

LWML IED District Bylaws

June 2020

Rational: Clarify membership to match LWML	
Article III Members Section 1	
Existing bylaws read:	If adopted, will read:
The basic unit of LWML membership shall be local women's organizations within a congregation of the LCMS.	<i>A woman who is a communicant member of an LCMS congregation is eligible for membership as an individual or in a group. Women's organizations within congregations of the LCMS, on campuses, in resident homes, or in other settings shall be eligible for the membership as groups.</i>

Rational: Move to procedural manual- Remove Section 3	
Article III Members Section 3	
Existing bylaws read:	If adopted, will read: will be deleted
<p>Section 3</p> <p>The procedure for a society or organized group to join IED shall be as follows:</p> <p>A. An application form is secured from the Vice President of Communication;</p> <p>B. This application form shall be completed, signed by the pastor, and sent to the President;</p> <p>C. This application is presented to the Board of Directors (hereinafter, referred to as BOD) for approval; D. Certificate of membership is then sent by the Vice President of Communication after receipt of the approved application from the BOD;</p> <p>E. Record forms are sent to the society by the Vice President of Communication; Mite Boxes are sent by the Financial Secretary;</p> <p>F. Recognition of membership may be given at rallies and conventions;</p> <p>G. When two or more societies in a congregation hold membership in IED and wish to join for LWML activities at any level, they shall keep their individual certificates.</p>	<p>Section 3</p> <p>The procedure for a society or organized group to join IED shall be as follows:</p> <p>A. An application form is secured from the Vice President of Communication;</p> <p>B. This application form shall be completed, signed by the pastor, and sent to the President;</p> <p>C. This application is presented to the Board of Directors (hereinafter, referred to as BOD) for approval; D. Certificate of membership is then sent by the Vice President of Communication after receipt of the approved application from the BOD;</p> <p>E. Record forms are sent to the society by the Vice President of Communication; Mite Boxes are sent by the Financial Secretary;</p> <p>F. Recognition of membership may be given at rallies and conventions;</p> <p>G. When two or more societies in a congregation hold membership in IED and wish to join for LWML activities at any level, they shall keep their individual certificates.</p>

Rational: Removed and moved to procedural manual- Remove Section 4	
Article III Members Section 4	
Existing bylaws read:	If adopted, will read: will be deleted
Section 4 A. When a society wishes to withdraw from IED, it shall notify the BOD in writing. Upon notification, its certificate shall be considered null and void. Should the society later wish to rejoin, it shall do so pursuant to Article III, Section 3. B. When a church disbands, the society will be considered withdrawn with or without notice by the affected society.	Section 4 A. When a society wishes to withdraw from IED, it shall notify the BOD in writing. Upon notification, its certificate shall be considered null and void. Should the society later wish to rejoin, it shall do so pursuant to Article III, Section 3. B. When a church disbands, the society will be considered withdrawn with or without notice by the affected society. Article III Section 5 becomes Section 3

Rational: Group will not be formed outside of congregation without IED approval	
Article III Section 5	<i>Article III Section 3</i>
Existing bylaws read:	If adopted, will read:
Women who hold membership in an LCMS congregation may form a society in a setting other than a congregation, (i.e.) campus or resident home.	Women who hold membership in an LCMS congregation may form a group in a setting other than a congregation (<i>e.g., campus or resident home</i>) upon approval of the IED EC. <i>Article III Section 6 will become Section 4</i>

Rational: Move to procedural manual	
Article III Members Section 7	
Existing bylaws read:	If adopted, will read: will be deleted
Section 7 The local women’s society is encouraged to: A. invite the women of the congregation to its meetings; B. make use of materials found in the Lutheran Woman’s Quarterly; C. distribute the Lutheran Woman’s Quarterly and IED newsletter; D. distribute and gather Mite Boxes, stressing importance of their use; E. forward Mite Box offerings to the IED Financial Secretary at least quarterly; F. elect delegates to the IED conventions; G. submit suggestions for IED mission grants;	Section 7 The local women’s society is encouraged to: A. invite the women of the congregation to its meetings; B. make use of materials found in the Lutheran Woman’s Quarterly; C. distribute the Lutheran Woman’s Quarterly and IED newsletter; D. distribute and gather Mite Boxes, stressing importance of their use; E. forward Mite Box offerings to the IED Financial Secretary at least quarterly; F. elect delegates to the IED conventions; G. submit suggestions for IED mission grants;

H. submit names for IED officers after securing consent of same.	H. submit names for IED officers after securing consent of same.
Rational: Move to procedural manual	
Article V District Organization through Zone Section 6	
Existing bylaws read:	If adopted, will read:
Section 6 The procedure for forming a new zone, when warranted by the number of units, is outlined below. A. By mutual consent of all parties concerned, a petition shall be drawn up and sent to the BOD; B. After consideration and approval by the BOD, a new zone may be formed; C. The zone concerned shall proceed to organize, that is, call a meeting, elect officers, write bylaws, and become an official zone of IED; D. For the sake of uniformity, the zone shall conform to LCMS circuit lines as nearly as possible.	Section 6 The procedure for forming a new zone, when warranted by the number of units, is outlined below. A. By mutual consent of all parties concerned, a petition shall be drawn up and sent to the BOD; B. After consideration and approval by the BOD, a new zone may be formed; C. The zone concerned shall proceed to organize, that is, call a meeting, elect officers, write bylaws, and become an official zone of IED; D. For the sake of uniformity, the zone shall conform to LCMS circuit lines as nearly as possible. <i>The procedures for forming a new zone are set forth in the IED Procedures Manual.</i>

Rational: Clarification of which convention this is referencing	
Article VI Conventions and Representation	
Existing bylaws read:	If adopted, will read:
Conventions and Representation	<i>IED Conventions and Representation</i>

Rational: Clarify members of Convention Committee and wording	
Article VI Section 2	
Existing bylaws read:	If adopted, will read
The IED Convention Steering Committee, appointed by the President with the approval of the BOD, shall include Vice President of Communication, the Convention Co-Chairmen, the Newsletter Editor, the Public Relations	<i>The Convention Committee, appointed by the President with the approval of the BOD, shall include the Vice President of Communication, the Convention Co-Chairmen, the Newsletter Editor, the Public Relations Director, the Recording</i>

Director, the Recording Secretary, and others at the discretion of the President. The Convention Committee Shall:	<i>Secretary, the Vice President of Organizational Resources, the Treasurer, the Counselors, present Host Zone President and Next Host Zone President, and others at the discretion of the President.</i>
E. assist with convention- related problems.	E. assist with solving convention-related <i>issues</i> .

Rational: Correct reference and wording	
Article VI Section 3	
Existing bylaws read:	If adopted, will read:
The IED Convention shall be a delegate body organized as outlined below: A. Each unit (as defined by LWML bylaws in Article III, Section 5) shall be entitled to two (2) delegates;	Convention shall be a delegate body organized as outlined below: A. Each unit (as defined by LWML bylaws in Article III Section 3) shall be entitled to two (2) delegates;

Rational: Allow past IED presidents to be a member of voting delegate at convention.	
Article VI Section 3	
	If adopted, will read: Add C.
	<i>C. Past IED Presidents who are current members of IED LWML shall be entitled to vote.</i>
	Move C to D and D to E
	<i>Add F. Proxy votes are prohibited.</i>
Rational: Delete wording	
Article VI section 4	
Existing bylaws read:	If adopted, will read:
Representation from at least fifty-one percent (51%) of the zones within IED shall be necessary to constitute a quorum to transact business at the IED Convention.	Representation from at least fifty-one percent (51%) of the zones within IED shall be necessary to constitute a quorum to transact business at the Convention.

Rational: Clarify how to deal with incapacity of position	
Article VII Section 5	
Existing bylaw reads:	If adopted, will read: Add Section 5
	<i>In the event of incapacity or other situations creating a temporary vacancy of IED offices, vacancies shall be filled by the action of the BOD.</i>

Rational: Correct wording	
Article VIII Section 1 A	
Existing bylaws read:	If adopted, will read:
A. Preside at all meetings of the District Executive Committee (hereinafter referred to as EC) and BOD;	A. Preside at all meetings of the <i>IED</i> Executive Committee (hereinafter referred to as EC) and BOD;

Rational: Move to procedural manual- President duties	
Article VIII Section 1 E	
Existing bylaws read:	If adopted, will read: Deleted
Appoint in the odd-numbered years, with the approval of the BOD, a Public Relations Director for a four (4) year appointment, serving the last two (2) years as Newsletter Editor; assuming duties in January of the next even numbered year;	Appoint in the odd-numbered years, with the approval of the BOD, a Public Relations Director for a four (4) year appointment, serving the last two (2) years as Newsletter Editor; assuming duties in January of the next even numbered year; F moves to E, G moves to F, H moves to G

Rational: Correct wording to comply with LWML bylaw reading	
Article VIII Section 1 E	
Existing bylaws read:	If adopted, will read:
Be a member of the LWML Board of Directors and attend LWML conventions as a delegate. If unable to attend an LWML Board of Directors meeting or convention, any elected IED officer shall be authorized to attend as the district's representative and shall have voice but no vote.	Be a member of the LWML <i>Presidents Assembly</i> and attend LWML conventions as a delegate. If unable to attend an LWML <i>Presidents Assembly</i> meeting or a convention, any elected IED officer shall be authorized to attend as the district's representative shall have voice <i>and vote</i> .

Rational: Correct wording	
Article VIII Section 2 A	
Existing bylaws read:	If adopted, will read:
Submit materials to LWML Christian Resources Editors;	Submit materials to LWML Christian Life <i>Department</i> ;

Rational: Move to procedural manual- VP of Christian Life	
Article VIII Duties of Officers Section 2	
Existing bylaw read:	If adopted, will read:
<p>Section 2</p> <p>C. Encourage District LWML members to submit original program resource materials, receive same, submitting to the IED Pastoral Counselors for approval, and see that the resources are available for IED usage;</p> <p>D. Provide, with the aid of the Christian Life Committee, information to zones and societies in the district newsletter;</p> <p>E. Review and promote LWML resources that are available to zones and societies.</p>	<p>Section 2</p> <p>C. Encourage District LWML members to submit original program resource materials, receive same, submitting to the IED Pastoral Counselors for approval, and see that the resources are available for IED usage;</p> <p>D. Provide, with the aid of the Christian Life Committee, information to zones and societies in the district newsletter;</p> <p>E. Review and promote LWML resources that are available to zones and societies.</p> <p>C. Report to BOD;</p> <p>D. Perform other duties as set forth in the IED Procedures Manual.</p>

Rational: Move to procedural manual- VP of Communications	
Article VIII Duties of Officers Section 3	
Existing bylaws read:	If adopted, will read:
<p>Section 3</p> <p>A. Conduct all the official correspondence of the organization, subject to the approval of the President;</p> <p>B. Send membership application blanks when requested and membership certificates upon approval;</p> <p>C. Maintain a complete list of society record forms and a mailing list for the Lutheran Woman's Quarterly and the IED newsletter;</p> <p>D. Distribute record forms for the society membership file to each society to be returned to:</p> <ol style="list-style-type: none"> 1. District President 2. District Vice President of Communication 3. District Financial Secretary 4. Zone President 	<p>Section 3</p> <p>A. Conduct all the official correspondence of the organization, subject to the approval of the President;</p> <p>B. Send membership application blanks when requested and membership certificates upon approval;</p> <p>C. Maintain a complete list of society record forms and a mailing list for the Lutheran Woman's Quarterly and the IED newsletter;</p> <p>D. Distribute record forms for the society membership file to each society to be returned to:</p> <ol style="list-style-type: none"> 1. District President 2. District Vice President of Communication 3. District Financial Secretary 4. Zone President

<p>E. Coordinate district communication activities, e.g., oversee activities of Newsletter Editor, Public Relations</p>	<p>E. Coordinate district communication activities, e.g., oversee activities of Newsletter Editor, Public Relations <i>A. Coordinator of Communication Department;</i> <i>B. Report to BOD;</i> <i>C. Be a member of the Structure and Convention Committees;</i> <i>D. Perform other duties as set forth in the IED Procedures Manual.</i></p>
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<p>Rational: Added new duties</p>	
<p>Article VIII Duties of Officers Section 4</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read: Add D and E</p>
	<p><i>D. Report to the BOD;</i> <i>E Perform other duties as set forth in the IED Procedures Manual.</i></p>

<p>Rational: Move to procedural manual- VP of Human Care</p>	
<p>Article VIII Duties of Officers Section 5</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read:</p>

<p>Section 5</p> <p>B. Maintain contact with the LWML Vice President of Gospel Outreach (Mission Servants Committee) and furnish the LWML with reports when requested;</p> <p>C. Encourage participation in mission service activities and maintain a list of mission opportunities.</p>	<p>Section 5</p> <p>B. Maintain contact with the LWML Vice President of Gospel Outreach (Mission Servants Committee) and furnish the LWML with reports when requested;</p> <p>C. Encourage participation in mission service activities and maintain a list of mission opportunities.</p> <p><i>B. Report to BOD;</i></p> <p><i>C. Perform other duties as set forth in the IED Procedures Manual.</i></p>
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Rational: Move to procedural manual- VP of Organizational Resources	
Article VIII Duties of Officers	
Section 6	
Existing bylaws read:	If adopted, will read:
<p>Section 6</p> <p>B. Serve as the Structure Committee Chairman and coordinator of Member Development;</p> <p>C. Submit the required number of copies of proposed amendments of the IED bylaws to the LWML Structure Committee for approval prior to adoption;</p> <p>D. Send required number of copies of adopted bylaws to the LWML Structure Committee;</p> <p>E. Make available to all societies copies of current IED bylaws;</p> <p>F. Maintain a file of current Zone bylaws for each zone in IED</p>	<p>Section 6</p> <p>B. Serve as the chairman of the Structure <i>Committee</i> and coordinator of Member Development;</p> <p>C. Submit the required number of copies of proposed amendments of the IED bylaws to the LWML Structure Committee for approval prior to adoption;</p> <p>D. Send required number of copies of adopted bylaws to the LWML Structure Committee;</p> <p>E. Make available to all societies copies of current IED bylaws;</p> <p>F. Maintain a file of current Zone bylaws for each zone in IED</p> <p><i>C. Report to BOD;</i></p> <p><i>D. Be a member of Convention Committee;</i></p> <p><i>E. Perform other duties as set forth in the IED Procedures Manual.</i></p>

Rational: Move to procedural manual- Financial Secretary	
Article VIII Duties of Officers	
Section 7	
Existing bylaws read:	If adopted, will read:

<p>Section 7</p> <p>E. Report donors and honorees for all memorials twice yearly in the IED newsletter;</p> <p>F. Send an acknowledgement to the sender, or the family involved, of all memorial contributions received by the District;</p> <p>G. Distribute Mite Boxes to societies requesting them;</p> <p>H. Have the books reviewed before the District Convention by a competent person(s) approved by the BOD.</p>	<p>Section 7</p> <p>E. Report donors and honorees for all memorials twice yearly in the IED newsletter;</p> <p>F. Send an acknowledgement to the sender, or the family involved, of all memorial contributions received by the District;</p> <p>G. Distribute Mite Boxes to societies requesting them;</p> <p>H. Have the books reviewed before the District Convention by a competent person(s) approved by the BOD.</p> <p><i>C. Report to BOD;</i></p> <p><i>D. Perform other duties as set forth in the IED Procedures Manual.</i></p>
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Rational: Clarify duties of Recording Secretary	
Article VIII Duties of Officers Section 8	
Existing bylaws read:	If adopted, will read:
<p>A. Maintain a record of the proceedings of IED Conventions;</p> <p>B. Maintain the minutes of the BOD and EC meetings and within five weeks, distribute copies of same to the LWML President, all IED Board members, and the IDE LCMS President;</p> <p>C. Maintain a file of all committee reports;</p> <p>D. Record all minutes and maintain them in a permanent file.</p>	<p><i>A. Record the convention proceedings, EC and BOD proceedings;</i></p> <p><i>B. Receive credentials of certified delegates and alternates prior to the IED convention;</i></p> <p><i>C. Report to BOD;</i></p> <p><i>D. Be a member of Convention Committee;</i></p> <p><i>E. Perform other duties as set forth in the IED Procedures Manual.</i></p>

Rational: Add duties to Treasurer	
Article VIII Duties of Officers Section 9	
Existing bylaws read:	If adopted, will read:
	<p>Add F and G</p> <p>F. <i>Be a member of Convention Committee;</i></p> <p><i>G. Perform other duties as set forth in the IED Procedures Manual.</i></p>

Rational: Better timeline for nominations	
Article IX Section 1	
Existing bylaws read:	If adopted, will read:
Each Zone shall select one (1) member in the fall following the IED Convention to serve on the Nomination Committee. The President shall appoint a chairman from this group and shall designate a member of the BOD and a Pastoral Counselor to act in an advisory capacity.	Each Zone shall select one (1) member to <i>serve on the Nomination Committee and give that name to the President by January 1 of odd-numbered years.</i> The President shall, <i>at the first BOD in the odd years,</i> appoint a chairman and a Pastoral Counselor to act in an advisory capacity. <i>A member of the BOD may be appointed to this committee at the discretion of the President.</i>

Rational: correct wording	
Article IX Section 2	
Existing bylaws read:	If adopted, will read:
The slate of candidates for the IED offices shall be sent to the President and shall be published in the IED newsletter three (3) months prior to the IED Convention	<i>The slate of candidates for the IED offices shall be sent to the President by November 1 of odd numbered years. The slate of candidates shall be presented to the BOD at the November BOD meeting for approval. Once approved, the information will go to the IED Newsletter Editor for publication in the Spring edition of the IED Newsletter.</i>

Rational: correct wording	
Article IX Section 3	
Existing bylaws read:	If adopted, will read:
A printed ballot with the slate of candidates listed alphabetically for each office shall be prepared by the Nomination Committee for each eligible voter.	A ballot with the slate of candidates listed alphabetically for each office shall be prepared by the Nomination Committee.

Rational: Clarify BOD and voting BOD	
Article X Section 1	If adopted will read:
Existing bylaws read:	
The BOD shall be the elected officers and Zone Presidents, with Pastoral Counselors serving in an advisory capacity. Each BOD member shall be entitled to one (1) vote. No member of the BOD shall hold more than one (1) voting position. Any elected Zone officer may vote when attending a District Board meeting in place of the Zone President.	<i>The BOD shall be the elected officers, Zone Presidents and appointed committee members. Add Section 2: The voting BOD members shall be elected officers and Zone Presidents and shall be entitled to one (1) vote. Any elected zone officer may vote when attending a District Board meeting in place of the Zone President.</i>
	Move section 2 to 3 and 3 to 4

Rational: Current practice	
Article X Section 2	
Existing bylaws read:	If adopted, will read:
A. Meet at least three (3) times a year, called by the President, to conduct the business of the IED.	A. <i>Meet quarterly</i> , called by the President, to conduct the business of the IED, <i>and may, when necessary, conduct its business by mail, telephone, or electronic messaging.</i>

Rational: Clarify who can be Pastoral Counselor	
Article XII Section 1	
Existing bylaws read:	If adopted, will read:
The Pastoral Counselors shall be two (2) pastors of IDE LCMS, serving in the parish ministry.	The Pastoral Counselors shall be two (2) pastors of IDE LCMS.

Rational: correct wording	
Article XII Section 4	
Existing bylaws read: The names of the candidates for the Pastoral Counselors shall be included on the ballot prepared for each eligible voter	If adopted, will read: The names of the candidates for the Pastoral Counselor shall be included on the ballot.
Rational: In the event only one Pastoral Counselor can attend a meeting	
Article XII Section 6A	
Existing bylaws read:	If adopted, will read:
Attend all BOD meetings, Conventions, and the meetings of the committees to which they have been assigned by the President (At least one (1) Pastoral Counselor shall attend workshops, retreats and the LWML convention);	<i>At least one (1) Pastoral Counselor shall attend BOD meetings, conventions, workshops, retreats, the LWML Convention, and the meetings of the committees to which they have been appointed by the President.</i>

Rational: Account for missing Pastoral Counselor	
Article XII Section 6 B	
	If adopted, will read:
Serve in an advisory capacity on the Structure Committee	Serve in advisory capacity <i>on committees, as appointed by the President.</i>

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Rational: Account for missing Pastoral Counselor	
Article XII Section 6	
Existing bylaws read:	If adopted, will read: Add E
	<i>E. In the event neither Pastor Counselor is able to attend, a Zone Pastoral Counselor and/or a local LCMS pastor may substitute.</i>

Rational: Specify when Appointed positions being	
Article XIII Standing Committees	
Existing bylaws read: Standing Committees	If adopted, will read: <i>Departmental Committees The term of committee appointments shall begin with the Fall BOD meeting. Appointments shall be eligible for reappointment.</i>

Rational: Clarify committee members and who should be notified when holding a meeting or incurring expenses	
Article XIII Section 1 Existing bylaws read:	If adopted, will read:
A. The standing committees shall be Structure, Christian Life, Endowment Fund, Human Care, Member Development, Mission Grants, and Student Aid;	A. <i>The Departmental Committees</i> shall be Structure, Christian Life, Endowment Fund, Human Care, Member Development, Mission Grants, Student Aid and <i>Technology/Communication Committee</i> ;
B. All necessary committees shall be appointed by the President, with the approval of the BOD;	B. All committees shall be appointed by the President, with the approval of the BOD;
C. All standing committees, chairmen, and representatives of the IED shall have the approval of the President and one of the Pastoral Counselors before calling meetings;	C. All <i>Departmental Committees</i> , chairmen, and representatives of the IED shall inform the President and one of the Pastoral Counselors <i>prior to meetings</i> ;
D. All standing committees, chairmen and representatives of IED shall have the approval of the President before incurring expenses charged to IED;	D. All <i>Departmental Committees</i> , chairmen and representatives of IED shall have the approval of the President before incurring expenses charged to IED;

E. Each committee chairman shall keep a file for future reference and transfer it to her successor;	E. Each committee chairman shall keep a file for future reference and transfer it to her successor;
F. New standing committees shall be established by amending the bylaws.	F. New <i>Departmental</i> Committees shall be established by amending the bylaws.

Rational: Move to procedural manual	
Article XIII Standing Committees Section 2	
Existing bylaws read:	If adopted, will read:
<p>The Structure Committee shall consist of the Vice President of Organizational Resources acting as chairman, the Vice President of Communication, and one (1) Zone President appointed for a term of one (1) year by the President, with the approval of the BOD. Both Pastoral Counselors shall serve in an advisory capacity.</p> <p>The Structure Committee shall:</p> <p>A. Maintain a file of all Zones' current bylaws;</p> <p>B. Receive and examine all Zones' proposed bylaw amendments and approve those not in conflict with the object and policies of IED;</p> <p>C. Examine IED bylaws biennially, in the odd-numbered years, and prepare proposed amendments for submission to the membership after approval by the BOD and the LWML Structure Committee;</p> <p>D. Send the requested number of copies of any amendments or revisions of IED bylaws to the LWML Structure Committee, immediately after adoption.</p>	<p>The Structure Committee shall consist of the Vice President of Organizational Resources acting as chairman, the Vice President of Communication, and one (1) Zone President as <i>outlined in then IED Procedures Manual, the two (2) Pastoral Counselors and the President.</i> appointed for a term of one (1) year by the President, with the approval of the BOD. Both Pastoral Counselors shall serve in an advisory capacity.</p> <p>The Structure Committee shall:</p> <p>A. Maintain a file of all Zones' current bylaws;</p> <p>B. Receive and examine all Zones' proposed bylaw amendments and approve those not in conflict with the object and policies of IED;</p> <p>C. Examine IED bylaws biennially, in the odd-numbered years, and prepare proposed amendments for submission to the membership after approval by the BOD and the LWML Structure Committee;</p> <p>D. Send the requested number of copies of any amendments or revisions of IED bylaws to the LWML Structure Committee, immediately after adoption.</p>

Rational: Match actual time when appointment occurs	
Article XIII Standing Committees Section 3	
Existing bylaws read:	If adopted, will read:

<p>The Christian Life Committee shall consist of three (3) members whose three (3) year appointments shall be staggered and one (1) Pastoral Counselor in an advisory capacity. Each member of the committee shall serve as chairman in her third year. A new member shall be appointed each fall by the President, with the approval of the BOD. This appointment shall take effect the following January. The Vice President of Christian Life shall serve as coordinator.</p>	<p>The Christian Life Committee shall consist of three (3) members as outlined in the <i>IED Procedures Manual</i> whose three (3) year appointments shall be staggered and one (1) Pastoral Counselor in an advisory capacity. Each member of the committee shall serve as chairman in her third year. A new member shall be appointed each fall by the President, with the approval of the BOD. This appointment shall take effect the following January. The Vice President of Christian Life shall serve as coordinator.</p>
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<p>Rational: These parts will be moved to Procedures Manual</p>	
<p>Article XIII Standing Committees Section 3</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read: will be deleted</p>
<p>The Christian Life Committee shall: A. Encourage and assist in the training of individuals as kingdom workers through its chief object - mission inspiration, mission education, and mission service; B. Encourage and promote participation in Christian Life activities on the district, zone, and society levels; C. Promote the use of a variety of media; D. Promote the use of skits, retreats, programs, and other written materials created and published by LWML or those approved by the Pastoral Counselors; E. Prepare displays for various district functions.</p>	<p>The Christian Life Committee shall: A. Encourage and assist in the training of individuals as kingdom workers through its chief object — mission inspiration, mission education, and mission service; B. Encourage and promote participation in Christian Life activities on the district, zone, and society levels; C. Promote the use of a variety of media; D. Promote the use of skits, retreats, programs, and other written materials created and published by LWML or those approved by the Pastoral Counselors; E. Prepare displays for various district functions.</p>

<p>Rational: Move to procedural manual</p>	
<p>Article XIII Standing Committees Section 4</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read:</p>

<p>The Endowment Fund Committee shall consist of the Vice President of Gospel Outreach as chairman, the treasurer, two (2) zone presidents, who are members of the Student Aid Committee, and one (1) zone president, who is not a member of the Student Aid Committee, appointed for a term of one (1) year by the President with the approval of the BOD as voting members, plus the President and one Pastoral Counselor as non-voting members. The Endowment Fund Committee shall promote and manage the Iowa East District Lutheran Woman’s Missionary League Endowment Fund through the BOD. (See Article XVII Endowment Fund)</p>	<p>The Endowment Fund Committee shall consist of the Vice President of Gospel Outreach as chairman, the treasurer, <i>three (3) zone presidents as outlined in the IED Procedures Manual</i> who are members of the Student Aid Committee, and one (1) zone president, who is not a member of the Student Aid Committee, appointed for a term of one (1) year by the President with the approval of the BOD as voting members, plus the President and one Pastoral Counselor as non-voting members. The Endowment Fund Committee shall promote and manage the Iowa East District Lutheran Woman’s Missionary League Endowment Fund through the BOD. (See Article XVII Endowment Fund)</p>
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<p>Rational: Move to procedural manual</p>	
<p>Article XIII Standing Committees Section 5</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read:</p>
<p>The Human Care Committee shall consist of the Vice President of Human Care as chairman, two (2) zone presidents appointed for a term of one (1) year by the President and one (1) Pastoral Counselor in an advisory capacity.</p> <p>The Human Care Committee shall:</p> <p>A. Research, suggest and promote Human Care projects for the district, zones and societies;</p> <p>B. Assist in preparation of a Human Care display for the IED Convention.</p>	<p>The Human Care Committee shall consist of the Vice President of Human Care as chairman, two (2) zone presidents <i>as outlined in the IED Procedures Manual</i> appointed for a term of one (1) year by the President and one (1) Pastoral Counselor in an advisory capacity</p> <p>The Human Care Committee shall:</p> <p>A. Research, suggest and promote Human Care projects for the district, zones and societies;</p> <p>B. Assist in preparation of a Human Care display for the IED Convention.</p>

Rational: Move to procedural manual	
Article XIII Standing Committees Section 6	
Existing bylaws read:	If adopted, will read:
<p>The Member Development Committee shall consist of three (3) members whose three (3) year appointments shall be staggered and one (1) Pastoral Counselor in an advisory capacity. Each member of the committee shall serve as chairman in her third year. A new member shall be appointed each fall by the President with the approval of the BOD. Appointments shall take effect the following January. The Vice President of Organizational Resources shall serve as coordinator.</p> <p>The Member Development Committee shall:</p> <ul style="list-style-type: none"> A. Develop and distribute member development information to societies, encouraging them in the continued use of programs to improve society functioning and enhance leader development; B. Assist the Young Women Representatives at the IED Conventions and the LWML Conventions; C. Conduct seminars and training sessions at the society, zone and district levels as requested. 	<p>The Member Development Committee shall consist of three (3) members <i>as outlined in the IED Procedures Manual</i> whose three (3) year appointments shall be staggered and one (1) Pastoral Counselor in an advisory capacity. Each member of the committee shall serve as chairman in her third year. A new member shall be appointed each fall by the President with the approval of the BOD. Appointments shall take effect the following January. The Vice President of Organizational Resources shall serve as coordinator.</p> <p>The Member Development Committee shall:</p> <ul style="list-style-type: none"> A. Develop and distribute member development information to societies, encouraging them in the continued use of programs to improve society functioning and enhance leader development; B. Assist the Young Women Representatives at the IED Conventions and the LWML Conventions; C. Conduct seminars and training sessions at the society, zone and district levels as requested.

Rational: Move to procedural manual	
Article XIII Standing Committees Section 7	
Existing bylaws read:	If adopted, will read:
<p>The Mission Grants Committee shall consist of the Vice President of Gospel Outreach as Chairman, and two (2) Zone Presidents appointed for a term of one (1) year by the President, with the approval of the BOD and one (1) Pastoral Counselor serving in an advisory capacity.</p> <p>The Mission Grants Committee shall:</p> <ul style="list-style-type: none"> A. Establish guidelines for mission grant proposals to the BOD for approval (see Article XVI, Section 2, A.); 	<p>The Mission Grants Committee shall consist of the Vice President of Gospel Outreach as Chairman, and two (2) Zone Presidents <i>as outlined in the IED Procedures Manual</i> appointed for a term of one (1) year by the President, with the approval of the BOD and one (1) Pastoral Counselor serving in an advisory capacity.</p> <p>The Mission Grants Committee shall:</p>

<p>B. Review and recommend grant proposals to the BOD for approval (see Article XVI for procedure);</p> <p>C. Prepare mission grant ballots for the IED Convention.</p>	<p>A. Establish guidelines for mission grant proposals to the BOD for approval (see Article XVI, Section 2, A.);</p> <p>B. Review and recommend grant proposals to the BOD for approval (see Article XVI for procedure);</p> <p>C. Prepare mission grant ballots for the IED Convention.</p>
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Rational: Move to procedural manual	
Article XIII Standing Committees Section 8	
Existing bylaws read:	If adopted, will read:
<p>The Student Aid Committee shall consist of the Vice President of Gospel Outreach as chairman, two (2) Zone Presidents appointed for a term of one (1) year by the President, with the approval of the BOD, and one (1) Pastoral Counselor in an advisory capacity.</p> <p>The Student Aid Committee shall:</p> <p>A. Establish guidelines for Student Aid requests with the approval of the BOD;</p> <p>B. Receive, review and recommend requests for tuition assistance;</p> <p>C. Oversee the disbursement of scholarship funds and correspond with recipients</p>	<p>The Student Aid Committee shall consist of the Vice President of Gospel Outreach as chairman, two (2) Zone Presidents <i>as outlined in the IED Procedures Manual</i> appointed for a term of one (1) year by the President, with the approval of the BOD, and one (1) Pastoral Counselor in an advisory capacity.</p> <p>The Student Aid Committee shall:</p> <p>A. Establish guidelines for Student Aid requests with the approval of the BOD;</p> <p>B. Receive, review and recommend requests for tuition assistance;</p> <p>C. Oversee the disbursement of scholarship funds and correspond with recipients</p>

Rational: Match actual time appointment occurs-add to opening	
Article XIV Appointed Personnel	
Existing bylaws read:	If adopted, will read: added

	<i>The term of all appointments shall begin with the Fall BOD Meeting. Appointees shall be eligible for reappointment. Appointed personnel shall be appointed by the President with approval of the BOD.</i>
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Rational: Add new appointed personnel	
Article XIV Appointed Personnel Section 1	
Existing bylaws read:	If adopted, will read:
The appointed personnel shall be the Archivist-Historian, Convention Parliamentarian, Parliamentarian, Public Relations Director, Newsletter Editor, Speakers Bureau Coordinator, Short-Term Mission Coordinator, Heart-to-Heart Coordinator, Retreat Chairman or Co-chairmen, Webmaster and Meeting Manager.	The appointed personnel shall be the <i>members of the Communication Department as outlined in the IED Procedures Manual, (Archivist-Historian, Public Relations Director, Newsletter Editor, Webmaster), Convention Parliamentarian, Parliamentarian, Speakers Bureau Coordinator, Short-Term Mission Coordinator, Heart-to-Heart Coordinator, Retreat Chairman or Co-Chairman, Meeting Manager and District Registrar.</i>

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 2	
Existing bylaws read:	If adopted, will read: will be deleted

<p>The Archivist-Historian shall be appointed by the President, with the approval of the BOD, for a term of two (2) years and may be reappointed. She shall:</p> <ul style="list-style-type: none"> A. Keep a record of all pertinent items and happenings of IED; B. Submit a biennial report to the IDE LCMS Archives, IED President, and LWML Archives; C. Attend BOD meetings serving in an advisory capacity. 	<p>The Archivist-Historian shall be appointed by the President, with the approval of the BOD, for a term of two (2) years and may be reappointed. She shall:</p> <ul style="list-style-type: none"> A. Keep a record of all pertinent items and happenings of IED; B. Submit a biennial report to the IDE LCMS Archives, IED President, and LWML Archives; C. Attend BOD meetings serving in an advisory capacity. <p>Section 3 moves to 2, 4 moves to 3, 5 moves to 4, 6 moves to 5, 7 moves to 6, 8 moves to 7, 10 moves to 8</p>
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<p>Rational: Clarifying duties and remove those moving to Procedural Manual</p>	
<p>Article XIV Appointed Personnel Section 3</p>	
<p>Existing bylaws read:</p>	<p>If adopted, will read:</p>
<ul style="list-style-type: none"> A. A parliamentarian shall be appointed by the President, with the approval of the BOD, for a term of two (2) years and may be reappointed. She shall attend all meetings of the BOD and EC serving in an advisory capacity; B. A Convention parliamentarian shall be appointed by the President, with the approval of the BOD. Members of the BOD are not eligible for this appointment. 	<p><i>A parliamentarian shall be appointed for a term of two (2) years and may be reappointed. She shall:</i></p> <ul style="list-style-type: none"> <i>A. Attend all meetings of the BOD and EC serve in an advisory capacity;</i> <i>B. Serve as Convention parliamentarian</i> <i>C. Not be a member of the BOD.</i>

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 4	
Existing bylaws read:	If adopted, will read: will be deleted
<p>The Public Relations Director shall be appointed by the President, with the approval of the BOD, in the odd numbered years, for a term of two (2) years, and serving two (2) additional years as newsletter editor. She shall assume her duties in January of the following year.</p> <p>A. The Public Relations Director shall:</p> <ol style="list-style-type: none"> 1. Attend BOD meetings in an advisory capacity; 2. Assist the Editor in preparing the IED newsletter material, when requested; 3. Send occasional articles concerning LWML, i.e., conventions, rallies, etc., to the IDE LCMS Newsletter and appropriate LCMS and secular publications; 4. Prepare LWML displays in IED as needed; 5. Publicize LWML news within IED; 6. Arrange radio/television interviews and coverage; 7. Serve as web page coordinator and Facebook coordinator; 8. Serve as a link between society, zone and national public relations committees. <p>B. The Newsletter Editor shall:</p> <ol style="list-style-type: none"> 1. Attend all BOD meetings and IED functions as a reporter; 2. Prepare copy for each issue [four (4) per year] of the IED newsletter; 3. Send a proof copy of each issue of the IED newsletter to the President, Financial Secretary and Pastoral Counselors for correction and/or approval before publishing. <p>B The Newsletter Editor shall:</p> <ol style="list-style-type: none"> 1. Attend all BOD meetings and IED functions as a reporter; 2. Prepare copy for each issue [four (4) per year] of the IED newsletter; 3. Send a proof copy of each issue of the IED newsletter to the President, Financial Secretary and Pastoral Counselors for correction and/or approval before publishing. 	<p>The Public Relations Director shall be appointed by the President, with the approval of the BOD, in the odd numbered years, for a term of two (2) years, and serving two (2) additional years as newsletter editor. She shall assume her duties in January of the following year.</p> <p>A. The Public Relations Director shall:</p> <ol style="list-style-type: none"> 1. Attend BOD meetings in an advisory capacity; 2. Assist the Editor in preparing the IED newsletter material, when requested; 3. Send occasional articles concerning LWML, i.e., conventions, rallies, etc., to the IDE LCMS Newsletter and appropriate LCMS and secular publications; 4. Prepare LWML displays in IED as needed; 5. Publicize LWML news within IED; 6. Arrange radio/television interviews and coverage; 7. Serve as web page coordinator and Facebook coordinator; 8. Serve as a link between society, zone and national public relations committees. <p>B. The Newsletter Editor shall:</p> <ol style="list-style-type: none"> 1. Attend all BOD meetings and IED functions as a reporter; 2. Prepare copy for each issue [four (4) per year] of the IED newsletter; 3. Send a proof copy of each issue of the IED newsletter to the President, Financial Secretary and Pastoral Counselors for correction and/or approval before publishing. <p>2. Serve as web page and Facebook coordinator;</p> <ol style="list-style-type: none"> 3. Serve as a link between group, zone and national public relations committees; 4. Be a member of Convention Committee; 5. Perform other duties as set forth in the IED Procedures Manual. <p>B. The Newsletter Editor shall:</p> <ol style="list-style-type: none"> 1. Attend all BOD meetings and IED functions as a reporter;

	<p>2. Prepare copy for each issue [four (4) per year] of the IED newsletter;</p> <p>3. Send a proof copy of each issue of the IED newsletter to the President, Financial Secretary and Pastoral Counselors for correction and/or approval before publishing.</p>
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Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 5	
Existing bylaws read:	If adopted, will read:
<p>The Speakers Bureau Coordinator shall be a Zone President appointed by the President with the approval of the BOD, for a term of one (1) year and may be reappointed. She shall:</p> <p>She Shall:</p> <p>A. Promote mission education;</p> <p>B. Submit proposed speakers to one of the Pastoral Counselors for approval;</p> <p>C. Maintain an approved list of speakers available for rally/workshop presentations.</p>	<p>The Speakers Bureau Coordinator shall be a Zone President appointed by the President with the approval of the BOD, for a term of one (1) year and may be reappointed. <i>She shall maintain an approved list of speakers available for rally/workshop presentations</i></p> <p>She Shall:</p> <p>A. Promote mission education;</p> <p>B. Submit proposed speakers to one of the Pastoral Counselors for approval;</p> <p>C. Maintain an approved list of speakers available for rally/workshop presentations.</p>

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 6	
Existing bylaws read:	If adopted, will read:
<p>The Short-Term Mission Coordinator shall be appointed by the President with approval of the BOD for a term of two (2) years and may be reappointed. She shall plan and coordinate IED mission trips.</p>	<p>The Short-Term Mission Coordinator shall be appointed by the President with approval of the BOD for a term of two (2) years. <i>She shall provide mission trip information and encourage member participation.</i></p>

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 7	
Existing bylaw read: The Heart-to-Heart Coordinator shall be appointed by the President with approval of the BOD for a term of two (2) years and may be reappointed. She shall encourage the faith walk of women of diverse ethnic backgrounds to become involved in LWML.	If adopted, will read: The Heart-to-Heart Coordinator shall be appointed by the President with approval of the BOD for a term of two (2) years and may be reappointed. She shall encourage the faith walk of women of diverse ethnic backgrounds to become involved in LWML.

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 8	
Existing bylaws read: The Retreat Chairman or co-chairmen shall be appointed by the President, with the approval of the BOD, for a term of one (1) year. This appointment shall be rotated zone to zone alphabetically. She shall serve as a resource person for planning and conducting retreats at the District or Zone level.	If adopted, will read: The Retreat Chairman or co-chairmen shall be appointed by the President, with the approval of the BOD, for a term of one (1) year. This appointment shall be rotated zone to zone alphabetically. She/they shall serve as a resource person for planning and conducting retreats at the District or Zone level.

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 9	If adopted will read:
Existing bylaws read: The Webmaster shall be appointed by the President, with the approval of the BOD, in even-numbered years for a term of two (2) years and may be reappointed. She shall: A. Serve under the Public Relations Director; B. Maintain the web page.	The Webmaster shall be appointed by the President, with the approval of the BOD, in even-numbered years for a term of two (2) years and may be reappointed. She shall: A. Serve under the VP of Communication; B. Maintain the web page.

Rational: Move to procedural manual	
Article XIV Appointed Personnel Section 10	
Existing bylaws read:	If adopted, will read:
<p>The Meeting Manager shall be appointed by the newly elected President, with the approval of the BOD, for a term of two (2) years and be reappointed. She shall:</p> <p>A. Prepare and send notice for meetings;</p> <p>B. Make arrangements to have meeting room set up;</p> <p>C. Perform any other duties assigned by President.</p>	<p>The Meeting Manager shall be appointed by the newly elected President, with the approval of the BOD, for a term of two (2) years and be reappointed. She shall:</p> <p>A. Prepare and send notice for meetings;</p> <p>B. Make arrangements to have meeting room set up;</p> <p>C. Perform any other duties assigned by President.</p> <p><i>She shall develop and administer meeting service support for all IED events as directed by the President, as set forth in the IED Procedures Manual.</i></p>

Rational: Add new appointed personnel	
Article XIV Appointed Personnel Section 11	
Existing bylaws read:	If adopted, will read:
	<p><i>The District Registrar shall be appointed for a term of two (2) years, she shall:</i></p>

	<ul style="list-style-type: none"> A. <i>Maintain the IED official records;</i> B. <i>Facilitate formation of new groups;</i> C. <i>Report to the BOD</i> D. <i>Perform other duties as set forth in the IED Procedures Manual.</i>
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Rational: Reword	
Article XV Section 1	
Existing bylaws read:	If adopted would read:
The local society shall, whenever possible, use the resources published by the LWM.	The local group is encouraged to use the resources published by the LWML.

Rational: Move to procedural manual	
Article XV Official Publications Section 3	
Existing bylaws read:	If adopted, will read: will be deleted
Subscriptions and changes for the Lutheran Woman's Quarterly and the IED newsletter should be sent to the Vice President of Communication.	Subscriptions and changes for the Lutheran Woman's Quarterly and the IED newsletter should be sent to the Vice President of Communication.

Rational: name change	
Article XVI	
Existing bylaws read:	If adopted, will read:
Mission Grant Procedure	Mission Grants

Rational: Move to procedural manual	
Article XVI Mission Grants Section 2	
Existing bylaws read:	If adopted, will read: will be deleted
<p>A. Grant proposals shall be sent to the Vice President of Gospel Outreach, following the Mission Grants Committee guidelines;</p> <p>B. The Mission Grants Committee Chairman shall send a copy of each grant proposal to the President, the two (2) members of the Mission Grants Committee, and the two (2) Pastoral Counselors at least two (2) weeks before the committee meets;</p> <p>C. Qualified grant proposals (See Article XVI Section F below) accepted by the committee are sent to the IDE LCMS President for his signature;</p> <p>D. The qualified grant proposals shall then be presented to the BOD for discussion and approval;</p> <p>E. The grant proposals accepted by the BOD, with the approval of the IDE LCMS Office, shall be published prior to the IED Convention in the IED newsletter and also in the IDE LCMS publication;</p> <p>F. The approved grant proposals shall then be presented to the IED Convention;</p> <p>G. Individuals or organizations receiving funds allocated at an IED Biennial Convention may not appear on the ballot at an ensuing convention for identical proposals. This restriction shall not apply to ongoing Student Aid grants.</p>	<p>A. Grant proposals shall be sent to the Vice President of Gospel Outreach, following the Mission Grants Committee guidelines;</p> <p>B. The Mission Grants Committee Chairman shall send a copy of each grant proposal to the President, the two (2) members of the Mission Grants Committee, and the two (2) Pastoral Counselors at least two (2) weeks before the committee meets;</p> <p>C. Qualified grant proposals (See Article XVI Section F below) accepted by the committee are sent to the IDE LCMS President for his signature;</p> <p>D. The qualified grant proposals shall then be presented to the BOD for discussion and approval;</p> <p>E. The grant proposals accepted by the BOD, with the approval of the IDE LCMS Office, shall be published prior to the IED Convention in the IED newsletter and also in the IDE LCMS publication;</p> <p>F. The approved grant proposals shall then be presented to the IED Convention;</p> <p>G. Individuals or organizations receiving funds allocated at an IED Biennial Convention may not appear on the ballot at an ensuing convention for identical proposals. This restriction shall not apply to ongoing Student Aid grants.</p>

Rational: Move to procedural manual	
Article XVI Mission Grants Section 3	
Existing bylaws read:	If adopted, will read: will be deleted

The delegates in convention shall select mission grants from the mission grant ballot.	The delegates in convention shall select mission grants from the mission grant ballot.
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Rational: Fix name	
Article XVII Section 1	
Existing bylaws read:	If adopted, will read:
The IED shall have an endowment fund called "Lutheran Women's Missionary League Iowa East District Endowment Fund" (hereinafter referred to as Fund).	The IED shall have an endowment fund called "Lutheran Women's Missionary League Iowa East District <i>Student Aid</i> Endowment Fund" (hereinafter referred to as Fund).

Rational: Move to procedural manual	
Article XVII Endowment Fund Section 10	
Existing bylaws read:	If adopted, will read: will be deleted
<p>The Fund Committee shall:</p> <p>A. Meet quarterly as needed, or at least once a year;</p> <p>B. Receive, account for, and invest gifts, bequests, and contributions from individuals, firms, or corporations, in money, securities, or in other forms of property in accordance with the "Prudent Man Rule;"</p> <p>C. Rely on the advice of the LCMS Foundation's Gift Planning Counselor and his/her staff as to the acceptability of gifts;</p> <p>D. Ensure receipts are sent to donors as soon as possible using IRS approved wording</p>	<p>The Fund Committee shall:</p> <p>A. Meet quarterly as needed, or at least once a year;</p> <p>B. Receive, account for, and invest gifts, bequests, and contributions from individuals, firms, or corporations, in money, securities, or in other forms of property in accordance with the "Prudent Man Rule;"</p> <p>C. Rely on the advice of the LCMS Foundation's Gift Planning Counselor and his/her staff as to the acceptability of gifts;</p> <p>D. Ensure receipts are sent to donors as soon as possible using IRS approved wording</p>

Rational: not IED responsibility	
Article XVIII Section 1 A	
Existing bylaws read:	If adopted, will read:
Mites gathered through the Mites Box and other voluntary offerings shall be remitted to the Financial Secretary. Zones are encouraged to contribute surplus funds to IED. IED shall furnish Mite Boxes without charge;	Mites gathered through the Mite Box and other voluntary offerings shall be remitted to the Financial Secretary. Zones are encouraged to contribute surplus funds to IED.

Rational: Procedure	
Article XVIII Section 1 B	
Existing bylaws read:	If adopted, will read:
The societies shall forward offerings at least quarterly to the Financial Secretary. The remittances shall be accompanied by vouchers supplied by the Financial Secretary to each Society Treasurer;	The societies shall forward offerings at least quarterly to the Financial Secretary. The remittances shall be accompanied by vouchers supplied by the Financial Secretary to each Society Treasurer;

Rational: Procedure	
Article XVIII Section 1 F	
Existing bylaws read:	If adopted, will read: will be deleted
Surplus funds from Fall Retreat will be placed in IED Mites.	Surplus funds from Fall Retreat will be placed in IED Mites.

Rational: Clarify the who this includes	
Article XVIII Section 2 C	
Existing bylaws read:	If adopted, will read:
IED shall allow each member of the BOD, appointed personnel, the Convention chairman and co-chairmen IED convention registration fees. Lodging and mileage will be paid upon request;	IED shall allow each member of the IED BOD a convention registration fee.

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Rational: change covering expenses wording	
Article XVIII Section 2 I	
Existing bylaws read:	If adopted, will read:
Any extra or unauthorized expenses in excess of fifty dollars (\$50.00) must be approved by the BOD. In a time-limited situation, action may be taken by the EC.	<i>Expenses of meetings of the BOD and other routine administration expenses incurred in the management of the IED shall be paid from the IED treasury.</i>