

# LIGHT THAT ENDURES FUND

*“The light shines in the darkness, and the darkness has not overcome it” (John 1:5)*

## I. FUND NAME AND GENERAL PURPOSE

- A. This Lutheran Women’s Missionary League Iowa West District (hereafter called District LWML) shall have a special gift fund. This fund shall be called the Light That Endures Fund (hereafter called the Fund). It shall be one of the funds of this District LWML.
- B. The Fund’s purpose shall be to receive gifts and bequests and to use them to help fulfill the mission of this District LWML.

## II. FUND GOVERNING COMMITTEE AND DUTIES

- A. The Fund shall be promoted and managed by the District LWML Light That Endures Fund Committee (hereafter called committee). This committee shall be appointed by the District LWML president with the approval of the Executive Committee at their first meeting following the biennial convention. The committee shall consist of the following members:
  - 1. At least three (3) appointed members
  - 2. The current president, financial secretary and treasurer of the District LWML
  - 3. Senior District LWML Pastoral Counselor
  - 4. The LWML IWD past or retiring president shall serve as chairman of the LTEF Committee
- B. The term of each appointed member shall be four (4) years.

In the event of a vacancy on the committee, the District LWML president, with the approval of the Executive Committee, shall, at its next regular meeting, appoint an LWML Iowa West District member to fill the vacancy.

- C. The Light That Endures Fund Committee shall meet at least twice per year to receive and administer gifts to the fund, review the investments for the fund, make plans for fund distributions, and make plans to promote the fund.

The committee shall organize itself with a chairperson and secretary. The treasurer for Iowa West District LWML shall serve as the treasurer for the Light That Endures Fund and the financial secretary for the Iowa West District LWML shall serve as the financial secretary for the Light That Endures Fund. The chairperson shall preside at all meetings of the committee. The secretary shall maintain complete and accurate minutes of

all meetings of the committee and supply a copy thereof to each member after each meeting.

- D. The financial secretary of the Iowa West District LWML shall be responsible for receipts by the Fund and the treasurer of Iowa West District LWML shall be responsible for disbursements from the Fund. Each shall collaborate to maintain complete and accurate records of the investments for the Fund.
- E. The committee shall maintain accounts with any financial institution as it, by resolution, may determine and authorize.

The committee shall attempt to diversify the assets of the Fund. Any non-liquid assets (example: real estate) gifted to the Fund shall be sold as soon as prudently possible unless the donor requests that the asset be retained by the Fund and the committee approves of this request. In exercising the investment of the Fund's assets, the committee should follow a policy which they, as prudent investors, believe would provide both income and capital appreciation. The committee shall set goals of what percentage of the Fund's assets shall be invested for growth and what percentage for income.

If assets are invested in fixed income instruments, the annual distribution shall be the interest earned on those assets.

If any assets of the Fund are invested for growth, these assets shall be valued each January 1st and that amount shall be multiplied by at least four percent (4%) to determine the amount to be distributed for that year. Any excess earnings shall remain in the Fund and be added to the principal. The Fund shall make a distribution even if it means that the principal will decline for that year.

- F. The committee shall review insurance protection for the Fund and its officers, potentially provided at the expense of the Fund, in a principal amount to be determined from time-to-time by the committee. All documents transferring or expending any funds or assets in the Fund shall be executed by the District LWML treasurer after authorization by the chairman of the committee.
- G. No member of the committee shall engage in any self-dealing or transactions with the Fund in which the member has direct or indirect financial interest and shall at all times refrain from any conduct in which their personal interests would conflict with the interest of the Fund.
- H. The committee shall adopt means for acknowledging the receipt of gifts and contributions in a manner that will permit the donor to claim income, gift and estate tax charitable contribution deductions.

- I. All assets of the Fund shall be kept and maintained separate, distinct, and independent from the funds and property otherwise belonging to the District LWML.
- J. The committee is to inform the members of the District LWML of the purpose of the Fund. The committee shall work closely with any financial advisor or attorney to assist the members of the District LWML in developing their gifts to the Fund.
- K. The Committee shall fully comply with the State of Iowa Uniform Prudent Management of Institutional Funds Act.

### **III. DURATION**

The Fund shall continue in existence and be used as hereinabove provided, so long as the District LWML shall continue to exist. If the District LWML should cease to exist, then the assets constituting the Fund, when the District LWML ceases to exist, shall become the property of the successor LWML District, thereafter the National LWML. In all events, the successor must qualify as a tax-exempt organization under IRS Code.

### **IV. TYPES OF GIFTS**

- A. Gifts to support the Fund should be designated to: LWML Iowa West District, 409 Kenyon Road, Fort Dodge IA 50501, for the Light That Endures Fund. The tax ID number for LWML Iowa West District is 23-7540651. Donors are encouraged to prepare a letter of direction for use of their gift. These designations will ensure that gifts will be administered according to the terms of the Fund.

Gifts of cash, publicly traded securities, or beneficiary designations will almost always be acceptable.

Gifts of stock in a closely held corporation, partial interests in property, gifts encumbered by debt, gifts of property which may have title or environmental problems, or gifts of property which may not be marketable within a reasonable period of time considering the expense of owning the property may not be acceptable.

In the case of gifts through estates, the executor of the estate will usually be encouraged to liquidate assets and gift cash to the Fund.

If the committee determines that an asset, which a donor desires to give to the Fund, is not acceptable, it will immediately explain the rationale to the donor and provide suggestions or alternatives for making the asset acceptable.

The committee is not responsible for advising donors of the tax or other consequences of any gift. Donors are advised to consult with their own attorney, tax advisor or other professional advisors about the consequences of a gift in their circumstances.

## **V. Gift Management and Distributions**

The committee shall receive gifts to the Fund and manage them as follows:

### **1. Mission Grants Endowment**

The Fund will receive gifts and bequests designated as a Mission Grants endowment. These endowment gifts and bequests shall be pooled and invested to produce income as defined previously in these policies. The distribution of income will be used for Mission Grants recommended by the committee to the District LWML Executive Committee and Board of Directors with approval by a simple majority of the board.

### **2. Legacy Mission Gifts**

The Fund will receive gifts and bequests designated for Mission Grants. These gifts and bequests shall be pooled and invested to produce income as defined previously in these policies. The principal and any income generated shall be used for Mission Grants. The distribution of these funds will be for Mission Grants recommended by the committee to the District LWML Executive Committee and Board of Directors with approval by a simple majority of the board. Any gift may be distributed over multiple convention cycles.

No assets of the Fund shall be used for LWML District operating or planned expenses.

Any gifts received that are not designated for a specific fund will be placed into the Mission Grants Endowment Fund and/or Legacy Mission Gifts Fund as determined by the committee.

## **VI. FISCAL YEAR**

- A. For tax, accounting, distribution or other purposes, the fiscal year of District LWML shall be the fiscal year of the Fund. (May 1 – April 30)
- B. An itemized, written financial statement of the Fund shall be prepared for each meeting of the District LWML Board of Directors. This financial statement must accurately reflect the position of the Fund's investment accounts as of a date reasonably close to the date of the financial report, and it should indicate the receipts, disbursements and changes therein

since the Fund's previous accounting. A financial report shall also be given to the delegates at each biennial District LWML convention.

## **VII. POWERS**

The committee shall have the following powers and authority:

- A. to accept and provide receipt for any transfer of property to the Fund;
- B. to hold property, and to negotiate and execute documents on behalf of the Fund;
- C. to protect property in the Fund with insurance against damage, loss or liability;
- D. to establish checking account(s) for the Fund;
- E. to employ, when necessary, at the expense of the Fund, attorneys, investment counsel, brokers, custodians of assets, and other agents and employees;
- F. to use a portion of the assets of the Fund or the income from the Fund for committee expenses and promotion of the Fund. (Examples: printing, purchase promotional items, pay for travel expenses for committee members to travel to committee meetings, to cover travel expenses for committee members to make presentations promoting the Fund at local LWML society meetings, pay for travel expenses for committee members to make individual visits to District LWML members to discuss a gift to the Fund, and to pay the convention fee for the LTEF presenter).

## **VIII. AMENDMENTS**

Any amendment to the policies for the Fund that will change, alter or amend the general purpose for which the Fund is established shall be adopted only if approved by a two-thirds (2/3) majority of the voting members present at a duly called and constituted meeting of the delegates at the biennial LWML district convention. Changes to the policies that do not change, alter, or amend the general purpose for which the Fund was established shall be approved by the committee, District LWML Executive Committee and Board of Directors with approval by a simple majority of the board.

Adopted: June 2012 at LWML IWD Convention  
Reviewed: October 2015 by Fund Committee  
Approved: May 2016 by Fund Committee  
Revised: February 2017  
Revised: August 2021