or Mission Musings.*

CHANGES PROPOSED: The additions to d and e reflect the current duties of the V.P. of Christian Life.

Section 4

The Vice President of Special Focus Ministries may perform duties of the office of the President in the absence of, or at the request of, the President and shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. ~~be coordinator of the Special Focus Ministries;~~
- c. be authorized to sign checks for the Financial Secretary and Treasurer in an emergency;
- d. present a report to the convention;
- e. write articles for the district newsletter.

Section 4

(keep a the same)

- b. *work with the Young Woman Representatives to plan the SID Spring Retreat and the Friday evening activities at LWML SID conventions;*

(Keep c-e the same and add the following)

(ARTICLE X, Section 4 continued)

f. *coordinate the LWML SID activities of the young women and any other special focus groups.*

CHANGES PROPOSED: The V.P. of Special Focus Ministries is currently doing both the proposed b and f and therefore they should be added to her job description.

Sections 5

- The Vice President of Gospel Outreach may perform duties of the office of the President in the absence of, or at the request of, the President and shall:
- a. attend and prepare a report for all quarterly meetings of the Executive Board;
 - b. be coordinator of the Gospel Outreach and Mission Grants/Resolutions and Scholarship Committee;
 - c. receive mission grant proposals and chairs the Mission Grants Evaluation and Selection meeting for the purpose of selecting mission grants to be on the LWML SID ballot;
 - d. make an impartial presentation of the approved proposed mission grants to the convention;
 - e. requisition and disburse mission grant funds and monitor the progress of each adopted recipient until completion;
 - f. submit reports to the Executive Board and LWML SID members on the progress of each adopted mission grant until completion;
 - g. submit the names of the scholarship recipients to the Executive Board and to the district membership;
 - h. present a report to the convention;
 - i. write articles for the district newsletter.

Section 5 a-c (no changes needed, keep the same)

d. make an impartial presentation (*example: power point*) of the approved proposed mission grants to the convention;

e and f (no changes needed, keep the same)

g. *review scholarship requests and submit the names of scholarship recipients to the Executive Board and the district membership, then disperse checks to the recipients;*

h. (no changes needed, keep the same)

i. write articles for the district newsletter *and Lutheran Witness supplement;*

j. *write and send out Epiphany letter in October;*

k. *have experience using programs for spreadsheets and for Mission Grants.*

CHANGES PROPOSED: Changes to d, g, and i and the addition of j and k reflect the current duties of and skills needed for the V.P. of Gospel Outreach.

ARTICLE X Section 6

The Vice President of Communication may perform the duties of the office of the President in the absences of, or at the request of, the President and shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. coordinate the Communication Committee;
- c. interact with Synod entities to inform them of the mission and ministry of the LWML SID, including preparing a display for the LWML convention;
- d. interact with district churches to influence perceptions and attitudes toward Lutheran Women in Mission, including preparing a news release at the end of each district convention;
- e. proofread the district newsletter;
- f. write articles for the district newsletter;
- g. review all convention materials;
- h. present a report to the convention;
- i. be in charge of and maintain the LWML SID website, by receiving information from District Board Members.

Section 6 a-f: (no changes needed, keep the same)

g. review all convention materials, *and assist committees with advertising;*

h & i (no changes needed, keep the same)

j. have good skills with a computer and the use of social media.

PROPOSED CHANGES: The addition to g and the new j reflect the current duties of and skills needed for the V.P. of Communication.

Section 7

The Recording Secretary shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. keep a record of the proceedings of all meetings of the LWML SID, the Executive Board, and convention proceedings;
- c. provide to each member of the Executive Board, Zone presidents, the Synod District President ~~and his Executive Assistant~~ a copy of the minutes of Board meetings and Convention proceedings;
- d. send out notices and agendas of all meetings;
- e. present a report to the convention.

The Recording Secretary shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. keep a record of the proceedings of all meetings of the LWML SID, the Executive Board, and convention proceedings;
- c. provide to each member of the Executive Board, Zone presidents, the Synod District President, *National LWML office and district archives* a copy of the minutes of Board meetings and convention proceedings.

(ARTICLE X, Section 7 continued)

- d. send out notices and agendas of all meetings, *including yearly meeting rotation of duties chart*;
- e. present a report to the convention;
- f. *contact and organize the exhibitors for convention*;
- g. *have the necessary knowledge of word processing and skilled in the use of personal computers.*

PROPOSED CHANGES/RATIONALE to Section 7 c: The Synod District President no longer has an assistant. The Recording Secretary is required to send all minutes to the National LWML Office and is to keep copies in our district's archives. Changes to d and the addition of f and g are current duties of and the skills needed for the recording secretary.

ARTICLE X

Section 8

The Corresponding Secretary shall:

- a. attend and prepare a report for all quarterly meetings of the Executive Board;
- b. conduct such correspondence as may be requested by the President and Executive Board;
- c. keep a record of the officers and membership statistics of all ~~societies~~ and zones in the district and distribute to the district officers and zone presidents;
- d. ~~order and distribute stationery~~;
- e. prepare the convention manual under the direction of the LWML SID President;
- f. present a report to the convention.

Section 8

The Corresponding Secretary shall:

- a. *have excellent computer skills and be well-organized*;
- b. attend and prepare a report for all quarterly meetings of the Executive Board;
- c. conduct such correspondence as may be requested by the President and Executive Board;
- d. keep a record of the officers and membership statistics of all *groups* and zones in the district and distribute to the district officers and zone presidents;
- e. *keep records of local group subscriptions to the Lutheran Woman's Quarterly*;
- f. *order QUARTERLY subscriptions from LWML and bill local groups*;
- g. *receive and record QUARTERLY subscription payments from local groups and forward payments to the LWML SID treasurer*;
- h. *email LWML SID Newsletter to local group contacts each quarter or USPS mail copy to local groups who have no email contact*;
- i. prepare the convention manual under the direction of the LWML SID President;
- j. present a report to the convention.

PROPOSED CHANGES/RATIONALE: Add new parts a, e, f, g and h to reflect the current duties of the Corresponding Secretary. Since we do not keep stationery any longer, old part d is deleted. Other parts have been re-alphabetized.

ARTICLE X

Section 9

The Financial Secretary shall:

- a. and b. (no changes needed, keep the same)
- c. keep an itemized account of all receipts, listing ~~societies~~ according to zones. c. keep an itemized account of all receipts, listing *groups* according to zones.
- d, e, f and g (no changes needed, keep the same)

PROPOSED CHANGES/RATIONALE: Change “societies” to “groups”.

ARTICLE XI – COMMITTEES

(no changes needed, keep the same)

ARTICLE XII – SPECIAL APPOINTED PERSONNEL

Section 1

The appointed personnel shall be the:

- Archivist-Historian
 - ~~Christian Resource Editor~~
 - Parliamentarian
 - ~~Publications Manager~~
 - Treasurer
 - ~~Young Woman’s Representative Coordinator~~
- and any others deemed necessary. These appointed personnel, except for the Treasurer, shall serve for a term of two (2) years and

shall be eligible for reappointment. They shall be appointed by the President with the approval of the Executive Board. Appointed personnel are not members of the voting body of the Executive Board, and attendance at meetings shall be in an advisory capacity at the request of the President.

Section 1

The appointed personnel shall be the:

- Archivist-Historian
 - Parliamentarian
 - Newsletter Editor*
 - Treasurer
 - Technology Coordinator*
- and any others deemed necessary. These appointed personnel, except for the Treasurer, shall serve for a term of two (2) years and shall be

eligible for reappointment. They shall be appointed by the President with the approval of the Executive Board. Appointed personnel are not members of the voting body of the Executive Board, and attendance at the meetings shall be in an advisory capacity at the request of the President.

Section 2

The Archivist-Historian shall:

- a. write a history of the activities of the LWML

Section 2 (no changes needed, keep the same)

- SID for the biennium and shall submit a copy to the national Archivist-Historian;
- b. gather and preserve records and other materials of historical significance to the LWML SID;
- c. be responsible to the President;
- d. present a report to the convention.

(ARTICLE XII continued)

Section 3

The ~~Christian Resource~~ Editor shall:

- a. solicit, review, and edit materials for use ~~as program help;~~
- b. submit such material to both District Counselors for doctrinal review;
- c. ~~forward edited and reviewed program resources to LWML Vice President of Christian Life;~~
- d. present a report to the convention.

Section 4

The Parliamentarian shall serve as advisor on parliamentary procedure to the President, officers, committees, and individual members upon request.

Section 5

~~The Publications Manager shall:~~

- ~~a. keep records of society subscriptions to the Lutheran Woman's Quarterly;~~
- ~~b. order QUARTERLY subscriptions from LWML and bill societies;~~
- ~~c. receive and record payments from societies and forward payments to the treasurer;~~
- ~~d. notify societies when newsletter is available on the district website or mail copy to society contacts.~~

Section 6

The Treasurer shall:

- a. be bonded at the expense of the LWML SID;
- b. be a qualified candidate and apply for the position;
- c. be interviewed by the President, Financial Secretary and the Vice President of Organizational Resources;
- d. be confirmed by the Executive Board;
- e. serve a term of four (4) years with no limits on reappointment;
- f. receive all funds from the Financial Secretary and deposit them in a bank;
- g. keep an itemized account of all receipts

Section 3

The Newsletter Editor shall:

- a. solicit, review and edit materials for *the LWML Southern Illinois District Newsletter.*
- b. submit such material to both District Counselors for doctrinal review
- c. *prepare Newsletter for electronic publication on the website.*
- d. present a report to the convention.

Section 4 (no changes needed, keep the same)

delete current Section 5

Section 6 becomes new Section 5

- and disbursements;
- h. make all payments authorized by the Executive Board;
- i. submit financial reports to the Executive Board quarterly and to the convention;
- j. submit records biennially for financial review.

new Section 6

The Technology Coordinator shall:

- a. be skilled in the use of computers and use of social media.*
- b. assist the VP. of Communications in maintaining the LWML-SID website.*
- c. assist the Corresponding Secretary in keeping an electronic record of the officers and membership statistics of all groups and zones in the district and in distributing a directory to the district officers and zone presidents.*
- d. assist with technical support whenever needed.*
- e. facilitate LWML-SID presence in social networking.*
- f. provide technical/computer education as needed.*
- g. submit articles for the newsletter upon request.*
- h. report to regular meetings of the Board of Directors upon request.*
- i. submit a written report for the convention manual.*

~~Section 7~~

delete current section 7

~~The Young Woman's Representative Coordinator shall~~

- ~~a. coordinate the LWML-SID activities of the young women;~~
- ~~b. organize the Spring Retreat.~~

PROPOSED CHANGES/RATIONALE:

Section 3: Much of the job of the Christian Resource Editor is currently done by the Newsletter Editor. Therefore Section 3 would become the job description for the Newsletter Editor. The position of Christian Resource Editor would be eliminated. Currently there is no one in the Christian Resource Editor position.

Section 5: The job of the Publications Manager is now part of the job of Corresponding Secretary.

Please refer to proposed ARTICLE X, Section 8. The duties of the Publications Manager have been a part of the Corresponding Secretary's duties for several years. There is no one currently serving as Publications Manager.

Treasurer's job description moves from Section 6 to Section 5 without any changes.

New Section 6: In this age of technology and computers, it is essential we keep up with it. What used to be done with a typewriter and USPS mail is now done via computer. There are many ladies that would be willing to serve in offices on the Board but feel that they lack the computer skills to fulfill that job. The addition of a technology coordinator to help any or all the Board members do their jobs better would be an asset to our organization. National LWML has an entire committee devoted to technology and at least one district has a technology coordinator.

Section 7 would be deleted. The job of Young Women's Representative Coordinator is now part of the V.P. of Special Focus Ministries job description. No one currently holds this position.

ARTICLE XIII – OFFICIAL PUBLICATION (no changes needed, keep the same)

ARTICLE XIV- MISSION GRANTS

Section 1

a. (no changes needed, keep the same)

b. Mission grant proposals may be submitted by an individual member, a ~~society~~, a zone, a district, or synod board.

b. Mission grant proposals may be submitted by an individual member, *a group*, a zone, a district, or synod board.

c. A mission grant proposal shall:
1. be mission in emphasis, extending the ministry ~~or~~ Word and Sacrament;

c. A mission grant proposal shall:
1. be mission in emphasis extending the ministry *of* Word and Sacrament;

c. 2, 3, and 4

(no changes needed, keep the same)

CHANGES PROPOSED/RATIONALE

Section 1 b. change "society" to "group". See ARTICLE III, Section 1c. change "or" to "of" for grammatical correctness.

ARTICLE XIV

Section 1 d. (no changes needed, keep the same)

Section 2 (no changes needed, keep the same)

Section 3 (no changes needed, keep the same)

ARTICLE XV – FINANCES

Section 1

All regular mission offerings in the local ~~societies~~ within the LWML SID shall be gathered through mite boxes or other voluntary

Section 1

All regular mission offerings in the local *groups* within the LWML SID shall be gathered through mite boxes or other

means.

voluntary means.

Section 2

The ~~societies~~ are to forward their regular mission offerings to the Financial Secretary on a regular and prompt basis.

Section 2

The *groups* are to forward their regular mission offerings to the Financial Secretary on a regular and prompt basis.

Section 3

- a. The regular mission offerings received from the ~~societies~~ shall be apportioned in such a manner that twenty-five (25) percent, or more, shall be remitted to the Treasurer of the LWML, and seventy-five (75) percent, or less, shall be retained by the LWML SID for the approved mission grants, and the administration of the LWML SID.
- b.
- c.

Section 3

- a. The regular mission offerings received from the *groups* shall be apportioned in such a manner that twenty-five (25) percent, or more, shall be remitted to the Treasurer of the LWML, and seventy-five (75) percent, or less, shall be retained by the LWML SID for the approved mission grants, and the administration of the LWML SID.
- b. (no changes needed, keep the same)
- c. (no changes needed, keep the same)

PROPOSED CHANGES/RATIONALE: Change the words “society” and “societies” to “group” and “groups”, see ARTICLE III – MEMBERS.

ARTICLE XVI – FISCAL YEAR

(no changes needed, keep the same)

ARTICLE XVII—EMERGENCY ACTION

(no changes needed, keep the same)

ARTICLE XVIII—PARLIAMENTARY AUTHORITY

(no changes needed, keep the same)

ARTICLE XIX—AMENDMENTS

(no changes needed, keep the same)