

**North East District  
2011 Charge Conference  
Agenda/Cover Sheet**

*Please see the note at the bottom of this page \*\**

Church: \_\_\_\_\_ Charge Conference Date: \_\_\_\_\_

Pastor: \_\_\_\_\_

Recording Sec'y: \_\_\_\_\_

**Please make sure that the Attendance Sheet is circulated and a copy given to the DS or Presiding Elder**

**Greeting**

District Superintendent: Rev. Tim Smiley

Or Presiding Elder: \_\_\_\_\_

**Worship**

**Call to Order**

DS or Presiding Elder

**Charge Conference Actions – please see the information in your packet**

- Action Item #1 – Pastoral Compensation for 2012      Council Chair or SPRC Chair presents  
\_\_\_\_\_
  
- Action Item #2 – Report of the Committee on Nominations and Leadership Development for Election of Officers and Leaders for 2012      Pastor presents

*(The following are actionable items only if applicable to your church)*

- Action Item #3 – List of names to be read: 1<sup>st</sup> and 2<sup>nd</sup> readings for removal from the membership roll. A 2<sup>nd</sup> reading of names and a majority vote of the Charge Conference results in removal from the rolls.      DS or Presiding Elder
  
- Action Item #4- First time approval or renewal of candidacy for persons seeking to serve in licensed or ordained ministry      DS or Presiding Elder
  
- Action Item #5 – Approval or renewal of Lay Servant Ministers      DS or Presiding Elder

**Other Business required of the Charge Conference**

**Closing Prayer and Adjournment**

\*\* Please complete this page and copy it as the cover sheet for the information packet to be distributed to the members of the Charge Conference. Call the district office with any questions or concerns. Thank you!

## 2012 Pastoral Compensation Information Sheet

Pastor's Name: \_\_\_\_\_

Salary 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Reimbursable Account (RA) 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Continuing Education Fund 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
(If not included in the RA)  
Housing: Parsonage provided  yes  no OR Housing Allowance provided  yes  no  
Housing Exclusion provided  yes  no If yes, then the amount: \$ \_\_\_\_\_  
Health Insurance provided  yes  no Pension provided  yes  no  
Other compensation provided?  yes  no If yes, then please describe:

Pastor's Name: \_\_\_\_\_

Salary 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Reimbursable Account (RA) 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Continuing Education Fund 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
(If not included in the RA)  
Housing: Parsonage provided  yes  no OR Housing Allowance provided  yes  no  
Housing Exclusion provided  yes  no If yes, then the amount: \$ \_\_\_\_\_  
Health Insurance provided  yes  no Pension provided  yes  no  
Other compensation provided?  yes  no If yes, then please describe:

Pastor's Name: \_\_\_\_\_

Salary 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Reimbursable Account (RA) 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
Continuing Education Fund 2011: \_\_\_\_\_ 2012: \_\_\_\_\_  
(If not included in the RA)  
Housing: Parsonage provided  yes  no OR Housing Allowance provided  yes  no  
Housing Exclusion provided  yes  no If yes, then the amount: \$ \_\_\_\_\_  
Health Insurance provided  yes  no Pension provided  yes  no  
Other compensation provided?  yes  no If yes, then please describe:

## **Instructions for the Agenda/Cover Sheet**

### Pastor's 2012 Compensation

- This should be verbally presented by either the Chairperson of the Church Council or the Chairperson of the (Staff) Pastor-Parish Relations Committee.
- This compensation package should come as a recommendation of the (Staff) Pastor-Parish Relations Committee with the concurrence of the Church Council (the Finance Committee may review this recommendation and make comment to the Church Council, but the SPRC and the Council recommend it to the Charge Conference).
- The 2012 Pastoral Compensation Information Sheet should be provided to each member of the Charge Conference as the page following the Cover Sheet/Agenda.

### Nominations for 2012 Officers and Leaders

You may use the conference form provided for you online or a format used by your local church. Please provide a copy of the nominations list to each Charge Conference member. ***Any changes to the leadership structure of your church need to have the prior approval of the Superintendent and the approval of this or an earlier Charge Conference.***

### Lists for Removal of Inactive Members or Whose Whereabouts are Unknown

Two lists: first reading list, second reading list. **(Note this is a change in procedure from prior years.)** Follow the disciplinary procedures for posting these names and provide each member of the Charge Conference a copy of these lists. Upon the second reading at this conference the names on that second reading list may be removed by vote of the Charge Conference. (If you have names for a third reading, those will also be presented and removed this year.)

### Candidates for Licensed or Ordained Ministry

Names of those seeking first-time approval or renewal of candidacy should be verbally presented by the D.S. or Presiding Elder. Please review the procedures outlined in ¶310 & ¶311.1 of the 2008 Book of Discipline .

### Approval or Renewal of Local and/or Certified Lay Servant Ministers

Names of those seeking approval or renewal should be verbally presented by the D.S. or Presiding Elder.