

CONSTITUTION

Article I-Name

The name of this organization shall be the Women's Missionary Federation (WMF) of the Grace Free Lutheran Church of Valley City, North Dakota.

Article II-Purpose

The purpose of this organization is to develop the spiritual life of our women, to create a loving spirit of helpful cooperation among them, to aid in spreading knowledge of missions and aiding financially the endeavors of the WMF and the Association of Free Lutheran Congregations.

Article III-Membership

All ladies who are members of the congregation are shall be members of the WMF.

Article IV- Officers

The officers of this organization shall be a president, vice president, secretary, treasurer,

Article V- Amendments

Motions to amend this constitution may be adopted at any meeting by a two-thirds vote of members present. Such motion must have been presented at a former regular meeting of the WMF.

BY-LAWS

Article I Meetings

Section 1. The WMF shall meet regularly on a day and at a time agreed upon by the members. All meetings shall be opened with devotions and time shall be devoted to Bible Study.

Section 2. The annual meeting of the organization shall be in September during which election of officers for the following year will be held. At the annual congregational meeting, reports shall be given on the work done by the WMF during the previous year and disposition of the money on hand voted upon. The new officers shall assume their duties in January.

Article II Finances

As far as possible, this WMF shall contribute regularly to the various WMF, projects-namely, General Fund, World Missions, Home Missions, Christian Education, Association of Free Lutherans Bible School, Association of Free Lutherans Theological Seminary, Honorary Memberships, WMF Day Annual Conference, Memorials and any other worthy cause decided upon by the organization.

Article III Duties of Officers

Section 1. The president shall preside at all meetings of the organization and of the Executive Board and shall work to promote the projects of the WMF.

Section 2. The vice-president shall assist the president and in her absence assume the duties of that office.

Section 3. The secretary shall keep minutes of the meetings of the WMF. She shall notify the secretary of the executive committee of the National WMF and the Area District Secretary of the names of the officers each year immediately following their election.

Section 4. The treasurer shall keep accurate account of all money received and expended and make regular and annual reports to the WMF. She shall send all gifts for WMF projects to the treasurer of the National WMF.

Section 5. Committees shall be appointed by the executive board as needed. Committees may include the following:

A. Altar Committee

It is the duty of this committee to change cloths and to service the communion trays.

B. Flower Committee

It is the duty of this committee to make arrangements for flowers and take care of them before and after services.

C. Supply Committee

It is the duty of this person to see that the kitchen is properly supplied for all events.

D. Serving Groups

It is the duty of this committee to arrange for all serving in the dining room of the church. They shall provide waitresses, arranging and decorating tables, etc. as needed.

E. Card Committees

Birthday cards are sent to WMF members. Sympathy cards are sent to WMF members' immediate family and verify with the treasurer that a memorial is sent to the National WMF. Cards will also be sent to those known hospitalized.

F. Cradle Roll Chairman

It is the duty of the Cradle Roll Chairman to enroll all babies baptized in the congregation. It is also her duty to plan for the annual cradle roll program.

G. Program Committee

The Program Committee shall be responsible for Honorary Membership and In Memoriam Programs, Christmas Party, the National Day of Prayer Program and other programs as directed by the Executive Board. It is their privilege to appoint any committee necessary to help with these affairs.

H. Missionary Chairman

It is the duty of the missionary chairman to keep the organization updated on our missionaries and their work.

Article IV Nominations and Elections

Section 1. The officers shall be elected at the annual meeting of the WMF.

Section 2. A nominating committee shall be elected at a previous meeting from election date. Nominations may be made from the floor for all offices.

Section 3. All officers shall be elected by ballot. A simple majority shall constitute election.

Section 4. All executive officers shall hold office for a term of two years serving until their successors have been elected and installed. Each office is limited to two terms. Election for President and Vice President shall be held in the odd years and secretary and treasurer elected in the even years.

Article V Amendments

These By-Laws may be amended at meeting by two-thirds vote of members present, provided the proposed amendment has been presented in writing and approved at a previous meeting.