

LUTHERAN WOMEN'S MISSIONARY LEAGUE
SOUTH DAKOTA DISTRICT SIOUX FALLS ZONE
BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Lutheran Women's Missionary League South Dakota District Sioux Falls Zone, (Hereafter referred to as LWML SD District SF Zone).

ARTICLE II - OBJECT

The object of this zone shall be:

- A. To assist in developing and maintaining a greater mission consciousness among the women in the LWML SD District SF Zone through Mission Education, Mission Inspiration and Mission Service;
- B. To assist the LWML SD District in promoting the object of the Lutheran Women's Missionary League (hereinafter referred to as LWML);
- C. To foster Christian fellowship among the members;
- D. To provide representation at the LWML conventions in accordance with the LWML Bylaws.

ARTICLE III - MEMBERSHIP

SECTION 1

This zone shall be composed of LWML groups and individual members located within geographical area, conforming to synodical circuit lines as much as possible. These groups and individual members shall have complied with membership requirements as set forth in the bylaws of the LWML SD District. When a congregation has more than one group, the group shall be a unit.

SECTION 2

An individual member is a woman who is unable to fulfill the membership qualifications of an LWML group in her congregation or who finds no LWML group in her congregation. She must be a member of a Lutheran Church-Missouri Synod congregation and have an interest in the object and program of the LWML. She may attend zone, district, and LWML meetings and conventions. She has a voice and vote at zone meetings, but not at district or LWML conventions except when serving as an elected delegate for the zone or district. Individual membership is not considered a group or a unit.

ARTICLE IV - MEETINGS

SECTION 1

The zone shall hold at least one rally per year and may hold more rallies as deemed necessary.

SECTION 2

- A. All members of a group are invited to attend and have the privilege of voting. (The delegate system does not apply to zone rallies.) Non-hosting groups shall also be invited to attend zone rallies as guests, with voting privilege.

SECTION 3

Location of rally meetings shall be according to alphabetical order of postal address with the exception of cities having more than one church, in which case those congregations (by name) are listed in alphabetical order and interspersed with other member groups.

ARTICLE V - DELEGATES TO LWML CONVENTION

SECTION 1

- A. The President shall be the delegate and the Vice President the alternate to the LWML convention. If the President or the Vice President is unable to attend, the zone delegate shall be appointed by the Executive Committee.
- B. The zone shall pay the delegate's expenses to the LWML convention.

SECTION 2

It shall be the duty of the delegate to attend all business sessions of the LWML Convention and to provide a report to each member group in the Zone.

SECTION 3

The zone shall have one (1) delegate for each ten (10) units and one (1) delegate for each additional ten (10) units or major fraction thereof, as of January 1 preceding the LWML Convention. If the zone qualifies for additional delegate(s), that delegate and alternate will be elected from the general membership.

ARTICLE VI - OFFICERS

SECTION 1

The officers of the zone shall be President, Vice President, Secretary and Treasurer.

SECTION 2

The election of officers shall take place at the Fall Zone Rally. Officers are elected for a term of two (2) years and shall be eligible for one re-election to the same office in succession. The President and Treasurer shall be elected in the even-numbered years and the Vice President and Secretary shall be elected in the odd-numbered years. There is no limit to the number of terms a person can hold an office, as long as there is a minimum of one biennium between service.

SECTION 3

The elected officers shall assume their duties immediately after the closing devotions and the installation of officers at the Fall Zone Rally.

ARTICLE VII - NOMINATIONS

SECTION 1

A Nominating Committee of three members shall be appointed by the Zone Executive Committee-at least two (2) months prior to the election.

SECTION 2

The Nominating Committee shall:

- A. Submit a slate of at least two (2) candidates for each office, if possible. All candidates for zone office shall be LWML members who have given their consent to service, if elected.
- B. Prepare printed ballots with the names of candidates listed in alphabetical order.

SECTION 3

- A. Additional nominations may be made from the floor. Nominated individuals must agree to have their name considered for this nomination. A majority of votes cast shall elect.

ARTICLE VIII - DUTIES OF OFFICERS

SECTION 1

The President shall:

- A. Preside at all zone rallies and meetings of the Zone Executive Committee.
- B. Appoint the appointed officers and committee chairmen necessary for zone administration with Zone Executive Committee approval.
- C. Be a member, ex-officio of all committees except the Nominating Committee.
- D. Assist the district organization in executing the LWML program in the zone.
- E. Represent the zone as a member of the LWML SD District Board of Directors, attending all meetings and conventions, and when unable to attend, be responsible for zone representation in accordance with LWML SD District Bylaws. Travel expenses for those meetings are to be defrayed from the zone treasury.
- F. Strive to visit all groups in the zone at least once every two years.
- G. Invite the District President or her representative to speak at the annual zone rally.
- H. Keep notes and material pertinent to the responsibilities of the office and pass them on to the next president.

SECTION 2

The Vice President Shall:

- A. Assist the President in carrying out the LWML program.
- B. Perform the duties of the president in her absence, inability to act, or at the request of the President.
- C. Serve as chairman of the Zone Structure Committee.
- D. Perform such other duties as may be assigned by the Zone President.
- E. Keep notes and material pertinent to the responsibilities of the office and pass on to the next Vice President.

SECTION 3

The Secretary shall:

- A. Keep accurate minutes of all zone rallies and Zone Executive Board meetings.

- B. Provide copies of minutes of all meetings to zone officers and group presidents within 30 days following the meeting.
- C. Keep a current mailing list of all zone officers and group officers.
- D. Provide the LWML SD District Secretary with names and addresses of zone officers.
- E. Send notices of all zone meetings to member groups and others deemed necessary.
- F. Conduct such correspondence as may be necessary.
- G. Keep notes and material pertinent to the responsibilities of the office and pass on to the new secretary.

SECTION 4

The Treasurer shall:

- A. Receive all monies and deposit in a bank approved by the Executive Committee.
- B. Keep an accurate account of all receipts and expenses.
- C. Pay all bills approved by the President.
- D. Report at all zone meetings and rallies.
- E. Submit records annually for financial review.
- F. Keep notes and material pertinent to the responsibilities of the office and pass on to the new treasurer.

ARTICLE IX - APPOINTED OFFICERS

SECTION 1

Appointed officers shall be Archivist/Historian and Mission Service Chairman and other officers as deemed necessary by the President.

SECTION 2

The Archivist/Historian shall:

- A. Gather and preserve records and other materials of historical significance to the Zone LWML.
- B. Write a history of the zone and update as necessary.
- C. Send to the LWML SD District Archivist/Historian updated histories, records and documents deemed pertinent to the LWML SD District history.
- D. Keep pertinent material to the responsibilities of the office and pass on to the successor to this office.

SECTION 3

The Mission Service Chairman shall:

- A. Organize the mission service projects.
- B. Coordinate Gifts from the Heart.
- C. Keep material pertinent to the responsibilities of the office and pass it on to her successor.
- D. Compile a report on the mission projects carried out by the groups for the LWML SD District and for the zone fall rally booklet .

ARTICLE X - COUNSELOR

SECTION 1

The Zone President will ask a pastor from the roster of pastors in the zone to be the Pastoral Counselor.

SECTION 2

The counselor shall:

- A. Serve the zone in an advisory capacity.
- B. Attend all rallies and zone board meetings.

ARTICLE XI - ZONE ADMINISTRATION

SECTION 1

The Zone Executive Committee shall:

- A. Consist of the elected officers and appointed officers. The Pastoral Counselor shall serve in an advisory capacity.
- B. A majority of the voting members shall constitute a quorum.
- C. Meet at the call of the President.
- D. Appoint a Nominating Committee of three (3) members (see Article VII).
- E. Appoint a Financial Review Committee of two (2) members to review the Treasurer's books prior to each Fall Rally.
- F. Appoint an Election Committee of two (2) members to collect and count the ballots and announce the results of the election at the Fall Rally.
- G. Have the power to act in emergency between zone rallies.
- H. Assist the President in planning and implementation of the zone's responsibilities.
- I. Approve the bank for the zone's account.
- J. Assist the President in making appointments

SECTION 2

The Board of Directors shall:

- A. Consist of the Executive Committee and the President (or her representative) from each member group. The Pastoral Counselor shall serve in an advisory capacity.
- B. Meet at the call of the President or Executive Committee at least once annually.
- C. Assist the President in planning the zone activities.
- D. Cooperate with the LWML SD District in encouraging spiritual growth programs.
- E. Approve appointments of zone appointed officers (See Article IX, Sec 1).
- F. Assist in planning the zone rally program.
- G. Fill any vacancy occurring in the zone offices except President where Vice President shall become President.

ARTICLE XII - COMMITTEES

SECTION 1

The Structure Committee shall:

- A. Be chaired by the Zone Vice President.

- B. Shall study the bylaws of the zone and submit to the Executive Committee for approval such amendments as it deems advisable, submitting the same to the LWML SD District Structure Committee for approval.
- C. Submit approved proposed amendments to the zone for approval.
- D. Distribute up to date copies of zone bylaws for officers, groups, and LWML SD District files.
- E. Encourage groups to keep their bylaws current.
- F. Provide bylaws resource materials and assistance to groups when requested.

ARTICLE XIII - FINANCES

SECTION 1

An offering shall be taken at each rally. The use of the offering shall be determined by a majority vote of the Zone Board of Directors prior to the rally.

SECTION 2

An offering shall be sent by each group for zone expenses. These expenses include, but are not limited to: expenses toward the zone activities, for sending the Zone President to district conventions, and for sending the zone delegate to the LWML convention.

ARTICLE XIV - PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, newly revised, shall govern the proceedings of the zone in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XV -AMENDMENTS

These bylaws may be amended by a two-thirds ($\frac{2}{3}$) vote of the members present and voting at the annual zone rally, provided the proposed amendments have been approved by the District Structure Committee and the Zone Board of Directors, and notice of such amendments has been given to all groups at least 60 days prior to the annual zone rally.

By unanimous vote a proposed amendment approved by the LWML SD District may be presented at a zone rally without previous notice. A three-fourths ($\frac{3}{4}$) vote shall be required for adoption.

Dates of last amendments to the Bylaws:

- October 6, 1996
- October 14, 2001
- September 24, 2016
- November 14, 2022
- September 23, 2023