Charge Conference Checklist - 2018

TO THE PASTOR: Please be sure that the copies of ALL the following reports are in a folder for the District Superintendent at the time of your conference to take back to the District Office in this order.

1. Minutes of the Board/Council Meeting at which Consent Agenda was approved
2. 2018 Compensation Sheet. (**Signed** for each appointed clergy)
3. 2018 Information Sheet
4. Registration of Lay Members to 2018 Annual Conference (Without returning this form to the D.S. your lay members will not receive information about Annual Conference)
5. Nominations presented by Committee on Lay Leadership

1. Report of Lay Servant(s) (**Signed** by pastor)
2. Report of the Trustees
3. Fund Balance Report
4. Report of the Finance Committee
5. Report of the Pastor (one page)
6. Continuing Education (Filled out by ALL appointed clergy)
7. Written reports of other clergy related to the charge (e.g. retired, appointed beyond local church, etc.)
8. Report of Membership Audit
9. Report of Parsonage Committee
10. Accessibility Audit Form

Please do NOT bind the District copy of your Charge Conference packet. Thank you