

LWML ENGLISH DISTRICT STANDING RULES

1. The chairman of the Nominating Committee shall submit a biographical sketch of each candidate for the LWML District convention manual.
2. The voluntary mite offerings collected by the local group are to be allotted as follows:
 - a. twenty-five (25) percent of the total to LWML,
 - b. ten (10) percent of the total retained by the group, and
 - c. the balance to be divided two-thirds (2/3) for the district and one-third (1/3) for the zone.

In the case of nonzone units:

- a. twenty-five (25) percent to LWML,
 - b. twenty-five (25) percent stays with the non-zone unit, and
 - c. fifty (50) percent to the district.
3. The Editor of the LWML District publication may attend a LWML Editors' workshop at LWML District expense.
4. The President of the LWML District will select a member of the Executive Committee and a Pastoral Counselor to be sent to the LWML Convention at LWML District expense.
5. A Parliamentarian shall be present at all LWML District conventions and at the pre-convention LWML District Board of Directors' meeting.
6. LWML District convention expenses of the Equalization chairman are to be paid from that fund.
7. The LWML District will advance the host committee of the LWML District convention up to \$1,000 to secure a hotel contract. The total advancement shall be returned to the LWML District treasury when the convention books are settled.
8. All officers completing their term of office should equip the newly elected officer with examples of duties and any pertinent information needed to perform her duties. This can be in the form of a notebook or electronically.
9. For District Convention the YWR may participate in Equalization, if the zone contributes to the Equalization fund on behalf of the YWR. All other expenses related to registration, food and hotel are the responsibility of the zone. These expenses may also be compensated through groups within the zone.
10. The District Treasurer will pay Equalization for all voting members of the Executive Committee
11. Mileage reimbursement will be calculated at the current IRS rate plus tolls if driving, until the lowest airfare is reached.

12. In the event that a convention is cancelled

- a. Individual groups, zones, past district presidents and/or the district that paid into equalization for the convention will be reimbursed the funds they contributed for the convention.
- b. Equalization will not reimburse expenses of transportation tickets.