

South West District Charge Conference Time Line for 2009

One to two months prior to Charge Conference:

1. The Staff Parish Committee works with the Finance Committee to present a recommendation to the Church Council of the Pastor's 2010 salary, reimbursable account, and continuing education.
2. Download copies of the Charge Conference Forms and distribute to those responsible for completing (will be posted to the Conference Website - www.flumc2.org - on August 28th).
3. Advise the District office of any special business items to be presented (Property matters, major initiatives, etc).
4. The Committee on Lay Leadership (Nominations) should be meeting to discuss 2010 Church Leadership.

At least one week prior to Charge Conference:

5. The Church Council approves the Pastor's 2010 Salary. Fax the completed RUAH/Salary Form along with the Completed Preparation Checklist to the District Office at 941-371-6997.

The week prior to the Charge Conference:

6. The Committee on Lay Leadership Report (Nominations) must be completed. Prepare copies for everyone or have it projected.
7. All reports must be signed BEFORE the start of the Charge Conference by Chairs as required on each form.
8. Complete all forms, follow all directions, and call the District Office if you have any questions 941-371-6511.
9. Have a complete copy of all forms ready for the Presiding Elder.

After Charge Conference:

10. Send a complete copy of the Charge Conference packet to the District Office no later than 3 days following your Charge Conference. It is the Pastor's responsibility to send in the packet.