

## LWML CNH Standing Rules

1. The LWML Units of LCMS English District congregations with the geographical boundaries of LWML CNH may choose to affiliate with either the LWML English District or the LWML CNH. Both LWML District Presidents shall be notified of the affiliation (1/93) (6/2017)
2. LWML CNH policy for travel expenses shall be as follows:
  - a. Travel expenses for 50 cents per mile will be allotted members of the Board of Directors, Executive Committee, Special Appointed Personnel, Standing Committees, and those called by the LWML CNH President. These expenses will be paid from the LWML CNH General Fund. (1/93) (7/2006) (6/2017)
  - b. Travel expenses for economy fare to Hawaii will be paid for the LWML CNH 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 should be routed through the LWML CNH President to be discussed and a vote taken by the Executive Committee to ensure agreement by the majority of the voting body. (1/96) (7/2003) (6/2017)
3. Prorate shall be set at \$5.00 per member to cover the following: (7/2006) (6/2017)
  - a. Assist the delegates to the LWML CNH convention at the rate of 50 cents per mile on a round trip basis. Mileage payment will be adjusted at the discretion of the Executive Committee in the event the convention is at an outer area of the CNH District; actual cost of other means of transportation will be reimbursed, not to exceed private care allotment. If no prorate has been paid, that unit will not be paid mileage. (9/97) (6/2017)
  - b. Assist the Zone 11 President, or her representative, with one economy round trip fare to the biennial LWML CNH Convention. (1/93) (7/2006)
  - c. Assist three (3) society delegates, selected by Zone 11 on a rotating basis, with economy round trip fares to the LWML CNH convention, not to exceed \$500 per delegate. (1/93)
  - d. Assist delegates to the LWML Convention out of the prorate overage. If the airfare of the Zone 11 delegate is higher than that of any other zone delegates she shall be given, in addition, the difference between her airfare and the highest airfare of the other zone delegates. (1/93) (6/2017) e.Funds for travel to Hawaii or from Hawaii will be dependent on recommendations from the Treasurer with the approval of the Executive Committee yearly. (2/2004)
4. The LWML CNH shall provide two (2) economy round-trip fares to Zone 11 President or her representative, to attend two Board of Directors meetings per year. (1/93) (7/2003)
5. The LWML CNH delegates meeting in convention may select mission grants approved by the Board of Directors, in the following manner:
  - a.The total mission goal for the coming year will be recommended by the Executive Committee for proposal to the LWML CNH Convention Delegates. (1/93) (6/2017)
  - b. The total number of mission grants to be voted upon will be recommended by the Executive Committee to the LWML CNH Convention Delegates. (1/93) (6/2017)

- c. Those mission grants receiving the highest number of votes at convention, within the limits stipulated, shall be the approved mission grants for the coming biennium. (1/93) (7/2006) (6/2017)
  - d. When the current biennium's mission grant goal has been reached and there is an overage, the overage shall be applied to the last selected project until that project is 100% funded. Any remaining overage shall be applied to the LWML CNH Mission Grants of next biennium. (7/2006) (6/2013) (6/2017)
6. The LWML CNH will pay a per diem (housing) of up to 50% of the contracted hotel rate, double occupancy, per night, plus 50 cents per mile travel allowance, to the Executive Committee members who may request funds for a maximum of two nights per each meeting (excluding convention) to be paid from the LWML CNH General Fund. (6/2004) (2/2005) (6/2017) (7/2018)
  7. The LWML CNH will offer to pay the Zone Presidents who must travel more than 100 miles one way to a Board of Directors meeting a per diem of up to 50% of the contracted hotel rate, double occupancy, per night to be paid from the LWML CNH General Fund. (2/2005) (6/2017) (7/2018)
  8. The LWML CNH 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 General Fund. (2/2005) (6/2008) (2/2012) (6/2017)
  9. Zones will be organized into Regions as follows:
    - Region I— Zones 12, 13, 14
    - Region II- Zones 4, 6, 19
    - Region III- 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 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. (7/2006) (6/2017)

10. Standing Committees shall meet at the Fall Planning Meeting in even numbered years following the Convention. If needed, they may meet one time during the odd numbered years at the discretion of the LWML CNH President. Mileage, per diem and certain other expenses (if necessary) for these meetings will be paid from the LWML CNH General Fund. (2/2009) (2/2012) (6/2017) I I. For a Young Woman Representative representing the LWML CNH at the LWML Convention, all expenses are paid from the LWML CNH General Fund (including air fare, room and board, registration, meals, ground transportation). A Young Woman Representative is required to provide receipts for all expenses. (2/2012) (6/2017)
12. For a Young Woman Representative representing a zone at the LWML CNH Convention, LWML CNH pays for Registration and Friday night meal with the Committee for Young Women from the LWML CNH General Fund. It is recommended that the zone that the Young Woman Representative is representing pays for hotel, travel and meal package. (2/2012) (6/2017)
13. Each zone may send up to two (2) Young Women Representatives to the LWML CNH Convention. (2/2012)
14. The Steinbeck Memorial Scholarship Fund shall be distributed following guidelines below:
  - a. In even numbered years (i.e. LWML CNH District Convention years);
  - b. A maximum of ten (10) scholarships of \$500 each;
  - c. The Human Care Committee shall strictly enforce the application deadline.
15. The Rubin Perpetual Memorial Fund shall be distributed to the CNH District following the guidelines below:
  - a. In even numbered year (i.e. LWML CNH District Convention years)
  - b. The amount (not to exceed \$4000) shall be proposed by the LWML CNH District Treasurer at the June Board of Directors meeting following that year's LWML CNH District Convention. (2/14)
16. The LWML CNH President may, with the approval of the Executive Committee, appoint additional personnel as needs occur such as regional events, planning meetings, leadership workshops, etc. (6/2017)
17. Executive Committee members may incur reasonable expenses to be noted on the expense vouchers. (6/2017)
18. Pastors are to be reimbursed the fee for a single occupancy contracted hotel room for attending the EC and BOD meetings. (7/2018)

Adopted January 1993

Amended:

September 1993	February 2004	July 2006	February 2014
January 1996	June 2004	February 2009	June 2017
September 1997	February 2005	February 2012	July 2018

## LWML CNH Policy Statements

1. Each LWML CNH President upon leaving office shall be presented with a Past President's Pin. The Presiding President shall wear a pin, which shall be passed on to the succeeding President serving in that capacity. (6/93) (6/2017)
2. The LWML CNH President may appoint a personal secretary as needed with expenses allowed. (6/93) (6/2017)
3. The LWML CNH may send two (2) Young Women Representatives to the LWML Convention (6/93)(9/2004) (9/2005) (6/2008)
4. The LWML CNH may send to the LWML Convention the most recently elected Pastoral Counselor as of the Winter Board of Directors meeting preceding the LWML Convention. (1/90) (9/2004)
5. Gratis registration at LWML CNH Conventions shall be given to LWML CNH Past Presidents and Clergy. (1/93)
6. Persons receiving gratis convention benefits from LWML CNH may not serve as delegates for a society or as a zone representative. (6/93)
7. The deadline for submitting LWML Mission Grant Proposals to the LWML CNH President shall be August 15 in even numbered years (6/93) (9/2004) (6/2008)
8. When LWML CNH personnel are specifically invited to conduct a workshop, or participate in a zone or society program, it is suggested that the inviting zone or society 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. (1/93) (6/93) (6/2017)
9. LWML CNH will pay the cost of a replacement pastor when needed for the LWML CNH Pastoral Counselor when he is serving at an official LWML CNH function. (9/93) (6/2017)
10. 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. (2/2012) (6/2017)
11. LWML CNH Board of Directors members will receive copies of Mission Grant Proposals approved and recommended by the Gospel Outreach Committee prior to the Winter Board of Directors meeting of LWML CNH Convention years. Individual members will carefully read and review all proposals, and carefully consider the merits of each proposal. Individual members should contact the Vice President of Gospel Outreach and the Gospel Outreach Committee with questions about proposals promptly so that the Vice President of Gospel Outreach can research them and provide updates to the entire Board of Directors prior to the Winter Board of Directors meeting. (6/2013) (6/2017)

Adopted January 1993

Amended:

June 1993

September 1993

September 1994

September 2005

February 2012

June 2013

June 2017