



WHO	WHAT	WHEN 2024	RECEIVED
VP of Communication (Teresa Backs)	<ul style="list-style-type: none"> • Report of biennium activities • Photo of Committee 	Feb. 26 Mar. 11	
Recording Secretary (Hannah Jackson)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Parliamentarian (Catherine Simmons)	<ul style="list-style-type: none"> • Convention Rules • Report of biennium activities • Photo 	Feb. 26 Feb. 26 Mar.11	
Structure (Renee Lutzen)	<ul style="list-style-type: none"> • Report of biennium activities • Proposed by-law revisions (if applicable) • Group Photo of Committee 	Feb. 26 Feb. 26 Mar. 11	
Leader Development (Deanna Cross)	<ul style="list-style-type: none"> • Report of biennium activities • Group Photo of Committee 	Feb. 26 Mar. 11	
Church Worker Study Grant (Dawn Neil)	<ul style="list-style-type: none"> • Report of biennium activities • Group Photo of Committee 	Feb. 26 Mar. 11	
Mission Servants (Leticia Harms)	<ul style="list-style-type: none"> • Report of biennium activities • Group Photo of Committee 	Feb. 26 Mar. 11	
Senior Pastoral Counselor (Rev. Michael Potts Schmidt)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Junior Pastoral Counselor (Rev. Rod A. Benkendorf)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Communications Editor (Joyce Niewald)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Communications Webmaster (Diane Shields)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Archivist/Historian (Erika Mouser)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar.11	



WHO	WHAT	WHEN 2024	RECEIVED
Administrative Assistant (Doris Viets)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Treasurer (Elaine Froeschle)	<ul style="list-style-type: none"> • Report of biennium activities • Photo • Copy of “Review of Financial Records” • Financial Report of Treasurer • Endowment Committee Report • Group Photo of Endowment Committee 	Feb. 26 Mar. 11 As soon as possible Feb. 26 Mar. 11	
Financial Secretary (Rita Bryant)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Convention Site Coordinator (Pat Petzold)	<ul style="list-style-type: none"> • Report of biennium activities • Photo 	Feb. 26 Mar. 11	
Nominating Committee (Carol Riedel)	<ul style="list-style-type: none"> • Report of slate of candidates: bios, photos, and vision statements • Group Photo of Committee 	Feb. 26 Mar. 11	
Host Committee Chairperson (Renee Lutzen)	<ul style="list-style-type: none"> • Photo and Roster of Committees • Convention theme and scripture reference • Logo (crisp and clear) • Explanation, description, designer of logo, banner, and backdrop • Committee personnel identification (t-shirts, ribbons, etc. how do you identify? Ushers, first aid, hospitality) 	Mar. 11 Feb. 26	
Planning Committee Chairperson (Karen Drury)	<ul style="list-style-type: none"> • Songs including all copyright information • Name and Photo of Song Leader • Bios and photos of banquet entertainment personalities • Group Photo of Committee 	Feb. 26 Mar.11	

Email all items to: plwzlwml18@gmail.com (preferred)

Or Snail Mail: Patty Walkenhorst 190 Northridge Gerald, MO 63037
 314-420-6339