

Proposed Amendments to Bylaws of Western District Conference 2024 Annual Assembly

For reference, see the full WDC Constitution and Bylaws:

- [WDC Constitution](#)
- [WDC Constitution \(Spanish\)](#)

1. **The Executive Board proposes that Bylaw 1, Section E (on p. 4 of Constitution and Bylaws), be amended so that the fiscal year would run October 1 through September 30, instead of February 1 through January 31. This change would go into effect beginning October 1, 2025.**

Proposed wording in red:

Bylaw 1. Delegate Assembly, Section E. Conference Year

*The conference year shall begin with the close of the annual session and extend through the annual session the following year. All elected positions shall be governed by the conference year. The fiscal year begins ~~February 1~~ **October 1** and extends through ~~January 31~~ **September 30** of the following year.*

Rationale for change:

- To reduce the amount of time between when the budget is approved at the delegate assembly and when the budget takes effect, with the intention that this would lead to improved accuracy in establishing budgeted expenses and income.
 - To align the quarters of our fiscal year with the quarters of a calendar year, so that our 1st quarter of Oct - Dec would match with the 4th quarter of the calendar year. Many entities which influence our financial accounting operate on quarters of the calendar year. For example, the IRS requires quarterly payments of payroll taxes, insurance companies bill quarterly, and many investment accounts accrue interest and send out statements on a quarterly basis.
2. **The Executive Board proposes that Bylaw 2, Section B, Item 1 (on p. 5 of Constitution and Bylaws), be amended to include one additional responsibility to the list of Executive Board duties.**

Proposed wording shown in red below:

Bylaw 2. Conference Leadership and Structure

Section B. Executive Board, 1. Duties:

...[points a. through k.]...

- l. Receive an annual budget recommendation from the Stewardship Commission, and after review and modification (if needed), submit the budget to the Delegate Assembly for action.*
 - m. Be responsible for the Delegate Assembly, including the program, the credentials of delegates, resolutions, and recommending the annual budget.*
 - n. Between Delegate Assemblies, be responsible for approving any necessary deviations from the delegate-approved budget, with input and consideration from appropriate WDC staff, commissions, committees, or task forces.*
- ... [re-alphabetize subsequent points accordingly]

Rationale for adding this duty:

1. To accommodate the difference between budgeted expenses and actual expenses that arise due to changes that could not be foreseen at the time of budget preparation, such as adjustments in utility costs and insurance premiums, or staff transitions. We do our best to estimate anticipated adjustments and build them into the budget; however, some years our best estimates are still very different from actual expenses. This addition to the Bylaws would provide clarity and transparency for the Executive Board as it gives oversight to the budget throughout the year.