

POLICY STATEMENT OF WOMEN OF THE WORD
AUGUSTANA DISTRICT
LUTHERAN CONGREGATIONS IN MISSION FOR CHRIST

ARTICLE I – NAME AND MEMBERSHIP

Section 1 – Name: Women of the Word – Augustana District

Section 2 – Membership: Shall be members of the Lutheran Congregations in Mission for Christ - Augustana District, and other women who subscribe to the purpose.

ARTICLE II – STATEMENT OF PURPOSE

Section 1 – Purpose: Lutheran Congregations in Mission for Christ (hereafter referred to as LCMC) is an association of congregations and individuals who are: free in Christ, accountable to one another, rooted in Scriptures and the Lutheran Confessions – working together to fulfill Christ’s great commission to go and make disciples of all nations. We subscribe to the statement of faith of LCMC and Augustana District.

Section 2 – Commitment: To accomplish the purpose of LCMC, Women of the Word – Augustana District. Women in this Group shall commit themselves to:

1. Come together for study, support, and action.
2. Participate in the ministry of LCMC, Women of the Word – Augustana District.
3. Support financially the total program of the LCMC, Women of the Word – Augustana District

ARTICLE III – PARTICIPATION

Section 1 – Composition: This group shall welcome all women Who wish to participate in activities which indicate a commitment to the Purpose of Women of the Word – Augustana District.

Section 2. – Participations: Participation shall be open to all Women in LCMC – Augustana District congregations and other women who subscribe to the purpose.

Section 3 – Women of LCMC churches who have joined the Augustana District are automatically members of Women Of the Word – Augustana District.

ARTICLE IV – RELATIONSHIP

Section 1 – Congregational Women of the Word Groups (WOW)

Section 2 – Each congregational Women of the Word Group shall have one vote at the Annual Gathering.

Section 3 - Cooperate in the process for nominating and electing officers of the Executive Committee.

Section 4 – Cooperate in nominating and electing a non-voting

representative to the National LCMC Church Convention from Women of the Word – Augustana District.

ARTICLE V – MEETINGS (Add in host church commitment)

Section 1 – Program: Women of the Word – Augustana District will gather annually for the purpose of worship, fellowship, and to conduct business.

Section 2 – Business: Receive reports, planning election of leadership and financial planning.

ARTICLE VI – LEADERSHIP (Add in “include officers up for election in the year after current gathering)

Section 1 – Officers

1. The Executive Committee includes the Coordinator, Vice Coordinator, Secretary, Treasurer, and Project Chairperson, (Education Secretary, Mission/Stewardship Secretary, Archives/Historian, and Members at Large). An Augustana District pastor will serve as advisor.
2. Executive Committee terms shall be for two years, (staggered as possible, except for the Coordinator and Vice Coordinator, which shall be one-year terms, non- renewable).

Section 2 – Duties of the Officers

1. The Coordinator
 - a. Term is one year, non renewable.
 - b. Preside at all Women of the Word (hereafter referred to as WOW) executive and general committee meetings
 - c. Is an ex-officio member of all WOW committees and ensures all officers are doing their duties.
 - d. Serves as primary contact person and communicator for WOW. Ensures that the website is kept current, including the names of officers, their positions, phone numbers, and e-mail addresses.
 - e. The outgoing Coordinator will serve as an advisor to the newly elected coordinator for one year.
2. The Vice Coordinator
 - a. Assumes duties of Coordinator when necessary.
 - b. Is a member of the Executive Committee.
 - c. Coordinates time and place of meetings, events, and secures a host church for the Annual Gathering.
 - d. Carries out any other duties assigned by Coordinator.
 - e. Serves one year as Vice Coordinator and moves up to Coordinator the following year.
 - f. ~~Assists Secretary with publications and mailings.~~

3. Secretary

- a. A two-year term.
- b. Keeps minutes at all Board and Gathering meetings.
- c. Handles correspondence and publicity:
 - 1) Prepares by June 15, notice of the Theme, date, time, and location of Fall Gathering together with name of speaker, list of sessions and any additional news from Education Secretary and Missions/Stewardship Secretary and sends to District Office.

4. Treasurer

- a. A two-year term
- b. Serves as the chief financial officer for WOW, ensuring fiscal responsibilities for the organization, and supervises any and all bookkeeping done within, or on behalf of Women of the Word – Augustana District.
- c. Receives WOW funds and forwards monies to Augustana District office for payment
- d. Presents bills for approval by Executive Committee and forwards them to the Augustana District office for payment.

Calls for and present financial reports from District Office to Executive Committee.

~~5. Project Chairperson~~

~~a. Education Secretary~~

- ~~1) A two-year term.~~
- ~~2) Bible Study and educational resource person.~~
- ~~3) Upon request of the Coordinator and/or Secretary submits, in a timely manner, reports and items for the publicity in newsletters and/or other publications as determined by the Executive Committee.~~

~~b. Missions/Stewardship Secretary~~

- ~~1) A two-year term~~
- ~~2) Resource person for new missions and Stewardship events of Augustana District.~~
- ~~3) Upon request of the Coordinator and/or Secretary, submits, in a timely manner, reports and item for publicity in news-letters and/or other publications as determined by the Executive Committee.~~

~~c. Archives/Historian – Collector of founding artifacts, meetings, photographs, documents pertaining to Women of the Word – Augustana – District, of LCMC contained in a memorabilia box and/or keepsake book collection.~~

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Section 3 – Meetings (add in how we meet and more realistic amount of times?)

1. Women of the Word – Augustana District Executive Board shall come together in April and October to conduct business. Minor decisions can be decided via an e-mail exchange among all members of the board.
2. The Coordinator or any two members of the Executive Committee may call a special committee meeting as is deemed necessary.

ARTICLE VII – NOMINATING COMMITTEE

~~Section 1 – The Nominating Committee shall consist of three persons:~~

~~A carry-over from the previous year, the current vice-coordinator, and a newly elected 2-year member. The Vice Coordinator serves as chairman of the committee.~~

Section 2 – An explanation of the open position on the Board and the duties of that position must be understood by the nominee. (1yr advance announcement?)

Section 3 The Vice-Coordinator shall present the names of the Candidates to the assembly during the business meeting at the Fall Gathering.

ARTICLE VIII – FINANCE

Section 1. Fiscal and budget year from March 1 to February 28.

1. The treasurer with other executive officers shall develop and administrate a financial plan for WOW.
2. The treasurer shall give a p\report to the Executive Committee at each meeting and at WOW meetings.

ARTICLE IX – AMENDMENTS

Section 1. Policy Statement: This policy statement may be Amended at any regular meeting of the Women of the Word – Augustana District by a two-thirds vote of those present providing that the amendment is in accord with the Constitution and by-laws of Lutheran Congregations In Mission for Christ.

Section 2. Robert’s Rules of Order: Robert’s Rules of Order shall govern all cases not provided for in this policy statement.

10/9/2014

Date of Change

Date of Approval

