

## 1989 CHARGE CONFERENCES

### Preparations

Fall, 1989

#### A. Written Reports For District Superintendent

1. Minutes of the Charge Conference (No. 062659) (1 copy)  
(see marked copy \* for needed information which should be filled out before-hand)
2. Report of the Pastor (No. 062667) (1 copy)  
(see marked copy \* for needed information)
3. Report of Trustees (No. 062640) (1 copy)  
(see marked copy \* for needed information)
4. Official Roll and Attendance Record (No. 062756)  
(1 copy each church) The names are to be listed alphabetically on this record, with the appropriate abbreviations for positions.
- ⑤ Treasurer's Report (1 copy each church)  
(Use method of reporting that your treasurer now uses to report to Administrative Council/Board)
- ⑥ 1990 Proposed Budget (1 copy each church)
7. Conference Mailing List (2 copies)
8. Advanced Giving Worksheet & Mission Study Report (2 copies)
9. N. C. Christian Advocate (1 copy)
10. Local Church Scholarship Information (1 copy)
11. Continuing Education Report for Pastor (1 copy)
12. Pension Worksheet (2 copies)
13. Self-Assessment Report for Vitalization Project (2 copies)
14. Report of Committee on Nominations (1 copy)  
(copies available for distribution)
15. Twenty Churches Belonging to Durham Mission Society:  
Report on Nomination of Two Lay Members (1 copy)

#### B. Reports To Be Mailed By Pastor

1. List of High School Students to each college by Oct. 15

- C. An informal setting for the Charge Conference is needed, seated around tables in Fellowship Hall (if possible). Please have pencils on hand for I plan to do a "Morale Assessment" with each church.

WHK:br  
6/30/89



