

## LWML Texas District Group and Member Reporting Guidelines August 2020

These guidelines are based on the reporting guidelines for LWML districts to report group and member numbers to national LWML. We realize that group, zone, and district bylaws may all have different methods for counting members, but it is important that all districts report their group and member numbers in a consistent fashion to national LWML.

Membership Category	Active Group	Active Member of a Group	Active Individual Member
	<p>If a group meets all or most of the following guidelines they would be referred to as an active group:</p> <ul style="list-style-type: none"> <li>• Has officers or a coordinator/contact person</li> <li>• Meets at least quarterly</li> <li>• Participates in, or is aware and supportive of, zone and/or district events (contributes to the travel fund for convention representation)</li> <li>• Contributes to mites and prays for the missions supported by mites</li> <li>• Subscribes to the <i>Quarterly</i></li> <li>• Returns a group membership report annually to the zone</li> </ul>	<p>If a member of an active group participates on a regular basis in her group activities she would be referred to as an active member.</p> <p>Active group members are eligible to represent their group at a district convention, in accordance with their group and district bylaws.</p>	<p>If an individual meets all or most of the following guidelines they would be referred to as active:</p> <ul style="list-style-type: none"> <li>• Participates in and is supportive of zone and/or district events (contributes to the travel fund for convention representation)</li> <li>• Contributes to mites and prays for the missions supported by mites</li> <li>• Subscribes to the <i>Quarterly</i></li> <li>• Completes an application for individual membership and returns to district</li> <li>• Returns an individual membership report annually to the zone</li> <li>• Has voice and vote at zone events (see district bylaws for complete voting privileges)</li> </ul>
Membership Category	Supporting Group	Supporting Member of a Group	Supporting Individual Member
	<p>The following guidelines describe a supporting group (formerly considered inactive):</p> <ul style="list-style-type: none"> <li>• Does not have officers but may have a contact person</li> <li>• May or may not contribute to mites, but continues to regularly pray for LWML</li> <li>• Doesn't meet on a regular basis</li> <li>• Does not return a group membership report annually to the zone</li> <li>• Does not participate in zone and/or district events (including travel fund contributions for convention representation)</li> </ul>	<p>Some LWML groups consider all communicant women in their congregation members of their group. The women in this category do not actively attend any LWML functions. Some groups designate former members who are unable to attend regularly as auxiliary members.</p> <p>Each group should refer to their bylaws and standing rules for designating supporting members and determining a count of active members on the annual report. Only active members should be reported to the district.</p>	Not applicable
Membership Category	Disbanded Group		
	<p>A group that has notified the zone and district that it is disbanding and states a reason for disbanding such as aging out, church is closing, not enough participation, etc. The district will demonstrate efforts to work with the group before disbandment and report all disbanded societies to national.</p>		

Note: These guidelines are based on LWML guidelines for reporting active LWML groups and adhere to the LWML Texas District bylaws, standing rules, and policies.