

Agenda for Business Portion of Church Conferences Fall 2021

1. Vote to authorize virtual meeting (when applicable)
We move that those who are authorized to participate in the [church/charge] conference of [church name] on [date] hereby agree that we consent to proceed with a virtual meeting using remote technology, and consent that all of our decisions are in accordance with the Constitution of The United Methodist Church (Division Two, Section VI, Article II (§ 33) and with the laws of the church, and are therefore legal and binding actions of the conference.
2. Election of Secretary
A volunteer needs to take handwritten or typed minutes that will be submitted to the district office within one week of the conference.
3. Recording attendance
The elected recording secretary should take attendance in the best way possible. This attendance record is submitted with the minutes to the district office within one week of the conference.
4. Approval of Minutes of 2020 Church Conference
5. Approval of Audit/Fund Balance Report from 2020
6. Trustee Report
 - a. Has the congregation received any bequests from a will? Bequests from wills that have been received since the last Church Conference must be accepted by vote.
 - b. Has the congregation used any capital/principle from investments/endowments for operating expenses this year? If so, for what purposes and how much?
 - c. Has the congregation spent any funds realized from the sale of a parsonage? If so, for what purpose and how much? Was this done with permission from the DS?
7. Staff / Pastor Parish Relations Report
Approval of Compensation for Pastor and Other Staff Appointed by the Bishop
The pastor's base compensation, housing exclusion, and reimbursement amount must be separately included in the vote and should be reported that way by the SPRC chair. If the pastor intends to take a housing exclusion, it should be recorded in the minutes.
8. Finance Report
Update on Year-to-Date Finances and Approval of 2022 Budget if prepared
9. Lay Leadership / Nominations Report
Election of Church Leaders and Trustees
10. Lay Servants / Lay Speakers / Certified Lay Ministers Reports
Approval and reaffirmation of any in these categories
Each lay servant/speaker/minister should have paperwork completed. The paperwork should include three copies to be signed—1 for the lay person, 2 for the district.
11. Candidates Reports *The District Superintendent must be notified of new candidates when the church conference schedule is set.*
 - a. Reaffirmation of Candidates for Ministry
 - b. Examination and Paper Ballot Vote for any New Candidate for Ministry
 - c. Examination and Recommendation of Candidates for Church Related Vocations
12. Clergy Reports
 - a. Retired Minister(s) Report
 - b. Extension Minister(s) Report
 - c. Pastor(s) Report
13. Membership Report and Remembering our Saints
14. Other business and prayers for the people