

2021 CHARGE (CHURCH) CONFERENCE CHECKLIST

Church _____ Date Received: _____

<u>Submit to the District Office at least ten (10) days prior to your Charge Conference.</u>	<u>Completed</u>
MINISTRY REPORTS	
Mission Statement and Vision of Church	
Updated Ministry Covenant	
Ministry Reports from Committees, Teams or Groups	
PASTOR	
Report of the Pastor (Form 2A)	
Narrative	
Reports of Additional Clergy	
Report of Full Deacon/Provisional Deacon	
Membership Audit Report (Form 2A3)	
TRUSTEES	
Report of the Trustees (Form 2I)	
Annual Parsonage Inspection (Form 2Ib)	
Safe Sanctuaries (Form 2J)	
Accessibility Audit (Form 2Ia)	
Limited Service Church Report (Form 2K)	
FINANCE	
Report of Finance Committee (Form 2L)	
2022 Pastor's Housing/Furniture Allowance Resolution	
2022 Pastor's Compensation Form (Form 2O)	
Year-to-Date Report of All Church Funds <i>(attach Treasurer's Report)</i>	
2022 Budget	
LEADERSHIP	
Report of the Committee on Lay Leadership (Nominations)	
2022 Key Leadership Report (Form 2H) <i>please follow the instructions</i>	
Lay Servants Report (Form 2E)	
Certified Lay Minister Narrative Report <i>(if applicable)</i>	
OTHER REPORTS	
Personnel Report (Form 3A)	
Other Properties including Cemetery	
SUBMITTED AFTER CHARGE CONFERENCE	
Minutes of the Charge Conference <i>(within 2 weeks of Charge Conference)</i>	
Fund Balance <i>(due January 31, 2022)</i> (Form 3B)	