



GLOBAL METHODIST CHURCH HEARTLAND

Charge Conference Checklist: Sept 15th – Nov 30th

- ☐ Minutes of previous charge conference (for approval)
 - ☐ Clergy Compensation Form
 - o Please submit to your Presiding Elder two weeks prior to Charge Conference
 - ☐ Church Leaders/Nominations List (paragraph 710.5 BD&D)
 - ☐ Housing Resolution
 - ☐ Candidates for Ministry
 - ☐ Certified Lay Ministers
 - ☐ Approved Budget (if already approved)
 - o Verification that connectional funding has been paid for 2025, or plans to pay
 - ☐ Proof of Membership List –
 - o Paragraph 429-430 of the BD&D requires churches to keep an active membership role which lists those members who are 1. Active 2. Inactive 3. Constituents, Affiliate Members, and Associate Members. Please verify your membership role is up to date, and list any members whom you wish to place on inactive status. In addition, each church is asked to make a policy to determine how often the membership list is reviewed throughout the year and what criteria determines whether someone moves from active to inactive (in the GMC, inactive members do not get to vote at a church conference).
 - ☐ Submit all documents to your Presiding Elder two weeks after charge conference. Please also include the Meeting Minutes from the Charge Conference.
- *Clergy Comp form, CLM's, and New Candidates for Ministry will be requested on end of year reports in January.