

**Preparations for use DURING the Charge (or Church) Conference
2019 Charge Conference
North Central District
Iowa Conference of the United Methodist Church**

Agenda Item	Pastors	Presiding Elders
Welcome	✚ Introduce Presiding Elder	
Prayer	✚ Either (By Mutual Agreement)	✚ Either (By Mutual Agreement)
Reflection	✚	✚
Election of Secretary	✚ Inform Ad Board/Council secretary prior to Charge Conference	✚ Vote to Elect
Mission and Ministry report	✚	✚ Adopt 2020 goals
Trustees Report	✚ Submitted online. Print as needed. ✚ If there are any bequests that need to be approved, inform the presiding elder ahead of time.	✚ Vote to adopt.
Safe Sanctuary Policy	✚ Does the Church have a current policy	✚ Yes or No
Church Historian Report	✚ Submitted online. Print as needed.	✚ Receive
Membership Report	✚ Acknowledge and remember the names of persons who are no longer members of the church since the last charge conference. ✚ Present and celebrate the names of new members.	✚ Receive report of membership changes. ✚ Vote on 1 st reading of inactive members. ✚ Vote on 2 nd reading and removal from membership.
Ministry Enlistment/Certified Lay Ministers/Lay Servants/Speakers	✚ Candidates for licensed or ordained ministry ✚ Application for Certification or Recertification as Certified Lay Minister ✚ Lay Servant/Speaker Annual Report	✚ First time candidates require 2/3 written vote. ✚ CLM's and Lay Servant/Speakers may be done by regular vote.
Pastoral Support	✚ Have Form I prepared. ✚ The motion comes from the Staff Parish Relations Committee, and/or the Church Council. Motions and forms for housing exclusion and accountable reimbursement prepared and presented	✚ Share a brief explanation as needed of the line items and amounts on Form I. ✚ The housing exclusion and accountable reimbursement motions allow the pastor to comply with tax filing regulations. ✚ Allow for questions or clarification. ✚ VOTE to approve Form I. ✚ VOTE to approve Housing Exclusion, if applicable ✚ VOTE to approve Accountable Reimbursement plan.

✚ SEE Next page

	Election of Officers	<ul style="list-style-type: none"> ✚ Nomination committee presents slate of officers. ✚ An important election is the person(s) who will be Lay Members to Annual Conference 2020. Those person(s) must be elected by a Charge Conference. If the church does not have someone ready to commit but could possibly go, they could be elected as an Alternate member. If, at a later time, they decide to attend, they can be approved by the Council without having to have a Charge Conference. If no one is elected as an Alternate, then a special charge conference will need to be held. 	<ul style="list-style-type: none"> ✚ Allow for corrections and additional nominations. ✚ VOTE to approve officers. ✚ Invite a motion to grant the Church Council authority to fill any vacancies left on the ballot or that may occur during the year.
	Budget	<ul style="list-style-type: none"> ✚ Finance Team to present financial goals that will allow the ministry to happen. 	<ul style="list-style-type: none"> ✚ If a budget is ready and presented, allow time for questions or clarification. ✚ VOTE to approve the budget.
	Other Business	<ul style="list-style-type: none"> ✚ Must be approved by District Superintendent prior to Charge Conference 	<ul style="list-style-type: none"> ✚ Only allow if it has been discussed prior to the Charge Conference.
	Closing Prayer & Benediction	<ul style="list-style-type: none"> ✚ Either (By Mutual Agreement) 	<ul style="list-style-type: none"> ✚ Either (By Mutual Agreement)
<p style="text-align: center;">✚ ALL FORMS MUST BE SIGNED AND SENT INTO DISTRICT OFFICE EITHER SCANNED OR MAILED TO: NC DISTRICT – 620 2ND ST, STE 1, WEBSTER CITY, IA 50595</p>			