

## Green Country District

### A Few Notes for 2016 Charge Conferences

- ) A link to the online charge conference forms will be emailed to the official email address for the church. If you do not receive this, contact the District Office.
- ) Any church that has a need for an individual charge conference and/or meetings should communicate with the District Superintendent as soon as possible about the need.
- ) Do not prepare an agenda or order of service for charge conference. DS will handle that. There will be time for a small amount of music if available. Let the DS know in advance so we can coordinate.
- ) Host Church for cluster charge conferences will coordinate with other churches for refreshments.
- ) We will need multi-media ability for a short video provided by the Cabinet. Let the District Office know if your church can provide this or if we need to bring equipment.
- ) Each Church is responsible for completing and submitting the consolidated form 10 days in advance of conference.
- ) Each Church is responsible for having needed discussions and pre-votes at Administrative Council prior to Charge Conference so that required charge conference votes can be taken quickly and smoothly
- ) Each Church is responsible for bringing packets of information for their own members. This should include clergy compensation information (a page giving salary breakdown, housing, and Accountable Reimbursement) as well as copies of the nominations of the Committee on Lay Leadership. A list should be provided of those being recommended as lay servants or candidates for ministry. If the church has a report of members to be removed by charge conference action from the baptized and professing membership rolls the report should be emailed to the District office 10 days in advance and a copy should be in the packet. The church will only need enough copies of these items for persons from their church so it will be helpful to have an idea of how many from their church plan to attend. Sharing this number with the host church will help the host church prepare.
- ) Each church is asked to prepare a testimony (5 minutes or less) of items they wish to celebrate and information which might provide inspiration and ideas for other churches. This can be presented by the pastor, a lay person, or can be in the form of multi-media. If multi-media is needed the host church should receive a copy of what is to be projected at least 10 days in advance. If the host church does not have the ability to display the multi-media the District office should be notified and we can help.
- ) Work hard to be sure that there is at least some lay representation from your church

#### NOTE:

Church and Pastor Profiles are not charge conference forms. These are to be turned in to the District Office by October 15<sup>th</sup>. Be sure that you use the forms for 2016 which are at [www.okumc.org](http://www.okumc.org)