



**LUTHERAN WOMEN'S MISSIONARY LEAGUE  
SOUTH DAKOTA DISTRICT  
BYLAWS 2016**

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## **ARTICLE I - NAME**

The name of this organization shall be the Lutheran Women's Missionary League (hereinafter referred to as LWML), South Dakota District (hereinafter referred to as District) of The Lutheran Church--Missouri Synod (hereinafter referred to as LCMS).

## **ARTICLE II - OBJECT**

The object of this organization shall be

- a. to develop and maintain a greater mission consciousness among the women of the LCMS through Mission Education, Mission Inspiration, and Mission Service;
- b. to gather funds for mission grants directly sponsored or approved by LCMS boards, especially those for which no adequate provision has been made in LCMS or LCMS district budgets;
- c. to encourage and support participation at LWML society, zone, district, and national levels.

## **ARTICLE III - MEMBERS**

### **Section 1**

- a. A woman who is a communicant member of an LCMS congregation is eligible for membership in a society.
- b. Women's organizations within congregations of the LCMS, on campuses, in resident homes, or other settings shall be eligible for membership as societies.
  1. One (1) or more LWML societies within a congregation, on a campus, in a resident home, or other single setting shall be considered one (1) unit for the purpose of representation at the LWML convention.
  2. Society membership in the District shall be processed by sending an application for membership to the District President.
  3. The District President shall process the application and, with the consent of the District Executive Committee/Board of Directors, present a charter of membership to the society.

### **Section 2**

Individual membership is available to a woman in an LCMS congregation with or without a society affiliated with the District. Individual membership is not considered a society or a unit.

- a. Individual membership shall be processed by sending an application for membership to the District President, who shall then process and acknowledge it.
- b. An individual member may attend all zone and District rallies, workshops, conventions, and LWML conventions to which all societies are invited.
- c. An individual member may have voice and vote at zone functions if included in zone bylaws.
- d. An individual member does not have voice or vote at the District convention unless she is representing a unit as a certified delegate.
- e. An individual member does not have a voice or vote at an LWML convention unless she is representing a zone as a certified delegate.

## **ARTICLE IV - ORGANIZATION**

### **Zone**

- a. Zones shall be formed by the District. Each zone shall consist of societies and individual members within a geographical area conforming to District LCMS Circuit lines as much as possible. A request for a variation in boundaries shall be submitted to the District Board of Directors for a decision.
- b. Zones shall exist for the purpose of promoting and furthering the object of the LWML and the District.
- c. Each society and zone shall write its own bylaws which shall conform to the District Bylaws. These bylaws and all subsequent proposed amendments shall be submitted in the required number of copies to the District Structure Chairman for approval by the District Structure Committee before being presented to the membership for adoption.

## **ARTICLE V - CONVENTIONS AND REPRESENTATION**

### **Section 1 District**

- a. The District shall hold a convention biennially in the even-numbered years for the purpose of transacting the business of the District. All members of the District may attend.
  1. Site of convention shall be determined by the Meeting Manager and the District Board of Directors. Biennial conventions shall be hosted by zones on an alphabetical rotation.
  2. Official notice of the District convention shall be sent by the District Vice President of Communication a minimum of six (6) weeks prior to the convention to all LWML societies, members of the District Board, all pastors in the South Dakota LCMS District and Past LWML South Dakota District Presidents who are currently members of the LWML South Dakota District.
- b. The members who shall have voice and vote shall be:
  1. two (2) certified delegates from each local unit [all societies within one (1) congregation shall be considered one (1) unit];
  2. all voting members of the Board of Directors.
  3. Past LWML South Dakota District Presidents who are currently members of the LWML South Dakota District.
- c. A member of the voting assembly shall vote in one (1) capacity only. Proxy votes are prohibited.
- d. Each certified unit delegate shall have a certified alternate to the convention. If the unit has no certified delegate, its vote is forfeited.
- e. The names of the certified delegates shall be in the hands of the District secretary four (4) weeks prior to the convention.
- f. A majority of the registered voting assembly in attendance shall constitute a quorum.
- g. In the event of any great emergency making the holding of a convention inadvisable, the District 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. 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 a procedure for conducting the routine convention business. Such procedure shall be approved by the District Board of Directors.

## **Section 2 LWML**

An LWML convention is held biennially in the odd-numbered years, according to the LWML Bylaws. The District President shall attend as a voting member of the LWML Board of Directors; any elected District officer may attend in her place as an alternate and have voice but no vote. All members of the District may attend.

- a. Each Zone of the District shall have at least one (1) certified voting delegate. One (1) delegate represents each zone of ten (10) or fewer units; one (1) additional delegate may be certified for each additional ten (10) units or major fraction thereof.
- b. Each certified delegate shall have a certified alternate to the convention. The names of the delegate and the alternate shall be presented to the District President for certification by January 1 of the year of the convention.

## **ARTICLE VI - OFFICERS AND ELECTIONS**

### **Section 1**

The elected officers shall be:

- President
- Vice President of Christian Life
- Vice President of Communication
- Vice President of Gospel Outreach
- Vice President of Special Focus Ministries
- Secretary
- Treasurer
- Financial Secretary

### **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 re-election to the same office.
- b. The Vice President of Communication, Vice President of Special Focus Ministries, Financial Secretary and Secretary shall be elected in one (1) convention; and the President, Vice President of Christian Life, Vice President of Gospel Outreach, and Treasurer shall be elected in the following convention.
- c. A majority vote shall elect.
- d. 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.
- e. Newly elected officers shall assume their duties immediately after the convention.
- f. The retiring Financial Secretary and Treasurer shall, within sixty (60) days following the election, turn over to their respective successors all materials pertaining to their offices. All other retiring officers shall within thirty (30) days following election turn over to their successors all materials pertaining to their offices.

### **Section 3**

- a. In the event of incapacity or other situation creating a vacancy in the office of President, the Vice President of Gospel Outreach shall fill the temporary vacancy until the President is able to resume her duties or until an election is held by the Board of Directors. The election shall be by ballot vote. The candidates eligible to fill the permanent vacancy shall be Vice Presidents who are serving in the third or fourth year of their term of office. If there is no

regularly scheduled meeting of the Board within thirty (30) days of the permanent vacancy in the office of President, a special election shall be called by the Vice President of Gospel Outreach within thirty (30) days of such vacancy for the express purpose of electing a new President. This election may be a vote by mail or electronic messaging.

- b. In the event a vacancy occurs in any other elective position, other than Pastoral Counselor, such a vacancy shall be filled by ballot vote of the Board of Directors.
- c. If there is no scheduled meeting of the Board within thirty (30) days of the vacancy, the vote shall be by mail or electronic messaging.
- d. The secretary shall be responsible for receiving the vacancy ballots and calling a meeting of the Tellers to tally them. [The Tellers shall be the Secretary, the Treasurer, and at least one (1) of the Pastoral counselors.]

## **ARTICLE VII – NOMINATIONS**

### **Section 1**

- a. The Nominating Committee of three (3) members shall be elected by ballot at each convention from a slate of five (5) candidates. A member is not eligible to serve consecutive terms. Plurality vote shall elect.
- b. The candidate receiving the highest number of votes shall be the chairman.
- c. The chairman shall attend Board of Directors' meetings at the request of the President, in an advisory capacity only.
- d. A vacancy on the committee shall be filled by the candidate receiving the next highest number of votes.

### **Section 2**

The Nominating Committee shall:

- a. submit to the District President by January 1 prior to the convention, a slate consisting of at least two (2) nominees for each elective office;
  1. Suggestions for nominees for elective offices may be made by any member of the District.
  2. Further nominations may be made from the convention floor provided the nominee meets qualifications for office and has given written consent to serve if elected.
- b. submit five (5) candidates for the Nominating Committee;
- c. obtain either written or electronic messaging consent of all nominees to serve if elected;
- d. submit report to the Vice President of Communication to be published in the Call to the convention;
- e. submit for publication in the convention manual a resume of each nominee;
- f. prepare ballots with the names listed in alphabetical order for each office.

## **ARTICLE VIII - DUTIES OF OFFICERS**

### **Section 1**

The President shall:

- a. preside at conventions of the District and meetings of the Board of Directors and the Executive Committee;
- b. be responsible for the implementation of resolutions passed by the convention body, Board of Directors, and Executive Committee;
- c. be responsible for appointing committee chairmen, standing committees, appointed officers, and special appointed personnel, with the approval of the Executive Committee;

- d. receive and approve vouchers for payment of legitimately incurred expenditures and forward vouchers to the Treasurer for issuance of checks;
- e. be authorized, in an emergency, to make necessary payments for the Treasurer;
- f. be bonded in such amount as shall be determined and authorized by the Executive Committee;
- g. be an ex officio member of all departments and committees except the Nominating Committee;
- h. present a report to the convention, including activities of the Board of Directors;
- i. perform other duties as set forth in the *South Dakota District Guidelines*.

## **Section 2**

The Vice President of Christian Life:

- a. may perform the duties of the office of the President in the absence of or at the request of the president;
- b. shall be coordinator/chairman of the Christian Life Department; Christian Life Committee and Resources;
- c. shall present reports to the Board of Directors and to the convention;
- d. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 3**

The Vice President of Communication:

- a. may perform the duties of the office of the President in the absence of or at the request of the President;
- b. shall serve as coordinator/chairman of the Communication Department;
- c. may perform duties of Webmaster;
- d. shall present reports to the Board of Directors and to the convention;
- e. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 4**

The Vice President of Gospel Outreach:

- a. may perform the duties of the office of the President in the absence of or at the request of the President;
- b. in the event of an emergency or unexpected vacancy in the office of the President, shall fill the temporary vacancy until an election is held by the Board of Directors (See Article VI Section 3);
- c. shall be coordinator of the Gospel Outreach Department;
- d. shall serve as chairman of the Mission Grants Committee;
  - 1. shall receive the mission grant proposals for the District ballot;
  - 2. shall present detailed information on proposed grants at the grant selection meeting;
  - 3. shall submit proposed grants recommended for the District convention ballot to the South Dakota LCMS Board of Directors for ratification;
  - 4. shall present the approved grants to the convention;
- e. shall supply Mite Boxes to societies as requested;
- f. shall serve on the Special Gifts Fund Committee;
- g. may serve as chairman of Gospel Outreach Committee;
- h. shall present reports to the Board of Directors and to the convention;
- i. perform duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 5**

The Vice President of Special Focus Ministries

- a. may perform the duties of the office of the President in the absence of or at the request of the President;
- b. shall serve as coordinator of the Special Focus Ministries Department;
- c. may serve as chairman of any of the committees in the; Special Focus Ministries Department with the exception of the Structure Committee (See Article IX, Section 5b.)
- d. shall present reports to the Board of Directors and to the convention;
- e. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 6**

The Secretary shall:

- a. keep minutes of the Executive Committee, the Board of Directors meetings and convention proceedings;
- b. provide each member of the Executive Committee, the Board of Directors, and the LWML President with minutes of the Board of Directors' meetings and with proceedings of the convention;
- c. send convention proceedings to all societies;
- d. keep and file a record of current standing rules;
- e. conduct official correspondence of the District at the request of the President;
- f. keep a record of zone and society officers;
- g. receive credentials of certified delegates and alternates prior to the convention;
- h. be responsible for receiving the vacancy ballots and calling a meeting of the tellers to tally them. [The tellers shall be the Secretary, the Treasurer, and at least one (1) of the Pastoral Counselors.];
- i. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 7**

The Financial Secretary shall:

- a. receive all monies and deposit them in a financial institution, approved by the Executive Committee;
- b. keep an itemized account of all receipts;
- c. transfer to the District Treasurer all monies received, after recording all receipts;
- d. submit financial reports for financial review prior to the biennial convention;
- e. supply societies in the District with remittance blanks;
- f. submit financial reports to the Board of Directors and to the convention;
- g. be bonded at the expense of the District for an amount determined by the Executive Committee;
- h. carry out the duties and responsibilities of the Treasurer, in case of her inability to serve, until a replacement is elected;
- i. shall coordinate the subscription mailing list for the *Lutheran Woman's Quarterly* and *HiLites*;
- j. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **Section 8**

The Treasurer shall:

- a. receive all monies from the District Financial Secretary and deposit them in a

- financial institution, approved by the Executive Committee;
- b. keep an itemized account of all receipts and disbursements;
- c. make disbursements upon authorization of the District President;
- d. submit records for financial review at close of the biennium and/or upon request of the Executive Committee;
- e. submit financial reports to the Board of Directors and to the convention;
- f. be bonded at the expense of the District for an amount determined by the Executive Committee;
- g. keep the Financial Secretary, Treasurer, and President's bonds in effect;
- h. serve as a member of the Special Gifts Fund Committee;
- i. carry out the responsibilities and duties of the Financial Secretary, in case of her inability to serve, until a replacement is elected;
- j. perform other duties as set forth in the *South Dakota District Guidelines* and as requested by the President.

## **ARTICLE IX - SPECIAL APPOINTED PERSONNEL**

### **Section 1**

The special appointed personnel shall be Archivist-Historian, Meeting Manager, News Editor, Parliamentarian and Webmaster and shall:

- a. be appointed by the President, with the approval of the Executive Committee;
- b. serve two (2) years, or until their successors are appointed, and be eligible for reappointment;
- c. perform other duties as set forth in the procedure section of *South Dakota District Guidelines*, and as requested by the President.

### **Section 2**

The Archivist-Historian shall:

- a. write a history of the activities of the District for the biennium;
- b. gather and preserve records and other materials of historical significance to the District;
- c. be responsible to the District LWML President and attend meetings in an advisory capacity at her request;
- d. be ineligible to vote.

### **Section 3**

The Meeting Manager shall:

- a. develop and administer meeting service support for conventions, retreats, District board meetings, and other District events;
- b. serve as liaison between District and Zone in preparation of district conventions and retreats;
- c. determine with the District Board of Directors the site of the District convention (See Article V. Section 1, a. 1);
- d. attend meetings in an advisory capacity at the request of the President;
- e. be ineligible to vote.

### **Section 4**

The News Editor shall:

- a. be responsible for compiling society, zone, and District information for publication in the *Lutheran Witness Supplement - District HiLites*.



- b. serve as chairman of any further staff required in preparing *HiLites*;
- c. attend meetings in an advisory capacity at the request of the President;
- d. be ineligible to vote.

### **Section 5**

The Parliamentarian shall:

- a. serve as advisor on parliamentary procedure upon request;
- b. serve as chairman of the Structure Committee (See Article VIII, Section 6, d.);
- c. be eligible to vote.

### **Section 6**

The Webmaster shall:

- a. maintain the official Web site of the District;
- b. duties may be filled by Vice President of Communications. (ref. Section 3, c.)
- c. be eligible to vote.

## **ARTICLE X - PASTORAL COUNSELORS**

### **Section 1**

The Pastoral Counselors of this District shall be two (2) pastors of the South Dakota LCMS who are serving in the parish ministry in this District. Each Counselor shall:

- a. serve for a term of four (4) years;
- b. be ineligible for re-election to consecutive terms;
- c. perform other duties as included in the *South Dakota District Guidelines* and as requested by the President.

### **Section 2**

- a. One (1) Pastoral Counselor shall be elected at each convention, with previously elected pastoral counselor to serve as senior pastoral counselor;
- b. two (2) pastors who have been selected by the South Dakota LCMS President and have consented to serve if elected shall be the candidates for election.
- c. a majority vote shall elect.
- d. in case of a vacancy, the South Dakota LCMS President shall appoint a Counselor to fill the unexpired term.

### **Section 3**

The Pastoral Counselors shall:

- a. serve the District in an advisory capacity;
- b. attend District conventions and meetings of the Board of Directors and Executive Committee at the expense of the District and attend LWML conventions as directed by the Executive Committee.

## **ARTICLE XI - EXECUTIVE COMMITTEE**

The Executive Committee shall be composed of elected District officers, with the Pastoral Counselors as advisory members.

### **Section 1**

The Executive Committee shall:

- a. meet at the call of the president;
- b. transact the business of the Board of Directors between meetings of that body;
- c. plan and supervise the program of the biennial convention;
- d. determine the amount of the bond of the Financial Secretary, Treasurer and President;
- e. approve appointment of standing committee chairmen, committee members, and other appointed officers;
- f. review recommendations, resolutions, and appeals which may be submitted for consideration to a convention by individual members, societies, or zones;
- g. plan a retreat or seminar program in the non-convention year;
- h. serve as the Mission Grants Committee (See Article XIII, Section 4b1);
- i. approve programs and expenditures submitted by the Special Gifts Fund Committee (See Article XIII, Section 7e).

### **Section 2**

- a. Two (2) regular meetings shall be held annually, action may be taken via electronic messaging, if necessary.
- b. Special meetings may be called by the President or at the request of two (2) members of the Executive Committee.

### **Section 3**

A majority of members of the Executive Committee shall constitute a quorum.

## **ARTICLE XII - BOARD OF DIRECTORS**

### **Section 1**

The Board of Directors shall consist of all elected officers of the District LWML, the Zone Presidents, the Parliamentarian, the Webmaster, and the Chairmen of standing committees, all of whom are voting members. The Archivist-Historian, Meeting Manager, and News Editor and the Pastoral Counselors shall be non-voting members.

### **Section 2**

- a. Three (3) regular meetings shall be held annually.
- b. Special meetings of the Board of Directors may be called by the Executive Committee or by written request of five (5) members of the Board of Directors.

### **Section 3**

The Board of Directors shall:

- a. transact the business of the District between conventions;
- b. elect a President in the event a vacancy occurs in that office (See Article VI, Section 3.a.);
- c. determine, with the Meeting Manager, the site of District conventions (See Article V, Section 1, a. 1.);
- d. consider and approve proposed bylaw amendments before presentation to the convention;
- e. consider and approve in session, by mail, or electronic messaging, amended mission grants or fund allocation that occurs after selection of recipients in convention.

### **Section 4**

A majority of voting members of the Board of Directors shall constitute a quorum.

## **ARTICLE XIII - DEPARTMENTS AND STANDING COMMITTEES**

### **Section 1**

The departments may be Christian Life, Communication, Gospel Outreach, and Special Focus Ministries, with a Vice President serving as coordinator of each department. The coordinator, unless serving as chairman, shall be an ex officio member of the committees in the department.

- a. The standing committees may include Christian Life, Christian Resources, Communication, Gospel Outreach, Special Focus Ministries, Mission Grants, Special Gifts, Structure, and Young Women. Chairmen will be appointed by the President and approved by the Executive Committee, and shall be voting members of the Board of Directors.
- b. The standing committee members may serve a term of two (2) years or until their successors are appointed. Exceptions for reappointment will be made at the discretion of the Executive Committee if special expertise is required.

### **Section 2**

The Christian Life Department may include the Christian Life Committee and the Christian Resources Committee. The Vice President of Christian Life shall be coordinator of the department and serve as chairman of the two (2) committees.

- a. The Christian Life Committee shall:
  1. provide materials to enable women of the church to grow spiritually;
  2. conduct Christian Life workshops annually on a District level, the time and place to be determined by the committee, with the approval of the Board of Directors.
- b. The Christian Resources Committee, shall provide a variety of resources for members to purchase at District functions;

### **Section 3**

The Communication Department may include the Webmaster, news editor *and* Communication Committee. The Vice President of Communication shall serve as coordinator of the department and chairman of the Communication Committee. The Communication Committee, shall produce for use within the organization publicity and promotional materials related to the program and work of the LWML.

### **Section 4**

The Gospel Outreach Department may include the Gospel Outreach Committee and the Mission Grants Committee. The Vice President of Gospel Outreach shall be coordinator of the department and Chairman of the Mission Grants Committee.

- a. The Gospel Outreach Committee, may consist of two (2) or more members, plus a chairman appointed by the President, shall:
  1. be responsible for coordinating production, supplies, staffing, and upkeep of the Puppet Place at the South Dakota State Fair;
  2. have its chairman report to each regular meeting of the Board of Directors and to the convention.
- b. The Mission Grants Committee shall:
  1. include all members of the Executive Committee;
  2. investigate and evaluate all the proposed mission grant proposals and present its recommendations to the South Dakota LCMS Board of Directors for ratification (See Article XIV, Section 2, b.);
  3. submit mission grant proposals to the District Board of Directors for approval, at the January meeting prior to convention.

## **Section 5**

The Special Focus Ministries Department may include the Special Focus Ministries Committee, the Structure committee and the Committee on Young Women. The Vice President of the Special Focus Ministries shall serve as coordinator of the departments and Chairman of the Special Focus Ministries Committee.

- a. The Special Focus Ministries committee shall:
  1. alert members to opportunities and challenges for mission service in the church, community and world;
  2. encourage active participation and provide materials and suggestions for mission service programs.
- b. The Structure Committee, with the Parliamentarian as chairman, shall:
  1. study the bylaws of the District;
  2. submit to the Executive Committee and Board of Directors for approval such amendments as it deems advisable;
  3. send designated number of proposed amendments to the LWML Structure Committee for approval prior to presentation to the Board of Directors for approval;
  4. submit approved proposed amendments to the convention;
  5. receive and examine zone and society bylaws and proposed amendments and approve those not in conflict with the bylaws of the District;
  6. have its chairman report to each regular meeting of the Board of Directors and to the convention.
- c. The Committee on Young Women, may consist of two (2) or more members, plus a chairman appointed by the President, and shall:
  1. encourage young women to join and participate in the LWML;
  2. have its chairman report to each regular meeting of the Board of Directors and to the Convention;
  3. anonymously present YWR applications to the Board of Directors to elect one (1) or more applicants to attend the LWML convention.

## **Section 6**

The Special Gifts Fund Committee shall consist of the chairman, appointed by the President, the Vice President of Gospel Outreach, the Treasurer, and may include additional members, as needed. This committee shall:

- a. promote the Special Gifts Fund;
- b. submit to the Executive Committee proposals for expenditures from this Fund;
- c. develop and implement guidelines and procedures for the Special Gifts Fund Committee to follow;
- d. have its chairman report to each regular meeting of the Board of Directors and to the convention.

## **ARTICLE XIV - MISSION GRANTS**

### **Section 1**

Mission grants proposals may be submitted by LWML members, societies, zones, RSO's (recognized service organizations), and LCMS organizations. Grant proposals shall be submitted to the Vice President of Gospel Outreach by August 31, in the year preceding the District convention.

## **Section 2**

Mission grant selection shall be determined as follows:

- a. The Mission Grants Committee shall investigate and evaluate the proposed mission grants and present its recommendations to the South Dakota LCMS Board of Directors.
- b. After ratification of proposed grants by the South Dakota LCMS Board of Directors, and approved by the District LWML Board of Directors, written information shall be sent to societies within the District.
- c. The grants shall be selected by ballot at the District convention, from the approved list.
- d. In the event that changes in mission grants occur after the recipients have been selected in Convention, the Board of Directors shall be authorized to approve the amended grant or reallocate the funds either in session, by mail, or electronic messaging.
- e. In the event that excess funding is available for mission grants, the Board of Directors shall be authorized to allocate the funds.

## **ARTICLE XV - FINANCES**

### **Section 1**

Mission offerings in societies shall be gathered through Mite Boxes or other means.

- a. All mission offerings shall be remitted to the District Financial Secretary.
- b. The District shall remit twenty-five (25) percent or more of such mission offerings to the LWML for the approved mission grants and administration of LWML.
- c. The District shall retain seventy-five (75) percent or less in its treasury for approved mission grants and administration.

### **Section 2**

- a. The expenses of the Executive Committee, special appointed personnel, Pastoral Counselors, Standing Committee chairmen, and appointed officers for routine District business shall be paid from the treasury.
- b. Expenses for Standing Committee meetings shall be preapproved by the Executive Committee.

### **Section 3**

Zones within the District shall gather offerings for the purpose of administration, travel, and/or Mites.

### **Section 4**

*Lutheran Woman's Quarterly* subscription and District *HiLites* publication expenses shall be paid from the administration funds of the District. Each society is encouraged to remit an annual subscription donation to the District Financial Secretary.

## **ARTICLE XVI - FISCAL YEAR**

The fiscal year of the District shall be from March 16 to March 15 inclusive.

## **ARTICLE XVII - DISSOLUTION**

All monies, materials and files, goods, etc., shall revert to the LWML if the district dissolves.

## **ARTICLE XVIII - PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the proceedings of the District 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 XIX - AMENDMENTS**

### **Section 1**

These Bylaws may be amended by a two-thirds (2/3) vote at the District convention. The proposed amendments shall have been approved by the LWML Structure Committee and the District Board of Directors, and published in the *HiLites* in an issue prior to the District convention or in a mailing to the voting assembly.

### **Section 2**

The bylaws and any subsequent proposed amendments shall be submitted in the required number of copies to the LWML Structure Committee Chairman for approval by the LWML Structure Committee before being presented to the District membership for adoption.

### **Section 3**

By unanimous agreement of the voting delegates, a proposed amendment may be presented to the convention without previous notice. A three-fourths (3/4) vote shall be required for adoption of said amendment.

District became a member of LWML – January 1943  
Adopted May 1943  
Amended June 2010  
Amended June 2012  
Amended June 2016