

**LUTHERAN WOMEN'S MISSIONARY LEAGUE  
THE LUTHERAN CHURCH—MISSOURI SYNOD**

**BYLAWS OF THE LWML  
MINNESOTA NORTH DISTRICT**



**LWML**

**Minnesota North District**  
*Lutheran Women in Mission*

**Revised 2024**

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*Bylaw Amendment Revisions June 2024*



# LWML Minnesota North District Bylaws

## ARTICLE I NAME

The name of this organization shall be Lutheran Women's Missionary League Minnesota North District (hereinafter referred to as District), a subordinate organization of the Lutheran Women's Missionary League (hereinafter referred to as LWML) as an integrated auxiliary of The Lutheran Church—Missouri Synod (hereinafter referred to as LCMS). These groups are united to form zones, zones to form regions and regions to form the district.

## ARTICLE II OBJECT

The object of this organization shall be:

- a. to develop and maintain a greater mission consciousness among the women of the District - MISSION EDUCATION - MISSION INSPIRATION - MISSION SERVICE;
- b. to gather and distribute funds for mission grants either directly sponsored or approved by the District and LCMS, especially such for which no adequate provision has been made in the LCMS budget;
- c. to take charge of, hold and manage all property, personal and real, that may at any time or in any manner come to or be vested in this organization for any purpose within the powers granted by the constitution and statutes of the State of Minnesota.

## ARTICLE III MEMBERS

### **Section 1**

Any women's organization within the congregations of the LCMS desiring membership in the LWML *shall* present its written application to the District Corresponding Secretary. Each group is eligible to receive such a certificate of membership.

### **Section 2**

A group shall be a women's organization within a congregation, on the campus of or in a resident home of the LCMS. Wherever a congregation has several groups affiliated with the LWML, they shall be considered one (1) unit.

### **Section 3**

Women who hold communicant membership in an LCMS congregation may form a group in a setting other than a congregation, a campus or a resident home upon approval of the District Executive Committee.

### **Section 4**

Each group of the District should strive to enlist all women of the congregation in the LWML program. Any woman who participates by promoting the object of the LWML is eligible to become a member of the group.

### **Section 5**

Individual membership is available to a woman who is a communicant member of an LCMS congregation with or without a group affiliated with LWML. Individual membership is not considered a unit.

## **ARTICLE IV DISTRICT ORGANIZATION**

### **Section 1**

This District divides into regions and zones, and groups are designated accordingly, which shall function in conformity with the rules and principles laid down in the District's Constitution and Bylaws.

### **Section 2**

- a. Regions shall conform in general to the boundary lines of the LCMS District Pastoral Conferences. Variations in boundaries shall be referred to the District Board of Directors for decision.
- b. The zones shall conform to the LCMS circuit lines as nearly as possible. The officers of the zone are under the supervision of the Regional Vice President. The zone shall function under the District bylaws and support only District grants. Group gatherings may be collected at rallies. No monies shall be collected as gatherings or other special offerings at zone events.
- c. The Zone President shall attend the District Convention at the expense of the zone.
- d. The zone may have additional rules of procedure, which must be submitted for approval to the District Structure Committee.

### **Section 3**

- a. For mutual encouragement and inspiration, regional and/or zone rallies, mission fairs and/or workshops shall be held.
- b. The offerings, excluding registration fees and lunch donations, from zone functions such as rallies and workshops shall be remitted to the District Financial Secretary for the general fund.
- c. The offerings, excluding registration fees and lunch donations, from regional functions shall be remitted to the District Financial Secretary for the general fund.
- d. All offerings from District functions shall be remitted to the District Financial Secretary.

## **ARTICLE V DISTRICT CONVENTIONS AND REPRESENTATION**

### **Section 1**

- a. District Conventions shall be held biennially in the even-numbered years.
- b. The convention shall be hosted by regions on a rotational basis.
- c. The time, accommodations, schedules and facilities shall be determined by the District Board of Directors and host region.
- d. The groups shall be notified of the time and place of the convention through the pages of the official District newsletter at least one (1) year prior to the convention.

### **Section 2**

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

- a. two (2) certified delegates from each congregation;
- b. Zone Presidents, or when a Zone President is unable to attend a meeting or convention, any elected zone officer shall be authorized to attend as the president's representative and shall have voice and vote. Notification of the representative's name shall be given to the Registrar.

- c. voting members of the Board of Directors.
- d. past District Presidents who are current members of the District.

**Section 3**

- a. Any LWML member of the District is entitled to a voice, but no vote.

**Section 4**

- a. Each delegate shall have an alternate to the convention.
- b. Names of the certified delegates and alternates shall be in the hands of the Registrar at least four (4) weeks before the convention.
- c. A majority of the registered voting delegates shall constitute a quorum.

**ARTICLE VI  
LWML CONVENTIONS AND REPRESENTATION**

**Section 1**

- a. The District voting assembly at the LWML Convention shall be one (1) certified delegate from each zone having ten (10) or less units and one (1) certified delegate for each additional ten (10) units or major fraction\* thereof, as of January 1 preceding the convention. [*\*A major fraction of ten (10) is defined as six (6) or more.*]
- b. Each certified delegate shall have a certified alternate to the LWML Convention.
- c. The names of the delegates and the alternates shall be presented to the District President for certification.
- d. The names of the certified delegates and alternates shall be in the hands of the LWML Recording Secretary by March 1 in odd-numbered years.
- e. In the event neither the delegate nor alternate is able to serve, a member of the same zone may serve as delegate upon certification in writing by the District President and presentation to the LWML Recording Secretary.

**ARTICLE VII  
OFFICERS**

**Section 1**

The elected officers shall be a President, Executive Vice President, Vice President of Communications, Regional Vice Presidents from each region one (1) or more as needed and approved by the District Board, a Recording Secretary, a Corresponding Secretary, a Financial Secretary and a Treasurer.

**Section 2**

- a. The elected officers shall be elected by ballot at the biennial convention to serve for a term of four (4) years or until their successors are elected and shall not be eligible for reelection to the same office for a succeeding term.
- b. The President, the Corresponding Secretary, Treasurer, and Regional Vice Presidents from Arrowhead I, Lakeland I, and Park Region I shall be elected at one (1) biennial convention; the Executive Vice President, Vice President of Communications, Recording Secretary, Financial Secretary, and Regional Vice Presidents from Arrowhead II, Lakeland II, and Park Region II shall be elected in the next biennial convention. A majority vote shall elect. In the event that there are three (3) or more candidates for office and a majority vote has not been reached after two (2) ballots have been cast, the candidate with the lowest number of votes shall be removed from each successive ballot.

- c. Officers shall assume their duties at the close of the biennial convention in which they are elected.
- d. The retiring financial officers shall, within sixty (60) days following the convention, transfer to their successors all material and funds pertaining to the office.
- e. All other officers shall, within thirty (30) days following the convention, transfer to their successors all material pertaining to the office.
- f. If any officer should move from the district, she shall resign her office.

## **ARTICLE VIII DUTIES OF OFFICERS**

### **Section 1**

The President shall:

- a. preside at all District Conventions and at all meetings of the Board of Directors and the Executive Committee;
- b. appoint chairmen of standing committees subject to the approval of the Executive Committee, unless otherwise provided for in the bylaws;
- c. be an ex officio member of all committees except the Nominating Committee;
- d. sign all vouchers, other than routine administrative expenses, for payment of all legitimately incurred expenditures and bills;
- e. be responsible for the execution of all valid resolutions passed by the District Board of Directors and Executive Committee;
- f. acknowledge and welcome by letter all new District groups and inform the LWML President;
- g. be authorized to sign checks in the absence of the Treasurer;
- h. be bonded at the expense of the District for an amount determined by the Executive Committee;
- i. present a report to the District Convention including a report of the activities of the Board of Directors.

### **Section 2**

The Executive Vice President shall:

- a. perform the duties of the President in case of her absence or inability to serve or at the request of the President;
- b. assist the President and perform such additional duties as may be delegated by the President and the Board of Directors;
- c. assume the duties of Christian Life Chairman along with other listed duties; (*See Article XV Section 2.*)
- d. succeed automatically to President in case of a vacancy in that office.

### **Section 3**

The Vice President of Communications shall:

- a. Ensure that all communications from the District meet the criteria set forth by the LWML Communications Department.
- b. Oversee the work of the Communications Committee (*See Article XV, Section 3*).
- c. Assist the President and perform additional duties delegated by the President and Board of Directors.

#### **Section 4**

The Regional Vice Presidents shall:

- a. be a liaison between the District Board of Directors, zones and groups and give a written and oral report of information from the District Board of Directors' quarterly meetings;
- b. attend all zone planning meetings and rallies, serving as advisor to zone leaders;
- c. help plan and preside over the regional rallies;
- d. in cooperation with zone personnel, submit to the Nominating Committee for consideration the names of at least one (1) nominee for each District office.

#### **Section 5**

The Recording Secretary shall:

- a. keep a record of the proceedings of District Conventions, the Board of Directors and the Executive Committee;
- b. provide each member of the Board of Directors with a copy of all minutes of the board meetings and of the conventions;
- c. provide each member of the Executive Committee with a copy of the minutes of the Executive Committee meetings;
- d. provide each Zone President with a copy of all minutes of the Board of Directors' meetings and of the convention.

#### **Section 6**

The Corresponding Secretary shall:

- a. conduct such correspondence as may be requested by the President, the Board of Directors and/or the Executive Committee;
- b. issue certificates of membership;
- c. keep a record of the numerical strength and addresses of all groups;
- d. collect statistics each biennium from the groups for publication in the convention manual;
- e. keep accurate mailing lists for the *Lutheran Woman's Quarterly* (hereinafter referred to as the *Quarterly*) and District newsletter;
- f. be in charge of distribution of Mite Boxes and other promotional materials;
- g. keep a record of zone and group officers and committee chairmen including addresses and phone numbers.

#### **Section 7**

The Financial Secretary shall:

- a. be bonded at the expense of the District for an amount determined by the Executive Committee;
- b. receive all monies and deposit them in a financial institution approved by the Executive Committee;
- c. keep an itemized account of all receipts;
- d. transfer to the Treasurer by check all monies received;
- e. submit financial reports to the convention, the Board of Directors and the Executive Committee;
- f. submit records for financial review at the end of the biennium.

### **Section 8**

The Treasurer shall:

- a. be bonded at the expense of the District for an amount determined by the Executive Committee;
- b. receive all funds from the Financial Secretary and deposit them in a financial institution approved by the Executive Committee;
- c. keep an itemized account of all deposits and disbursements;
- d. make all payments authorized by the District President, the Board of Directors and/or the Executive Committee;
- e. make payments for approved grants as authorized by the Board of Directors and/or the Executive Committee;
- f. submit financial reports to the convention, the Board of Directors and upon request of the Executive Committee at any time;
- g. submit records for financial review at the end of the biennium.

## **ARTICLE IX NOMINATIONS**

### **Section 1**

- a. A Nominating Committee of six (6) members, one (1) from each region, shall be elected by ballot at a meeting of the Board of Directors in the summer preceding the District Convention. Each zone shall select a nominee at its spring rally planning meeting for its Regional Vice President to submit to the District Board. Not less than seventeen (17), at least one (1) from each zone, shall be nominated. In the event a nominee is not secured from a zone, the Zone President shall be the nominee.
- b. One (1) Regional Vice President shall be appointed as advisor by the District President.
- c. The nominee receiving the highest number of votes shall act as chairman.
- d. In case of vacancy it shall, be automatically filled by the member from said region receiving the next highest number of votes.
- e. The Nominating Committee shall submit, if possible, a slate consisting of two (2) or more candidates for each elective office. The consent of the nominees, to serve if elected, shall have been secured in writing.
- f. For Regional Vice Presidents, the Nominating Committee shall submit, if possible, two (2) candidates from each region or division thereof.
- g. Any individual, group, zone or region may submit names of nominees to the Nominating Committee. A biographical sketch of the nominee must accompany the nomination.
- h. Further nominations may be made from the convention floor providing the nominee is an active member of her group and a written consent to serve, if elected, has been secured.
- i. The report of the Nominating Committee shall be published in the District newsletter issued prior to the convention.
- j. Ballots shall be prepared by the Nominating Committee listing the candidates in alphabetical order under each office.



## **Section 2**

- a. Nominees for an office of the District Board, as well as being conversant with the duties of that particular office, must be an active member of her congregation and a member of the LWML, attend worship services regularly and participate in the Lord's Supper and Bible study.
- b. Nominees for the offices of District President and Executive Vice President must have previously held an office on the District Board in order to be familiar with the many responsibilities involved in each particular office.

# **ARTICLE X APPOINTED PERSONNEL**

## **Section 1**

The appointed personnel shall be the Archivist-Historian, Young Woman Chairman, and Human Care Chairman appointed by the District Board of Directors and shall:

- a. Serve a term of two (2) years, or until their successors are appointed, and be eligible for reappointment;
- b. Be directly responsible to the President;
- c. Report to the District Board of Directors at each meeting.

## **Section 2**

The Archivist-Historian shall:

- a. be a member of the District;
- b. bring the history of the District up-to-date at the close of each biennium and send duplicate copies to the Archivist-Historian of the LWML;
- c. collect and preserve documents and other items of historical interest;
- d. be an advisory member of the Board of Directors.

## **Section 3**

The Young Woman Chairman shall:

- a. be a member of the district;
- b. identify, encourage, and provide opportunities for young women to affirm their faith and develop their gifts in service to the Lord;
- c. equip and encourage young women of the LCMS to become involved in the mission of LWML at all levels;
- d. help district leaders seek, develop, and support young women leaders in the LWML;
- e. be an advisory member of the Board of Directors.

## **Section 4**

The Human Care Chairman shall:

- a. alert members to opportunities and challenges for mission service in their groups, zones, and district.
- b. encourage active participation and provide materials for mission service programs;
- c. be an advisory member of the Board of Directors.

**ARTICLE XI  
SPECIAL APPOINTED PERSONNEL**

Special appointed personnel shall be a Parliamentarian, who shall:

- a. attend meetings of the Executive Committee and Board of Directors at the request of the District President;
- b. attend District Conventions in an advisory capacity;
- c. be an ex officio member of the Structure Committee.

**ARTICLE XII  
BOARD OF DIRECTORS**

**Section 1**

The Board of Directors shall consist of the President, Executive Vice President, Vice President of Communications, Regional Vice Presidents, Recording Secretary, Corresponding Secretary, Financial Secretary, and Treasurer, with Pastoral Counselors, Young Woman Chairman, Archivist-Historian, and Human Care Chairman as advisory members..

**Section 2**

- a. Regular meetings of the Board of Directors shall be held quarterly unless fewer are needed as determined by majority vote of the board members.
- b. Special meetings of the Board of Directors may be called by written request of the majority of its members or by the Executive Committee.
- c. Business may be conducted by mail or electronic messaging, if and when necessary.

**Section 3**

- a. A majority of the members of the Board of Directors shall constitute a quorum.
- b. At least one (1) Pastoral Counselor must be present in order for a Board of Directors meeting to be held.

**Section 4**

The duties of the Board of Directors shall be:

- a. to transact the business of the District in the interim between conventions;
- b. to consider recommendations, resolutions and appeals for presentation to the conventions;
- c. to promote the work and mission activities of the LWML;
- d. to determine the time of a biennial convention;
- e. to elect the Nominating Committee as described in Article IX;
- f. To approve the appointed Archivist-Historian, Young Woman Chairman, Human Care Chairman, standing committees, and additional personnel as deemed necessary.

**ARTICLE XIII  
EXECUTIVE COMMITTEE**

**Section 1**

The Executive Committee shall consist of the President, Executive Vice President, Vice President of Communications, Corresponding Secretary, Recording Secretary, Financial Secretary, Treasurer, and the Senior Pastoral Counselor.

### **Section 2**

The Executive Committee:

- a. shall meet at the call of the President;
- b. shall constitute a quorum with five (5) voting members;
- c. may make an emergency grant in the amount not to exceed two-hundred-fifty (\$250) dollars.

### **Section 3**

The duties of the Executive Committee shall be:

- a. to transact the business of the Board of Directors between meetings of that body;
- b. to arrange for planning and supervising the program of the biennial convention;
- c. to determine the amounts of the bonds for the District Financial Secretary, District Treasurer and District President;
- d. to fill all vacancies occurring in the elective and appointive offices, except in the office of President. In case of a vacancy in the office of the President, the Executive Vice President shall become the President.

## **ARTICLE XIV PASTORAL COUNSELORS**

### **Section 1**

- a. The Pastoral Counselors shall be three (3) pastors, one (1) from each LCMS Conference of the Minnesota North District, who shall serve for a term of six (6) years.
- b. Any group, zone or region may submit names of nominees for Pastoral Counselors to the Nominating Committee. The consent of the nominee to serve, if elected, shall have been secured.
- c. From the names submitted, the Nominating Committee shall select a list of six (6) nominees, which shall be presented to the LCMS District President for approval. From the approved list, the Nominating Committee shall submit a slate of three (3) candidates to the convention.
- d. One (1) new Pastoral Counselor shall be elected at each convention.
- e. The term of office shall be six (6) years. No Pastoral Counselor shall be eligible for reelection.
- f. The next Pastoral Counselor position coming up for election is the Senior Pastoral Counselor.
- g. An appointed Pastoral Counselor will assume the duties of the person whose position he is filling.

### **Section 2**

The Pastoral Counselors shall:

- a. serve the District in an advisory capacity;
- b. attend all conventions, meetings of the Board of Directors, and if requested, the Executive Committee;
- c. attend all meetings of a standing or special committee as assigned.

## **ARTICLE XV COMMITTEES**

### **Section 1**

- a. The standing committees shall be Christian Life, Communications, Human Care, Leader Development, Mission Grants, and Structure.
- b. A Regional Vice President, under the direction of the President, shall be given the option of serving as either the chairman and/or Advisor to the standing committee.
- c. The standing committee chairman and members shall serve a term of two (2 Years) or until their successors are appointed, and shall be eligible for reappointment.
- d. A Pastoral Counselor shall be assigned to each committee by the District President.
- e. Each Committee Chairman shall provide proposed committee names to the District Board of Directors for approval at the October meeting following the District Convention.

### **Section 2**

The Christian Life Committee, consisting of the Executive Vice President as chairman and three (3) additional members selected by her with the approval of the Board of Directors, shall:

- a. encourage and nurture women into a more mature relationship with Jesus Christ through Christian Life materials published by the LWML;
- b. plan an annual Christian Life retreat;
- c. keep the Word of God as a focal point in all District meetings and activities;
- d. promote the use of the LWML Prayer Service.

### **Section 3**

The Communications Committee will consist of the Vice President of Communications as chairman and as many members as deemed necessary by the chairman. Responsibilities of the Communications Committee shall include information technology, social media, website, publications, and public relations. The Communications Committee shall:

- a. produce, for use within the organization, publicity and promotional materials related to the work of the LWML and encourage the use of LWML materials,
- b. maintain the district website,
- c. receive, compile, and distribute newsletters, including the official District newsletter, Minnesota North Lutheran Witness supplement, and the District Convention publication(s);
- d. publicize and promote programs and events of the district through print, website, and social media, where appropriate,
- e. inform LCMS congregations, pastors and LWML members of the work of the LWML through timely communication,
- f. ensure District security issues online.

### **Section 4**

The Human Care Committee, consisting of chairman and three (3) or more members, who shall be approved by the Board of Directions, shall:

- a. encourage sensitivity in women toward those who are hurting or are in need;
- b. provide resources and encouragement to enable knowledgeable and biblical comfort

to themselves and to others;

- c. render services to LCMS missionaries and their families in our District and to befriend the children of missionaries who remain in the District while their parents serve in foreign mission fields;
- d. encourage and assist the groups and zones as they reach out to others with the Gospel and acts of Christian kindness.

#### **Section 5**

The Leader Development Committee, consisting of chairman and two (2) or more members, who shall be approved by the Board of Directors, shall:

- a. encourage and equip women to reach out in love;
- b. provide material and training to enable each member to increase skills for leadership in the LWML;
- c. conduct workshops and training sessions as requested by the District Board, regions, zones or groups.

#### **Section 6**

The Mission Grants Committee shall consist of a Regional Vice President and a committee of two (2) or more members, who shall be approved by the Board of Directors. This committee shall function in the manner described in Article XVI.

#### **Section 7**

The Structure Committee, consisting of chairman and two (2) or more members, who shall be approved by the Board of Directors, shall:

- a. study the bylaws of the District and submit to the District Board of Directors for approval such amendments as it deems advisable. Submit the required number of copies to the LWML Structure Committee for approval before presentation to the convention delegates;
- b. examine all zone and group bylaws and approve those not in conflict with the District bylaws;
- c. encourage all groups to establish and follow approved group bylaws.

#### **Section 8**

There may be other committees as the District Board of Directors or the Executive Committee deem necessary to carry on the work of the LWML. The assembly authorizing the committee shall determine the authority and responsibility of the committee.

## **ARTICLE XVI MISSION GRANT PROPOSALS AND GRANTS**

#### **Section 1**

Appeals for mission grants must be submitted by January 1, prior to the district convention.

#### **Section 2**

After preliminary study by the Mission Grants Committee, these appeals shall be presented to the President and Staff Counselor for Missions of the Minnesota North District of the LCMS and one (1) Pastoral Counselor of the District for approval.

After this group has reached a majority agreement that the appeals are truly mission in character and merit consideration of the District, they shall be presented to the District Board of Directors for approval before submitting them to the convention for action.

**Section 3**

The convention may approve mission grants based on the amount of the goal for the next biennium.

**Section 4**

In the event that the district mite goal is not reached at the end of a biennium, the amount owed will be added to the list of mission grant allocations the district will fund in the next two years. If the district mite goal is exceeded, the LWML MN North District Board of Directors has the authority and responsibility to disburse the funds to projects related to missions.

**Section 5**

Funds voted for a mission grant must be disbursed or put into use within a period of four (4) years from the time of the vote or be returned to the District treasury for reallocation. The convention body may extend the time for one (1) biennium in case of extenuating circumstances.

**Section 6**

In the event that a gift for foreign missions is to be considered as a grant by the district, it shall first have been cleared through the LCMS Office of International Mission before it is presented to the Mission Grants Committee. If then the district adopts such a foreign mission grant, the funds shall be remitted in consultation with the LCMS Office of International Mission. The minimum sum of such a grant shall be five hundred (\$500) dollars.

**ARTICLE XVII  
MEMORIALS & RESOLUTIONS**

Recommendations, resolutions and appeals may be submitted for consideration to a convention by individual members, groups, zones or regions. Such memorials shall be in triplicate form and sent to the President at least twelve (12) days prior to the biennial convention.

Emergency and other memorials 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.

**ARTICLE XVIII  
FINANCES**

**Section 1**

Mission offerings collected through Mite Boxes shall be remitted by groups quarterly or monthly to the District Financial Secretary.

The District shall remit twenty-five percent (25%) of such mission offerings to the LWML office at least four (4) times a year.

**Section 2**

- a. The expenses of meetings of the Board of Directors, Executive Committee, standing committees and other routine administrative expenses incurred in the management of the District shall be paid from the treasury.
- b. Payment for the *Quarterly* shall be paid from the treasury.
- c. Mileage shall be paid at the same rate per mile as is currently paid by Minnesota North District LCMS.

### **Section 3**

Groups shall remit, through the zone treasurers, a yearly per member assessment set by the District Board of Directors and approved by the preceding district convention for the National Convention Expense Fund. These monies will fund the travel costs and expenses of not more than two (2) Young Woman Representatives to the LWML convention; monies for delegates' expenses and travel costs will be determined by the District Board of Directors. Whatever funds collected for travel costs and convention expenses in excess of the above expenses shall be available for the travel costs and convention expenses of the District Board of Directors. The District Board of Directors shall determine how many and which members of the board shall attend, giving priority to the President and newly elected/appointed board members and one Pastoral Counselor.

### **Section 4**

The following stipulations shall be observed in the administration of the District's funds:

- a. No grants shall be made that necessitates a permanent subsidy from the funds.
- b. No grants shall be made to cover deficits or shortages in LCMS treasuries.
- c. No grants shall be made with borrowed funds.
- d. After grants have been made, the responsibility of the District ceases.
- e. Reports on the progress of the work made possible by grants shall be published in the official District newsletter.

## **ARTICLE XIX FISCAL YEAR**

The fiscal year of the District shall be from April 1 to March 31 inclusive. The financial officers shall adhere to these dates in closing their books.

## **ARTICLE XX 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 vote may be taken by mail, FAX or email. In the event the convention is not held, the Executive Committee shall have the authority to plan the procedure for conducting the routine convention business. Such procedures shall be approved by the Board of Directors.

## **ARTICLE XXI PARLIAMENTARY AUTHORITY**

The rules contained in the current *Robert's Rules of Order Newly Revised* shall govern the proceedings of the District in all cases to which they are applicable and to which they are not inconsistent with these bylaws or Christian charity.

## **ARTICLE XXII AMENDMENTS**

These bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at the District convention, provided the proposed amendments have been presented for consideration to the Board of Directors, approved by the LWML Structure Committee, and published in the official District newsletter in an issue prior to the 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.

## **STANDING RULES**

### **I. PRE-CONVENTION AND CONVENTION OFFERINGS**

The pre-convention and the convention offerings received at the opening and/or closing worship at the convention are designated as Mission Goal Offering.

### **II. ROTATIONAL BASIS FOR BIENNIAL DISTRICT CONVENTION HOSTS**

Beginning with the year 2000, the order shall be Park II, Arrowhead II, Lakeland II, Park I, Arrowhead I and Lakeland I.

### **CERTIFICATE OF EXEMPT-STATUS ORGANIZATION**

Under the provisions of Section 25, Subdivision 1 (n) of the Minnesota Sales and Use Tax law, this organization is certified to be exempt from sales and use taxes applicable to purchases, rentals and leases of tangible personal property to be used solely and exclusively by that organization. The Certificate No. is E S 25296, date issued October 3, 1973.



*“Serve the Lord with Gladness”*