

WOMEN'S MISSIONARY FEDERATION

of the ASSOCIATION OF FREE LUTHERAN CONGREGATIONS

ARTICLE I Name

The name of this organization shall be the Women's Missionary Federation (WMF) of the Association of Free Lutheran Congregations (AFLC).

ARTICLE II Purpose

Section 1.

To awaken and deepen interest in and love for the Kingdom of God at home and abroad, thus sharing in the great missionary enterprise of the Christian Church through:

- a) monthly WMF Bible studies.
- b) The distribution of literature and information concerning the missions of the Women's Missionary Federation.
- c) Personal involvement and financial contributions to the ministries of the Association of Free Lutheran Congregations through its regularly established boards.

Section 2.

To unite all the women of the Association of Free Lutheran Congregations into the deeper fellowship of consecrated service for the missions, the charities and the Christian Education program of our Association.

Section 3.

To organize missionary activities and children's missionary groups wherever possible.

ARTICLE III Membership

Section 1.

Individual membership: Each woman who is a member of an AFLC congregation and interested in furthering the purpose of the WMF shall be a member.

Section 2.

By application: An individual who is not a member of an AFLC congregation, but is interested in furthering the purpose of the WMF, may become a member by applying to the National Board of the WMF, and said board, having assured itself of the applicant's credentials, shall then declare her a member.

Section 3.

Group membership: Any women's organization within a congregation of the AFLC and interested in furthering the purpose of the WMF shall be a member.

Section 4.

Honorary membership: Pins and certificates are available through the National WMF Treasurer for presentation to women for long and/or faithful service. Pins may also be purchased for personal use.

ARTICLE IV Annual Convention

Section 1.

The National Convention of the WMF shall be held annually at the same time and place as the Annual Conference of the AFLC.

Section 2.

WMF members who register at the convention are entitled to vote.

ARTICLE V Officers

Section 1.

An officer of the National WMF shall be a voting member in good standing of an AFLC congregation and have served in a leadership position in a local or district WMF.

Section 2.

Officers in the WMF shall be a President, a First Vice-President, a Second Vice-President, a Communication Secretary, a Recording Secretary and a Treasurer.

Section 3.

Officers shall be elected by ballot at the convention; a simple majority shall constitute election.

Section 4:

The elected officers shall be known as the National Board.

Section 5.

Officers shall be elected for a term of three years. All officers may be eligible for re-election but no officer shall hold the same office for more than two successive terms. The President and Communications Secretary shall be elected one year; the First Vice-President and the Recording Secretary the following year; the Second Vice-President and the Treasurer the third year. Newly elected officers shall officially assume their duties at the All boards meeting following their election.

ARTICLE VI Non-Elected Positions

Non-elected positions (By-laws, Article V) shall be provided for by the National Board based on a letter of call and a job description.

ARTICLE VII Committees

Committees shall be those provided for in By-laws, Articles VI and VII.

ARTICLE VIII Amendments

When an amendment is presented to a convention for initial approval, it shall be called a proposed amendment. When a proposed amendment has been approved by two-thirds of those present and voting at a convention, it shall be called a recommended amendment.

An amendment shall become part of the constitution only after it has been approved by two-thirds of those present and voting at one convention and then given final approval by two-thirds of those present and voting at the convention the following year. Those present at the convention shall have the opportunity to discuss proposed and recommended amendments, both when initially presented and when presented the following year for final approval. On both of these occasions those present and voting at a convention may propose changes to the amendment. Any such change must be presented in writing to the convention, and those present shall have the opportunity to discuss it. If the proposed change does not receive the support of a majority of those present and voting, the convention may vote on giving final approval to the recommended amendment in its original (unchanged) form. If a majority of those present and voting vote for the change, the change shall be incorporated into the amendment, and the amendment as changed shall be submitted as a recommended amendment for final approval to the convention the following year. A recommended amendment, when approved by a two-thirds vote of those present and voting at a convention, shall become an adopted amendment and shall be considered for all purposes as part of the constitution.

ARTICLE IX Parliamentary Authority

The most recent edition of Robert's Rules of Order shall govern all proceedings of this organization where this constitution and by-laws are silent.

BY-LAWS

ARTICLE 1 Missions of the WMF

Section 1.

The missions that WMF supports through personal involvement and financial contribution are World Missions, Home Missions, General Fund and Christian Education, which includes AFLC Parish Education, the Free Lutheran Bible College (FLBC) and the Free Lutheran Seminary (FLS) and Cradle Roll.

Section 2.

Monthly financial support is recommended based on the WMF Financial Planning/Prayer Calendar. Further information and program material provided by the National board is available through the Executive Secretary.

Section 3.

Support for particular projects within the missions of the WMF may be suggested by the National Board or by the National Convention.

Section 4.

Special charities may be supported upon recommendation of the National Convention.

ARTICLE II WMF Meetings

Section 1.

Members of WMF are encouraged to attend local, district and national meetings.

Section 2.

Spring and fall rallies are encouraged in each district.

ARTICLE III Duties of the National Board

Section 1.

The National Board shall perform the duties entrusted to them by the WMF and in every way possible further its interests. They shall provide a WMF Bible study, informational literature, program materials and a suitable financial program. They shall promote activities that reflect the WMF purpose (Constitution, Article II).

Section 2.

The National Board shall be empowered to act officially between meetings of the WMF Convention. The National Board may seek counsel from the Advisory Committee (By-laws, Article VI). Decisions shall be reported to the next convention.

Section 3.

The National Board may postpone implementation of a proposal adopted by the National Convention if circumstances so require.

Section 4.

The National Board shall fill a non-elected position with a qualified person through a letter of call and provide a job description and salary (By-laws Article VI, Section 4).

Section 5.

The National Board shall meet at least five times each year upon call of the president or any other officer.

ARTICLE IV Duties of each Office

Section 1.

The President shall preside at the National Convention of the WMF and at all meetings of the National Board and the Advisory Committee (By-laws, Article VI, Section 2). She shall be an ex-officio member of all committees and otherwise perform the duties pertaining to her office.

Section 2.

The Vice-President shall in the absence of the President assume the duties of the said office, and shall perform such other duties as the President or the National Board may designate.

Section 3.

The Second Vice-President shall in the absence of the President and/or the Vice President assume the duties of the said office, and shall perform such other duties as the President or the National Board may designate.

Section 4.

The Recording Secretary shall record minutes of all the meetings held by the National Board and the Advisory Committee. She shall insure that the National WMF adheres to its constitution and by-laws and be custodian of the archives.

Section 5.

The Communication Secretary shall perform such duties regarding communications as the President or the National Board may designate.

Section 6.

The Treasurer shall keep account of and be responsible for the WMF treasury, receive all contributions and pay bills that are endorsed by the National President. She shall present to the National Convention an audited report of the financial status of the WMF.

ARTICLE V Non-Elected Positions

Section 1.

The Executive Secretary shall attend meetings of the National Board and the Advisory Committee. She shall make available to local WMFs the publications designated by the National Board and fulfill the responsibilities included in her job description.

Section 2.

The Women's Outreach Coordinator (WOC) shall be available as a resource person to encourage the purpose of the WMF. She shall fulfill the responsibilities included in her job description.

Section 3.

Prior to establishing a new non-elected position, the National Board may seek counsel from the Advisory Committee. The need for this position shall be presented to the National Convention for discussion and approval.

ARTICLE VI Advisory Committee

Section 1.

The Advisory Committee shall consist of those currently serving as District presidents of the WMF. In areas where there is no organized District WMF, the National Board may appoint a representative to the committee.

Section 2.

The Advisory Committee is convened and chaired by the National WMF President at the request of the National Board or at least five members of the Advisory Committee

for the purpose of providing counsel to the National Board. Meetings may be conducted in person, by mail, electronic mail or by conference call.

Section 3.

The Advisory Committee shall meet with the National Board to review decisions of the convention, except for the election of officers in order to better promote the work of the WMF.

Section 4.

The Advisory Committee shall provide counsel to the National Board when a replacement is to be named to complete a term on the National Board or when a non-elected position is to be filled.

ARTICLE VII Standing Committees**Section 1.**

The Standing Committees of the National WMF shall be appointed by the National Board and serve for one year. These committees shall be announced at the National Convention.

Section 2.

Standing Committees shall meet as necessary to fulfill the duties assigned them by the National Board.

Section 3.

Standing committees shall report to the National Convention.

ARTICLE VIII Amendments

These By-laws may be amended at the National WMF Convention by two-thirds vote of those present and voting, providing the proposed amendment has been submitted to the National Board and published in both The Ambassador and the WMF Newsletter prior to the WMF Convention. Changes to a proposed amendment to the By-laws must be presented in writing to the convention prior to discussion and vote. The change will become part of the amendment if approved by a majority of those present and voting. The amendment will become part of the By-laws if approved by two-thirds of those present and voting.