

Atlantic Central District
2015 Charge/Church Conference Agenda

Church Name: _____ Senior Pastor: _____

Date of Conference: _____ Location of Conference: _____

Presiding Elder: _____ Recording Secretary: _____

1. **Call to order** – Presiding Elder
 - A. Circulate attendance sheet (correlates to the Attendance sign in sheet form)
2. **Opening prayer and welcome** – Presiding Elder
3. **Recording Secretary Approved at Church Conference** (minutes must be taken and provided to District office)
4. **State of the Church**
 - A. Pastor’s verbal report: (No more than 10 minutes; please include a written copy in the file.)
 - B. Membership
 1. Average Worship Attendance:
January – September 2014: _____
January – September 2015: _____
 2. Members to be removed by Charge conference Action (List the names of those who have been presented to be removed and the numbers of years those names have been presented to the Charge/Church Conference) **Lists to be PRINTED for members information and for vote.**
5. **Missional Vital Signs Goals** – Fill in the church’s 2015 figures (“2015 Goals” located in the “Goals” section from your church’s administration page on the Conference Website. “2015 Year to Date” figures located in the Missional Vital Signs portion of the Conference Website under “FORMS AND REPORTS”):

	2015 Goals	2015 Year to Date
Passionate Worship:	_____	_____
Radical Hospitality:	_____	_____
Intentional Discipling:	_____	_____
Salty Service:	_____	_____
Extravagant Generosity:	_____	_____

Compare your 2015 Goals figures to your 2015 YTD figures and update attendees on status of meeting your 2015 goals. *(Presented by the Church Council Chair, Lay Leader or other designated Lay Person).*

6. **Which ways has your church (laity and clergy) been involved in ministry to your community?** Has your church partnered with another UMC to see your ministry as not just to your local church but to the community? If so, how? If not will you make it a goal to do so in 2015? _____ yes _____ no
7. **2015 Clergy Compensation** – *SPR Chairperson* – (correlates to the clergy compensations forms and instructions. Taken from the 2016 Appointed Pastor’s Compensation and

Benefits, Accounts Reimbursable and Housing Resolution forms. **All information on this section must match the above referenced forms.)**

1. Presented by SPRC Chair (name): _____
Pastor's name: _____
Salary 2015: \$ _____ Salary 2016: \$ _____
Accountable Reimbursement: \$ _____
Parsonage: yes no Housing Allowance: \$ _____
Housing Exclusion: yes no How much? \$ _____
Continuing Education (if not included in RA) \$ _____

2. Presented by SPRC Chair (name): _____
Pastor's name: _____
Salary 2015: \$ _____ Salary 2016: \$ _____
Accountable Reimbursement: \$ _____
Parsonage: yes no Housing Allowance: \$ _____
Housing Exclusion: yes no How much? \$ _____
Continuing Education (if not included in RA) \$ _____

8. **Deacon Report** (if applicable)

9. **Lay Leadership (Nominations)** – *follow directions as stated on the Preparation Check List #14*

1. Nominations and Leadership development

Use the 2016 Committee on Nominations and Leadership Development form which reflects all the church officers and committee members to be elected by your conference. **Special Note:** Please prepare for and avoid conflicts of interests resulting in members of the same family serving on committees, i.e., SPRC member and Lay Leader cannot be in the same family or Finance team should not have anyone from the same family, etc.

2. **District at Large Lay Member Form** (suggested nominees to District and Annual Conference Teams)

10. Recommendation of Candidates for Ordained Ministry (*correlates to the Candidate form*)

Note: this section relates to the "Recommendation for renewal for candidacy for Ordained Ministry Studies form"

1. New Candidate Approval must be approved individually by majority of hand vote

New Candidate for Ordained Ministry

Continuation of Candidacy for Ordained Ministry

11. **Lay Servant Ministry** (correlates to the Lay Servant Annual Report and Instructions #15)

All Lay Servants must submit Lay Servant Ministry Annual Report to the church for the Pastor's review and signature prior to the Church Conference vote.

A. **Basic – Local Church**

B. Advanced – Certified

13. Connectional Giving Summary

A. Total amount apportioned for 2015: \$ _____

B. Total amounts given as of September 1, 2015 \$ _____

Apportionments: % paid _____

Pension and Health: Are you up to date on your payments? Yes No

Ministry Protection: Are you up to date on your payments? Yes No

If not, please explain:

If applicable, were additional connectional giving amounts paid toward arrearages from 2014 or previous years? If yes, please explain:

Do you anticipate any arrearages in 2015? If yes, please explain:

C. Total amount apportioned for 2016: \$ _____

D. Are 100% of the 2016 apportionments included in your 2016 budget? _____

E. Do you anticipate any arrearages in respect to apportionments, Pension and Health or Ministry Protection for 2016? If yes please explain:

14. Finance and Trustee's Accountability Dialogue

Finance

A. Do you have any outstanding debt as of September 1, 2015? If yes, what is the balance due and who is the lender?

B. Do you anticipate any difficulty in meeting debt payments (both principal and interest) in the next 6 months? If yes, please explain including plan to deal with this:

C. Annual Audit complete? Yes No Date completed or projected _____

D. Trustees

Trust clause on deed? Yes No

1. What is the trust clause?

It probably comes as no surprise to you that our Church has rules. For example, we have rules on how to become a member, how to ordain our pastors, how to organize the Church, and many other things. These rules are compiled in a book called *The Book of Discipline of The United Methodist Church*, in short, the *Book of Discipline*. One of the rules in the *Book of Discipline* is that the legal documents (the “deeds”) demonstrating ownership of local church property must contain certain language called the “trust clause”. Essentially, the trust clause states that the local church owns the property, *in trust*, for the benefit of the entire denomination. The principal reason for this trust clause is to insure that United Methodist local church property will continue to be used for United Methodist Church purposes.

2. What does it mean that the local church owns the property, *in trust*, for the denomination?

The basic idea is that the local church owns the property, but the property can only be used for certain purposes of benefit to the entire denomination. Specifically, the trust clause requires that the property:

Be used, kept, and maintained as a place of divine worship of the United Methodist ministry and members of The United Methodist Church: subject to the Discipline, usage, and ministerial appointments of said Church as from time to time authorized and declared by the General Conference and by the annual conference within whose bounds the said premises are situated.

Incorporation renewed annually? Yes No

Incorporation officers updated? Yes No

Closing and Prayer