

**Agenda and Minutes for Durham District
For 2005 Charge Conference**

Type or print on this form all the requested information

District Durham, NC Conference. Church/Charge: Duke Memorial
Date: Nov. 7, 2005 Time 7:00 p.m.
Pastor in charge: Jim Bell District Superintendent Judi J. Smith

The primary responsibility of the charge conference in the annual meeting shall be to review and evaluate the total mission and ministry of the church (Paragraphs 120-124), receive reports, and adopt objectives and goals recommended by the church council that are in keeping with the objectives of the United Methodist Church. (Paragraph 246.3)

- 1) **Call to Order** [District Superintendent]
- 2) **Devotion** presented by: The Rev. Dr. Jack Carroll, chairperson of Vision Team
- 3) **Attendance** – [Recording Secretary] (name) Kevin Jackson
Secretary is to record attendance on the form supplied. (A completed copy to be placed in D.S. folder.)
- 4) **Roll of those who have died** since the last Charge Conference [Pastor reads list and concludes with prayer]
(Please have this list on top of your folder and ready when called upon.)
- 5) **Report of Committee on Lay Leadership** [Pastor] (copy for every charge conference member)
Note: in *2000 Discipline*, nominations may come from the committee itself or floor of charge conference.
Leave the following lines blank for use by the DS to record names of those elected to the class of 2007:

- 6) **Recommendation of persons as Candidates for ordained ministry**, first time and continuation. [Pastor] (First-time candidates must have prior approval by the S/PPRC, then a vote at this CC must be by written ballot.) For each
Lay Speaker, the lay speaker form must be completed and included in charge conference materials before vote.
Name of candidate(s) who are approved for first time _____
Name of candidate(s) who are continued _____
Name of lay speaker(s) approved for first time _____
Name of lay speaker(s) continued _____
- 7) **Report on Apportionments and District Work Fund for 2006** [Ad. Council/Board Chair or Finance Chair]

Name of person reporting Doris Brown, Finance Chair

	Church Duke Memorial	Church _____	Church _____
	Apportioned	Apportioned	Apportioned
World Service & Connectional Ministry	\$102,758		
Pension Past Service Liability	22,630		
Episcopal Fund	3,288		
Africa University	416		
Black College Fund	1,859		
Interdenominational Cooperation	362		
Totals	\$131,313		
District Work Fund (4% of Salary+Util)	2,815		

8) 2006 Clergy Compensation [S/PPRC or Ad. Council/Board Chair]

Name of person reporting: Shirley Few, S/PPRC Chair

[Compensation of appointed pastor(s) must be given as the recommendation of the Administrative Council/Board; however, the Charge Conference may amend the recommendation.] If there is more than one church on the charge, give the percentage of compensation paid by each church:

____% by _____ UMC, ____% by _____ UMC, ____% by _____ UMC

Complete the appropriate columns in the table below with salary information to be considered by the charge conference.

Dist. Superintendent Use only →	Approved by	Approved by	Approved by	Approved by	Approved by	Approved by	Approved by
	Charge Conf _____	Charge Conf _____	Charge Conf _____	Charge Conf _____	Charge Conf _____	Charge Conf _____	Charge Conf _____
	Student Pastor	Full-time Minimum	Pastor in Charge	Associate	Associate	Deacon in Full Connection	Diaconal or Add'l Assoc.
	Last Name: _____	Last Name: _____	Last Name: _____ _Bell_	Last Name: _____	Last Name: _____	Last Name: _____	Last Name: _____
Base Salary	\$ 23,322	\$ 35,880	\$66,202	\$	\$	\$	\$
Utilities	2,100	2,100	\$4,117				
Subtotal	25,422	37,980	\$70,319				
Increase	4 %	4 %	0%				
Vouchered Travel	3,000	3,000	2,531				
(Nonvouchered travel in excess of \$3,000 will result in an equal reduction of equitable compensation support.)							
Nonvouchered Travel							
Total salary + utilities + nonvouchered travel	(a)	(b)	\$70,319				
Health Insurance (church)	11,016	11,016	11,016				
Life Insurance (church) [\$225-family] OR [\$174-single]	\$	\$	\$225	\$	\$	\$	\$
MPP (church portion)	(a) * 1.25 * 12% with parsonage	(b) * 1.25 * 12% with parsonage	10,548				
CPP (church) [full-time only]		(b) * 1.25 * 3.4%	2,989				
Housing Allowance							
Equitable Comp. Request							

9) Other Oral Reports

a. A composite review and evaluation of the mission of the Church [Given by any (1) of the following: Lay Leader, president of UMY, UMW, UMM (limit 7 minutes)]: Name: Blaine Butterworth

b. Oral Report of the Trustees [Chair of Trustees—limit 3 minutes]: Name: Richard Grogan

- c. **Report of finances** [Finance Chair] (include apportionment giving, district work fund, budget status, audit completion for 2005) Name: Doris Brown
- d. **Report of Parsonage Inspection** Name Shirley Few, SPRC Chair
Date of Parsonage Inspection August 26, 2005
- e. **Local Church Response to Multicultural Ministry** Not a current report

10) **Miscellaneous Business for Charge Conference consideration** [Pastor] (Inform DS one day in advance.

List below or prepare addendum.)

Permanent Endowment Fund Committee – Leta Loyd, chairperson (following Trustees report, if possible)
READING FOR REMOVAL OF MEMBERS BY Tom McCauley

11) **List other UMC clergy who relate to this charge conference** (i.e., associates, retired, extension ministry. Refer to

Paragraph 356.5 for reports of clergy relating to the charge conference. Written—no oral reports.)

Lisa B. Cole, Roger L. Loyd, CHARLES H. MERCER

12) **Report of the Pastor in charge**—(Narrative to include: spiritual and numerical ways the church is growing, inreach

and outreach, new directions in program development, and taking care of the future.)

13) **Benediction**

Kevin L. Jackson

, District Superintendent; _____,

Recording Secretary

(Signature)

(Signature)