

1992
CHARGE CONFERENCE

Preparations

Fall, 1992

A. Written Reports For District Superintendent

- 17 → 1. Minutes of the Charge Conference (No. 062659) (1 copy) (~~attached~~ ~~Advanced~~ ~~Giving Worksheets~~)
2. Report of the Pastor (No. 062667) (1 copy)
3. Report of Trustees (No. 062640) (1 copy) — ~~Ren Few~~ (coll)
4. Official Roll and Attendance Record (1 copy each church).
The names are to be listed alphabetically on this record,
with the appropriate abbreviations for positions.
No official form available. Use your own format.
5. Treasurer's Report (1 copy each church)
(Use method of reporting that your treasurer now uses to
report to Administrative Council/Board)
6. 1993 Proposed Budget (1 copy each church)
7. Conference Mailing List (2 copies)
8. Advanced Giving Worksheet and Mission Study Report (2 copies) — Laurie
9. N.C. Christian Advocate (1 copy) → ~~calls office~~
10. Local Church scholarship Information (1 copy)
11. Continuing Education Report for Pastor (1 copy)
12. Pension Worksheet (2 copies) — ~~Laurie~~ (marker - chuds -)
13. Report of Committee on Nominations (1 copy)
(Copies available for distribution)
14. Twenty-one 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. — Laurie
2. INTERPRETERS mailing list.

✓ An Informal Setting for Charge Conference is needed. Seating around
tables in Fellowship Hall (if possible)

D. Charge Conferences

1. Schedule
- a. Changes may be made among pastors who have week-day
conferences
- b. No changes can be made with Sunday conferences because of
traveling
2. Brown Bag Contents
- a. Staff Program Responsibilities
- b. Conference Mailing Lists (3 sets)
- c. High School Students (5 copies)
- d. Advance Giving Worksheet and Mission Study (3 sets)

- e. Materials from Office of Ministerial Relations
 - pension worksheet
 - tax deferred annuity
 - continuing education report
 - information on minimum salary
 - instruction sheet
 - application for grant for continuing education
- f. N.C. Christian Advocate report (2 copies)
- g. Durham Mission Society
- h. The Interpreter's print-out
- i. Youth Delegate to Annual Conference *—Lawrie*
(Form distributed to you before conference)

