**Agenda for Church Conference 2023**

**BUSINESS SESSION AGENDA**

# Elect a Secretary:

Have someone ready to do this, with a vote of the conference to confirm it. Minutes need to be typed, signed by the (elected) secretary and sent via scan/email to the District Office. A copy of the minutes should also remain at the church. ***Please send only electronic copies to the district, snail mail is no longer accepted! We are a paperless office.***

# Introduction of District Lay Leader

1. **Devotion with Prayer**
2. **Adoption of previous Church Conference minutes:**
3. **Lay Leadership Committee Report (Nominating Committee):**

After the pastor gives the report and any changes are made, as needed, a motion to accept the report should be made**.** This includes empowering the committee to continue filling any openings remaining, with the Church Administrative Board/Council confirming these persons.

# Membership Report:

The *2016 Book of Discipline* allows persons to be removed after their names have been read two years. Any names read last year can be read this year as names to be removed. Any new “first year” names need not be literally read if they are handed out in printed form.

# Business of the Church- Motions to Be Presented: The Forms Library at MichiganUMC.org under Resources → Forms.

* 1. Lay Servant Ministry: Rev. Dr. Totty will address the church.
	2. Clergy Salary Support**:** A motion needs to be made to set each Appointed Clergy Salary (this includes permanent Deacons whose primary appointment is at the church).
	3. Furnishings Allowance**:** A motion is needed to set the “Furnishings Allowance.” The suggested amount is $5,000. This is designating part of the salary and is not in addition to salary.
	4. Housing Allowance (if applicable): The Housing Allowance needs to be voted on annually even if there is no change in the amount. The Housing Allowance Form must be filled out and signed by the appropriate persons.
	5. ***Special Recommendations:***

-Lay Servants, Lay Speakers, Certified Lay Ministers**:** Individual motions needed for each to be renewed.

* + - Candidates for Ministry**:** This motion is to recommend a person to the District Committee on Ordained Ministry for Candidacy. The initial vote needs to be a paper ballot with a 2/3 majority. Report the vote. Save the ballots. The person should have a chance to say a word to the conference prior to the vote. Continuing Certified Candidates need to be approved every year.
	1. Ministry Share Report: What percentage of ministry shares have been paid to date?

# Additional Reports (optional): Pastor’s Report:

**Closing Prayer and Benediction:**