



THE UNITED METHODIST CHURCH

2009 Church and Charge Conference - Form A

CHURCH INFORMATION:

1	District: <input type="checkbox"/> Capitol Area North <input type="checkbox"/> Capitol Area South <input type="checkbox"/> Foothills <input type="checkbox"/> Maumee Watershed <input type="checkbox"/> Miami Valley <input type="checkbox"/> Northwest Plains <input type="checkbox"/> Ohio River Valley <input type="checkbox"/> Shawnee Valley
2	Church Name: _____ Church Location: _____ Church e-mail: _____ Website URL: _____
3	Pastor Name: _____

ABOUT FORM A:

The Book of Discipline of the United Methodist Church requires that each local church hold a church or charge conference annually. This annual conference (church or charge) directs the work of the church and gives general oversight to the church council, reviews and evaluates the mission and ministry of the church, sets salaries for the pastor and staff, elects the members of the church council, and recommends candidates for ordained ministry. The difference between a church or charge conference is:

- The **charge conference** is the basic governing body of each United Methodist local church and is composed of all members of the church council.
- A **church conference** invites broader participation of the members of the congregation beyond just the church council members in that all members of a local United Methodist church are invited to attend and are extended the privilege of vote.

All members of the charge or church conference must be members of the local church.

The purpose of **Form A** is to retrieve an accurate picture of West Ohio Conference churches in key ministry areas as well as provide an avenue for the local church to inform the District and Conference offices about specific disciplinary questions.

PLEASE FOLLOW THESE STEPS:

Go online to www.westohioumc.org to the link for Online Form A. This paper copy is intended only to be a placeholder in charge/church conference packets or a worksheet in preparation for completing Form A online. If your church does not have access to a computer, please contact your district office to discuss how the information can be entered online.

Answer all of the questions as completely and as accurately as possible.

When form is completed, pressing the SUBMIT button will electronically send a copy to the e-mail address you provide for yourself, the district office and the conference office. You will also be given the option to print a copy for your records. Please include a printed copy with the rest of your completed church/charge conference forms you are providing to your district office, per their instructions.

Please note: ¶ Refers to the 2008 Book of Discipline paragraph

PART 1. PROCEDURAL RECOMMENDATIONS

4. Will you be preparing for: Charge Conference Church Conference Date of Conference: _____

¶ 246-250 (The term Conference used in this document will refer to either your charge or church conference.)

PART 2. WORSHIP AND SUNDAY SCHOOL

5. List Sunday School Times _____

6. List Worship Service Times _____

7. Do you have a Saturday or mid-week worship time? Yes No If yes, when? _____

8. List Summer Sunday School Times _____

9. List Summer Worship Service Times _____

PART 3. MINISTRY RECOMMENDATIONS

If the answer to questions 10 through 15 is yes, please supply an accurate listing of candidates with name, address, e-mail and telephone number so your district office has them.

10. Has a charge conference recommended a candidate(s) for certification to the district committee on Ordained Ministry this past year? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. ¶ 311.2

11. Is this conference recommending renewal of certification for a candidate or candidates? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. ¶ 247.9, ¶ 312

12. Is this conference recommending any candidates for church-related vocations? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. ¶ 247.10

13. Is this conference recommending local church lay speaker(s)? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. Please submit an Annual Report for each person listed. ¶ 247.11, ¶ 267-270

14. Is this conference recommending district certified lay speaker(s)? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. Please submit an Annual Report for each person listed. ¶ 247.11, ¶ 267-270

15. Is this conference recommending Certified Lay Minister(s) candidates? If so, list below with date, name, address, e-mail and telephone number or enter "none" if none. ¶ 271

PART 4. BUDGET INFORMATION

16. What is your total church budget for 2009? _____

17. What is your proposed total church budget for 2010? _____

(e-mail or send your district office a copy)

PART 5. MEMBERSHIP

18. Was (or will there be) a confirmation class held in 2009? Yes No

If yes, number of confirmands received. _____

19. How many persons will be removed by Conference Action after two readings? (attach list) _____

20. How many persons were read for the first time? (attach list) _____

PART 6. LEGAL AND PROPERTY

21. In the church incorporated? Yes No

22. Date of last filing of Statement of Continued Existence _____

(This is a Secretary of State requirement every 5 years)

23. Custodian of legal papers _____ ¶ 2549.8

24. Where are the legal papers kept? _____ ¶ 2549.8

25. Date of annual parsonage inspection _____ ¶ 2532.4

26. Do trustees have an inventory and valuation of all personal property owned by the church? Yes No

27. Has it been updated in the last two years? Yes No
28. Do you have a video of the contents? Yes No
29. Date your property/casualty insurance last reviewed _____
30. Does the church's liability coverage include a sexual/misconduct rider? Yes No
31. Date Safe Sanctuary Policy was adopted: _____
32. Date Safe Sanctuary Policy was last reviewed: _____
33. Amount raised for current/future building and remodeling in the current year. _____ ₱ 2549.5
34. Amount spent for building/remodeling in the current year. _____ ₱ 2549.5
35. Church capital indebtedness _____
36. Monthly payment on church capital indebtedness. _____ ₱ 2549.6
37. Parsonage capital indebtedness _____
38. Monthly payment on parsonage capital indebtedness. _____ ₱ 2549.6
39. Monthly payment on other capital indebtedness. _____ ₱ 2549.6
40. Other capital indebtedness _____ ₱ 2549.6
41. Do you anticipate a major building renovation or addition within the next 3 years? Yes No
42. Do you anticipate a capital campaign in the next 3 years? Yes No
43. Expenditures related to income producing property. _____ ₱ 2549.4
44. Capital value of church related foundations or endowment funds. _____ ₱ 2549.9
45. Income from investments or real estate (annual). _____ ₱ 2549.4
46. Value of trusts and bequests _____ ₱ 2549.9

Signatures:

<p>_____</p> <p>Pastor</p> <p>_____</p> <p>Chair/Church Council</p> <p>_____</p> <p>Chair/Pastor-Parish</p>	<p>Date:</p> <p>_____</p> <p>Date:</p> <p>_____</p> <p>Date:</p> <p>_____</p>	<p>47. Date of your last audit of all funds (An annual church audit is required)</p> <p>_____</p>
--	--	---

(Online version will have a place for the name of the person completing Form A, and a place for the e-mail address where the church's copy should be sent.)