



LWML IED Convention Committee  
Recommendations to LWML IED BOD  
August 2021

The following recommendations are coming from the LWML IED Convention Committee for BOD approval.

- Convention Planning Guide changes to reflect the actual practice that has been following for convention expenses – *Refer to the Proposed Planning Guide Convention Expenses*
- Logo



- Objectives
  - That women may grow in their faith, anchored in the promise of salvation.
  - That through the Holy Spirit, we would be inspired to set sail for new mission opportunities.
  - That women would feel anchored to the mission of LWML.
- Servant Events
  - Card making center – give to the churches that would use the cards in their outreach; cut fronts off of used cards and make own
  - Fleece blankets for Valley Lutheran School graduates and children in foster care
  - Making crosses and attaching a Bible verse or note for Cedar Falls/Waterloo nursing home residents
- Song Leader – Kolleen Hosford, organist/pianist at Grace Lutheran in Waterloo
- Exhibitor Invitation List – *Refer to Proposed Exhibitors*
- Registration Deadline (exhibitor and attendee) – May 1, 2022
- Convention Menu
  - Friday Lunch
    - Club Sandwich (all-natural turkey, carved ham, smoked bacon, cheddar, swiss, lettuce, tomato, and mayo on 9-grain bread), kettle chips, iced tea
    - Coffee
    - Supersized cookie or rockslide brownie

- Friday Banquet

**Choice of** Chicken Caprese (grilled chicken breast topped with tomatoes, fresh mozzarella, basil pesto, balsamic reduction) **or** Pot Roast, asparagus, herb roasted baby potatoes, salad, dinner roll, iced tea and coffee

Anniversary Celebration Cake

- Saturday Breakfast

Nordic Buffet: assorted danish and muffins, seasonal sliced fresh fruit, scrambled eggs, smoked bacon, sausage, french toast with berries and powdered sugar, maple syrup, fruit compote, whipped cream, whipped butter, breakfast potatoes, orange juice, coffee

- Saturday Lunch

Herb roasted chicken with wild rice, chimichurri, roasted cherry tomatoes and buttered carrots, iced tea  
Coffee

Supersized Cookie or Rockslide Brownie

- Convention Registration Fee – *Will be determined prior to Newsletter Publication Deadline*
- Exhibitor Registration Fee
  - \$15/table. Table fee will be waived if register for convention sessions or banquet.
- Convention Registration Form – *Refer to the Registration Form*
- Exhibitor Registration Form – *Refer to the Exhibitor Form*

### 3. CONVENTION EXPENSES

This section identifies which convention expenses are paid directly by the LWML IED, paid by the Host Zone and reimbursed from the registration fees, or items that the Host Zone may desire to due in order to enhance the convention but will not be reimbursed for their expenses.

#### 3.1 LWML IED Covered Expenses

The LMWL IED is responsible for the following convention expenses:

1. BOD's mileage expenses, upon request per LWML IED bylaws.
2. BOD convention registration.
3. Exhibit table fees for BOD committees that are having a display table.
4. Travel, room, registration, and honorarium for guest speaker.
5. Travel, room and registration for LWML representative.
6. Travel, room and registration for Gifts of Love.
7. Registration for other invited presenters.
8. Room used for BOD meeting prior to convention.

#### 3.2 Host Zone Expenses Reimbursed Through Registration Fees

The host zone is responsible for the following convention expenses, which are reimbursed from convention registration. ~~Note: this list is not all inclusive.~~

1. Venue cost e.g. meal package and room(s) rental
2. Meals as a result of registration. Usually, meeting room(s) rental is based on the number of meals purchased.
3. Convention bags or folders
4. Name tags
- ~~5. Printed forms (not in the newsletter)~~
- ~~6.5. Convention manuals – content provided by LWML IED and assembled and printed by Host Zone~~
- ~~7. Promotions not included in the newsletter or web site convention~~
- ~~8. Servant event expenses~~
- ~~9. Backdrop, if used~~
- ~~10. Table decorations and favors~~
- ~~11.6. Convention banner (with a cap set by the LWML IED Convention Committee)~~
- ~~12.7. Directional Signs~~
- ~~13.8. Evaluation form (consider including in the convention manual, put on website, or send via email)~~
- ~~14.9. Equipment rental, piano, projectors, screens, extra sound equipment, microphones, etc.~~
- ~~15.10. Audio visual (A/V) personnel registration, hotel, and transportation~~
- ~~16.11. Special song leader registration, hotel, and transportation~~
- ~~17.12. Music copyright fees (e.g. CCLI license)~~
- ~~18. Other expenses incurred by Host Zone Convention Committees preparing for the convention~~

### **3.3 Host Zone Non-Reimbursed Expenses**

The host zone is responsible for the following convention expenses, which are not reimbursed from convention registration.

1. Servant events
2. Backdrop
3. Table decorations, centerpieces
4. Favors

**Proposed Exhibitors**

<b>ORGANIZATION NAME</b>	<b>CONTACT PERSON</b>	<b>RSO, LWML, LCMS</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>ST</b>	<b>ZIP</b>
<b>Apple of His Eye Mission</b>	Steve M. Cohen	RSO	PO Box 1649	Brentwood	TN	37024
<b>Bethesda Lutheran Communities</b>		RSO	600 Hoffman Dr.	Watertown	WI	53094
<b>Camp Io-Dis-E-Ca</b>	Daniel Sanchez	LCMS	3271 Sandy Beach Rd NE	Solon	IA	52333
<b>College Hill Lutheran Church</b>	Rev. John Wegener	LCMS	2322 Olive St.	Cedar Falls	IA	50613
<b>Concordia Deaconess Conference</b>	Deaconess Sarah Longmire	RSO	6821 Main St.	Union	IL	60180
<b>Concordia Publishing House</b>	Debbie Bochenek	LCMS	3558 S Jefferson	St. Louis	MO	63118
<b>Concordia Seminary, Ft. Wayne</b>	Rev. Dr. Lawrence R. Rast Jr	LCMS	6600 N. Clinton Street	Fort Wayne	IN	46825
<b>Concordia Seminary, Ft. Wayne Food and Clothing Co-Op</b>	Katherine Rittner	LCMS	6600 N. Clinton Street	Fort Wayne	IN	46825
<b>Concordia Seminary, St. Louis</b>	Dr. Thomas J. Egger	LCMS	801 Seminary Pl	St. Louis	MO	63105
<b>Concordia University System</b>	Dr. Alan Borcharding	LCMS	1333 S. Kirkwood	St. Louis	MO	63122
<b>Dakota Boys and Girls Ranch</b>	Joy Ryan	RSO	P.O. Box 5007	Minot	ND	58702
<b>Deaconess Ministry, Office of National Mission</b>	Rev. Robert Zagore	LCMS	1333 S. Kirkwood	St. Louis	MO	63122
<b>Higher Things</b>	Ms. Erica Jacoby	RSO	P.O. Box 155	Holt	MO	64048
<b>International Student Ministry, Inc.</b>	Rev. Paul Hoemann	RSO	PO Box 22	Stevens Point	WI	54481
<b>Iowa District East Assistant to the President – Schools</b>	Jan Doellinger	LCMS	1100 Blairs Ferry Rd	Marion	IA	52302
<b>Iowa Hospital Chaplain at U of I</b>	Rev. Michael Musick	LCMS	200 Hawkins Dr.	Iowa City	IA	52242
<b>KFUO Radio</b>	Gary Duncan	LCMS	1333 S. Kirkwood	St. Louis	MO	63105
<b>LCMS Disaster Response</b>	Rev. Dr. Ross Johnson	LCMS	PO Box 66861	St. Louis	MO	63166
<b>LCMS Rural &amp; Small Town Mission</b>	Rev. Todd Kollbaum	LCMS	1333 S. Kirkwood	St. Louis	MO	63122
<b>Lutheran Bible Translators, Inc.</b>	Dr. Michael Rodewald	RSO	PO Box 789	Concordia	MO	64020
<b>Lutheran Braille Workers, Inc.</b>	Mr. Jay Zemke	RSO	PO Box 5000	Yucaipa	CA	92399
<b>Lutheran Church Charities</b>	Mr. Timothy Hetzner	RSO	3020 Milwaukee Ave	Northbrook	IL	60062
<b>Lutheran Church Extension Fund</b>	Carole White	LCMS	409 Kenyon Rd, Ste B	Fort Dodge	IA	50501
<b>Lutheran Deaf Mission Society</b>	Rev. Ron Friedrich	RSO	PO Box 434038	St. Louis	MO	63143
<b>Lutheran East Side Mission</b>	Rev. Bradley Ferch	LCMS	805 Tremont Avenue	Davenport	IA	52803
<b>Lutheran Family Service of Iowa</b>	Rev. Max Phillips	RSO	409 Kenyon Rd, Suite C	Fort Dodge	IA	50501
<b>Lutheran Friends of the Deaf, Inc.</b>	Dr. Asiah Mason	RSO	40 Frost Mill Road	Mill Neck	NY	11765
<b>Lutheran Heritage Foundation</b>	Rev. Matthew Heise	RSO	51474 Romeo Plank Rd	Macomb	MI	48042
<b>Lutheran Home for the Aged Association - East</b>	Diane Gloede	RSO	1415 2nd Ave	Vinton	IA	52349
<b>Lutheran Hour Ministries-LLL</b>	Dionne Lovstad-Jones	LCMS	600 Mason Ridge Center	St. Louis	MO	63141
<b>Lutheran Indian Ministries</b>	Kathleen Walrath	LCMS	15350 W. Capitol Drive	Brookfield	WI	53005
<b>Lutherans for Life</b>	Rev. Michael Salemink	RSO	1101 5th St	Nevada	IA	50201
<b>Lutherans in Jewish Evangelism</b>	Rev. Kevin Parviz	RSO	6327 Clayton Ave.	St. Louis	MO	63139
<b>LWML Gifts of Love</b>	Carol von Soosten	LWML	801 Seminary Place, Suite L010	St. Louis	MO	63105
<b>LWML IED Archivist/Historian</b>		LWML				
<b>LWML IED Financial Secretary/Treasurer</b>		LWML				
<b>LWML IED Gospel Outreach</b>		LWML				
<b>LWML IED President</b>		LWML				
<b>LWML IED Public Relations</b>		LWML				
<b>LWML IED Store</b>	Christian Life Comm	LWML				

ORGANIZATION NAME	CONTACT PERSON	RSO, LWML, LCMS	ADDRESS	CITY	ST	ZIP
Mission Central – LCMS World Mission	Gary Thies	LCMS	40718 Highway E16	Mapleton	IA	51034
Orphan Grain Train Central Iowa Branch	Richard Hartwig	RSO	PO Box 120	Clemons	IA	50051
Phil's Friends	Phil Zielke	RSO	1350 Lake St., Suite I	Roselle	IL	60172
POBLO International	Rev. Khurram Kahn	LCMS	35555 Garfield Rd, Suite 7	Clinton Township	MI	48035
St. Paul's Lutheran Chapel	Rev. Max Mons	LCMS	404 E Jefferon St.	Iowa City	IA	52245
Valley Lutheran School	Anne Meyer-Schmitz	LCMS	4520 Rownd St.	Cedar Falls	IA	50613
Voice of Care	Mr. Melvin Faulkner	RSO	PO Box 771	Lombard	IL	60148
Witness & Outreach Ministry	Rev. Dr. Mark Wood	LCMS	1333 S. Kirkwood	St. Louis	MO	63122

7  
22  
19  
48

LWML  
LCMS  
RSO  
Total

*no table fee for LWML*



**Lutheran Women’s Missionary League  
Iowa East District Convention  
80<sup>th</sup> Anniversary Celebration**

**Hilton Garden Inn, 7213 Nordic Drive, Cedar Falls, IA  
June 10-11, 2022**

# Registration Form

*Complete one form for EACH person attending and make a copy for your reference.*

NAME: \_\_\_\_\_ (Print Clearly)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (    ) \_\_\_\_\_ E-MAIL: \_\_\_\_\_

NAME OF CHURCH: \_\_\_\_\_ LWML ZONE: \_\_\_\_\_

**ATTENDANCE:** (Please check one)

- Delegate (must register as full-time)
- Alternate
- LWML IED Member
- Young Women’s Representative
- Past LWML IED District President
- Guest
- Pastor

**SPECIAL NEEDS FOR MEALS:**

- Gluten Free     Lactose Free     Vegetarian

Registration forms and fees are due **May 1, 2022** and are not refundable. Meals cannot be guaranteed for registrations received after May 22, 2022.

**If you have any symptoms of or exposure to COVID-19 within 14 days before the celebration, please do not attend and your registration will be fully refunded.**

**FRIDAY MORNING SERVANT EVENT** \_\_\_\_\_ I will be attending

**FRIDAY BANQUET** (Please check one) \_\_\_\_\_ Chicken Caprese    \_\_\_\_\_ Pot Roast    \_\_\_\_\_ Vegetarian

**REGISTRATION FEES:** (Please Check One)

- Full-time (Registration fee, Friday lunch and banquet, Saturday breakfast and lunch) .....\$TBD  
**After May 1: \$TBD**
- Friday Only: (Registration fee, Friday lunch and banquet) .....\$TBD  
**After May 1: \$TBD**
- Saturday Only (Registration fee, Saturday breakfast and lunch) .....\$TBD  
**After May 1: \$TBD**

**TOTAL AMOUNT ENCLOSED:** \$ \_\_\_\_\_ (Make check payable to LWML IED CONVENTION)

Send Registration Form and Check to: Gayle Rector  
2732 Larabee Ave  
Denver, IA 50622

*For a confirmation notice, please provide an email address or enclose a self-addressed stamped envelope with this form.*

Convention and registration questions may be emailed to Laura Woebeking at [laurawoebeking@hotmail.com](mailto:laurawoebeking@hotmail.com).



**Lutheran Women's Missionary League  
Iowa East District Convention  
80<sup>th</sup> Anniversary Celebration  
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NAME: \_\_\_\_\_ (Print Clearly)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

**EXHIBIT TABLE FEES:**

*Exhibitor deadline to reserve tables is **May 1, 2022.***

Number of 8 foot tables \_\_\_\_\_ x \$15 each = \_\_\_\_\_

Electricity needed? \_\_\_\_\_

Please bring your own extension cords for plugging into electrical outlets.

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**REGISTRATION FEES:** (Please Check One, if planning on attending convention sessions or banquet. Table fee will be waived if registering for convention session or banquet.)

\_\_\_\_\_ Full-time (Registration fee, Friday lunch and banquet, Saturday breakfast and lunch) .....\$TBD

**After May 1: \$TBD**

\_\_\_\_\_ Friday Only: (Registration fee, Friday lunch and banquet) .....\$TBD

**After May 1: \$TBD**

\_\_\_\_\_ Friday Banquet Only:.....\$TBD

**After May 1: \$TBD**

Banquet Meal (Please check one) \_\_\_\_\_ Chicken Caprese \_\_\_\_\_ Pot Roast \_\_\_\_\_ Vegetarian

\_\_\_\_\_ Saturday Only (Registration fee, Saturday breakfast and lunch) .....\$TBD

**After May 1: \$TBD**

**TOTAL AMOUNT ENCLOSED: \$\_\_\_\_\_ (Make check payable to LWML IED CONVENTION)**

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