NW District LCMC CONTINUING RESOLUTIONS

Set By the District Council

July 2010

It was decided that there shall not be a limit to the number of voting delegates that shall represent a congregation /chapter. All attendees who are members of a congregation / chapter in good standing with NW District LCMC shall have a right to a vote at the annual gathering as per our constitution. This issue may be reassessed at a later date as district growth occurs.

July 2011

The NW District shall maintain a liability Insurance policy. The insurance company used and the policy limits shall be reviewed by the Council as needed.

July 2011

The NW District shall be incorporated in the State of Washington. (Note: This incorporation status must be renewed annually in June, with September being the final cut-off date, by an official District registrant.) In July 2015, as a point of clarification, it was noted that our corporation is set up as a non-profit organization, not a tax exempt entity. A disclaimer to that effect is to be permanently placed and maintained on our NW District website.

October 2011

NW District financial records pertaining to greater than $25,000.00 receipts annually are subject to internal annual audit/review.

January 2013

Any and all current and future actions that require ratification by the general membership shall be by rejection notice rather than an acceptance notice from member congregations or chapters.

January 2013

The official website owned by the NW District is entitled “LCMC-NW.com. The NW District owns this site for four-year periods and all hosting fees and webmaster stipends will be paid for by the District, with annual stipend amounts agreed to between the Webmaster and the Council.

June 2013

It is the responsibility of the NW District Council at the annual National LCMC Convention to be represented by a spokesperson at the “District Meetings”. It is our goal to be recognizable, informational and invitational by any and all means at the LCMC National Annual Convention.

June 2013

Our constitutional rules are there not to limit, but rather define what a member is and what those “membership privileges entail. To that end, three distinct levels of membership were established and defined: (1) Congregational, (2) Chapter, and (3) Individual. These applications shall be made available both by mail with a written request and via the Website for self-printing. Each level of membership shall require a distinct application, as per our constitutional requirements, to be subject to approval by the general Council. In October of 2013 this policy was expanded to add that, once approved, a distinct “Membership Certificate”, signed by the current President, along with a welcome letter will be mailed to the new member.

January 2014

It is established that we are a geographically defined District but the location of a congregation, chapter or individual shall have nothing to do with their ability to be included or not into our membership.

April 2014

It was established as a point of clarification that our designation of the Northwest District (NWD) shall, at all times, be fully spelled out to avoid governmental concerns and alerts regarding our use of this designation.

September 2014

It was established that each member congregation be asked to complete and submit a “congregational survey”. This form will be maintained as a part of our records and shall serve to keep both the Council and our members more aware of each other’s gifts, talents and needs. These forms shall be displayed as a sort of “Family Album” at our annual gathering. New member congregations will receive this survey along with their welcome letter and Membership Certificate.

September 2014

A Budget Funding policy was established authorizing the use of funds in excess of a set retained working budget amount. Applications for funds are to be assessed on a case by case basis and shall be approved for distribution by a simple majority vote. The amount to be retained by the Council is to be considered and adjusted as needed on a quarterly basis. In January of 2015, a point of clarification added that the Board should and must be able to access funds, not to fall below a designated amount, for the purpose of conducting normal and proper business and billing obligations for each fiscal year. Only funds above this designated amount will be made available for funding / assistance requests. The specific dollar amount of these designate “working funds” may be reviewed quarterly and changed as needed.

July 2015

The NW District Council shall have no authority over or responsibility for a congregational call process. Each congregation is entirely autonomous and as such, shall maintain sole responsibility for all their administrative actions and procedures.

October 2015

The National website has made distinct references to “Social Impact” discussions. There are references that show how to write a constitution, etc. that deals with this societal impact on our churches. Even though board member feelings on this subject are very strong, we are cautioned not to develop a specific social statement or link to the national site distinctly on behalf of the NW District. We are, however, reminded that we are a collective body of many diversified church bodies and congregations. So as social issues, with all of their positive and negative connotations, arise, we have an opportunity to honestly and honorably represent Biblical teachings. That is to say that in no way are we as a District serving as an authority on Doctrinal Issues. The Bible, for all intents and purposes is our social statement.

January 2016

At least one person who is on the board must have the codes, passwords, and the ability to get into the NW District Web Site and make changes as necessary, once approved by the Board.

October 21, 2019

A motion was made and passed to approve an amount up to $10,000 to cover costs for the annual Gathering.

July 2023

A motion was made and passed to allocate up to $1000 annually to be used for lay leadership training to build pastoral worship leaders in local congregations in the LCMC Northwest District.

Oct. 2023

The Northwest District Council may assign a financial assistant to assist the treasurer. The assistant is a non-voting position, and as such is not required to attend council meetings, but will provide financial reports to the council through the treasurer. This will help maintain continuity in processing district business.

Nov. 2023

It is recommended that all four officers on the Executive Committee should be signatories on the Northwest District checking account. The Bank where the Northwest District maintains an account requires (1) copies of minutes that confirm our duly elected Executive Committee, and (2) copies of our Article of Incorporation in the State of Washington.

Nov. 2023

This NW District shall adopt a January 1 to December 31 business year for our accounting / reporting period. A yearly printed budget shall be set as a useful tool for business and mission planning and shall be approved annually at the District gathering.

Nov. 2023

Documentation for all reimbursements shall either be through vouchers, submitted receipts, or submitted expenses.

Nov. 2023

The District Council has established five (5) $1000 scholarships for District Council members and District Coordinators to attend District and National Gatherings but are financially unable to do so. Scholarships will be distributed on a first come, first serve basis with an email to the treasurer.

Nov. 2023

A motion was made and passed to set aside $2000 per year to help defray the cost of attending District Council meetings. If financial help is needed, the council member may submit a request to the treasurer documenting expenses up to $250 per meeting.

April 2024
Job descriptions of Council officers (President, Vice-President, Secretary, and Treasurer), Webmaster and District Coordinator are to be maintained and understood as policies, not to be included into Constitutional bylaws.

July 2024 District Council shall annually appoint a “Gathering Committee.” The “Gathering Committee” must “report to” and coordinate with” the duly elected District Council for the purpose of organizing and coordinating the workings of the District’s Annual Gathering. If there is a host congregation, at least one member of the host congregation must be a member of the “Gathering Committee.”

- The budget for the Annual Gathering is part of the approved budget for the Northwest District.
- Registration forms and funds are to be sent directly to the treasurer. This may be done by mail or online.
- The recipients of any benevolence offerings will be determined by the Host Congregation or the District Council prior to the actual Annual Gathering date.
- The Guest Speaker honoraria shall not exceed $1,500 total per gathering without council approval. Transportation and lodging reimbursement shall be at an economical rate and shall not include the cost of additional family members.
- Gathering participants who desire to set up tables for exhibition shall pay ordinary registration costs and fees. Any cost that may be associated with their display and travel is fully their responsibility. Table setup / display is always contingent on the District's available space.

July 2024 District Council shall annually appoint a "Youth Impact Committee." The "Youth Impact Committee" must "report to" and coordinate with" the duly elected District Council for the purpose of organizing and coordinating the workings of the District's Annual Youth Impact event. If there is a host congregation, at least one member of the host congregation must be a member of the "Youth Impact Committee."

- The budget for the Youth Impact event is part of the approved budget for the Northwest District.
- Registration forms and funds are to be sent directly to the treasurer. This may be done by mail or online.
- The recipients of any service project will be determined by the Youth Impact Committee in consultation with the Host Congregation or Camp prior to the actual Youth Impact date.
- The Guest Speaker honoraria shall not exceed $1,000 total per youth event without council approval. Transportation and lodging reimbursement for guest speakers shall be at an economical rate and shall not include the cost of additional family members.
- Background checks must be performed for all Youth Impact event leaders and chaperones. Annual background checks will be confidentially maintained.
- Additional provisions including appropriate and inappropriate behavior by youth and chaperones, ratio of students to leaders and the "two adult" rule are found in the Youth Impact registration materials.

Dec. 2024

The NW District shall provide for an official website and shall offer a newsletter as an official mouthpiece for the NW District LCMC, under the guidance of the Council itself. A 2/3 majority vote is required for both confirming and removing the webmaster. The Council Secretary is responsible for coordinating actions between the Webmaster and the Council. All website pages and/or links established must be reviewed annually by the Communication Sub-Committee.

Dec. 2024

The NW District Newsletter will be published at a minimum on a quarterly basis. This newsletter shall include at a very minimum the (1) Secretarial Minutes Bullets from the prior board meeting, (2) Changes to the congregational and pastoral rosters, and (3) A welcome to all new member congregations voted in at the prior board meeting. Other articles might include congregational spotlights, upcoming events, and other newsworthy items. All articles submitted for publication are subject to editing privileges and review by another Council member. This newsletter shall be posted on the District website and distributed to the membership.

July 2025

The District Council has established the following scholarships for district members to attend District and National Gatherings that desire to attend the gathering but are financially unable to do so. A written request from the Pastor on behalf of him or herself or an individual will be required to be sent to the treasurer to obtain the funds. Scholarships will be distributed on a first come, first serve basis.

– Ten (10) scholarships of $50 per family member, maximum $200 per family to attend the NW District Annual Gathering

– Five (5) adult scholarships of $500 each, maximum $2500 to attend the Annual National Gathering

– Fifteen (15) Impact Youth scholarships of $50 each, maximum $200 per family to attend the Annual Northwest Impact Youth event.

July 2025

Establishment. Pursuant to section 3.03 of the NW District Bylaws, the District Council has established a seminarian fund to encourage and provide financial assistance to Northwest District seminarians attending an institution sanctioned by LCMC and training for congregational ministry.

Funding. The District Council will fund this as a line item in the NW District Annual Budget, and through direct solicitation of district members.

Granting. The NW District Council can use principal and interest to fund scholarships. Seminarians may apply for scholarships on forms developed by the NW District Council. Scholarships will be awarded based on fund balance, and the demonstrated need of each seminarian, and engagement in the life of the Northwest District.

July 2025

The members of the NW District approved the establishment of a District Coordinator Team, consisting of a Team Leader and 2 team members. The Team Leader shall serve as a representative of our council, and a liaison between NW-LCMC and the National LCMC organization, and shall gather and distribute information to and from our two organizations, and shall keep the NW District informed of all such communications. The Team Leader will coordinate the activities of the team members in support of mission of the District Coordination team. This person serves at the pleasure of the NW-District per the terms and conditions stipulated in the NW-District resolution dated May 2, 2025. Expectations and a job description of this position shall be maintained as a policy.

November 2026

NORTHWEST DISTRICT GATHERING HOST CHURCH GUIDELINES

Host Congregation: In addition to providing a facility for worship, meals and fellowship, the Host Congregation is responsible for the following:

- Developing and executing a meal and break plan in accordance with the event schedule.
- Provide event volunteers/staff for:
  - Set-up and take-down
  - Serving meals and refreshments for breaks
  - Security and parking (as needed),
  - Greeting and check-in
  - Audio/Visual support
  - Suggesting suitable hotels and contacting them for group discount rates.
  - Other duties that may arise as needed or able
- Designate a point person for coordinating with the District Gathering Committee
- Lead the Saturday communion worship service in their typical style
- Provide ideas of a local charity to be highlighted and the recipient of the Gathering's offering. The NW District Council has final approval of said charity.

All Gathering themes, Bible Studies, sessions, mission partners, and exhibitors will be chosen and vetted by the Northwest District Gathering Committee and Council and are not the responsibility of the host congregation.

Host Congregation Pastor(s):

- Lead the Saturday worship service with Holy Communion
- Bring a greeting of welcome on behalf of the host congregation to the Participants

To demonstrate cooperation and emphasize that the Gathering is a District-wide event, the pastor(s) from the host congregation will not be selected to preach, be the keynote, or lead the Bible Studies at the Gathering hosted by his or her congregation.

All planned and approved Gathering expenses will be paid for or reimbursed by the Northwest District. Please keep receipts and have an accounting ready either at the Gathering or shortly thereafter to present to the District Treasurer for reimbursement.

The Host Congregation may ask their members to donate certain food items according to the meal and refreshment plan, provide the meals cooked by the congregation, or hire caterers.

If there are any questions regarding finances and approved expenses, please contact the Gathering Coordinator or Liaison for clarification and approvals.