

# LLC Delegate Qualifications, Selection, and Responsibilities

## Qualifications

- It is important that persons considered for selection as delegates are members who have a good testimony in the congregation and to whom the kingdom of God is righteousness, peace, and joy in the Holy Spirit. They are also members who hold the work of God's kingdom as precious and desire to further that work. In order to fulfill delegate responsibilities, it is very beneficial if the selected delegates include those individuals familiar with the work of the kingdom and the administration of the affairs of the congregation. Such familiarity with the work is often gained through service on the board or committees and through participation in local and area-wide board and congregational meetings.
- Delegates selected to the LLC Annual Meeting must be eligible voting members of the member congregations as per Article II, Section 5 of the LLC Bylaws.
- While LLC Bylaws do not prohibit members of the LLC Board of Directors from being selected as delegates, it is preferable that they not serve as delegates if others are available.

## Selection

- Member congregations select their delegates annually. Each member congregation determines its method of selection and its delegates' term of office. A church board may make a recommendation of candidates to the congregation for consideration and approval at its annual meeting or at another congregation meeting. The congregation may also directly select delegates at a congregation meeting.
- The number of delegates representing each member congregation at the Annual Meeting or special meetings is determined by the number of paid members in the congregations per Article II, Section 5 of the LLC Bylaws. Delegates must be registered with the LLC each year prior to the LLC Annual Meeting.

## Responsibilities

- At the LLC Annual Meeting delegates discuss and act upon matters brought before the meeting by the Board of Directors and delegates.
- Following is a recommended procedure in order to obtain input from congregations for the Annual Meeting:
  - Selected delegates meet with the congregation board to discuss the LLC Annual Meeting Agenda and to decide how the Agenda will be presented to the congregation.
  - Delegates present Agenda to congregation and share input from board and delegates' meeting with the congregation.
  - Delegates record congregation input and bring it for consideration to the LLC Annual Meeting.

*Note:* While the entire Agenda along with its attachments is important, special emphasis should be given to the Operating Plan, which covers progress and plans on significant new items or those items for which a decision is expected from the Annual Meeting. To better inform congregation members, consider making the Plan available electronically and/or copying and distributing it to the membership prior to the congregation meeting. This allows members to study the Plan and bring input to the meeting.

- At the Annual Meeting, delegates will consider, approve, or disapprove of LLC work for the past year and provide direction for LLC work for the coming year. Delegates will handle the election of the LLC Board of Directors and consider the work of the LLC Board and the following Operating Plan areas: LLC Board, Christian Education, Mission Work, Pastoral Work, Publications, Home and Family, and Administration, Operations, and Finance.
- Delegates will report on discussions and decisions of the LLC Annual Meeting in their respective congregations.
- Any delegate who is a member of the LLC Board of Directors will not vote at the Annual Meeting on items pertaining to the actions and decisions of the Board.
- When necessary, delegates may be called upon to act on LLC items of business which arise after one Annual Meeting and require a decision prior to the next Annual Meeting.