

CHARGE CONFERENCE CHECKLIST 2021

CHURCH: _____ DATE of CONFERENCE: _____

_____ **A_02_MINUTES OF THE CHARGE CONFERENCE** (Please fill out – no signatures please)

_____ **A_03_TAC CONTINUATION OF CERTIFICATION** (FOR CERTIFIED CANDIDATES ONLY)

Signature _____ (Clergy on the recommendation of candidate form - one per candidate)

_____ **A_04_REPORT OF THE PASTOR**

Signature _____ (Clergy)

_____ **A_05_TRUSTEES REPORT** (Include the Declarations page for your insurance policy)

Signature _____ (President or Secretary of Trustees)

_____ Insurance Declarations Page

_____ **A_06_REPORT OF THE COMMITTEE ON FINANCE**

Signature _____ (Finance Chairperson)

_____ **A_07_FUND BALANCE REPORT** (ANNUAL AUDIT REPORT – DUE EOY)

Signature _____ (Auditor or Auditing Committee Chair)

_____ **A_08_NOMINATIONS –** (THIS A REPORT OF COMMITTEE MEMBERS FOR 2022)

_____ **A_09_CHURCH OFFICIALS CONTACT INFORMATION FOR COMING YEAR**

_____ **A_10_PASTOR'S COMPENSATION REPORT FOR 2022**

Signatures _____ (SPRC/PPRC Chair, Finance Chair, Clergy, and DS)

_____ **A_11_(WORD) VERIFICATION OF REGISTERED DIRECTORS AND AGENTS**

_____ **B_04_RETIREES AND SURVIVING SPOUSES** (RELATED TO THIS CHARGE)

_____ **B_09_2022 BUDGET** (PROPOSED BUDGET FOR COMING YEAR)

_____ **B_10_RETIREES WRITTEN REPORT** (WEDDINGS, FUNERALS, BAPTISMS, ETC)

*******DUE IN THE DISTRICT OFFICE NOVEMBER 1, 2021*******

_____ **1. Congregational – Clergy Assessment** (one report done with SPR Committee)