

LWML IOWA WEST DISTRICT (LWML IWD) STANDING RULES

General

1. All checks should be made payable to LWML IWD.
2. In the event of the death of a district board member, a \$10.00 memorial will be given to the district mite goal. (2/13, BOD)
3. LWML IWD will give a memorial in the amount of \$100.00 contributed to district mites, in memory of a current or past district president and/or national LWML officer from IWD who has received her crown of glory. (2/09, BOD)
4. Thrivent Choice dollars directed to LWML IWD shall be used for DLWML mission inreach and monies received from stamps will be used for mites (25%/75%). (8/19, BOD)
5. Minutes will not be read aloud at district meetings or conventions.
6. All materials and speakers shall be chosen with the aim of promoting the mission objectives of the LWML.

District Convention

1. The Executive Committee (EC) shall, in the fall following a district convention, submit possible themes for the next district convention, with the Board of Directors (BOD) to make the final decision. (10/89, BD)
2. A committee shall be appointed by the President to approve the district convention minutes. This committee shall consist of the Secretary and either the two (2) nominees for president or the two (2) nominees for secretary. A review of the minutes shall be done at the close of each meeting and when the Secretary finalizes the completed convention minutes. (1969 BOD)
3. Arrangements for any district LWML communion service shall be made by the DLWML Pastoral Counselors and President.
4. Each zone president shall have a report in the convention manual, not to exceed 200 words submitted via email or US mail.
5. No literature of any kind may be distributed at district convention without permission of the BOD.
6. There shall be no "campaigning" at district convention.
7. For the district convention, the zone president must approve in writing to the President and the registrar any substitution of a certified alternate for a certified delegate. (10/87, BOD)
8. If there is a tie vote for the last chosen grant at a convention, the tie shall be broken by the voting assembly of the convention. (2/13, BOD)
9. Materials may be sold at district convention only by the DLWML Christian Life Committee and Concordia Publishing House unless approved in advance by the Executive Committee. (2022 BOD)
10. Service institutions and organizations are encouraged to have a display booth at the DLWML convention upon the approval of the DLWML Pastoral Counselors. All display booths, including those that are on the ballot for mission grants, will be open for viewing when the exhibits are open. (2/14, BOD)

11. Expenses for district convention speakers (registration, meals, lodging and transportation) shall be paid by the district from convention proceeds. (8/19, BOD)
12. Expenses to the district convention for pastoral counselor nominees will be paid for by the district. (2/84, BOD)
13. Expenses for the National Young Woman Representatives (YWR) to report to the following IWD convention (registration, meals, lodging, and transportation) shall be paid from mission inreach. If she has moved out of IWD, mileage will be calculated from her original Iowa location, or she may send a video greeting. (8/19, BOD)
14. Convention **Voting Body** shall consist of:
 - Executive Committee** (6): President, VP Organizational Resources and Christian Life, VP Gospel Outreach and Special Focus Ministries, Secretary, Financial Secretary, Treasurer;
 - Elected and Appointed Personnel** (6): Christian Life Chairman, Mission Servants Chairman, Leader Development Chairman, Structure, Editor – Information Technology Chairman, Nominating Committee Chairman;
 - Zone Presidents** (20);
 - Total number of Voting Board of Directors = 32**
 - Registered Delegates** and
 - Past District Presidents** (registered and attending). (2/14, BOD)

District Officers and Appointed Personnel

1. All elected officers and appointed committee chairs of the LWML IWD shall be sent to their respective workshops at district expense as these workshops arise. The expense shall be paid from district mission inreach. (8/19, BOD)
2. The DLWML President shall compose a letter of welcome and information to be sent to all pastors new in the district.
3. A past district president pin shall be presented to the outgoing district president at the end of her term with the expense paid by the district. The pin should be presented by the new district president following the installation of new officers at district convention. (2/10, BOD)
4. The DLWML Secretary shall provide information concerning their counterparts on the zone level to the district's Financial Secretary, Treasurer, Christian Life chairman, Mission Servants chairman, Leader Development chairman, Archivist-Historian, Editor-IT chairman, and the Vice President for Gospel Outreach and Special Focus Ministries and the Vice President for Organizational Resources and Christian Life. (8/19, BOD)
5. An order blank, including the cost for the *Lutheran Woman's Quarterly (LWQ)* shall be provided to local groups by the Secretary. The order blank and contributions shall be sent to the Financial Secretary. (2/82, BOD)
6. Suggestions for the rally speakers bureau should be sent to the Vice President for Organizational Resources and Christian Life for presentation at district board meetings.
7. Treasurers may dispose of all financial records after five (5) years except for annual reports or items pertinent to IRS scrutiny. (1972 BOD)
8. The DLWML Pastoral Counselor shall receive a lapel pin/tie tac at the beginning of his term of office, with the expense paid by the district. (8/19, BOD)

District Board Meetings

1. A monetary donation in the amount of \$50.00 will be given per BOD meeting, to the host church. (8/16, BOD)
2. All persons present at the BOD meetings will pay for their own meals, with the exception of pastoral counselors and board-invited guests. (2/13, BOD)

National Convention

1. The district national convention banner and the district convention banner shall be returned to the congregation that created it when the DLWML President no longer needs it. The banners should be made available to the district if requested. (2/10, BOD)
2. Expenses for the YWRs to the national LWML Convention (registration, meals, lodging and transportation) shall be paid from the district mission inreach. (2/00, BOD)

Zones

1. By the spring district board meeting each zone president shall provide the following information to the DLWML President and Secretary: name, address, phone number, and email (if available) of all zone and local group elected and appointed officers, including counselors and the number of members in each local group. Local groups are to be listed alphabetically first by town then by church. (10/10, BOD)
2. After a zone's election, each zone president shall provide a list including name, address, phone number and email (if available) of all elected and appointed zone officers and pastoral counselors to the DLWML President and Secretary. (8/19, BOD)
3. Zone presidents shall send a copy of their rally minutes, either by email or US mail, to the DLWML President and Archivist-Historian. (8/19, BOD)
4. A zone rally speaker, not listed on the current LWML IWD speaker bureau list, must be approved by the Zone Pastoral Counselor or the District Pastoral Counselor. No approval is necessary for an LCMS and/or LWML mission grant recipient who would be speaking at a zone rally. (2/17, BOD)

SCHEDULE OF ZONES HOSTING DISTRICT CONVENTION

CHEROKEE AND LEMARS	2024
COUNCIL BLUFFS AND DENISON	2026
DES MOINES EAST AND DES MOINES WEST	2028
EMMETSBURG AND NORTHEAST	2030
FORT DODGE AND HUMBOLDT	2032
MAPLETON AND SIOUX CITY	2034
NORTHWEST AND SPENCER	2036
SAC CITY AND STORM LAKE	2038
ADAIR AND SOUTHWEST	2040
BOONE AND CARROLL	2042

Revised August 2023