LWML CNH STANDING RULES

The LWML Units of LCMS English District congregations within the geographical boundaries of LWML CNH District may choose to affiliate with either the LWML English District or the LWML CNH District. Both LWML District Presidents shall be notified of the affiliation. (9/2020)

TRAVEL

1. LWML CNH District policy for travel expenses shall be as follows:
    a. Travel expenses of 50 cents per mile will be allotted to members of the Board of Directors, Special Appointed Personnel, Standing Committees, and those invited by the LWML CNH District President. These expenses will be paid from the LWML CNH District General Fund. (9/2020)
    b. Travel expenses for economy fare to Hawaii will be paid for the LWML CNH District President or her representative to attend one Zone 11 event annually. All requests for an officer or Pastoral Counselor to travel to Hawaii as a District speaker, representative, or leader require approval by the Executive Committee. (9/2020)
2. Prorate shall be set at $5.00 per member to cover the following: (6/2017)
    a. Prorate must be paid by the group to be reimbursed for mileage for the delegate to attend the LWML CNH District Convention. (6/2025)
    b. Assist zone delegate and group delegates to the LWML CNH District convention at the rate of 50 cents per mile on a round-trip regardless of mode of transportation. (Zone 11 – See #3 for travel criteria.) (6/2025)
    c. Assist delegates to the LWML Convention out of prorate funds if available and/or approved by the LWML CNH District Executive Committee. (6/2025)
3. LWML CNH District Zone 11 travel policies are as follows:
    a. Travel plans need to be approved by the LWML CNH District President before flights are purchased. (6/2025)
    b. The LWML CNH District shall provide an economy round-trip fare to Zone 11 President or her representative to attend two (2) Board of Directors meetings per year. (9/2020)
    c. Assist the Zone 11 President, or her representative, with one economy round trip fare to the LWML CNH District Convention. (7/2006)
    d. Assist three (3) group delegates, selected by Zone 11 on a rotating basis, with economy round trip fares to the LWML CNH District convention. Amount of assistance requires approval by the Executive Committee. (9/2020)

HOUSING

1. The LWML CNH District will reimburse per diem up to 100 percent of the contracted hotel room rate per night based on double occupancy or 50 percent based on single occupancy to the Executive Committee members for a maximum of two nights per each meeting (excluding convention) to be paid from the LWML CNH District General Fund. (6/2025)

2. LWML CNH District will reimburse per diem up to 100 percent of the contracted hotel room rate per night based on double occupancy or 50 percent based on single occupancy for the Zone Presidents who must travel more than 100 miles one way to the Board of Directors meeting from the LWML CNH District General Fund. (6/2025)

3. Pastoral Counselors are to be reimbursed for up to the full amount of a single occupancy room. The hotel must be the one contracted for that particular meeting. (7/2018)

4. The LWML CNH District may provide travel, meals, lodging and other expenses as determined necessary for the circumstance or event at the time of extending an invitation. (6/2025)

5. The LWML CNH District will provide one meal for the Executive Committee meetings and one meal for the Board of Directors meetings to be paid from the LWML CNH District General Fund. (6/2017)

6. Standing Committees shall meet at the Fall Planning Meeting in even numbered years following the district convention. If needed, they may meet one time during the odd numbered years at the discretion of the LWML CNH District President. Mileage, per diem and certain other expenses (if necessary) for these meetings will be paid from the LWML CNH District General Fund. (6/2017)

7. Young Woman Representatives:
   a. LWML CNH District may send two (2) Young Woman Representatives to the LWML Convention. All expenses are paid from the LWML CNH District General Fund (economy air fare, room registration, meals, ground transportation). (10/2021)
   b. Each zone may send up to two (2) Young Woman Representatives to the LWML CNH District Convention. LWML CNH District pays for registration and Friday night meal with the YWR Committee from the LWML CNH District General Fund. It is recommended that the zones pay for hotel, travel, and meal package for their respective Young Woman Representative. (9/2020)

REGIONAL ZONES

1. Zones will be organized into regions as follows:

Region I-	Zones 12, 13, 14
Region II-	Zones 4, 6, 19
Region Ill-	Zones 1, 2, 7, 8, 18
Region IV -	Zones 3, 5, 9, 15, 16
Region V -	Zone 10
Region VI -	Zone 11

   a. The purpose of regions will be to sponsor district-wide regional events with the direction and assistance of the LWML CNH District.

b. The number of regional events to be held in any given year will be determined by the Executive Committee with the greatest number of regional events to be held in odd numbered years.
c. The LWML CNH District Convention shall be sponsored by regions on a rotating basis and shall count as a regional event for the sponsoring region(s). (6/2017)
d. The planning committee for each regional event will include the Executive Committee. (6/2017)
e. Financial assistance will be considered for each regional event with approval by the Executive Committee. (6/2017)

MISSION GRANTS

1. Mission Grant Proposals selected for ballot at convention shall be approved at the LWML CNH District Board of Directors winter meeting in even years. Questions and concerns shall be directed to the LWML CNH District Vice President of Gospel Outreach prior to the Board of Directors winter meeting in even years. (9/2020)
    a. The LWML CNH District convention delegates will approve the Mission goal and select Mission Grants for the next biennium. (10/2021)
    b. When the current biennium's mission grants have been paid and there is an overage, the overage shall be applied to the LWML CNH District Mission Grants of next biennium. (9/2020)

SCHOLARSHIP FUNDS

1. The Steinbeck Memorial Scholarship Fund shall be distributed as follows:
    a. the LWML CNH District Human Care Committee shall present a summary of scholarship applicants for review and approval in even-numbered years at the June Board of Directors meeting; (6/2025)
    b. to be distributed in even numbered years;
    c. scholarship amounts will be awarded based on approved funding;
    d. scholarships will be awarded to no more than 12 individuals. (6/2025)
2. The Rubin Perpetual Memorial Fund shall be distributed to the CNH LCMS District as follows:
    a. in even numbered years;
    b. the amount is based on the available funding as reported by the LWML CNH District Treasurer at the June Board of Directors meeting. (9/2020)

PERSONNEL APPOINTMENTS

1. The LWML CNH District President may, with the approval of the Executive Committee, appoint additional personnel as needs occur to assist with regional events, planning meetings, leadership workshops, etc. (6/2017)

2. At the discretion of the President, she may appoint an LWML CNH District Ambassador to be LWML's representative to encourage, educate and support LCMS workers in CNH District and care for our CNH District officials. Her term of office shall be two (2) years and shall be eligible for reappointment. There

are many activities/ideas the Ambassador can use to accomplish the duties. The basic role is outlined below:

a. welcoming Called Church Workers (Pastors, Deaconesses, Directors of Christian Education) and called or hired Commissioned Workers (teachers, school administrators). Welcoming activities include attending ordinations, sending or presenting the individuals with welcome gifts, cards, and packages of LWML information;
b. partnering with District LCMS on new projects, missions and grants;
c. representing the LWML CNH District at rallies, events, and conferences;
d. putting a face to the LWML CNH District and what we do;
e. educating about mites and grants. (6/2025)

3. At the discretion of the President, she may appoint a Sunshine Chairman. Her term of office shall be two (2) years and shall be eligible for reappointment. Her duties include:
   a. providing personal cards for Birthdays, get-well, sympathy, etc.;
   b. attending meetings at the request of the President without a vote;
   c. reporting to the President. (6/2026)

Adopted January 1993

LWML CNH District Policy Statements

1. The Presiding President shall wear a pin, which shall be passed on to the newly-elected President. (6/2017)
2. Each LWML CNH District President upon leaving office shall be presented with a Past President's Pin.
3. The LWML CNH District President may appoint a personal secretary as needed with expenses allowed. (6/2017)
4. The most recently elected LWML CNH District Pastoral Counselor is eligible to attend the upcoming LWML Convention. (9/2004)
5. Gratis registration at LWML CNH District Conventions shall be given to LWML CNH District Past Presidents and CNH Clergy. (1/93)
6. Persons receiving gratis convention benefits from LWML CNH District may not serve as delegates for a group or as a zone representative (9/2020)
7. When LWML CNH District personnel are specifically invited to conduct a workshop, or participate in a zone or group program, it is suggested that the inviting zone or group reimburse the district participant for her mileage at a rate of 50 cents per mile on a roundtrip basis. A modest registration fee could cover this cost. (6/2017)
8. LWML CNH District will pay the cost of a replacement pastor when needed for the LWML CNH District Pastoral Counselor when he is serving at an official LWML CNH District function. (6/2017)
9. Committee members of standing committees are appointed for a two (2) year term by the vice president of the corresponding department. Terms are for even-numbered year convention to even-numbered convention. Committee members are eligible for reappointment. (6/2017)

Adopted January 1993