

LOCAL WMF of the AFLC

Membership

1. Group Membership:

Any women's group active in the work of the Association of Free Lutheran Congregations and interested in furthering mission work are members of the WMF.

2. Individual Membership:

All AFLC women are encouraged to participate in the work of the WMF. Individuals who are not members of congregations in the AFLC, but are

interested in supporting the missions of the WMF may become members.

Apply through the National WMF President. Upon reviewing the application, the National WMF Board may declare them as members.

Responsibilities of Local Officers

1. Officers of the WMF must be members of congregations affiliated with the Association of Free Lutheran Congregations.
2. The President presides at all general meetings and any WMF Board meetings. She is a member ex officio of all committees except the nominating committee and performs the required duties of her office.
3. The Vice President should work very closely with the President. She presides in the absence of the President and performs such duties as may be assigned to her by the President or the Board.
4. The Secretary records and keeps the minutes of all meetings. She is to perform other duties as assigned by the Board.
5. The Treasurer receives, records and compiles income and expenditures of the local WMF, pays all authorized bills, gives the financial reports as required by the Board, and submits contributions to the National WMF Treasurer.
6. The Missions Secretary gives a report and keeps the ladies updated on the Missionaries that the WMF supports through the Missionary newsletters and the World Missions web site.
7. The Cradle Roll Secretary plans and maintains the Cradle Roll Program. She orders cradle roll packets from the WMF Executive Secretary for each pre-school child. An Enrollment form, certificate, and other materials for each child are included in the packet. The certificate and other materials are distributed to the parents as directed in the packet. The enrollment forms are kept on file until the child graduates into Sunday School. The bill (which includes the cost of the packet and postage) is sent with the packets, so please do not pay the bill until after the order is received.

Meetings of the Local WMF

In smaller churches, the local WMF usually meets once a month with the women working through the WMF Bible Study. This is also the time when the business for the organization may be transacted. In larger churches, the entire group may meet less frequently with smaller groups for monthly or weekly Bible studies and the organizational business may be handled by the elected officers. Many other creative ideas and suggestions for variety in the meetings are included in this Resource Manual. Updates on these and other items will be sent to you each fall. They will be numbered and will be replacements of the specific pages indicated.

To keep the WMF mailing list up-to-date, the names, addresses, telephone numbers and e-mail addresses of new officers need to be sent to the Executive Secretary as soon as an election is held. (Address Update sheets are located in section VI. Other Resources)

Starting a New WMF

1. At the very beginning, appoint a temporary chairperson and planning committee who will confer with the pastor about organizing the WMF. The planning committee should consider contacting the **President or Executive Secretary of the WMF for guidance and help in this undertaking.**
2. Survey the church membership for possible interest among the women.
3. Call a special meeting of all women of the church to discuss:
 - A. needs and goals for such an organization within your church
 - B. WMF Bible studies
 - C. WMF Financial Planning and Prayer calendar
 - D. financial goals and procedures of the WMF
 - E. the proposed local constitution and by-laws
 - F. plans for the adoption of the constitution
 - G. plans for the election of officers
 - H. dates & times of meetings.
 - I. adopt a vision statement
 - J. continue in prayer for the beginning of this new organization
4. Set the date for the first meeting and announce it in your church bulletin at least for three weeks before the meeting.
 - A. Have your first Bible study
 - B. Elect your officers
 - C. Bathe your work in prayer
 - D. Enjoy the fellowship and encouragement of one another
5. Continue your meetings with the frequency you have decided on in your planning meetings. Be sure the meetings begin with prayer and the Bible study before any business is discussed. May God bless you as you start out on this new adventure in your congregation!