



2021
CHARGE
CONFERENCE
ORIENTATION

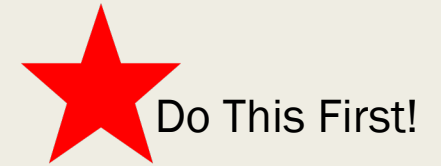
Zoom Housekeeping

- Remain muted. If needed, we will unmute you. This will reduce feedback.
- Questions will be saved until the end of the Orientation.
- Wait until the end to use the chat feature to ask your questions.



EVC IS YOUR FRIEND

Nominations Leadership Development



Go to EVC

Change the Charge Conference Date to this year's date

Complete Nominations form before starting others

Need a Blank Form?

- Attendance sheet
- Charge Conference Reports

- *Are all under “PDF Report Blank Documents” located under “Charge Conference” in EVC*

Need to set up an EVC User?

- Administrator
 - Lay Servant
 - S/PPR Chair
 - Trustee Chair
 - Finance Chair
-
- Click “Security Management” and enter their name, phone number, a password, and e-mail address. This will allow this person to enter their respected reports.



Signature Documents

- Print from CC Dashboard
- Get signed – electronic signatures are acceptable
- Can scan into one document “Signed documents”
- Upload as PDF to CC Dashboard
- Signed 10 days prior to CC date

Audit Report

- Can be completed at any time
- REQUIRED every year before July 1
- Be sure it is signed by auditor



Minutes Report

- Once Charge Conference date is entered, a Minutes report will be generated in the CC Dashboard
- Use as a check list for reports

Staff Parish Relations Report

- Complete even if all answers are N/A
- Candidacy Reports & Renewals
- Lay Servants/Ministers (complete on EVC)

Clergy Compensation Report

- Includes Accountable Reimbursement and Housing Exclusion
- Approve the same for Associate pastor's and/or deacons serving in Extension Ministries
- These are all completed in EVC.
- Requires signatures
- Vaumc.org/ChargeConference

Vital Congregation Goals



Completed in EVC



Goals for the coming year

Additional Reports

*All can be uploaded to the
CC Dashboard*

*Contact Connie for
assistance*



Other Reports

- Non-Appointed/Retired Clergy, completed in EVC
- Extension Ministers (Elder or Deacon), completed in EVC

THE CHARGE CONFERENCE



Cluster Sessions

- See the schedule
- In-person
- Backup plan is to meet via Zoom like last year

Agenda

- Welcome & Opening Prayer
- Opening Song – The Church’s One Foundation (vs.1-3)
- Scripture – John 17:20-23
- Business
- Celebration
- Closing Song – The Church’s One Foundation (vs. 4-5)
- Dismissal with Blessing

Business Agenda

- Election of Charge Conference Secretary
- Clergy Compensation Report
- Pastor's Statistical Report (including prayers for those who have died since last CC)
- Staff/Pastor Parish Relations Committee Report
- Lay Servant Report
- Declaration of Candidacy
- Nominations & Leadership Development Committee Report
- Church Budget
- Other Items for Approval (Requires 10 days notice to DS & congregation prior to CC)

Celebration



- Presentation in art forms by each church or charge to celebrate God's blessings in the personal or congregational life.
- 5 minutes/church or 10 minutes/charge

10 Days Prior to Charge Conference

All reports that require a signature by church leaders should be signed and uploaded to CC Dashboard

The DS will sign any documents that require her signature

Additional items to the agenda

A dark background featuring a grid of colorful stars in various colors (red, green, yellow, blue, grey) scattered across the frame. The stars are of different sizes and are positioned at various intersections of the grid lines.

DON'T FORGET THE
ATTENDANCE REPORT

Supporting documents

- Charge Conference Instructions
- Agenda
- Slides/Video

<https://elizabethriverumc.com/forms/>



QUESTIONS?