

2009 Church Conference Forms

Report of Membership to the 2009 Church Conference

The purpose of this form is to report to the congregation the changes in church membership. Please duplicate this information for distribution (all paragraphs refer to *The Book of Discipline of the United Methodist Church, 2008*).

- A. Number of Professing Membership at last Church Conference (not your year-end report).
- B. Number of additions to Professing Membership (all sources) since the last report (§§215, 225, 242). List the dates and names of those who have been received into professing membership. (*Attach as a supplement.*)
1. On profession of faith or restored.
 2. From other United Methodist churches (include name and location of previous church).
 3. From other non-United Methodist churches (include name and location of previous church).

Describe how prospective members are contacted, nurtured, and prepared for membership.

- C. Number of removals from Professing Membership (all sources) (§§ 228.2b, 235-241). List the dates and names of those who have been removed from the professing membership since the last report. (*Attach as a supplement.*)
1. By action of the Charge Conference (from last year's conference) or by withdrawal.
 2. By transfer to other United Methodist churches (include name of person, church name, and location).
 3. By transfer to other non-United Methodist churches (include name of person transferring, name of church, denomination, and location).
 4. By death.
- D. Number and roll of Professing Members as of this date (§ 215.2-3). Number of members along with a list of members' names and contact information (addresses will do). (*Attach as a supplement.*)
- E. Number and roll of Baptized Members who have not yet become Professing Members, indicating by an asterisk or compiling a separate list of those who have been received into baptized membership since the last report. (§§ 215.1, 226.3). (*Attach as a supplement.*)
- F. Number and Roll of Constituents (§ 230.3). (*Attach as a supplement.*)
- G. Number and Roll of Affiliate and/or Associate Members (§§ 227, 230.4-5). (*Attach as a supplement.*)
- H. List those who hold their home charge conference membership in this church. (With the exception of those Honorably Located [#7 below], these persons shall not be counted in the professing membership of the church. The Church/Charge Conference shall receive a report from all the persons listed below.)
1. Retired Elders in full connection (§358.5)
 2. Retired Deacons in full connection (§358.5)
 3. Retired Associate Members (§322.3, 358.5)
 4. Retired Local Pastors who have been granted a license to serve their local church by request of their appointed pastor (§316.8.)

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5. Pastors in Extension Ministries (§344.3)
6. Ordained Deacons (§331.11)
7. Elders who have been honorably located (§359.2)
8. Clergy on Leave of Absence (§354.8, 355.6)

Note: If a former member of the church is serving as either a full- or part-time licensed Local Pastor, he or she is no longer included in the membership of the local church. The membership of Local Pastors is in the annual conference until the pastor is no longer licensed (§316.6, 602). In such case the Membership Secretary shall send a letter of transfer to the secretary of the Annual Conference (currently Darlene Hall, 3010 Avenue C, Scottsbluff, Ne 69361). Certified Lay Ministers, however, continue their membership in the local church.

- I. Average worship attendance for the current year-to-date.
- J. § 228.2 describes the “Care of Members” that may include arrangements for the membership to be in groups with a leader. Has your Administrative/Church Council organized such groups? If so, summarize the process and its fruitfulness.
- K. List of professing members who need special attention for non-participation as presented by the Administrative Council. Also describe how the members have been contacted, number of quarterly contacts, which local churches they have been encouraged to consider, and what other contacts are planned. [Note: Please send a copy of any letter you plan to send to inactive members to your District Superintendent.]

Specify if member is a resident “R,” non-resident “NR,” or address unknown “AU.”

1. First Year:
2. Second Year:

(Attach as a supplement.)

- L. Those (1) resident members who have been visited by the church council for two consecutive years, (2) non-resident members who have been contacted for two consecutive years, (3) members whose addresses are unknown, but whom the church council has attempted to contact for two consecutive years, and who have been listed for the third consecutive year as needing special attention for non-participation may be recommended for removal according to § 228.2b(1-4) (names shall have been entered in the minutes of the annual church conference for the previous two consecutive years). Include for each the information required in K above.

Specify if the member is a resident “R,” non-resident “NR,” or address unknown “AU.”

1. Third Year:

(Attach as a supplement.)

- M. State who actually maintains the church membership roll.
- N. Are regular reports on church membership made to the Administrative Council?
- O. State when the last membership audit was conducted (§231).