



MICHIGAN AREA

**The United Methodist Church**

1011 Northcrest Road • Lansing, MI 48906-1262  
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**DEBORAH L. KIESEY**  
BISHOP

**REV. JOHN W. BOLEY**  
CLERGY ASSISTANT TO THE BISHOP

## **West Michigan Conference of the United Methodist Church**

### **Bishop's Ruling on Questions of Law Presented during the 2016 Session of the Conference**

#### **STATEMENT OF THE QUESTIONS OF LAW AND DECISION**

On Monday, June 13, 2016, during the regular session of the West Michigan Conference, Mr. Ryan Minier submitted in writing the following Questions of Law:

*Pursuant to Book of Discipline paragraph 2609.6, I submit the following questions of law and ask that the Bishop rule on them:*

*Is a Wesley Foundation considered a conference board or agency by the West Michigan Plan of Organization and paragraphs 610 and 701 of the Book of Discipline and in light of Judicial Council Decision No. 175 that states that "1. Direct and final responsibility for the organization, administration, and supervision of a local Wesley Foundation rests upon the local Board of Directors of such a Wesley Foundation, subject only to the Annual Conference Board or Boards of Education, an Inter-Conference Commission of Student Religious Work, and the General Board of Education."?*

*Further, is a local pastor who is appointed as a campus minister of a Wesley Foundation under Book of Discipline paragraph 344.1.a ineligible for nomination to the Conference Leadership Team because of its membership requirement on page 244 of the West Michigan Annual Conference Plan of Organization [Section III B 4 c.3) d)] that states "They shall not be chairpersons or employees of Conference boards or agencies."? Does this requirement conform with Book of Discipline paragraph 610, which, in part, states "3. All local pastors serving charges are eligible for election or appointment to such agencies, except those dealing with qualifications, orders, and status of clergy and local pastors."?*

*Ryan J. Minier  
Lay Member of West Michigan Annual Conference*



#### REGARDING THE FIRST QUESTION:

Mr. Minier's question of law was received by the Bishop following the denial of Mr. Minier's nomination from the floor of a licensed local pastor, serving as a Director of a Wesley Foundation in the West Michigan Conference, for an open at-large position on the Conference Leadership Team.

Paragraph 610 of *2012 Book of Discipline of the United Methodist Church* does not define an "agency" or "board." It allows conferences the freedom to organize their structure as they wish.

The 2015 West Michigan Conference Journal contains the Plan of Organization. (Please see attached highlighted copy of the Plan of Organization). In Section I Part F, an "agency" is defined as "a term to describe the various boards, councils, commissions, committees, divisions or other units constituted" by the Plan of Organization. A "board" is defined as one of eight program units of the conference, including Higher Education and Campus Ministry, each of which is responsible to the Conference Leadership Team.

I interpret the Wesley Foundation to be a subdivision of the Board of Higher Education and Campus Ministry. As it is not constituted by the Plan of Organization, it cannot be considered as an agency.

Therefore, the answer to Mr. Minier's first question is: NO, a Wesley Foundation is not considered a conference board or agency.

#### REGARDING THE SECOND QUESTION:

Paragraph 344.1(a)(1) of *2012 Book of Discipline of the United Methodist Church* allows for the appointment of a licensed or ordained pastor as a campus minister. The West Michigan Conference Plan of Organization states in regard to membership of the Conference Leadership Team (CLT): "Criteria for the eight-ten members at large; They shall not be chairpersons or employees of Conference boards or agencies." Even though the Wesley Foundation is not a Conference board or agency, the director of a Wesley Foundation is ineligible to serve on the Conference Leadership Team.

Paragraph 610.3 of *2012 Book of Discipline* allows for all local pastors serving charges to be eligible for appointment to the agencies of the Conference. However, the director of the Wesley Foundation is not a local pastor serving a charge. Rather, she is appointed to a subdivision of a board. That makes the director of the Wesley Foundation an employee of the Conference. In addition, the West Michigan Conference Treasurer's Office does the payroll and files a W-2 for the Wesley Foundation Directors. Therefore, putting her on the Conference Leadership Team, where she would have a vote and a say in directing the funding to the ministry to which she is appointed, would result in an inappropriate conflict of interest as prohibited by Section I, Part G of the Plan of Organization.

Therefore, the answer to Mr. Minier's second question is: YES, a local pastor who is appointed as a campus minister of a Wesley Foundation is ineligible for nomination to the Conference Leadership Team (CLT).

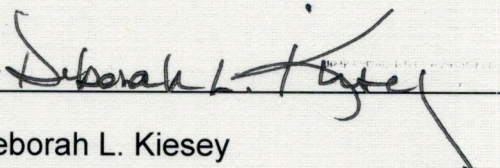


### FURTHER INFORMATION:

When appointing membership to the Conference Leadership Team, The West Michigan Conference Plan of Organization requires consideration of the potential member's lay or ordained status, gender, age, and diversity, among other things. In addition, the nominating committee looks for specific skills, talents, and characteristics of the Conference Leadership Team members in order to assure that the Conference Leadership Team is qualified to do the work that it needs to perform. It is important to the diversity and inclusivity of the Conference Leadership Team to follow the Plan of Organization's guidelines for nominating members to all Boards and Agencies of the annual conference.

Furthermore, and importantly, the Conference Leadership Team is not a "representative" body whose members are there to promote the interests and ideology of a certain constituency. Rather, the Conference Leadership Team is to "give general direction, guidance, and ensure the alignment of the resources, structure and ministries in support of the mission, vision and strategic goals of the [entire] Conference. (Plan of Organization Section III, Part B.4.c.1, page 244.)"

It is imperative that the West Michigan Conference not ignore the characteristics and demographics of committee membership that we have directed the nominating committee to consider. Because the membership and process of the nominating committee is not a secret, people who wish to be nominated to a certain or specific committee, team, or board can volunteer directly to the nominating committee in advance of the Annual Conference meeting. Then, the nominating committee can consider that person's gifts, talents, experiences, perspectives, and graces when nominating people to fill out the various boards and committees of the Conference.

A handwritten signature in dark ink, reading "Deborah L. Kiesey", is written over a horizontal line.

Deborah L. Kiesey  
Bishop, West Michigan Conference  
United Methodist Church

Attachment: Plan of Organization of the West Michigan Conference

CC: Ryan Minier

Luan-Vu (Lui) Tran, Secretary of the Judicial Council of the United Methodist Church

Gregory L. Buchner, West Michigan Conference Secretary

Andrew Vorbrich, West Michigan Conference Chancellor



# Bishop's Report To The Judicial Council Of The United Methodist Church

1. This is the form which the Judicial Council is required to provide for the reporting of decisions of law made by bishops in response to questions of law submitted to them in writing during the regular business of a conference session. The reporting of such decisions is mandatory, whether or not they are appealed. (See ¶¶ 56, and 2609 of ~~2008~~ 2012 *The Book of Discipline*, and Judicial Council Decision 153, ¶ 3 under "jurisdiction.")

2. This form may also be used to report decisions on questions of law when such decisions are appealed by one-fifth of the members of the conference. (See ¶¶ 56 and 2609 of 2008 *The Book of Discipline*, and Judicial Council Decision 153, ¶ 2 under "jurisdiction.")

Please check whether this report is under 1 ☒ or 2 ☐

Report of an episcopal decision made by Bishop DEBORAH L. KIESEY  
during the session of the WEST MICHIGAN Conference, meeting at  
EAST LANSING, MI on JUNE 13, 20 16.  
Subject: WMC PLAN OF ORGANIZATION AND  
NOMINATION PROCEDURES

Please attach the following relevant documents and information:

If under No. 1 - The text of the written request for decision; the decision, and, optionally, the reasoning behind it; notation of appeal, if taken; pertinent background information, etc.

If under No. 2 - The parliamentary situation; the decision, and, optionally, the reasoning behind it; transcript of the appeal taken; pertinent background information, etc.

Signed Deborah L. Kieseey  
Bishop of The United Methodist Church

Date mailed to the Secretary of the Judicial Council JULY 7, 2016

**Required copies to:**

**Secretary of the Judicial Council (13 Copies)**

**Bishop (1 Copy)**



Bishop's Ruling on Questions of Law  
Presented during the 2016 Session of the Conference

Name and Contact Information of person seeking Bishop's Ruling:

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MICHIGAN AREA

**THE UNITED METHODIST CHURCH**

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DAVID ALAN BARD  
RESIDENT BISHOP

REV. JOHN W. BOLEY  
CLERGY ASSISTANT TO THE BISHOP  
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**IN THE JUDICIAL COUNCIL OF THE UNITED METHODIST CHURCH**

Memorandum No. 1335  
Docket No. 1016.11

Supplemental Documentation  
November 8, 2016

TO: Luan-Vu Tran, Secretary of the Judicial Council

In response to the request of the Judicial Council in Memorandum 1335, the West Michigan Conference of the UMC encloses 14 copies of the Daily Proceedings of the 2016 West Michigan Annual Conference Session held from June 9<sup>th</sup> to 13<sup>th</sup>.

These are submitted to provide documentation of Mr. Minier's nomination of Lisa Batten, Wesley Foundation Director, to the Conference Leadership Team.

Mr. Minier's nomination is found on page 14 of the Daily Proceedings. The ruling on said nomination, and the other action of Bishop Kiesey, is found on page 16 of the Daily Proceedings. The pertinent portions are underlined.

Also enclosed are 14 copies of Mr. Minier's original written request for a Ruling of Law. This is referenced on page 16 of the Daily Proceedings.

Rev. John W. Boley  
Clergy Assistant to the Bishop  
for the Michigan Area

cc: Ryan Minier  
Rev. Gregory Buchner, WMC Secretary  
Andrew Vorbrich, Conference Chancellor



Pursuant to Book of Discipline paragraph 2609.6, I submit the following questions of law and ask that the Bishop rule on them:

Is a Wesley Foundation considered a conference board or agency by the West Michigan Plan of Organization and paragraphs 610 and 701 of the Book of Discipline and in light of Judicial Council Decision No. 175 that states that "1. Direct and final responsibility for the organization, administration, and supervision of a local Wesley Foundation rests upon the local Board of Directors of such a Wesley Foundation, subject only to the Annual Conference Board or Boards of Education, an Inter-Conference Commission of Student Religious Work, and the General Board of Education:"?

Further, is a local pastor who is appointed as a campus minister of a Wesley Foundation under Book of Discipline paragraph 344.1.a ineligible for nomination to the Conference Leadership Team because of its membership requirement on page 244 of the West Michigan Annual Conference Plan of Organization [Section III B 4 c. 3) d)] that states "They shall not be chairpersons or employees of Conference boards or agencies."? Does this requirement conform with Book of Discipline paragraph 610, which, in part, states "3. ...All local pastors serving charges are eligible for election or appointment to such agencies, except those dealing with qualifications, orders, and status of clergy and local pastors."?

Ryan J. Minier

Lay member of West Michigan Annual Conference



## **WEST MICHIGAN ANNUAL CONFERENCE 2016 - DAILY PROCEEDINGS**

(starting on page 84 in 2016 Journal)

### **FIRST DAY ~ CLERGY SESSION**

**Thursday, June 9, 2016 6:00 PM**

Bishop Deborah Kiesey called the Clergy Session to order at 6:00 PM.

Sherri Swanson invited Clergy to sing "And Are We Yet Alive."

Motion: Swanson moved for Provisional Members, Associate Members, Full-Time and Part-Time Local Pastors, Affiliate Members, those on Honorable Location, and all other clergy appointed be granted voice, but not vote. Motion carried.

Motion: Swanson moved to allow Lay Members of the Board of Ordained Ministry be allowed in the Clergy Session with voice, but no vote. Motion carried.

Motion: Swanson moved to allow Sus'ann Busley, Jennifer Waver, Deana Nelson, and Mark Doyal voice, but not vote. Motion carried.

Swanson gave announcements.

Julie Greyerbiehl led the congregation in "Affirming our Call." Clergy Members sung response, "Spirit of God."

Lynn Pier-Fitzgerald, Greg Lawton, and Jeremy Wicks shared the Annual Report of the Orders of the Elders, Deacons, and John Wesley Association. They ended their report saying "We are bound together by our call and God's love".

Motion: Swanson moved that Dean Prentiss be the new Chairperson for the Order of Elders. Motion carried.

Swanson made a statement from the Board of Ordained Ministry about General Conference and action taken by the Boards of Ordained Ministry.

Tamara Williams responded to Question 17 on behalf of the Cabinet.

Swanson led the Clergy in a "Prayer of Confession."

Rob McPherson, presented Question 19 and 20 for information only.

Motion: Jodie Flessner moved to approve Question 21A. Motion carried.

Motion: Flessner moved to approve Question 21B. Motion carried

Motion: Flessner moved to approve Question 21c. Motion carried

Flessner presented Question 22 for information only.

Swanson presented Question 24 for information only.

Motion: Swanson moved to approve Question 25. Motion carried.

Motion: Swanson moved to approve Question 26B with the addition of David Newhouse from Northern Illinois. Motion carried.

Clergy sang "I Have Decided to Follow Jesus."

Motion: Kathy Kursch moved to approve Question 28A, Daniel Colthorp, as a Provisional Deacon. His introductory video was shown and his supporter spoke on his behalf. Motion carried.

Motion: Kursch moved to approve Question 28B, Jeffrey Cummings, Katherine Fahey and Joel Fitzgerald, as Provisional Elders. Their introductory video was shown and supporters spoke on each candidate's behalf. Motion carried.

Kursch presented Question 29 for information only.

Motion: Prentiss moved to approve Question 32B, 34A and 34B James Boutell, Dennis Bromley, Melissa Claxton, John Conklin, Kimberly DeLong, Erin Fitzgerald, James Noggle, Amee Paparella, and Emily Slavicek, as Elders in Full Connection. Motion carried.

Clergy sang "We are Called."

Motion: Mark Erbes moved to approve Question 43.a1. Motion carried

Erbes presented Question 43a2), Question 43b) and 43c2) for information only.



Motion: Erbes moved to approve Question 44a for vote. Motion carried.  
Erbes presented Question 44b for information only.  
Motion: Erbes moved to approve Question 77c. Motion carried.  
Pat Brook presented Questions 58 - 62 for information only.  
Marty Culver presented Question 63 and Question 72b for information only.  
Erbes presented Question 41 and Question 49 for information only.  
Motion: Erbes moved to approve Question 50a(1) and Question 50a(2). Motion carried.  
Erbes presented Question 50a(5) for information only.  
Motion: Erbes moved to approve Question 52. Motion carried.  
Clergy sang verse one of "You Are Mine."  
Motion: Erbes moved to approve Question 53c. Motion carried.  
Motion: Erbes moved to approve Question 54a. Motion carried.  
Erbes presented Question 55 and Question 56a for information only.  
Clergy sang verse two of "You are Mine."  
Swanson presented Question 48 by naming each Clergy Member who has passed. A candle was lit on their behalf. Bishop Kieseey prayed over the remembrance of the deceased.  
Clergy sang verses three and four for "You Are Mine."  
Motion: Swanson moved to approve Question 18a. Motion carried.  
Swanson presented Question 18b and 18c, with the removal of Cynthia A. Skutar, for information only.  
Motion: Swanson moved to approve Question 73a. Motion carried.  
Swanson presented Questions 73b, 74, 81, and 82 for information only.  
Motion: Swanson moved to approve the Acceptance of the Full Report. Bishop Kieseey answered questions. Motion carried.  
Swanson announced that the 2017 Annual Conference will be in Traverse City at the Grand Traverse Resort.  
Mike Tupper made a motion "The Clergy Session recommends that the Board of Ordained Ministry of the West Michigan Conference not consider sexual orientation or gender identity in determining the fitness of applicants and the moral character of clergy." Motion seconded. Tupper explained rationale. Discussion was held.  
Motion: Suspend the rules to have more discussion. Motion carried.  
Point of Order was made for clarification if everyone can vote. Bishop Kieseey clarified only Full Members can vote.  
Motion: Benton Heisler made a motion to refer the original motion to a joint meeting with both Detroit and West Michigan Board of Ordained Ministry and brought back to Clergy Session in 2017. Motion failed.  
After three speeches for and three speeches against, Tupper gave final comments. Vote taken. Motion carried.  
Jim Mort, from The School for Pastoral Ministry gave a presentation.  
Jeremy Williams was acknowledged for playing the piano.  
Swanson thanked many individuals and presented Bishop Kieseey with a gift (piano books) from the Clergy of the West Michigan Conference.  
Bishop Kieseey thanked the Clergy and the time she spent in Michigan.  
Clergy sang "The Summons." Bishop Kieseey offered the Benediction.  
Clergy Session adjourned at 7:50 PM.

## **FIRST DAY ~ LAITY SESSION**

### **Thursday, June 9, 2016 4:00 PM**

Anne Soles, Conference Lay Leader, welcomed the Laity to West Michigan Annual



Conference. A video was shown featuring Bishop Deborah Keisey thanking the Laity for their time committed to this year's Conference.

Soles introduced the District Lay Leaders to the group. Soles had individuals raise their hands as she called the different districts and explained the ways that a Lay Leader can be represented. Soles introduced Laura Witkowski, West Michigan Conference Facilitator, to the Laity.

Witkowski explained her role at Annual Conference and how she can help answer questions.

Witkowski asked the Laity to open their Program Book and directed them to the map. Witkowski oriented the Laity to the areas of campus that will be used during the Conference. Witkowski provided information about the Breslin Center and highlighted the areas of interest. Witkowski answered questions from the Laity. Witkowski explained how the Program Book was organized. The Parking and Shuttle Process was explained.

The Grace Patrol was introduced and its purpose was explained. The Laity was asked to consider volunteering for the Grace Patrol during Conference.

Soles explained the Legislative Committee Process and the Consent Calendar. Questions were answered.

Deb Fennell, a representative from the Design Team, discussed the history regarding bringing the two Conferences together. Fennell read the Resolution from the 2015 West Michigan and Detroit Annual Conference that led to the vote for the creation of a new Conferences. Questions were answered.

Soles instructed the Laity on how to use the Voting Cards.

Soles dismissed the Laity at 5:30 PM to dinner.

## **FIRST DAY ~ LAITY SESSION**

**Thursday, June 9, 2016 6:00 PM**

Anne Soles, Conference Lay Leader, welcomed the Laity to West Michigan Annual Conference and provided the Laity with a brief overview of this year's schedule. Soles addressed the organization of the legislative committee groups as found on each person's name tag.

A video was shown featuring Bishop Deborah Keisey thanking the Laity for their time committed to this year's Conference.

Soles introduced Sally Franks,, District Lay Leader, to the group. Soles had individuals raise their hands as she called the different districts and explained the ways that a Lay Leader can be represented.

Soles introduced Laura Witkowski, West Michigan Conference Facilitator, to the Laity.

Witkowski explained her role at Annual Conference and how she can help answer questions.

Witkowski asked the Laity to open their Program Book and directed them to the map. Witkowski oriented the Laity to the areas of campus that will be used during the Conference. Witkowski provided information about the Breslin Center and highlighted the areas of interest. Witkowski answered questions from the Laity. Witkowski explained how the Program Book was organized. The Parking and Shuttle process was explained. Witkowski also addressed meal tickets and Wi-Fi policies on campus.

Soles invited Leslee Fritz to address the Laity about the Grace Patrol parking services and invited the Laity and guests to volunteer.

Soles explained the Legislative Committee process and the Consent Calendar. Questions were answered.

Deb Fennell, a representative from the Design Team, discussed the history regarding bringing the two conferences together. Fennell read the Resolution from the 2015 West Michigan and Detroit Annual Conferences that led to the vote for the creation of a new conference. Questions were answered.

Soles dismissed the Laity at 7:33 PM.

## **SECOND DAY ~ MORNING WORSHIP**

**Friday, June 10, 2016 8:30 AM**

Jorge Lockward led the Congregation in singing Shall We Gather at the River and Sweet, Sweet Spirit.

The Worship Team led the Congregation in singing Gathered as One and Uyai Mose (Come, All You People).

Katy Stokes and Jeff Nelson led the Call to Worship, "Psalms for Our Time."

Bishop Kieseley led Opening Prayer.

Congregation sang And Are We Yet Alive.

Lockward led the Song of Preparation, Lord to Whom Shall We Go?

Andy Lee read the Scripture Reading, 1 Corinthians 1:1-9.

Linda Farmer-Lewis read the Scripture Reading, Isaiah 42:5-9.

Bishop Kieseley gave the Episcopal Address 'Called in Righteousness.' Bishop Kieseley highlighted on how we are the church who are making changes in the world and if we trust in the way of the Holy Spirit, God will help us find a way. Bishop Kieseley challenged us to think about if we really trust God to lead us in the unknown or direction he has for us, and she highlighted on how we are all called by God. Bishop Kieseley led the Congregation in singing How Can I Keep from Singing?

The Conference Choir sang Leaning on the Everlasting Arms.

Ronald Fike, David Kim, and Sandra Bibilomo led the Congregation in the liturgy of 'Confession and Pardon'.

Bishop Kieseley led the Congregation in 'The Great Thanksgiving'.

Jorge Lockward led the Congregation in the Call and Response to Praise and in proclaiming the 'Mystery of Faith'.

2016 Ordinands and Retirees from Detroit and West Michigan Conferences served communion to the Congregation. The Praise Team led Bless be the Lord, One Bread, One Body, Obrigado Senor Allelujah, and Draw the Circle Wide.

Bishop Kieseley led the Congregation in the Unison Prayer for Communion.

The Congregation sang the Closing Hymn, God of Grace and God of Glory.

Bishop Kieseley gave the Blessing.

## **SECOND DAY ~ PLENARY SESSION**

**Friday, June 10, 2016 10:15 AM**

Melanie Carey opened the Plenary Session by drawing two names to sit in the special chairs on the floor.

Bishop Kieseley opened the joint 100th Plenary Session by welcoming all gathered.

Motion: Nichea Ver Veer Guy moved that the Breslin Center Arena Floor and the Sections 124-131 be designated as the voting bar, including the designated areas for persons with physical disabilities (127 and 124). Ver Veer Guy also moved to extend permission to guests and leaders to sit within the bar area. Motion passed.

Ver Veer Guy explained the voting permissions designated by name tags.

Todd Price and Judy Coffey began reading the Rules of Order for the Joint Session to the Conference and questions were answered.

Motion: Coffey moved Item #1, Rules of Order for the Joint Session. Motion carried.

Glenn Wagner and Marsha Woolley introduced the Design Team and explained their process and roles over the past year in preparation for the 2016 Annual Conference.

Wagner highlighted the on vision and name of the new Conference.



Motion: Wagner moved to elect Greg Buchner and Tracy Huffman as the Co-Secretaries for the 2016 Joint Business Session. Motion Carried.

Motion: Woolley moved Item #3, the Enabling Motion for the Creation of a New Michigan Area Conference of The United Methodist Church. Motion Carried.

David Lundquist and Neil Haney asked clarifying questions about Item #3.

Motion: Wagner moved Item #4, the electing of Conference Secretary, Treasurer and Statistician for the New Michigan Conference. Motion Carried.

Tracy Huffman addressed the Conference with announcements about parking and mobility awareness concerns.

Carey called for the Order of the Day for Bishop Kieseey's Retirement Celebration and invited all those speaking during the celebration on to the stage. Bishop Kieseey's drum was played during the celebration.

Laurie Haller introduced Bishop Kieseey's biography video.

John Wharton thanked Bishop Kieseey for her service to the Michigan Area.

Bishop Kieseey recognized her parents, sister, son and his family, who were all present for the celebration.

Jennifer Brown introduced Diane Watson Everhardt and Glenn Everhardt who spoke on behalf of Bishop Kieseey's previous work and enduring legacy in Iowa.

Carey addressed the Conference and spoke to highlight and celebrate Bishop Kieseey's leadership style and musical abilities.

Deana Nelson, Executive Administrative Assistant to the Bishop, addressed the Conference and described the extensive work and time that Bishop Kieseey has devoted to her ministry.

Bill Dobbs, former Clergy Assistant to the Bishop, addressed the Conference and spoke about Bishop Kieseey's tenacity and wisdom during her time of leadership of the Michigan Area.

Koom Cho addressed the Conference to celebrate the Bishop's four years and the collaboration with the Episcopal Team.

Jennie Browne thanked Bishop Kieseey for her spiritual leadership of the Michigan Area during the past four years and presented Bishop Kieseey with a gift certificate for the Hampton Auditorium on the Iowa University campus and a peace pole.

Bishop Kieseey and her husband, Brad Kieseey, addressed the body to express her thanks and gratitude for the four years she served as our Bishop.

The Conference greeted the Bishop.

Carey dismissed the Conference at 12:01 PM for lunch.

## **SECOND DAY ~ FIRST STEPS: AN INTRODUCTION**

**Friday, June 10, 2016 2:00 PM**

Melanie Carey addressed the Congregation about turning in extra parking passes for those who haven't yet received one. Carey introduced a video sponsored by the Clark and United Methodist Retirement Communities.

Jerry DeVine, Detroit Conference Director of Connectional Ministries, addressed the Congregation and welcomed participants who represent Native American communities and affiliated ministries. DeVine spoke about the joint efforts that both the Detroit and West Michigan Conferences have made to form connections with and raise support for Native American ministries. Bishop Kieseey led the congregation in opening prayer.

Nichea Ver Veer Guy shared a historical overview of Native American genocide and oppression as a result of European colonization and expansion.

Ragghi Rain Calentine shared her family's remembered history of the Trail of Tears with the Congregation.

Tracy Huffman and Mike Johnson shared a detailed, dated history of Native American

oppression in the United States.

Calentine invited the congregation to make a commitment to no longer shut out the suffering of Native American persons.

Benton Heisler brought the Statement of Repentance for oppression against Native American persons to the Congregation.

Calentine implored the congregation to do the necessary work of reconciliation with Native American peoples.

DeVine delivered closing remarks about the importance of continuing the conversation about reconciling with Native American peoples and dismissed the Congregation for break.

## **SECOND DAY ~ FIRST STEPS: ACT OF RECONCILIATION**

**Friday, June 10, 2016 3:30 PM**

Jorge Lockward called the Congregation back together to reflect upon the previous session through the song Thank You for This Day.

Jerry DeVine welcomed the Congregation back to the conversation about Native American ministries.

Melanie Carey led the congregation in the Unison Prayer.

DeVine invited the Procession of the Waters to begin.

The Worship Team led the congregation in the song For the Healing of the Nations.

Tracy Huffman read the Scripture Reading, Amos 5:18-24.

The Worship Team led the congregation in the song Purify My Heart.

DeVine introduced the Keynote Speaker, Rev. Glen Chebon Kernell, Jr., who delivered his message entitled "A Path to Wellness."

Carey introduced the Invitation to Take a First Step and led the congregation in the Unison Prayer of Repentance.

Nichea Ver Veer Guy and Benton Heisler led the Congregation in the Litany of Repentance.

Carey gave the Proclamation stating our need for repentance through restorative actions.

Eric Strand and the Worship Team led the congregation in the closing song, A Place at the Table.

DeVine invited those involved with the Procession of the Waters on to the stage to be recognized and receive gifts. DeVine also gave Bishop Kiesey a gift to pass onto the incoming Bishop.

Carey gave the final prayer of the session and the body was dismissed at 4:50 PM.

## **THIRD DAY ~ MORNING WORSHIP**

**Saturday, June 11, 2016 8:30 AM**

Jorge Lockward invited a pianist/vocalist to sing for the Conference.

The Worship Team led the Congregation in singing several songs including: Give Me Jesus; Come, Now is the Time to Worship; and Wonders.

Marsha Woolley introduced Bishop Donald A. Ott and presented him with a gift in remembrance of his late wife.

Russell McReynolds read the morning Scripture, 2 Corinthians 3:2.

Bishop Ott delivered the morning sermon titled: Be Hope. Bishop highlighted on his retirement and the lessons his grandchildren have taught him. Ott challenged the Congregation to take risks and love one another. He told the Congregation to "Be Hope."

Lockward and the Worship Team led the Congregation in song.

McReynolds led the Congregation in the Call to Worship.

The Worship Team led the Congregation in singing Hold My Hand.



Nichea Ver Veer Guy dismissed the Congregation at 9:26 AM.

### **THIRD DAY ~ TOM TALKS**

**Saturday, June 11, 2016 9:40 AM**

Marsha Woolley, Detroit Conference Program Committee Chair, welcomed the Conference and introduced Mark Doyal, Program Committee Convener, to share some information about next year's Annual Conference.

Doyal addressed the Conference with some details about the 2017 Michigan Area Annual Conference and introduced a Pure Michigan video for the Traverse City area.

Woolley shared some announcements with the Conference.

Paul Perez, Detroit Conference Director for Mission and Justice Engagement and Leadership Recruitment and Mission Day Coordinator, addressed the Conference and introduced the following Transforming Outreach & Mission (TOM) Talks. Perez stated after lunch 80 Conference Members will go into the city of East Lansing to do hands-on mission at five different locations.

Marci Oliver, Program Director of the Children's Defense Fund Freedom School, spoke about the how the Freedom School transforms lives of the students and the community. A video was shown from the Freedom School.

LaShawn Phoenix Moore, from the House of Poetry, performed her poem "Radio Tuner."

Jeremy Wicks, Pastor of Millville UMC and Director of Dansville Community Center, discussed the transformation that has taken place in the community of Millville and the collaboration

that is occurring between different entities.

Faith Fowler, Pastor of Cass Community UMC, shared about the "Tiny House" Project taking place in Cass Community. Fowler explained the construction plans and the financial model for those who will live in the houses, emphasizing the purpose of the houses as an asset for people living in poverty.

Jeremy Peters, Pastor of Flint Court Street UMC and from the House of Poetry, performed a spoken poem about the Flint Water Crisis.

Valerie Mossman-Celestin, Co-Founder of Haitian Artisans for Peace International (HAPI) Ministry in Haiti, addressed the Conference about her experiences with the Haitian community and how the connectionalism has helped her experience Haiti at a deeper level. Mossman-Celestin discussed how Americans view the people of Haiti. Mossman-Celestin called for all to give respect to the different culture and to listen instead of automatically problem solve. HAPI was created out of this principle.

Dimonique Boyd from the House of Poetry performed a poem.

A video was shown discussing Hoon-Yung Hopgood's, State Senator and Lansing Central UMC Member, faith journey and his work as a politician.

DeAngelus Garcia performed the poem "City of Angels" that is dedicated to his Grandfather, as well as, the city of Detroit.

Brandon Smith, Director of the Spirit Journey non-profit organization, addressed the Conference. Smith read 1 John 3:17-19 and spoke about the summer camp for Native youth and families in Northern Michigan, inviting the Conference's support to continue sustaining the ministry.

Perez delivered closing remarks and thanked the TOM Talk speakers and organizers.

Woolley shared some logistical announcements with the Conference.

Perez dismissed the Conference at 11:24 AM.

### **THIRD DAY ~ SATURDAY EVENING WORSHIP**

**Saturday, June 11, 2016 7:00 PM**

Mark Doyal greeted the Congregation and thanked the Conference sponsors for their support. Sean Griffin led the Congregation in singing Trading My Sorrows and Go Where I Send Thee. A skit about missions was performed.

Marsha Woolley offered a prayer for the Congregation.

Melanie Carey read scripture, John 20:19-22.

Bishop Gregory V. Palmer gave opening remarks and offered a prayer for the Congregation.

Palmer discussed the scripture reading and put it into context of looking to Jesus for God's Plan. Palmer talked about Resurrection and the importance of claiming peace rather than fear. Palmer reminded the Congregation that there should never be a disconnect between words and deeds. Palmer talked about what mission is and how we are all Called to mission. Palmer closed his

sermon by saying 'We ain't got time to die!' reminding all that if we are faithful and remain strong in the fight against fear, the Church will continue to do great things.

Woolley announced the offering would support the Flint Water Crisis and correlated this with justice. A video was shown highlighting the Flint Water Crisis and told the stories of United Methodist Churches that are leading some of the response to the crisis. The video also spoke of the

United Methodist Church's commitment to seeing Flint through the crisis and helping it rise above and come back stronger than before.

The Congregation was led in singing.

Carey gave the Prayer of Thanksgiving and offered a special prayer for the leadership of the Flint area United Methodist Churches.

Conference leaders engaged in a conversation performance piece that addressed the ways in which the Flint Water Crisis is being addressed by Michigan area ministries.

The Worship Team led the Congregation in singing Guide My Feet While I Run This Race.

Bishop Palmer blessed the Congregation..

The Worship Team led the Congregation in singing a reprise of Go Where I Send Thee.

#### **FOURTH DAY ~ PLENARY SESSION**

**Sunday, June 12th, 2016 8:30 AM**

Caleb Williams welcomed everyone and led the Conference in song.

Melanie Carey announced the individuals who get to sit in the comfortable chairs.

Carey led the Conference in prayer and took a moment of silence for the mass shooting that took place in Orlando, Florida.

C. Williams led the Conference in singing Lean On Me.

Carey gave the agenda items for the morning.

Kennetha Bigham-Tsai, Lansing District Superintendent, read Scripture.

Tara Sutton, Crossroads District Superintendent, read Acts 43:47.

Elizabeth Hill led farewell to the outgoing District Superintendents and Clergy Assistant to the Bishop. Bishop Kiesey ended with a prayer for them.

Anita Hahn, Grand Traverse District Superintendent, welcomed the Board of Ordained Ministry Chairpersons Dale Miller and Sherri Swanson.

Bishop Kiesey led the Historic Questions to the upcoming ordinands. John Boley, Kalamazoo District Superintendent, led a prayer for the ordinands.

C. Williams led the Conference in singing Hold Us Together.

Hahn presented the Dean's Report. Hahn highlighted on the journey of connecting the Detroit and West Michigan Conferences together. She stated that the goal was to eventually become one Cabinet that would guide the Michigan Conference. Hahn announced that Elbert Dulworth would



be next Cabinet Dean. Hahn ended by saying hopefully we will be the ones who brings our friends and people to Christ.

Carey presented the Ministerial Appointments for the West Michigan and Detroit Conference. Carey announced a couple editorial changes and stated the Appointments to Extension Ministries were correct as written. Genie Bank, Episcopacy Chair, blessed Carey with a gift for her service as Clergy Assistant to the Bishop.

Tamara Williams removed the name of Sonoma UMC and stated Albion District Appointments were correct as printed.

William Haggard explained that Muskegon Lakeside UMC had gifted it's building to Family Promise of the Lakeshore and stated the Grand Rapids Appointments were correct as printed.

Anita Hahn stated all Grand Traverse District Appointments were correct as printed.

Haggard, representing Heartland District, stated all appointments for Heartland District were correct as printed.

John Boley stated all appointments for the Kalamazoo District were correct as printed. Bishop Kiesey introduced and welcomed Dwayne Bagley as the new Kalamazoo District Superintendent. Kennetha Bigham-Tsai stated all appointments for the Lansing District were correct as printed.

Carey offered another clarification to an Extension Ministry.

Detroit Conference District Superintendents also made corrections to their appointments. Bishop Kiesey officially set all appointments and thanked the District Superintendents for their dedication and service.

Mark Spaw led the clergy in prayer. Williams led the Laity in prayer. Haggard prayed and led the Conference in the Wesley Covenant prayer.

C. Williams led the Conference in singing Bind Us Together.

Elbert Dulworth gave a blessing for the Conference.

Carey introduced a piano performance from Bishop Kiesey, who played They'll Know We Are Christians by Our Love.

Tracy Huffman gave announcements and dismissed the Conference for break at 10:00 AM.

Bishop Kiesey welcomed the Conference back at 10:30 AM.

Nichea Ver Veer Guy and Charles Boayue, Jr. recognized delegates to the General and the North Central Jurisdictional Conferences from the West Michigan and Detroit Conferences.

Kennetha Bigham-Tsai gave the Connectional Table Report, which included the initiative to commission three million Clergy and Lay Leaders by 2020. Bigham-Tsai also spoke about the continued efforts to combat malaria and to create connectional ministries with the poor.

A video was played from General Conference 2016 sharing some news highlights.

Boayue spoke about the function of the General Conference and the struggles of governing a Universal Church Order. Boayue emphasized the importance of compassion and cooperation for one another as we continually seek to serve as the Body of Christ in the world.

Ver Veer Guy expressed her gratitude for the accessibility of participation in General Conference and shared more about the experience.

Bigham-Tsai spoke to the Conference about the human sexuality discussions that took place at General Conference, including the Third Way Petition and the Rule #44 item that was intended to set aside Robert's Rules of Order for conversation, which was defeated.

Jackie Euper invited the Conference to read "An Offering for a Way Forward" and join in conversation in small groups about the implications of "An Offering for a Way Forward."

Laurie Haller called the Conference back together to continue plenary discussion by singing Draw the Circle Wide.

Carl Gladstone highlighted new ministries and introduced Gary Step, Director of Congregational Excellence and VCI Coordinator.

Step presented Wisner UMC and Coloma UMC with the "One Matters Discipleship Award"



from Discipleship Ministries.

Michael Morley from Cokesbury introduced himself as the Michigan Representative for the entire state.

Scott Woolum spoke church furnishings offered through Cokesbury.

Tim Ziegler and Mary Ivanov addressed the Conference about the importance of continuing to affirm and commission new ministry leaders and pull people into active participation in leadership of the Church.

Greg Lawton introduced a video about Diaconate Ministries.

Marsha Woolley shared that the Conference had raised over \$11,000 toward the Flint Water Crisis.

Tracy Huffman shared some closing remarks with the Michigan Conference.

Bishop Kieseey updated the Conference on the rising numbers of those killed in the Orlando mass shooting.

A closing prayer was offered.

Bishop Kieseey dismissed the Conference at 12:01 PM.

#### **FOURTH DAY ~ COMMISSIONING AND ORDINATION**

**Sunday, June 12th, 2016 2:00 PM**

The Worship Team provided a performance of Intrada Festiva for Two Trumpets by Hans-Andre Stamm.

Patricia Gandarilla, Koom Cho, and Rick Blunt performed a scripture reading with multiple voices and in multiple languages.

The Worship Team led the Congregation in singing The Church's One Foundation; Lord, You Give the Great Commission; and Sanctuary.

Bishop Kieseey greeted the Congregation and stated the purpose of the Service for Commissioning and Ordination.

Melanie Carey introduced Rev. Lila R. Martin from Trinity African Methodist Episcopal Church in Lansing as the Ecumenical guest..

Jeremy Wicks, West Michigan Conference Chair of John Wesley Association, and Sue Platt, Detroit Conference Chair of Fellowship of Local Pastors and Associate Members, recognized the local pastors that have completed Course of Study: Jonathan Combs, Mark Edward Ryan, David Haase, Gary Peterson, Michael Simon, and Herbert Vanderbilt.

The Worship Team led the Congregation in singing Lead me, Guide Me.

Anne Soles and Wayne Bank recognized the laity of local congregations of the Detroit Annual Conference and West Michigan Annual Conference.

Sherri Swanson and Dale Miller recognized the following people whose orders will be recognized as elders: Hyun Jun Cho and Inbeom Oh; the following people to be commissioned for the work of a Deacon: Sarah Alexander, Cora Glass, Jinny Song, and Daniel Colthorp; the following people to be commissioned for the work of an Elder: Sari Brown, Eun Sik Poy, Scott Sherrill, Devin Smith, Michael Vollmer, Jeffrey Cummings, Katherine Fahey, Joel Fitzgerald; the following person to be ordained Deacon: Mary Hagley; and the following people to be ordained Elders: Zachary Dunlap, Ronald Fike, Susanne Hierholzer, Rahim Shabazz, James Boutell, Dennis Bromley, Melissa Claxton, John Conklin, Kimberly DeLong, Erin Fitzgerald, James Noggle, Amee Paparella, and Emily Slavicek.

Bishop Kieseey asked the Congregation to confirm the presented candidates.

Bishop Kieseey led the General Examination for the candidates.

The Worship Team led the Congregation in a centering song of reflection, Lord, to Whom Shall We Go?

Scripture, 2 Corinthians 3:1-6, was read.

Diana Goudie read the Scripture, Mark 16:1-8.

Bishop Kiesey delivered her sermon entitled "Gone On Ahead." The sermon highlighted the idea that Jesus' ministry is unfinished, that all those who take part in ministry today are continuing Jesus' work.

The Worship Team led the Congregation in singing We Are Called.

Carey invited the Congregation to participate in the offering for the Ministerial Education Fund.

The Worship Team led the Congregation in singing the Doxology after collecting the offering.

Carey offered a Prayer of Thanksgiving for the offering.

Bishop Kiesey spoke the Liturgy of Commissioning for each of the candidates and presented the newly commissioned members of the West Michigan and Detroit Conferences of the United Methodist Church.

Anita Hahn presented the Liturgy for the Examination of the Deacon.

Elbert Dulworth presented the Liturgy for the Examination of the Elders.

Lynn Pier-Fitzgerald offered the Prayer for Elders.

Bishop Kiesey shared the Liturgy for the Recognition of Orders.

Caleb Williams led the Congregation in a cantored singing of Come, O Redeemer, Come.

Bishop Kiesey shared the Liturgy for Ordaining Elders and Deacons.

Bishop Kiesey presented all the newly Ordained Elders and Deacons to be celebrated by the Congregation.

Bishop Kiesey washed the feet of the new ordinands as the Worship Team led the Conference in singing Jesu, Jesu.

Bishop Kiesey shared about the purpose of the footwashing ceremony in the context of the Christian tradition and invited anyone who feels the call to Ordained Ministry to come forward in response.

The Worship Team led the Congregation in singing Here I Am, Lord.

Bishop Kiesey and Mary Hagley blessed the Conference and dismissed the Congregation.

The Worship Team led the Congregation in singing In the Midst of New Dimensions.

#### **FOURTH DAY ~ MARKING SACRED TIME**

**Sunday, June 12th, 2016 6:00 PM**

Melanie Carey invited the Conference to share a moment of silence for the people of Orlando as they respond to the aftermath of the Pulse nightclub shooting.

Sherri Swanson led the Conference in the Call to Worship and invited the Conference to stand and sing The Summons, Verse 1.

Mary Ivanov, Pat Catellier, Greg Lawton, and Marsha Woolley recognized those in Extension Ministries and Appointments Beyond the Local Church called to the Connection Beyond the Church Walls and led the litany of thanks for Elders in Extension Ministries and Deacons in Appointments Beyond the Local Church.

Jodie Flessner recognized Local Pastors who have completed Licensing School and Local Pastors in their first appointment.

Flessner recognized Daniel Colthorp, who has completed his Certification for a specialization in Youth Ministry.

Sherri Swanson recognized Bernie Randolph as the Conference Cane holder.

Swanson recognized those serving the West Michigan Conference from other Annual Conferences.

Swanson invited the Conference to sing The Summons, Verse 4.

Deb Johnson invited the Conference to recognize each of this year's retirees and began the time of celebration by recognizing Jana Lynn Almeida.



Mark Erbes recognized Melanie J. Baker for her years of ministry.  
Dean Prentiss recognized Lyle D. Heaton for his years of ministry.  
Johnson recognized Constance L. Heffelfinger for her years of ministry.  
Erbes recognized Clare Walter Huyck for his years of ministry.  
Prentiss recognized Jane Ellen Johnson for her years of ministry.  
Johnson recognized Jeanne M. Laimon for her years of ministry.  
Erbes recognized Glenn C. Litchfield for her years of ministry.  
Prentiss recognized David W. Meister for his years of ministry.  
Johnson recognized Dianne Doten Morrison for her years of ministry.  
Erbes recognized Allen C. Myers for his years of ministry.  
Prentiss recognized Lawrence A. Nichols for his years of ministry.  
Johnson recognized Gary L. Peterson for his years of ministry.  
Erbes recognized Thomas M. Pier-Fitzgerald for his years of ministry.  
Prentiss recognized D. Kay Pratt for her years of ministry.  
Johnson recognized Jeffrey J. Schrock for his years of ministry.  
Erbes recognized Michael J. Tupper for his years of ministry.  
Prentiss recognized Stephan Weinberger for his years of ministry.  
Pier-Fitzgerald passed the mantle to Emily Slavicek.  
Swanson led the Conference in the Blessing of Dismissal.

#### **FOURTH DAY ~ EVENING PLENARY SESSION** **Sunday, June 12th, 2016 7:15 PM**

Greg Buchner, Conference Secretary, greeted the Conference and drew two names of people to sit in the comfortable chairs.

Bishop Kiesey opened the plenary session.

Motion: Nichea Ver Veer Guy moved to set the bar to the inner limits of the room.

Motion carried.

Motion: Ver Veer Guy moved to enact voting, speaking, and sitting privileges based upon the colors on each person's name tag. Motion carried.

Motion: Ver Veer Guy moved to accept the legislation programs that are printed on the website as the official reference materials for the plenary session.

A clarifying question was asked.

Motion carried..

Motion: Ver Veer Guy moved that the Bishop's Episcopal staff and Bishop Kiesey's husband be permitted to sit within the voting area, but to retain no voice and no vote. Motion carried.

Motion: Benton Heisler moved that the Conference adopt the materials printed on the website as the official reference materials for the plenary session. Motion carried.

Buchner noted the voting members who will be absent from the Conference. Buchner recognized that this was the first year in his memory that Rev. Robert Smith (now at Clark Retirement Community) would not be with us. He invited folks to contact him at Clark. Buchner also recognized the need to recognize all our District Administrative Assistants, and especially Melanie Zalewski, who now has five bosses instead of one. He invited everyone to call their District Administrative Assistant with no other motive than just to thank them for their efforts.

Motion: Judy Coffey referred the Conference to Item #1, which contains a repetition, be edited to remove the repetition. Motion carried.

Motion: Coffey moved to adopt the 2015 Rules of Order for the 2016 plenary sessions.

Motion: Ryan Minier proposed an amendment to Rule 22c3d, which read "each amendment to legislation which is proposed by a Legislative Committee or by the Conference, if at least six hours remain before the scheduled adjournment of the current session of conference shall which

has funding considerations, shall be referred to the Council on Finance and Administration for their written recommendation prior to the final action by the current session of Conference." The motion had one speech for and one speech against. A standing count was taken. Motion failed.

Benton Heisler, Director of Connectional Ministries, asked a clarifying question regarding the time frame of the CF&A Meeting and Legislative Committees.

Minier responded to Heisler's question, stating that the amendments would be referred to the General Board for approval at a later date, unless the amendment was adopted now.

Motion: Charlie Farnum moved to amend Rule 22cd3 to state that each amendment to legislation which is proposed by a Legislative Committee or by the Conference, for their spoken recommendation within 15 minutes by the Council on Finance and Administration prior to the final action by the current session of Conference to include that any revisions from the CF&A board must be stated in spoken form within 15 minutes. There was one speech for and one speech against.

Motion carried.

Heisler clarified that the budget was posted within the correct time frame and within the time frame for a response petition to be filed.

There was a request to hear the final vote tally from the previous standing count, which was 220 votes against and 141 for.

Pros Tumonong, Conference Treasurer, proposed an amendment to the amendment, moving that 30 minutes be allowed to formulate a response, stating the need for a longer period of time.

Farnum accepted as a friendly amendment

Buchner asked Farnum to clarify the motion again. Farnum read the Amendment to the Amendment.

Laura Witkowski, Conference Facilitator and General Conference Delegate, explained the Episcopal Delegation Process.

Motion: Witkowski moved to suspend the Rules of Order to allow a less than 24 hour period between the Episcopal Nominations and the voting on the Episcopal Nominees.

Minier, as a representative of the Rules of Order Committee, supported the suspension of the Rules.

Motion carried.

Motion: Ver Veer Guy, West Michigan Annual Conference, General Conference 2016, NCJ Delegation, nominate Kennetha Bigham-Tsai as an Episcopal Candidate to the North-Central Jurisdiction. Ver Veer Guy stated, 'Bishop, I move the following: On behalf of the Detroit and West Michigan Annual Conference delegations to the General and North Central Jurisdictional conferences, I nominate the Reverend Kennetha Bigham-Tsai for your endorsement as an episcopal

candidate to the 2016 NCJ. Rev. Bigham-Tsai currently serves as District Superintendent for the Lansing District of the WMAC, and has been a delegate/alternate to the 2012 and 2016 G/NCJ Conferences respectfully. Rev. Bigham-Tsai currently serves as a member of the General Church's Connectional Table and the Connectional Table's executive committee. Kennetha embodies qualities of transformational leadership. She is a reconciler, a bridge-builder, and empathetic listener, and a faithful United Methodist. It is my privilege to introduce her to you, and invite her to bring you greetings.

Bigham-Tsai spoke to the Conference about her experience serving the West Michigan Annual Conference.

Ver Veer Guy, West Michigan Annual Conference, General Conference 2016, NCJ Delegation, nominated Laurie Haller as an Episcopal Candidate to the North-Central Jurisdiction. Ver Veer Guy stated, 'On behalf of the Detroit and West Michigan Annual Conference delegations to the General and North Central Jurisdictional conferences, I nominate the Reverend Laurie Haller for your endorsement as an episcopal candidate to the 2016 NCJ. Rev Haller currently serves as Senior



Pastor of First UMC of Birmingham, and has been a delegate to the G/NCJ conferences since 1996.

From 2004-2012, Rev. Haller was director of the General Board of Higher Education and Ministry, and has, since 2013, been a trustee of Garrett-Evangelical Theological Seminary. An avid blogger, Laurie is a person of exceptional spiritual depth whose writings convey a passion for modeling the radical, suffering love of Jesus. She is a servant leader and a collaborator who articulates a bold, authentic call for saving souls, doing mission, and effecting social justice. It is my privilege to introduce her to you, and invite her to bring you greetings.

Haller spoke to the Conference about her experience serving the West Michigan Annual Conference.

Bishop Kieseey declared the nominations closed.

Motion: David Lundquist moved to vote on the Episcopal Candidates at the present time.

Buchner clarified the Rules of Order regarding nominations for Episcopal Candidates.

Motion: Dick Wilson moved to declare a unanimous vote on behalf of the two Episcopal Candidates.

Three people spoke against the motion and three people spoke in favor of the motion.

Motion carried.

Priscilla Lane asked a clarifying question about the number of Episcopal Candidates endorsed by the West Michigan Annual Conference. Buchner answered that the Detroit Conference had endorsed Charles S.G. Boayue Jr. and we just endorsed Bigham-Tsai and Haller.

The Conference celebrated the endorsement of Bigham-Tsai and Haller as Episcopal Candidates.

Bishop Kieseey offered a prayer over both candidates for the Episcopal Candidates.

David Selleck spoke about the 2016 Nominations Report and presented the 2016 Nominations Report as written. Ryan Minier nominated Lisa Batten for the Conference Leadership Team At Large member from the floor and Scott Manning nominated himself to the Board of Higher Education and Campus Ministry.

Sue Cobb, CF&A chair, highlighted on where some of the finances went this year. Cobb also elaborated on what would happen if everyone gave 100% of ministry shares. Cobb stated 79 churches improved giving and 24 churches raised giving to 100%. Cobb finished by stating an up to date finance report is located online.

Anne Soles explained legislative communities which will start Monday, June 13th, 2016 at 8:30 AM.

Ver Veer Guy gave announcements.

Tamera Williams closed the plenary session in prayer.

## **FIFTH DAY ~ WEST MICHIGAN MEMORIAL SERVICE**

**Monday, June 13, 2016 10:30 AM**

The Worship Team lead the Congregation in singing Shall We Gather at the River to call the Congregation together.

Mark Thompson and Melanie Carey read the opening liturgy for the service.

The Worship Team led the Congregation in singing For All the Saints.

Bishop Kieseey offered the liturgy for Remembering Our Common Baptism.

The Worship Team led the Congregation in singing Gathered as One and Lord, to Whom Shall We Go?

Thompson read the Scripture 2 Corinthians 3:1-6.

Susan Hagans delivered her sermon, "Living Letters." Hagans' sermon highlighted the powerful impact that the lives of Clergy and spiritual leaders have on us. Hagans spoke about the fleeting nature of human life in the grand scope of history and affirmed the importance that God

places on each human life.

Carey invited the Congregation to take up an offering for the Michigan Area Haiti Task Force. The Worship Team led the Congregation in singing the Doxology.

Carey offered a Prayer of Thanksgiving for the offering.

The Worship Team offered the song Remember Me during a time of reflection in preparation for the naming.

Bishop Kiesey read the liturgy introducing the Naming of the Saints.

Julie Liske read the following names of Clergy in remembrance: Dwight M. Benner, Merritt Bongard, Joan K. Hamlin, Ronald A. Houk, David L. Miles, Timothy J. Miller, Susan Olsen, Dennis N. Paulson, Wesley E. Smith, and David Yingling.

David Wiltse read the following names of Clergy Spouses and Children in remembrance:

Voncile (Bonnie) Bullock, Meredyth Foltz, Gerald D. Hamm, Alice M. Hartmann, Rayme "Gene" Greenlee Hutchens, Winifred Jacobs, Janet Edith Pass Ott, Beverly Patterson, Clara Sailor, Harold Ten Have, Jane Tennant, Eleanor Minor Tubergen, and Betty L. Weaver.

Jennie Brown read the following names of Laypersons in remembrance: Frederick Gillette, James McCartney, Lois Moseley, Mary Jo Nye, and Magnolia Thompson.

Bishop Kiesey offered a Prayer of Remembrance and Thanksgiving for all the lives remembered during today's memorial service.

The Worship Team led the Congregation in singing Go to the World.

Bishop Kiesey blessed the Congregation and ended the service at 11:43 AM.

## **FIFTH DAY ~ PLENARY SESSION**

**Monday, June 13, 2016 1:30 PM**

Greg Buchner drew two names for Conference members to sit in the comfortable chairs.

Nichea Ver Veer Guy shared a message of thanks along with other logistical announcements.

Bishop Deborah Kiesey called the session to order and invited Brad Bartlemay to pray for the session.

Bartlemay offered an opening prayer for the plenary session.

Bishop Kiesey invited Bill Gehman to begin the Corporate Session.

Bill Gehman addressed the West Michigan Conference about the closing and discontinuation of local churches in the Conference.

Melanie Lee Carey offered a prayer for the local churches which are closing this year.

Gehman called on Tamara Williams, the District Superintendent of the Albion and a portion of the Heartland Districts, to discuss each of her motions.

Motion: Williams moved to discontinue the Marengo United Methodist Church.

Motion passed.

Motion: Williams moved to discontinue the Greenbush United Methodist Church.

Motion passed.

Motion: Williams moved to close the Middleton United Methodist Church. Motion passed.

Motion: Williams moved to close the Salem United Methodist Church. Motion passed.

Motion: Williams moved to close the Perrinton United Methodist Church. Motion passed.

Gehman called on John Boley, the District Superintendent of Kalamazoo.

Motion: Boley moved to close the Stockbridge United Methodist Church. Boley explained the New Church Start initiative that is taking place at Stockbridge in connection with the Wesley Foundation of Kalamazoo and Sunnyside United Methodist Church. Motion passed.

Gehman called on Kennetha Bigham-Tsai, Superintendent of the Lansing District.

Motion: Bigham-Tsai moved to close the Christ United Methodist Church and offered an address correction to note Lansing, MI. Motion passed.

Motion: Bigham-Tsai moved to close the Faith United Methodist Church. Motion passed.



Motion: Gehman moved to close the discontinuation session. Motion passed.

Bishop Kieseey invited Sherri Swanson to give the Board of Ministry report.

Swanson addressed the Conference with the Board of Ministry's annual report. Swanson shared that West Michigan seminary students have been awarded \$50,000 for their studies this fall.

Swanson explained the new first step for inquiring candidates that includes attending a Candidacy Summit, offered twice annually. Swanson also recognized the Board of Ministry members who are ending their term of service with the Board.

Bishop Kieseey thanked Swanson for her work.

Greg Buchner asked the Journal Committee for a report. Mandana Nordbrock reported the Minutes are posted clearly near Gate C.

Motion: Nordbrock moved to accept this year's Minutes as currently posted and to allow the Conference Secretary to complete and approve the remaining minutes of this Monday's session, and to allow the Conference Secretary to fix any other editorial errors. Motion passed.

David Selleck addressed the Conference about this year's nominees for ordained ministry.

Motion: Selleck moved to accept Patti Harpole and Emily Slavicek into the open spots for nominations for the leadership team.

Benton Heisler, Director of Connectional Ministries, explained that Brad Bartlemay has to be approved by the Jurisdiction.

Selleck also reported that Hillary Thurston-Cox was removed from the list by accident.

Selleck reported that David Dobbs will become the new Conference Treasurer for the Michigan Area Conference.

Selleck also reported that Tom Fox and Ron Iris will trade roles as Statistician and Assistant Statistician, making Ron Iris the Statistician and Tom Fox as the new Assistant.

Lou Grettenberger asked a clarifying question.

Selleck corrected the name Brian Crouch to Jenna Walker as the Wesley Foundation at CMU as Treasurer and removed Sean Griffin.

Linda Smith and Elizabeth Ross were added as nominees from the floor.

Ryan Minier raised a Point of Order regarding the addition of nominees from the floor.

Grettenberger offered a clarifying point.

Mary Loring offered a clarifying point that the nominations website currently does not work.

Bishop Kieseey tabled the motion for approval of the Board of Ministry's report until the Rule of Order question can be resolved.

Bishop Kieseey called the plenary session back to order.

Bishop Kieseey returned to the question of the Point of Order and clarified that some of the nominations from the floor present a conflict of interest, and need to go through the full process of nominations, including being vetted by the nominating team and approved by the committee they are entering into.

Jeff Williams, Chairperson of the Board of Higher Education, affirmed Scott Manning's nomination.

Ryan Minier asked that Bishop Kieseey rule on the Question of Law that he gave the Conference Secretary over the previous break. Bishop Kieseey reminded the conference, including Minier, that she had thirty days to do so, and that she didn't intend on answering the question at that particular moment.

Selleck removed James Stillwell from Prison Ministries and added Elaine Eicher.

Harris Hoekwater asked a clarifying question about Russ McReynolds' placement on the Conference Council of Finance and Administration. Selleck confirmed that McReynolds was removed by accident.

A point of clarification was made. Heisler addressed the point of clarification and clarified the Conflict of Interest that exists with the CLT and nominees.

Grettenberger asked to hold David Dekker's service to term.

Minier nominated himself for the Conference Leadership Team. Bishop Kiesey allowed the nomination from the floor.

Scott Manning called the question.

Bishop Kiesey called the Conference to vote to accept the Nominations Report.

Motion carried.

Bishop Kiesey invited Anne Soles, Conference Lay Leader, to begin the Legislative Session.

Soles thanked the Legislative Committees for their work in the Morning Legislative Committee Session..

Soles brought forward the Consent Calendar and thanked the legislative teams and the Conference Secretary for the fast turnaround.

Soles then directed attention to Item #10, (lines 6-9) noted there was an additional #5 which was missed on the Consent Calendar.

"5) MOTION: The Commission on Equitable Compensation recommends the following Minimum Salary Schedule be adopted for 2017 and that a mandatory minimum of \$1,500 for professional expenses and continuing education, exclusive of mileage reimbursements, for each full time clergy person under appointment be set at \$1,500.

Motion: Soles moved to approve the Consent Calendar. Motion carried.

Soles presented petition #2,

Bishop Kiesey invited the writer of Petition #2 to address the Conference.

Manning explained the reasoning behind the language of Petition #2.

Nate Starkey proposed an Amendment to Petition #2.

One person spoke in favor of the Amendment to Petition #2.

A Point of Order was called to read the Amendment. Buchner read the Amendment.

Jenaba Waggy presented an Amendment to the Amendment.

Bishop Kiesey called the Conference to vote on the Amendment to Petition #2.

Motion carried.

Motion: Vaughn Thurston-Cox moved to amend Petition #2 by substitution. Motion ruled out of order.

Tim Tronniker proposed an Amendment to Petition #2.

Susanne Daniels proposed a friendly Amendment to the Amendment to Petition #2.

Bishop Kiesey asked Tronniker whether the Amendment to the Amendment would be acceptable to the writer.

Tronniker denied the friendly Amendment. Daniels proposed the language change as an Amendment to the Amendment.

A Point of Order was raised regarding the number of speeches allowed.

Five people spoke against and four people spoke for the Amendment. Buchner read the final version of the amended part Petition #2. The Amendment to the Amendment of Petition #2 failed.

One person spoke for the Amendment.

Motion: Mike Riegler offered an Amendment to the Amendment. Riegler spoke to this Amendment to the Amendment. Motion carried.

Motion: Brad Bartlemay called the question and all that was before the Conference.

Motion carried.

Tronniker declined to make a final statement.

Buchner read the Amended section of Petition #2. Clarifying questions were asked.

Amendment to Item #2 failed..

Barbara Fay raised a question about the Amendment.

Manning answered Fay's question.

Item #2 carried.

Soles presented Item #13 and invited Sue Cobb to speak about Item #13.



Cobb asked Bartlemay to speak to Item #13. Bartlemay explained the purpose of Item #13. Five people spoke in favor of and five people spoke against Item #13. Patrick Tiedt, CF&A Member, offered a point of clarification. Pros Tumonong, Conference Treasurer, offered a point of clarification. Steve Young, offered a point of clarification. Bishop Kieseey called the Conference to vote on Item #13. Item #13 carried. Bishop Kieseey introduced Don Emmert (Benefits Officer), David Dobbs (Conference Treasurer) and Joy Barrett (Conference Secretary) as incoming Conference leadership for the upcoming years. Bishop Kieseey called for a break at 3:35 PM. Bishop Kieseey called the session to order and asked Sarah Burkey to offer a prayer for the Conference. Sarah Burkey opened the session in prayer. Cobb presented the 2017 Budget (Item #14). Cobb announced an Amendment to Line 22 to read Young Adult Ministry/Campus Ministry TBD with an amount of \$0 instead of "Young Adult Ministry" with an amount of "\$25,000". Cobb announced an Amendment to Line 29, CLT Pooled Ministry Fund to a total of "\$30,000" instead of "\$5,000". The CLT and Board of Higher Education Representatives will consult and make determination by 11/1/16 in order to determine allocation of \$25,000 originally on Line 22 and now included on Line 239 on Page 204 of the Final Decisions Book. Bishop Kieseey opened the floor for questions about the budget. Five people spoke against and five people spoke in favor of the Budget. A point of clarification was called regarding the Heartland District office expenses. Clarification was offered noting that office expenses remain but the total DS salaries has decreased. Bill Haggert explained that the District Superintendent's office of the Heartland District will be giving their salary increase amount to the General Church Fund. A question was asked about the budget. Benton Heisler clarified the question. Joe Huston spoke to the Budget before a vote was called. Item #14 carried. Naomi Garcia asked a clarifying question about Item #13. Anita Hahn invited all persons involved with camping services, Wesley ministries, and Young Adult ministries to stand and be recognized. Kristina Rice expressed deep concerns of the Mass shootings in Orlando and the need to include LGBTQI in our churches. Bishop Kieseey invited the Conference to be in deep prayer and to work toward peace and understanding in the face of violence. Nichea Ver Veer Guy shared some logistical announcements with the Conference. Ver Veer Guy also shared a note of thanks from Julie Liske for the Breslin Center staff. Ver Veer Guy recognized the Conference staff who has helped to organize the Michigan Area Conference for 2017. Mark Doyal addressed the Conference and thanked the Brody Neighborhood staff, the Breslin Center staff, and the Grace Patrol traffic support team for their help. Ver Veer Guy thanked the Worship Team for their leadership. Ver Veer Guy called to adjourn the 2016 Michigan Area Conference. Dean Prentiss called the question and invited the Conference to stand while Prentiss offered a prayer recognizing that this would be the Bishop's last adjournment before retirement. Bishop Kieseey played "Bind Us Together" for the Conference on the piano. The Conference was adjourned at 5:00 pm.



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The United Methodist Church  
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Lansing, Michigan 48906-1262

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UMC Judicial Council  
ATTN: Lui Tran  
11138 Del Amo Blvd, Suite 134  
Lakewood, CA 90715

### XIII. PLAN OF ORGANIZATION

*(Conference Secretary note: In June 2015, the West Michigan and Detroit Annual Conferences voted to create a new Michigan Area conference. Until such time as a plan of organization is approved for the new conference, this plan of organization is being printed to guide us through the transitional time.)*

#### Structure of the West Michigan Conference (effective July 1, 2015)

#### OUTLINE

##### I. INTRODUCTION

- A. Preamble to the Plan of Organization
- B. The West Michigan Conference Vision Statement
- C. Goal and Strategies
- D. Core Values and Beliefs
- E. Organizational Principles
- F. Definitions
- G. General Provisions
- H. Changes in the Plan or Organization

##### II. DISTRICT

- A. District Conference
- B. District Council on Ministries

##### III. ANNUAL CONFERENCE

- A. Standing Committees
- B. Conference Ministries
  - 1. Organization
  - 2. Meetings
  - 3. Responsibilities
  - 4. Conference Organizational Units:
    - a. Director of Connectional Ministries
    - b. Director of Communications
    - c. Conference Leadership Team
      - 1) Purpose
      - 2) Accountability
      - 3) Membership on the Conference Leadership Team
      - 4) Organization
      - 5) Meetings
      - 6) Responsibilities
      - 7) Relationships
      - 8) Conference Program Staff
      - 9) Narrative Summary
      - 10) Implementation
    - d. Agencies amenable to the Conference Leadership Team  
[If no "\*" = amenable to the Annual Conference directly]



- d) Board of Global Ministries\*
- e) Board of Higher Education and Campus Ministry\*
- f) Commission on Religion and Race\*
- g) Commission on the Status & Role of Women\*
- h) Committee on Cooperative Ministry\*
- i) Committee on Disability Concerns\*
- j) Committee on Disaster Response Team\*
- k) Committee on Hispanic/Latino Ministries\*
- l) Committee on New Church Establishment and Development\*
- m) Committee on Prison Ministry\*
- n) Committee on Racial/Ethnic Local Church\*
- o) Conference Council on Youth Ministries\*
- p) Michigan Area Haiti Task Force\*
- q) Michigan Area Indian Workers Conference\*
- r) UMCOR/Hunger Committee\*
- s) United Methodist Men\*
- t) United Methodist Women
- 2) Communications and Records Ministries
  - a) Communications Commission\*
  - b) Commission on Archives and History\*
- 3) District and Local Church Ministries (District Councils on Ministries or the equivalent)
- e. Finance and Property Ministries
  - 1) Council on Finance and Administration
  - 2) Board of Trustees
  - 3) Board of Pension and Health Benefits
  - 4) Committee on Equitable Compensation
- f. Human Resources Ministries
  - 1) Abuse Prevention Team\*
  - 2) Area Committee on Episcopacy
  - 3) Board of Lay Ministries\*
  - 4) Board of Ordained Ministry
  - 5) Cabinet
  - 6) Committee on Leadership Development
  - 7) Conference Nominating Committee
  - 8) Conference Personnel Committee
  - 9) Joint Committee on Incapacity
- g. Other Conference Organizational Units
  - 1) Units With Conference Fiscal and Governing Control
  - 2) Units Under Annual Conference Fiscal Control
  - 3) Units Under Conference Governing Control
  - 4) Units With Annual Conference Affiliation
  - 5) Units With Annual Conference Representative Affiliation

## I. INTRODUCTION

### A. Preamble to the PLAN OF ORGANIZATION:

"The purpose of the Annual Conference is to make disciples for Jesus Christ by equipping its local churches for ministry and by providing a connection for ministry beyond the local church; all to the glory of God." ¶601, 2008 The Book of Discipline of The United Methodist Church.

The faithful Church remains open to what God is doing in the world. The Church aligns its organizations and practices with a vision of authentic Christian mission. In the spirit of Jesus Christ, disciples – corporately and individually – act boldly and creatively to reflect God's light to the world,

to call persons to learn Christ's servant ways and to participate in God's purposes. Throughout history, when the Body of Christ has been open to God's new creation and willing to journey toward God's promise, the Holy Spirit has breathed vitality into its forms and blessed its ministry.

The radical nature of change today calls for continually rethinking both personal practices and connectional patterns. By God's grace we can create new paradigms more appropriate to the needs of our present day. The Conference must be grounded in mutual accountability and interdependency to live out its common vision for mission and ministry. As members offer diverse ideas and concerns, each person learns and grows through this interaction with one another. Thus, United Methodism continues to be grounded in the conciliatory principles of conferencing and connection.

This Plan of Organization of the West Michigan Conference establishes a structure that is flexible and responsive to the changing world in the 21<sup>st</sup> century while being faithful to the Conference's vision and mission. The WMC seeks to support and provide resources to the ministries of local congregations and provide for Conference organizational units that cannot be accomplished by local congregations.

B. THE WEST MICHIGAN CONFERENCE VISION STATEMENT:

"A living connection of disciples of Jesus Christ transforming the world through vital and fruitful congregations."

C. Goals and strategies

The following goals and strategies express specific ways by which the West Michigan Conference seeks to live out its vision:

1. Vitality and fruitfulness will be improved as we:
  - Create a culture where discipleship means more than membership
  - Create and nurture congregations that are seeking and reaching persons of all ages, genders, orientations, classes, religions, races, ethnicities, special needs, marital status and cultures.
  - Encourage the constant development and transformation of both lay and clergy leaders
  - Intentionally develop new congregations, new worship services, and new satellite locations for congregations
2. Discipleship will be fostered through congregations who:
  - Change lives through effective, engaging and inviting worship
  - Empower and equip people to call others into a new relationship with Christ
  - Teach and model effective Christ-like service as a way of life
  - Pray for healing and wholeness, both inward and beyond
  - Encourage people to identify and respond to a call of ministry and service
3. Transformation will take place as we create and nurture congregations who strive to:
  - Identify and engage the needs of their communities
  - Respond to ministries beyond the local church and throughout our United Methodist connection with both money and service
  - Work for justice so that all persons experience the peace of Christ
  - Risk change to move forward in mission and ministry

D. Core Values and Beliefs

This plan of organization is undergirded by the following core values and beliefs that are held by the West Michigan Conference:

A biblically based and spiritually centered culture, marked by:

- Ongoing Biblical Study – We continually seek and discern God's will for us through scripture. Through scripture "our faith is born and nourished, our understanding deepened, and the possibilities for transforming the world become apparent to us... Wesley believed that the living core of the Christian faith was revealed in Scripture, illumined by tradition, vivified in personal experience, and confirmed by reason." (§104, 2008 The Book of Discipline of The United Methodist Church)
- Effective Communication – We will share with each other and the world the promise of new life that is found in Jesus Christ. The outward expression of our faith is contagious and transparent and desires to inform and to equip others who are spiritually lost and seek Christ. The outcome for every Christian is to see the whole world as the people of God. We affirm the Great Commission. (Mathew 28:19-20)



- Flexibility and Responsiveness – We will intentionally and effectively respond to changing or new situations with passion and creativity. We expect an attitude of openness to the leading of the Holy Spirit in all matters, and responsiveness to the needs of all persons.
- Inclusiveness and Openness – Our practices will work toward inclusiveness with regard to ages, genders, orientations, classes, religions, races, ethnicities, special needs, marital status and cultures in all places and circumstances.

Faithfulness to our Wesleyan tradition of personal and social holiness, marked by:

- Accountability to a Common Vision and Mission – All conference, district, and local church organizations, boards, agencies and staff will be held accountable to align themselves with the vision and mission of the Conference.
- Discipleship – We will help people/churches strengthen their relationship with Christ through study, learning, growing and maturing in a faith that is real and a community that is alive and vital for this day and time. It affirms the talents and gifts given through the leading of the Holy Spirit and each person's place of service as their lives are transformed.
- Evangelism – We will focus on proclaiming the gospel and seeking, welcoming and gathering persons into the body of Christ. (§122, 2008 The Book of Discipline of The United Methodist Church)
- Social justice – We desire a just world, and will be agents of healing. We reject all systems, structures and attitudes that divide. We pursue those things that will lead us to love our neighbor as ourselves as we "...do justice, love kindness and walk humbly with God (Micah 6:8)."

A connectional organization, marked by:

- Congregational Development – We will focus on starting new churches and revitalizing existing congregations.
- Leadership Development – We will provide for the ongoing preparation and development of lay and clergy leaders to carry out the ministry of the Church.
- Maintaining Connectionalism – The United Methodist connectional principle, born out of our historical tradition, biblical roots, and shared theological identity, is the basic form of our polity, the way in which we carry out God's mission as a people. Connectionalism is a network of interdependent relationships among persons and groups throughout the life of the whole Church. (§112.3, 1992 The Book of Discipline of The United Methodist Church & §131, 2008 The Book of Discipline of The United Methodist Church)
- Ministry Focused on Local Congregations – We will offer support and resources for local congregations as they each offer evangelistic, nurture and witness responsibilities for their members and the surrounding area, and a missional outreach to the local and global community. (§204, 2008 The Book of Discipline of The United Methodist Church)
- Faithful Stewardship – We take responsibility for the good care of resources entrusted to us such as: the talent, time and gifts of local churches and their constituents; the effective use, definition of and deployment of staff whether paid or volunteer; and the accumulation and distribution of resources facilitating the ministry of the local church, the Annual Conference and the wider connection.

#### E. Organizational Principles

The agencies of the West Michigan Conference will be more effective by being functional rather than representative. This structure is team-based rather than committee-based. Each member has a specific role.

The organizational principles of the councils, boards, commissions and committees (referred to as agencies) of the West Michigan Conference are that each agency will:

1. Fulfill its responsibilities in a manner consistent with achieving the vision, strategies and goals of the Annual Conference;
2. Organize itself around its functions, and have members chosen on the basis of functional need and passion for the area of the agency's work;
3. Adhere to the membership and organizational requirements in The Book of Discipline of The United Methodist Church;



4. Allow district conferences and district nominating committees to design their own organizational structures;
5. Recommend that The Conference Nominating Committee seek to achieve in all its nominations, the goal of 1/3 laymen, 1/3 laywomen, and 1/3 clergy with racial/ethnic representation in each organizational unit;
6. Emphasize the importance of nominating persons who expect to serve on a unit for at least four years. Although elections are annual, continuity of leadership is important, especially in smaller units.
7. Encourage the representation of youth and young adults on all organizational units of the Church and to affirm them as vital members of the Church of today.

F. DEFINITIONS:

- “Ad hoc” for the purpose of the particular end at hand.
- “Agency” a term to describe the various boards, councils, commissions, committees, divisions, or other units constituted. See ¶610 & 701, 2008 DISCIPLINE for fuller definition.
- “At-large” without regard to geography, specific responsibilities, or any other classification.
- “Board” one of the eight (8) program units of the Conference (Christian Camping, Church and Society, Evangelism, Global Ministries, Higher Education and Campus Ministry, Board of Laity, Ordained Ministry [program only]) each responsible to the Conference Leadership Team and having direct relationship with similar General Church agencies as well; The Board of Trustees, and the Board of Pension and Health Benefits each responsible to the Conference and having direct relationship with similar General Church agencies.
- “Conference” Hereafter the word Conference shall mean The West Michigan Conference of The United Methodist Church.
- “Conference Staff” Director of Connectional Ministries, Conference Treasurer/Administrator, Director of Communications, and such other program and/or administrative employees.
- “Co-opt” – to choose or elect as a member for a particular task or purpose.
- “DISCIPLINE” the word “DISCIPLINE” shall mean The Book of Discipline of The United Methodist Church as revised each quadrennium.
- “Matrix management style” coordinated system which works with intentional interweaving of operations and cooperation of organizational units to achieve an agreed upon end.
- “Ministry Team” employed leaders of the Annual Conference comprising the Bishop, Clergy Assistant to the Bishop, the District Superintendents, the Director of Connectional Ministries, Director of Communications, the Conference Treasurer/Administrator (all of the aforementioned comprise the Full Cabinet), the Conference Program Staff and the Director of the United Methodist Foundation.
- “Organizational Unit” an officially established council, board, commission, division, committee, task force, council, section of the Conference. This term means the same as “agency”.
- “Task force” a small group selected to work for a designated time not to exceed two years on a designated assignment, then to be dissolved when the task is completed. Membership on a task force may come from anywhere, i.e., is not restricted to membership on the parent group. Persons who have membership on other organizational units may serve on a Task Force, if they choose. In the formation of the task force, attention should be given to inclusiveness (laity, clergy, gender, race and age.)
- “Exofficio” members on an organizational unit because of office or position with voice and vote unless otherwise stated.

G. General Provisions:

1. Membership eligibility. Only members of The United Methodist Church shall be eligible for membership on an organizational unit task forces excepted unless permitted otherwise by the DISCIPLINE, Conference, or this Plan of Organization.
2. Conflict of interest. No person receiving compensation from a Conference unit shall be eligible to be an officer on an organizational unit from which he/she would receive compensation, unless required by the DISCIPLINE, this Plan of Organization, or the expressed intention of this Conference. Care shall be given to avoid, as much as possible, appearance of conflict of interest

of persons serving on organizational units who at the same time work with congregations or other bodies who receive funding from the Conference. No member of an organizational unit shall vote on any matters pertaining to Conference or District funding for any congregation or agency by which he/she is employed.

3. District Superintendency. The District Superintendents shall not be eligible for membership on any organizational unit of the Conference except as required by the DISCIPLINE or the expressed intention of this Conference.
  - a. Superintendents shall serve as voting members of the respective District Councils on Ministries or the equivalent, and the several District Committees, etc. that exist.
  - b. One District Superintendent shall serve as a voting member of the Conference Leadership Team as described herein.
  - c. One District Superintendent shall be named by the Bishop to serve as a member
    - 1) without vote on
      - i. The Council on Finance and Administration,
    - 2) and with vote on
      - i. The Commission on Equitable Salaries,
      - ii. The Personnel Committee.
      - iii. The Board of Ordained Ministry
  - d. For communication purposes District Superintendents may receive mailings and maintain contact with chairpersons of other organizational units but they shall not be expected to attend meetings of those units. Any person serving on a Conference organizational unit who is appointed to the Cabinet shall end such service at the Annual Conference when the appointment commences, or at least by the next Annual Conference if it is a midyear appointment. Nothing in these provisions shall be interpreted as preventing a District Superintendent from serving on any Jurisdictional or General Church agency, nor a Board of Trustees (or other governing body) of any group whose essential membership is not selected by this Conference.
4. Tenure. No person elected by the Annual Conference shall serve for more than eight (8) consecutive years from the date of his/her election on any organizational unit, or predecessor unit. Following any service of eight (8) years, there shall be a period of at least two (2) years before re-election to the same unit is possible. Persons elected shall serve until their successors are elected or appointed, even if this extends for a brief period the limit of their eight (8) year tenure. Exceptions to the rule of tenure are:
  - a. the Board of Ordained Ministry who are elected and serve, in accordance with the current provisions of THE BOOK OF DISCIPLINE;
  - b. The Rules of Order Committee and the Conference Facilitator who are elected annually;
  - c. Those units listed under Article III., Section C.4.E. Other Conference Organizational Units. On these agencies, their election procedures, tenure, etc. shall take precedence.
5. Membership Restriction. A person shall not serve simultaneously as a member of more than one board. A Chair of any Conference board shall not serve on another Conference agency unless as an ex-officio member; exceptions could occur for missional reasons or when specific expertise is required by an agency. No person shall be elected to serve on an organizational unit in more than one capacity. However, for a limited time, persons who offer a specific missional value may serve in an advisory capacity without vote on an organizational unit to which they have not been elected. If a person serving on a Conference unit is elected to serve on a Jurisdictional or General Conference agency that is different than the one they presently serve in the Conference, that person may relinquish membership on the former Annual Conference unit and shall become a member of the Annual Conference unit that corresponds to the one served on a general church level.
6. Vacancies. In the event of a membership vacancy on any organizational unit, the chairperson of such unit shall be entitled to select a person to fill that vacancy for no longer than the current Conference year. Consultation with the Conference Nominating Committee chairperson will occur as this is done, and consideration of other general provisions will be kept in mind. The appropriate nominating body will then in due process act to fill the position that was vacated.



Any person selected to fill a vacancy shall be eligible for nomination and election at the ensuing Annual Conference subject to the tenure rules. In the case of the Board of Ordained Ministry, if the remaining tenure of that vacancy was two years or less for a quadrennium, that time shall not apply to the tenure rule.

7. Chairpersons and Membership. Elections of Chairpersons and selection of members of Conference organizational units.

Chairpersons and members of organizational units named herein, shall be nominated by the Conference Nominating Committee and elected by the Annual Conference.

a. Exceptions to this process are:

- 1) Members and Chairs of Board of Ordained Ministry, Joint Committee on Review, and The Conference Nominating Committee who are nominated by the Bishop/Cabinet and
- 2) Chairpersons of Conference Council on Finance and Administration, Board of Trustees, Board of Pension and Health Benefits, Board of Ordained Ministry, the Area Committee on Episcopacy, the Rules of Order Committee. These Chairpersons shall be elected by their respective organizations.

b. The following process shall be used:

- 1) Organizational units under this process shall be all area and conference boards, commissions, committees, the Conference Leadership Team, the Council on Finance and Administration, Conference Trustees (see above exception),
- 2) Organizational units may suggest to the Conference Nominating Committee persons to be considered for nomination as members and chairperson on said unit.
- 3) Not later than March 15 in any year when a new Chairperson is to be selected, (or immediately in the event of a vacancy), a unit may advise the Conference Nominating Committee of one or more persons it would place in nomination for such office;
- 4) The respective organizational units shall nominate and elect, following the Annual Conference election of their chairperson, such other officers as they deem helpful for doing their business. Such elections will occur at any regular or called meeting for such purpose keeping in mind that presently elected officers continue until their successors are duly elected.
- 5) While election of chairpersons and other officers may happen at any time, there is a historic process that such elections shall normally occur at the Annual Conference of the year when General Conference convenes. Potentially this would provide training for new leaders, normally occurring after Jurisdictional conferences.
- 6) Each organizational unit will be intentional in seeking a balance of 1/3 laymen, 1/3 laywomen, and 1/3 clergy and to be representative of age and racial/ethnic persons. The Conference Nominating Committee has the task of seeking these balances.
- 7) Any positions that are nominated by the Conference Nominating Committee and elected by the Annual Conference and are still open at the close of the Conference shall be filled by the Committee on Nominations in consultation as necessary with the Bishop, the Cabinet and/or the organizational unit affected. Any person selected to fill such an opening shall be eligible for nomination and election at the ensuing Annual Conference subject to tenure rules.
- 8) Executive Committees. Unless otherwise prohibited by the DISCIPLINE, the Annual Conference, or this Plan or Organization, a duly elected executive committee of any organizational unit is authorized to act between meetings on behalf of such unit to implement or effectuate policies and/or actions of the organizational unit.

H. Changes in the Plan of Organization

This Plan of Organization shall always be changed so as to conform to DISCIPLINE.

1. By submission of a Petition to the Conference as provided for in the Rules of Order, or a Response Petition according to the same aforementioned process;



2. Petitions for a change in this Plan or Organization shall be referred, first, to the Rules of Order Committee for its comment and recommendation in writing; and, second, to the Annual Conference for its action as it is reported to the Conference.
3. When two thirds (2/3) of the members of the Conference present and voting, vote in favor of the amendment or change this Plan shall be so amended or changed.

## II. DISTRICT

### A. District Conference

There shall be a District Conference on each District in the Annual Conference.

1. It shall meet at the time and place specified by the District Superintendent with at least fourteen (14) days public notice
2. Membership of the District Conference shall be:
  - a. The following persons from each local church on the District: all pastors; lay leader; president of the United Methodist Women; president of the United Methodist Men; chairperson of the Council on Ministries and/or Administrative Council; chairperson of the Finance Committee; church school superintendent; chairpersons of the Missions and Evangelism Work Areas; chairperson of the Trustees; chairperson of the Pastor Parish Relations Committee or Staff Parish Relations Committee; Lay Member(s) of the Annual Conference elected by the congregations of the District; and lay members of Annual Conference elected by District Conference.
  - b. All members of the District Council on Ministries of the District (see Section B following).
3. In addition to such items as shall be determined by the District Conference, Council on Ministries, and/or the Superintendent as being necessarily a part of its order of business and rules of order, there shall be the following: The District Conference shall be held prior to March 10th. At this meeting the District Conference shall place on its agenda these items:
  - a. Annually each District Conference, if requested by the Conference Nominating Committee, shall elect those persons requested to serve organizational units.
  - b. Annually each District Conference shall elect the members of its District Council on Ministries (See Section B following). These shall be elected upon the nominations offered by the District Nominating Committee, providing that at no time shall nominations from the floor of the District Conference be denied. Vacancies shall be filled by the Nominating Committee subject to election at the next meeting of the District Conference.
  - c. The adoption of any goals or priorities of programming may be forwarded to the Conference Leadership Team for coordination into the Conference program and possible funding.
  - d. Any special requests for Conference and/or District finances must be coordinated with both the Conference Leadership Team and the Conference Council on Finance and Administration for the inclusion with the total financial projections within the Annual Conference.
4. Other meetings of the District Conference may be held during the year at the call of the District Superintendent, the Bishop, or one third of the District Council on Ministries, upon notice to the churches of at least fourteen days.

### B. District Council on Ministries or the equivalent:

1. The District Council on Ministries, or the equivalent, shall be the basic unit of connectional organization for District programming. The authority of the District Council, or the equivalent, is limited only by the provisions of The DISCIPLINE, actions of the Annual Conference, and other parts of this Plan of Organization.
2. Each District shall develop those ministries it shall choose to undergird the ministries of the congregations within the District, and those given to it by the Annual Conference.
3. Each District through its nominating process and District Conference shall select the structure which shall best serve that District in order to accomplish those ministries it chooses and are given to it by the Annual Conference.
4. Membership and Organization:
  - a. The following may be members of the District Council on Ministries, or the equivalent:
    - 1) The District Superintendent
    - 2) District UMCOR/Hunger Coordinator

- 3) District Lay Leader (District Board of Laity)
- 4) District Lay Members at large of the Annual Conference
- 5) District President of the United Methodist Women
- 6) District President of the United Methodist Men
- 7) District President of the United Methodist Youth
- 8) District Secretary of Global Ministries
- 9) District Disaster Response Coordinator
- 10) Members of the following groups on the District or persons fulfilling these responsibilities
  - a) Finance & Property
    1. Board of Church Location & Building
    2. Church Extension (New Church Development) Committee
    3. Finance
  - b) District & Local Church committees and organizations recognized by The United Methodist Church.
  - c) Human Resources
    1. Ordained Ministry
    2. District Superintendency Committee
    3. Leadership Development
    4. Nominating Committee
    5. Funding of the District Councils on Ministries or the equivalent.
  6. A District, in order to fulfill the responsibilities above, must have control over allocation and use of funds for program purposes in that District. Such funds shall be made available as follows:
    - a. Through regular Annual Conference budgetary processes there may be appropriated from Annual Conference sources to each District Council on Ministries, or the equivalent, an annual operations sum.
    - b. The Conference Leadership Team shall determine annually what programs requested by the Annual Conference are appropriately district related. They may provide funds to the respective District Council on Ministries or the equivalent, to enable these programs. This statement shall be made at the earliest feasible date to assist the District Councils on Ministries or the equivalent, in their ministries.
    - c. District Councils on Ministries or the equivalent, may have the option of submitting program and funding requests for ministries on that District to the Conference Leadership Team for coordination, acceptance and implementation. Any funding requested of Conference monies, shall have been approved by the (1) District Conference, and (2) thereafter by the Annual Conference, including review by the Council on Finance and Administration, for continuation year after year.

### III. ANNUAL CONFERENCE

#### A. Standing Committees

The following shall be the Standing Committees of the Session of the Annual Conference: Agenda, Journal, Memoirs, Program, Reference Committee, and Rules of Order. Membership on the aforementioned shall be as provided for by The Rules of Order. As provided for in the Book of Discipline of The United Methodist Church there shall be the Joint Review Committee.

#### B. Conference Ministries:

Organizational units of our Conference are grouped with others doing similar kinds of tasks and will function with a matrix style. We designate three such foci of tasks:

- Conference Leadership Team: program, direction and guidance oversight tasks of the Conference;
- Finance and Property Ministries: administrative tasks of the Conference; and,
- Human Resources Ministries: personnel recruitment, support and guidance tasks of the Conference.



1. Organization

The following organizational units shall have membership as designated. Unless specified otherwise, all members shall be nominated by The Committee on Nominations and elected by the Annual Conference in accordance with provisions of this Plan of Organization.

- a. Chairpersons of each organizational unit (except the Chairpersons of Conference Leadership Team, Conference Board of Lay Ministries, Conference Council on Finance and Administration, Conference Board of Pension and Health Benefits, Conference Board of Ordained Ministry, and the Area Committee on Episcopacy), shall be nominated by in accordance with provisions of this Plan of Organization, and then elected by the Annual Conference. If a vacancy of Chairperson occurs between sessions of the Conference, The Committee on Nominations may select a Chairperson Pro Tem (using I., D., 7. B.) to serve until regularly elected by the Conference.
- b. Each organizational unit will itself elect a vice chairperson, secretary, and such other officers as it shall determine are needed following the election of the chairperson.
- c. Each organizational unit shall determine its own internal organization with reference to standing committees such as a Nominating Committee, etc., subject to the DISCIPLINE. Chairpersons of standing committees and task forces shall be selected from the membership of the agency, unless a non-agency member is approved in advance by the agency chairperson.
- d. Each organizational unit shall have the authority to enlist nonmembers of that agency in any of their subgroups and/or task forces.
- e. In order to provide continuity of leadership, a duly elected chairperson or other officer may continue on that agency, at the discretion of the organizational unit, until the expiration of that person's tenure even though the originating membership category (District representative, General Conference Board member, etc.) may change during that person's tenure as an officer.

2. Meetings

- a. Each organizational unit shall meet at least once annually, and may meet more often to accomplish its work on call of its executive committee or chairperson. Meetings are to be scheduled and when possible published in the Conference calendar of meetings.
- b. A special meeting of the organizational unit may be called by the chairperson, one third of its membership, or the Bishop upon ten (10) days notice.

3. Responsibilities

- a. To determine the unit's goals, priorities and work in light of the goals and priorities adopted by the Annual Conference and transmitted through the Conference Leadership Team and/or the Conference Staff.
- b. To develop, plan and implement programs in response to and on the basis of needs and requests of the districts and of local congregations as well as the General Conference. It is understood that:
  - 1) The District Councils on Ministries or the equivalent are responsible for ascertaining and communicating to the Conference organizational units the needs of the districts and of local churches along with program and administrative suggestions where possible;
  - 2) Local churches, or any local church member, may communicate directly with Conference organizational units;
  - 3) The organizational units may communicate (and promote) the need for program and/or administrative emphases to the District Councils on Ministries or the equivalent, and in such cases the organizational unit shall develop and implement program activities in cooperation with the District Councils on Ministries or the equivalent;
  - 4) The organizational units shall seek, wherever feasible, the cooperation of the District Councils on Ministries or the equivalent, in the promotion of specific projects and/or pilot testing programs.
- c. To provide, wherever possible, resources of any kind upon request of District Councils on Ministries or the equivalent, or of local churches.
- d. To fulfill the responsibilities outlined by the DISCIPLINE, and requested by the Annual Conference.



- e. To be the connecting link between the Annual Conference and the corresponding agencies of the General Church.
4. Conference Organizational Units
- a. Director of Connectional Ministries:
- 1) Purpose: There shall be a Director of Connectional Ministries (DCM) who shall be the administrator and coordinator of the organization and ministry of the West Michigan Conference, as defined by the DISCIPLINE and outlined here.
  - 2) Accountability:  
The Director of Connectional Ministries shall be:
    - chosen and approved by the Bishop and by the Personnel Committee.
    - guided by the Conference Leadership Team and is accountable to the Bishop and the Personnel Committee.
  - 3) Responsibilities:  
The Director of Connectional Ministries shall:
    - Interpret the vision and mission of the Conference;
    - Ensure alignment of the total resources of the Conference to its vision
    - Link administrative and program ministries;
    - Supervise Conference staff and link full-time and part-time Conference staff, with an emphasis on enhancing the ministry of local congregations;
    - Coordinate the ministry of the Conference Leadership Team and provide linkage among the various entities of the Conference;
    - Serve, in consultation with the Bishop and the Director of Communications, as the Conference communicator to public media and other entities within and beyond the Conference;
    - Promote area, jurisdictional and general church ministry;
    - Serve as a member of the Cabinet;
    - Fulfill any other duties given by the DISCIPLINE to a DCM or equivalent position.
    - Serve as a primary information source for congregational and Conference leaders.
    - Be a member with voice but not vote of the Council on Finance and Administration, its Executive Committee and the Conference Board of Trustees.
    - Not have the responsibilities of property management and those duties mandated by the DISCIPLINE to the Conference Treasurer.
- b. Director of Communications
- 1) Purpose: Build, coordinate and improve the communications ministries of The United Methodist Church within the West Michigan Conference as it carries out the mission of making and empowering disciples of Jesus Christ for the transformation of the world.
  - 2) Accountability: This person is chosen by the Bishop in consultation with the DCM and the Personnel Committee. This position is accountable to the Bishop, the DCM and is a member of the Full Cabinet; the Director of Connectional Ministries is the primary supervisor.
  - 3) Responsibilities:
    - Assist the Director of Connectional Ministries in his/her responsibilities as a communication linkage with the General Boards and Agencies.
    - Coordinate, in collaboration with the Area Office, crisis communication strategies and develop related training opportunities for local churches and Conference leadership.
    - Oversee the maintenance and facilitation of a Conference wide data base system, including the oversight of the Conference web site.
    - Be responsible for the oversight and proper use of copyright permissions and/or restriction.
    - Provide oversight/coordination of information technology (IT) support services for Conference and District Offices

- c. **Conference Leadership Team**
- 1) **Purpose:** The Conference Leadership Team shall give general direction, guidance, and ensure the alignment of the resources, structure and ministries in support of the mission, vision and strategic goals of the Conference.
  - 2) **Accountability:** The Conference Leadership Team is a council with governing responsibilities that shall be accountable to, and annually file a written report with, the Annual Conference. It shall request funding through the Conference Council on Finance and Administration. Minutes will be available in a timely fashion.
  - 3) **Membership:**
    - a) Twelve - Fourteen Voting Members, at least one of whom shall be a voting member of the Commission on Religion and Race (§643.5):
      1. Conference Lay Leader
      2. Director of Connectional Ministries
      3. A District Superintendent assigned for a term of no less than two but not more than three years (A District Superintendent chosen by the Bishop may attend in the absence of the assigned District Superintendent.)
      4. President of the Conference Council on Finance and Administration
      5. **Eight (8) Members-at-large**
      6. Two additional members at-large: the Director of Connectional Ministries (DCM), in consultation with the Committee on Nominations & the Commission on Religion and Race may select two additional members at-large, to ensure inclusiveness, diversity, District representation, lay and clergy balance (§608.6). These persons, if the DCM so chooses to act, will serve one year terms, and may be appointed annually for up to eight years
    - b) Other members with voice, but no vote:
      1. Area Bishop (or in the Bishop's absence, the Clergy Assistant to the Bishop)
      2. Director of Communications
      3. The Conference Treasurer
      4. Any person residing within the bounds of the Annual Conference with membership on the Connectional Table [The Book of Discipline of the UMC-2008. (901 ¶)]
  - c) **Characteristics**  
 Members at-large of the Leadership Team shall be nominated by the Conference Committee on Nominations, with input from the Conference's and Districts' Leadership Teams, based on their ability to:
    - Think in terms of the future.
    - Deal with the abstract.
    - Deal with qualitative ideas.
    - Give up a desire to make short term concrete decisions.
    - **Give up desire to be involved in day-to-day operations of the boards and agencies.**
    - Be involved in regular monitoring of one's self and the Leadership Team's performance.
    - **Think in terms of working for the Annual Conference and its connections rather than for a particular agency of the Annual Conference.**
  - d) **Criteria for the eight-ten members-at-large:**
    - **They shall not be chairpersons or employees of Conference boards or agencies.**
    - They shall be elected for four-year terms in four classes of two persons each and are eligible for a second four year term.
    - Members at-large who are laity shall be considered members of the Annual Conference in accordance with Rule 8. C, of the Conference Rules of Order, "Equalization of Lay and Clergy Members,"
    - At least one of them shall be the age of 30 or under at the time of their election.
    - All Districts shall have at least one voting member among the eight to ten members at-large



- 4) Organization:
  - a) The Director of Connectional Ministries (DCM) shall be a member, with voice and vote, but not the chairperson of the Conference Leadership Team.
  - b) The chairperson of the Conference Leadership Team shall be nominated by the Conference Committee on Nominations in consultation with the Bishop from the Conference Leadership Team members-at-large.
  - c) Another member-at-large of the Conference Leadership Team shall be elected by the Conference Leadership Team to serve as vice-chair. If the Conference Leadership Team Chairperson is a clergy person, the vice-chair shall be a lay person. If the Conference Leadership Team chairperson is a layperson, then a clergy member shall serve as vice-chair.
  - d) A recording secretary shall be appointed by the Director of Connectional Ministries for each meeting. This person shall not be a member of the Conference Leadership Team and shall not have voice or vote.
- 5) Meetings: The team shall meet at least every three months. A quorum of seven (7) voting members is required to take necessary actions. Meetings may be held in electronic forms. The bishop, the DCM or Conference lay leader may call special meetings as necessary to respond to the ministry needs of the Conference. Members of the team shall meet the minimum attendance requirement of being present at two-thirds (66 percent) of leadership team meetings. Failure to meet the minimum attendance requirement may result in being declared ineligible to serve as a member of the Leadership Team by a majority vote of the Leadership Team present and voting at a duly called meeting.
- 6) Responsibilities: In addition to the above stated Purpose, the Leadership Team shall:
  - a) Design a process for implementing the action strategies of the West Michigan Conference.
  - b) Annually convene the leaders of the Conference's and Districts' boards and agencies to test the current Conference vision, develop vision/strategic plans necessary for future changes for the Conference and provide an opportunity for training and collaboration.
  - c) Recommend priorities to the Annual Conference on a quadrennial basis
  - d) Hold the various boards and agencies accountable to the boards' and agencies' respective processes of visioning, planning, implementation, funding and evaluation, in accordance with the 2008 DISCIPLINE ¶610: "How are we intentionally reaching new people for Jesus Christ through our ministries?"; and "How are we helping new people grow and mature as disciples of Jesus Christ through our ministries and areas of responsibility?"
  - e) Facilitate communication between the boards or agencies as they focus spiritual, human, and fiscal resources to accomplish mission and ministry goals.
  - f) Ensure effective communication to and from local churches through the District and Conference agencies.
  - g) Appoint Task Forces as needed.
  - h) Recommend to the Annual Conference timely changes in the internal structure of the Leadership Team, and any of its organizational units;
  - i) Compile and recommend an overall budget for the program boards and agencies to the Council on Finance and Administration.
  - j) Invite input as necessary from other Conference leaders.
  - k) Be the equivalent structure to provide the functions and maintain the connectional relationships for the discipleship functions of the conference as outlined in ¶630 (of *The United Methodist Book of Discipline*) with the exception of Camping and Evangelism which shall have their own structure.
- 7) Relationships:
  - a) The Leadership Team has a responsibility for making sure that every board and agency is focused on work that relates directly to local congregations of the Conference and the fulfillment of these stated purposes. (¶201 of *The Book of Discipline of the UMC* – 2008 states; "The local church provides the most significant arena through which



disciple-making occurs.” ¶601 identifies the purpose of the Annual Conference as “equipping its local churches for ministry and providing a connection for ministry beyond the local church...”)

- b) The Leadership Team may be invited to meet with the Full Cabinet in accordance with the provisions of ¶429.4 of The Book of Discipline of the UMC–2008; “the Cabinet is charged with the oversight of the spiritual and temporal affairs of a conference, to be executed in regularized consultation and cooperation with other councils and service agencies of the conference.”
- c) The Leadership Team shall make recommendations to the Conference Council on Finance and Administration based on ministry priorities and measurable outcomes as they work collaboratively on developing and submitting a comprehensive budget to the Annual Conference.

8) Conference Program Staff:

There may be employed Conference Program Staff as determined by the Leadership Team. The Conference Program Staff would resource and enable the Conference vision through local congregations and Conference programs. Individual job descriptions shall be proposed by the DCM in consultation with the Personnel Committee, and the Conference Program Staff, as guided by the priorities and annual program of the Conference. These job descriptions shall be confirmed by the Personnel Committee. Conference Program Staff shall be supervised by and accountable to the Director of Connectional Ministries.

9) Narrative Summary of Conference Leadership Team

The Leadership Team is a body designed to replace the Council on Ministries. It shall give general direction, guidance, and ensure the alignment of the resources, structure and ministries in support of the mission, vision and strategic goals of the Conference. It shall focus on the three strategies and goals of the Conference vision: Fruitfulness, Discipleship, and Transformation.

Its primary guiding questions shall be:

- Are we creating and nurturing dynamic and fruitful congregations who make disciples of Jesus Christ for the transformation of the world?
- What are the results that help us determine whether we are accomplishing our mission/ministry?
- What shall we do to more effectively accomplish our goals and strategies of Fruitfulness, Discipleship and Transformation?

The Leadership Team is intended to be a body that will consistently represent the interests of the Conference and its connection (local and general church). It is not to function as though its primary role and responsibility is to represent staff, or the boards and agencies of the Conference. The Leadership Team is a servant of the Annual Conference and its connections and is guided by the Conference’s vision, mission, goals and strategies, core values, and beliefs.

The Leadership Team is to act with cohesive integrity, serving as one. It is to speak as a body for the Conference and its connections between sessions of the Annual Conference. It does not speak individually, except where mandated by the DISCIPLINE, for the Conference and its connections. The Leadership Team is to speak with authority when it passes official motions at a properly called meeting.

The Leadership Team must give careful attention to the principles of sound delegation, to increase the likelihood that boards and agencies will successfully carry out their responsibilities. Boards and agencies will be accountable to the Leadership Team for the achievement of results that fulfill vision, mission, goals and strategies, core values, and beliefs of the Conference and its connections.

The Leadership Team will focus on consistency, expectations, clarity and results. It will provide clear measurable expectations regarding performance and results, interpret those expectations to agencies with clarity and hold them accountable for results.

10) Implementation

The Plan of Organization of the Conference is to be amended so that the boards and agencies are organized following a primary template of: 1. Accountability; 2. Purpose; 3. Membership; 4. Organization; 5. Meetings; 6. Responsibilities

Where this information is missing, the Leadership Team is expected to work with the particular board or agency to complete this information and return those details to the next Annual Conference for action.

d. Agencies amenable to the Leadership Team

To facilitate their ministries, organizational units are grouped with others doing similar kinds of tasks and will function with a matrix style. We designate three such focuses of tasks: 1) Conference Ministries: ministries having major impact upon and support of the ministries congregations do collectively as a Conference; 2) Communications and Records Ministries: ministries of public relations, communication and promotion, and historical record keeping to help all know and share the programs of the Conference, districts and congregations; 3) District and Local Church Ministries: support, enablement, and cooperation with ministries essentially carried out for, with, on behalf of, and in local congregations, clusters of congregations, and districts.

Organizational units relating to each of these three focuses (Conference Ministries, Communications and Records Ministries, and District and Local Church Ministries) have their own several identities and will organize and function as outlined below. Those relating to the grouping of Conference Ministries are not required to meet with each other in the development of their work, but they may meet (as whole units, executive committees, or chairpersons) if they desire, to coordinate programming. Chairpersons of units or Conference Staff may initiate such meetings. Units will operate similarly under the focuses of Communications and Records Ministries, and District and Local Church Ministries.

1) Conference Ministries: ministries having a major impact upon and support of the ministries congregations do collectively as a Conference. There shall be the following organizational units:

## a. Board of Christian Camping

(Conference Secretary note: In June 2015, the West Michigan and Detroit Annual Conferences voted to create a new Michigan Area Camping organization. At the time of this 2015 Journal printing the plans for that corporation have not been finalized. Until such time, this plan of organization is being printed to guide us through this transitional time.)

## b. Board of Church and Society

## c. Board of Evangelism

## d. Board of Global Ministries

## e. Board of Higher Education and Campus Ministry

## f. Commission on Religion and Race

## g. Commission on the Status &amp; Role of Women

## h. Committee on Cooperative Ministry

## i. Committee on Disability Concerns

## j. Committee on Disaster Response Team

## k. Committee on Hispanic/Latino Ministries

## l. Committee on New Church Establishment and Development

## m. Committee on Prison Ministry

## n. Committee on Racial/Ethnic Local Church

## o. Conference Council on Youth Ministries

## p. Michigan Area Haiti Task Force

## q. Michigan Area Indian Workers Conference

## r. UMCOR/Hunger Committee

## s. United Methodist Men

## t. United Methodist Women



**DESCRIPTIONS:****a. Board of Christian Camping**

(Conference Secretary note: In June 2015, the West Michigan and Detroit Annual Conferences voted to create a new Michigan Area Camping organization. At the time of this 2015 Journal printing the plans for that corporation have not been finalized. Until such time, this plan of organization is being printed to guide us through this transitional time.)

**1) Accountability:**

- a) The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
- b) The Executive Director reports to the Board of Christian Camping, which holds the executive director responsible for operating within the boundaries of board policy, and for the achievement of measurable goals. The executive director may be a Conference Program Staff person assigned to the role.
- c) Each site director reports directly to the executive director.
- d) Each site has a site committee that assists the site director.
- e) All sites use the Conference Treasurer's office to manage payments received and due.

**2) Purpose: We are outdoor ministries, making disciples of Jesus Christ.****3) Membership:**

The board will provide a proposed slate of nominees in consultation with and to the Conference Nominating Committee for approval and for inclusion in the conference nominations report. Term limits and renewals shall be in accord with *The Book of Discipline of The United Methodist Church* and the Rules of Order of the West Michigan Conference. Membership of the board is as follows:

- a) a chair;
- b) a strategic planning coordinator;
- c) a fiscal officer, who provides leadership for the board in financial goal- setting and evaluation, including projections and budget setting, accounting policy development, and who assists in communicating board financial processes and goals to staff;
- d) a development coordinator, who organizes and manages fundraising projects;
- e) a development director, who provides leadership, training and guidance in capital fund development for the many needs of the sites and their programs;
- f) a recruitment training coordinator, who provides leadership for promotion training for site committees, site promotion task forces, district camping promoters, local church camping ministry boosters and volunteer deans;
- g) a properties coordinator, who provides leadership in the management of properties, and who works with the directors and the executive director to identify needs and objectives for property maintenance and improvement;
- h) a vice-chair, who will be designated from the above members (b-i);
- i) a representative of the Appointive Cabinet;
- j) at least one youth member;
- k) other members as needed.

**4) Organization: The organizational goal of the board is to approximate a governance model by 2017.****5) Meetings: The Board meets at least four times annually.****6) Responsibilities:**

- a) Of the camping ministry
  1. Growth of the ministry. Any site should not fail to grow in ministry in at least 4 of any 5 years.
  2. Net revenue maintenance. Any site should not fail to produce a net revenue of not less than 3% in at least 4 of any 5 years.
  3. Policy. All camping ministry components shall comply with conference policies and State regulations. Further, the BCC shall provide policies under which all camping programs will be operated and all sites owned by the West Michigan Conference will



be maintained and utilized. The BCC is a program agency of the conference, directly accountable to the Conference Leadership Team (CLT).

4. Promote awareness of camping, and registration for events, throughout the conference, in individual churches, and beyond to the public at large.
5. Ensure that leaders, servant workers, funding, training, and vision are available for the success of the whole camping ministry.

b) Of the Board

1. Communicate with the executive director, including receiving reports and input, and giving directives in terms of both policy and ad hoc decisions; a significant tool in this communication in the BCC Handbook, which is continually edited and updated.
2. Communicate with other conference leadership on behalf of camping ministries, including CFA, CLT, Trustees, Communications, Treasurer and Cabinet;
3. Design an annual ministry plan, which reflects a four or five year ministry plan, and which includes goals for each site with regard to programming balance, attendance, revenue, and budget; and present this plan annually to a gathering of representatives of site committees, district promoters, the executive director, and site directors. In time for each part of the plan to be implemented.
  - a. a broad outline of programming goals
  - b. a specific outline of major maintenance and facility improvement tasks for each site, as part of an ongoing facilities plan;
  - c. an annual budget for both revenue and expenses, both operating and capital.
4. At least annually, host a gathering to include all site committee members, district coordinators, and site directors, for the purpose of gathering input and sharing ministry objectives.
5. There shall be the following exception in (1) above: For the nominations of members of the Board of Christian Camping (BCC), the BCC will consult with the Conference Nominating Committee as the BCC develops a slate of officers for approval and inclusion in the conference nominations report.

b. Board of Church and Society:

- 1) Accountability: The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
- 2) Purpose: One purpose of the Board of Church and Society is to serve as the agency in the annual conference to which the responsibilities of Christian unity and interreligious concerns are assigned in accordance with paragraph 642 of The Book of Discipline of the United Methodist Church – 2012.
- 3) Membership:
  - a) Fifteen (15) members at large;
  - b) Ex-officio (voice and vote): one youth representative elected by the Conference Council on Youth Ministries; the mission coordinator for the Christian social involvement of the Conference United Methodist Women; any member of a related General Church agency.
  - c) The Conference Chairperson of Homeless Ministries to be nominated by CONALD.
  - d) One representative from each District as nominated by the district nominating committee.
  - e) a member who shall serve as the liaison to the Office of Christian Unity and Interreligious Concerns (paragraph 432 of The Book of Discipline of The United Methodist Church – 2012)

4) Organization:

5) Meetings:

6) Responsibilities:

c. Board of Evangelism

- 1) Accountability: The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
- 2) Purpose: To lead the congregations and agencies of our Conference in evangelism ministries.

- 3) Membership
  - a) Seven (7) members at large, one of whom shall be a representative to the Board of Discipleship.
  - b) One person named by each of the six Districts to represent evangelism ministries.
  - c) Ex-officio (voice and vote): the Director of Connectional Ministries; any member of a related General Church agency.
  - d) Ex-officio (voice and vote) two youth representatives elected by the Conference Council on Youth Ministries.
- 4) Organization:
- 5) Meetings:
- 6) Responsibilities:
- d. Board of Global Ministries:
  - 1) Accountability: The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: This Board shall program for ministry as described in the DISCIPLINE.
  - 3) Membership:
    - a) Ten (10) members at large;
    - b) The Conference Secretary of Global Ministries who shall be nominated by the Bishop and elected by the Annual Conference;
    - c) The Chairperson of the Conference UMCOR/Hunger Committee;
    - d) The Conference United Methodist Women's coordinator of global concerns;
    - e) Any member of a related General Church Agency;
    - f) Volunteer in Mission Coordinator who shall be nominated by CONALD and elected by the Annual Conference;
    - g) The Missions Secretary from each of the six (6) Districts;
    - h) The Conference Coordinator of Cooperative Ministries;
    - i) Coordinator of Bible Distribution Ministries;
    - k) Coordinator of Refugee Ministries;
    - l) Chairperson of the Hispanic Ministry Plan;
    - m) Ex-officio (voice and vote) one youth representative as elected by the Conference Council on Youth Ministries.
    - n) Health and Welfare Ministries representative
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- e. Board of Higher Education & Campus Ministry:
  - 1) Accountability: The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
    - a) Twelve (12) members at large;
    - b) Ex-officio (voice and vote): one student and the chairperson, or representative, selected by each local Wesley Foundation Board and church-related college, and Grand Valley Student Fellowship.
    - c) Ex-officio (voice and vote): any member of a related General Church agency.
    - d) Ex-officio (voice and vote) two youth representatives elected by the Conference Council on Youth Ministries.
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- f. Commission on Religion and Race:
  - 1) Accountability: The Commission shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.

- 2) Purpose:
- 3) Membership:
  - a) Eight (8) racial/ethnic persons including four African Americans, two Native Americans, one Hispanic American, one Asian American;
  - b) Four (4) other members at large; any member of a related General Church Agency if not in the above membership;
  - c) Out of all the above members each District shall be represented;
  - d) Ex-officio (voice and vote) two youth representatives elected by the Conference Council on Youth Ministries.
- 4) Organization:
- 5) Meetings:
- 6) Responsibilities:
- g. Commission on the Status & Role of Women:
  - 1) Accountability: The Commission shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
    - a) Eleven (11) members at large, the majority of whom shall be women;
    - b) One member named by the Conference United Methodist Women;
    - c) Any member of a related General Church Agency if not in this member at large number;
    - d) The Chairperson shall be a woman;
    - e) Ex-officio (voice and vote) two representatives elected by the Conference Council on Youth Ministries.
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- h. Committee on Cooperative Ministry
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: To assist the conference and cabinet in fulfilling *The Book of Discipline of the United Methodist Church* requirements and the intent of the Cooperative Ministry Policy.
  - 3) Membership:
    - a) 5 to 9 members, one-half of which shall be members or pastors of a church which is part of a cooperative parish, on a multi-point charge or a part-time appointment.
    - b) a Cabinet representative
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
    - a) develop tools, guidance and other training materials;
    - b) recommend strategies to appropriate conference boards and agencies;
    - c) work in concert with the conference and cabinet to integrate cooperative ministry with other initiatives and priorities.
    - d) make as many resources available online as possible
- i. Committee on Disability Concerns
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:

The committee shall include at least 10 members, representative of all six districts. The committee may be expanded to include additional members whenever this is needed to provide advocacy for persons with various disabilities. Members of the committee, including the chair,



shall be nominated by the Committee on Nominations and elected by the Conference. The committee shall be accountable to the Leadership Team. The Committee will also have a representative on the Annual Conference Program Committee.

- 4) Organization:
- 5) Meetings:
- 6) Responsibilities:
- j. Committee on Disaster Response Team
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: There shall be a Conference Disaster Response Team Committee whose purpose shall be:
    - a) to work with the United Methodist Committee on Relief, and other organizations, in response to disasters within the bounds of the West Michigan Conference;
    - b) to help provide beyond the boundaries of the Conference personnel and equipment as needed in response to emergency need;
    - c) to assist local congregations in being trained and equipped to better handle emergencies within their own churches and communities
  - 3) Membership:
    - a) A Conference Disaster Response Coordinator who shall be the Chairperson. The Coordinator shall be appointed by the Bishop in consultation with the Conference Nominating Committee and with UMCOR.
    - b) Six District Coordinators selected by the respective District conferences.
    - c) The Conference Volunteer In Mission Coordinator
    - d) A representative from the Board of Global Missions
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- k. Committee on Hispanic/Latino Ministries
  - 1) Accountability: The Committee on Hispanic/Latino Ministry shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the annual conference.
  - 2) Purpose: The committee:
    - a) will relate to all conference agencies for the implementation of the National Plan for Hispanic Ministry as it may be adapted to meet the specific needs of the West Michigan Conference.
    - b) will provide direction and leadership for Hispanic ministries of the conference
    - c) shall establish governing policies for the committee and its staff.
  - 3) Membership:
    - a) Nine members at large plus a chairperson shall be nominated by the Conference Committee on Nominations and elected by the annual conference. Terms shall be consistent with conference policy.
    - b) The membership shall be composed of persons interested in Hispanic/Latino Ministries with special attention to representation from districts where there is a significant Hispanic population.
    - c) Terms shall be consistent with conference policy.
    - d) The committee may co-opt a maximum of four members.
      - 1) Terms shall be consistent with conference policy.
      - 2) Co-opted members may be asked to fill the following positions such as but not limited to:
        - a) Training Coordinator.
        - b) Grant application coordinator.
        - c) Immigration advisor.

## d) ex-officio members

- 1) District superintendent designated by the cabinet.
- 2) Conference treasurer.
- 3) Director of Connectional Ministries.
- 4) Staff employed by the Conference Leadership Team and assigned to the Committee on Hispanic/Latino Ministry.

4) Organization:

- a) Chairperson, nominated by the Conference Committee on Nominations, in consultation with the Committee on Hispanic/Latino Ministry, and elected by the annual conference.
- b) Vice chairperson, secretary, and treasurer elected from the membership of the committee.
- c) Task forces, whose members may or may not be committee members, may be created to help the committee accomplish its work.

5) Meetings:

- a) The committee shall meet at least four times annually.
- b) Additional meetings may be held as needed to accomplish necessary work.

6) Responsibilities:

- a) Interpret and advocate for Hispanic ministries.
  - 1) Secure and share information about the National Plan for Hispanic Ministries and its resources with key conference leaders and focal leaders involved in Hispanic ministries.
  - 2) Promote the related conference Advance Special projects.
  - 3) Find stories that will illustrate various aspects of Hispanic Ministries/National Plan being implemented and share these with local, conference, and national media as appropriate.
  - 4) Advocate appropriate responses to issues and concerns affecting Hispanics and Hispanic ministries. Secure information about the Plan for Hispanic Ministries and its resources and share it with key conference leaders and local leaders involved in Hispanic ministries.
- b) Planning
  - 1) Update the Hispanic population growth trends to develop or strengthen new or existing Hispanic ministries.
  - 2) Reexamine and adjust the conference plan on Hispanic ministries for both Hispanic and non-Hispanic congregations based on the assessment and review recommended above in 6.b.1.
- c) Training
  - 1) Provide training opportunities for lay missionary and pastor teams, (hired) Hispanic ministry coordinators, committee members, and conference and local leaders utilizing the developed curriculum resources.
  - 2) Train Hispanic and non-Hispanic local church leaders to develop Hispanic ministries or to assist them in strengthening and expanding Hispanic ministries utilizing developed resources as necessary.
  - 3) Identify and enlist Hispanic and non-Hispanic candidates interested in ordained ministry and in becoming lay missionaries, lay pastors or Hispanic ministry coordinators and refer them to the appropriate conference agencies for follow-up.
- d) Securing and providing resources
  - 1) Secure and provide educational and evangelical resources for leaders and local congregations.
  - 2) Consult with the Conference Leadership Team in regard to the placement of the necessary personnel who may be hired by the Leadership Team in consultation with the Hispanic/Latino Ministries Committee.
  - 3) Request the Conference Leadership Team provide the necessary financial resources to support needed personnel for specific Hispanic/Latino ministries.

- e) Monitoring, supporting, and evaluating
  - 1) Provide a support system for leaders involved in Hispanic ministries including networking, crisis management, recognition, and affirmation.
  - 2) The committee shall annually monitor and evaluate the progress of each specific Hispanic ministry, including where sufficient and/or appropriate resources have been assigned.
- 1. Committee on New Church Establishment and Development
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
    - a) Twelve (12) members at-large;
    - b) Three (3) of the above twelve (12) shall be or have been regular participants, members or pastors during the first ten years of a new church start.
    - c) Ex-officio (voice and vote):
      - 1) one youth representative elected by the Conference Council on Youth Ministries.
      - 2) The Director of New Church Establishment.
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- m. Committee on Prison Ministry
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: To empower persons in local congregations to meet the needs of prisoners, their families and returning citizens
  - 3) Membership:
    - a) Nine (9) members, including at least one from each District to be nominated by the Conference Nominating Committee and Leadership.
    - b) Ex-officio (voice and vote) two youth representatives elected by the Conference Council on Youth Ministries.
  - 4) Organization: Chair, Recording Secretary, Staff representative and a member from each District
  - 5) Meetings: At least 6 times per year.
  - 6) Responsibilities: Training (i.e., mentor), Michigan legislative issues, updates on Prison and Jail work, and to fulfill the purpose as state above.
- n. Committee on Racial Ethnic Local Church:
  - 1) Accountability: The committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: To support and strengthen racial ethnic churches in the West Michigan Conference and build conference-wide support for special ministries in outreach, evangelism, and discipleship with diverse people and communities.
  - 3) Membership: The Racial Ethnic Local Church (RELC) Committee shall consist of eleven (11) members-at-large as nominated by the Committee of Nominations, including representatives from the RELC congregations. Ex-officio (voice and vote) one youth representative elective by the Conference Council on Youth Ministries.
  - 4) Organization:
    - a) Chairperson
    - b) Secretary and Treasurer
    - c) Staff representatives
    - d) A member from each district
  - 5) Meetings: Shall meet at least three (3) times a year.



- 6) Responsibilities:
  - Keeping the vision of the ethnic local church concerns before the West Michigan Annual Conference.
  - Providing guidance and resources to churches in the West Michigan Annual Conference as they minister with and to ethnic constituencies.
  - Coordinating of West Michigan Annual Conference strategies related to ethnic local church concerns including general church emphases and initiatives.
  - Providing a forum for dialogue among the ethnic local church constituencies, as well as with West Michigan Annual Conference agencies.
  - Providing training for West Michigan Annual Conference and congregational leaders.
  - Promoting and interpreting ethnic local church concerns to the West Michigan Annual Conference. This includes recommending funding for the ministries of the REL churches.
  - Working with West Michigan Annual Conference to identify and nurture leaders, lay and clergy of ethnic communities.
- o. Conference Council on Youth Ministries
  - 1) Accountability: The council shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose: Is to develop faithful and effective leaders within The United Methodist Church to positively influence faithful change.
  - 3) Membership:
    - a) a Youth representative from each district;
    - b) a Conference Administrator;
    - c) an Annual Conference Liaison;
    - d) a Meeting Coordinator;
    - e) an Adult Workers with Youth Coordinator;
    - f) a Conference Staff representative;
    - g) a District Superintendent.
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
    - a) Provide youth and youth ministry leaders with the skills and knowledge they need.
    - b) Provide connections to positively influence the West Michigan Conference and local congregations.
    - c) Administer the Youth Service Fund.
    - d) Sponsor an annual mission trip for young people (16-20) to Haiti.
    - e) Provide guidance and leadership to youth representatives attending the West Michigan Annual Conference.
    - f) Develop and administer a program for the continuing education of adult workers with youth (AWWY).
- p. Michigan Area Haiti Task Force
  - 1) Accountability: The Executive Committee shall be accountable to the Conference Leadership Team (CLT) in matters of program and budget and shall annually file a written report with both the West Michigan and Detroit annual conferences. The report should highlight the accomplishments of the stated program priorities and partner sites.
  - 2) Purpose: The committee will facilitate the covenant relationship between the Michigan Area United Methodist conferences and the Haiti District of the Methodist Church in the Caribbean and the Americas (EMH), and the partnership with The United Methodist Committee on Relief (UMCOR), by:
    - a) Collaborating with our EMH covenant partner and UMCOR to establish Michigan Area program priorities for Haiti (Example: Haiti Hot Lunch) and a list of approved partner sites (Example: EMH work sites [Jeremie, Baudin, etc.] or Advance partners, such as Grace Children's Hospital, HAPI, Haiti Solar Oven Project, Homes for Haitians, etc.).

- b) Educating the Michigan Area on Haiti (history, culture, challenges, joys, faith and life) and on mission that helps without hurting (engaging with).
  - c) Promoting the priorities and partners within the covenant relationship.
  - d) Positively affirming our covenantal and partner relationships.
  - e) Working together with all partners in a supportive and mutual relationship.
  - f) Communicating opportunities to engage in an UMVIM team or other service that supports the covenant relationship.
  - g) Praying for one another regularly and providing a “safe” environment to share.
- 3) Membership:  
 Membership of Executive Committee:
  - a) A chair and co-chair who represent both conferences.
  - b) The North Central Jurisdictional UMCOR consultant. This person may serve in a ‘dual’ capacity of membership positions on the Executive Committee.
  - c) A member from each Conference Board of Global Ministries.
  - d) Two ‘at-large’ members from each Annual Conference, as selected by the current MAHTF Executive Committee.
 Membership of “at-large” committee:
  - a) The Executive Committee.
  - b) 1 clergy or lay representative from each district of the West Michigan and Detroit Annual Conferences to be nominated by the respective Nominations’ Committees with consideration of the individual’s demonstrated interest in Haiti and willingness to support the covenant relationship to EMH. Care should be given to matters of inclusivity when nominating persons to the MAHTF.
  - c) Attendance by anyone with an involvement or interest in ministry with Haiti.
- 4) Organization:  
 The structure of the MAHTF shall consist of:
  - an Executive Committee.
  - a committee comprised of the Executive Committee plus “at-large” members and persons involved or interested in ministry with Haiti.
- 5) Meetings:
  - The Executive Committee may be scheduled to meet 6 times per Annual Conference year (July 1 – June 30).
  - The “at-large” committee may schedule an open meeting quarterly per Annual Conference year.
- 6) Responsibilities:
- q. Michigan Area Indian Workers Conference
  - 1) Accountability: The Conference shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- r. UMCOR/Hunger Committee
  - 1) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
    - a) Chairperson nominated by Conference Nominating Committee.
    - b) a representative of the Area Haiti Task Force
    - c) Conference Disaster Response Team Coordinator

- d) No more than eight at large members named by the UMCOR/Hunger Committee, including but not limited to:
        - 1) A youth or young adult
        - 2) A United Methodist Woman
      - e) Care shall be given to diversity and inclusivity in naming committee members.
    - 4) Organization:
    - 5) Meetings:
    - 6) Responsibilities:
  - s. United Methodist Men:  
 There shall be a Conference United Methodist Men group as provided for in The Book of Discipline of The United Methodist Church.
    - 1) Accountability: The organization shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
    - 2) Purpose:
    - 3) Membership:
      - a) The Conference Nominating Committee may nominate a man to be chairperson. One of those elected by a District Conference to head United Methodist Men work may be nominated as chairperson;
      - b) The six District chairpersons of United Methodist Men, or persons selected by the several District conferences.
    - 4) Organization:
    - 5) Meetings:
    - 6) Responsibilities:
  - t. United Methodist Women:  
 The organization of United Methodist Women as provided for in *The Book of Discipline of The United Methodist Church* shall comprise the Conference agency.
- 2) Communications and Records Ministries: Ministries of public relations, communication and promotion, and historical record keeping to help all know and share the programs of the Conference, Districts and congregations. There shall be the following organizational units:
- a. Communications Commission
  - b. Commission on Archives and History
- a. Communications Commission:
- 1) Accountability: The Commission shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:
  - 3) Membership:
    - a) There shall be seven (7) members at large;
    - b) One (1) representative for each District named by the district nominating committee.
    - c) Ex-officio (voice but without vote): Conference Staff persons employed in communications or media tasks.
    - d) Ex-officio (voice and vote) two youth representatives elected by the Conference Council on Youth Ministries.
  - 4) Organization:
  - 5) Meetings:
  - 6) Responsibilities:
- b. Commission on Archives and History:
- 1) Accountability: The Commission shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - 2) Purpose:



- 3) Membership:
  - a) Seven (7) members at large;
  - b) The Conference Historian, if one is named;
  - c) The Commission may create a Historical Society as a Standing Committee.
  - d) Ex-officio (voice and vote): Curator and Archivist
  - e) Ex-officio (voice and vote) one youth elected by the Conference Council on Youth Ministries.
- 4) Organization:
- 5) Meetings:
- 6) Responsibilities

District Ministries (District Councils on Ministries or the equivalent): support, enablement, and cooperation with ministries essentially carried out for, with, on behalf of, and in local congregations, clusters of congregations, and districts.

Each District shall select/elect its own manner of organization as a District Council on Ministries/Leadership Team to accomplish program ministries within the several Districts. One person from each District shall be designated to work with those from other Districts, as needed.
- e. Finance and Property Ministries: administrative tasks of the Conference. There shall be the following organizational units.
  - 1) Council on Finance and Administration
  - 2) Conference Board of Trustees
  - 3) Board of Pension and Health Benefits
  - 4) Commission on Equitable Compensation
  - 1) Council on Finance and Administration:
    - a) Accountability: The Council is accountable to and will annually file a written report (including their funding) with the Annual Conference.
    - b) Purpose:
    - c) Membership:
      1. Fifteen (15) members at large. The majority of these 15 shall be laity. Of this number of 15 at least five (5) shall come from congregations of less than two hundred members;
      2. Ex-officio (voice and vote): any member of a related General Church Agency;
      3. Ex-officio (voice, but without vote): The Bishop (or Clergy Assistant to the Bishop), the Conference Treasurer, the Director of Connectional Ministries (or representative of the Conference Leadership Team), one District Superintendent.
      4. Ex-officio (voice and vote) one youth representative elected by the Conference Council on Youth Ministries.
      5. The Council shall elect from its membership, a President, a Vice- president, a Secretary, and other such officers, as it may deem necessary.
    - d) Organization:
    - e) Meetings:
    - f) Responsibilities:
  - 2) Conference Board of Trustees:
    - a) Accountability: The Board is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
    - b) Purpose:
    - c) Membership:

Twelve (12) members as provided for in the DISCIPLINE. The Conference Treasurer, Director of Connectional Ministry and one District Superintendent assigned by the Bishop, shall have voice but no vote.
    - d) Organization:
    - e) Meetings:
    - f) Responsibilities:

- 3) Board of Pension and Health Benefits:  
There shall be organized a Board of Pension and Health Benefits as provided by The Book of Discipline of The United Methodist Church.
  - a) Accountability: The Board is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
  - b) Purpose:
  - c) Membership:
    1. At large, twelve (12) members, six (6) of whom shall be recommended by the Board itself prior to Annual Conference election.
    2. Ex-officio and Staff (voice, but no vote): The Conference Treasurer who is designated as Conference Benefit Officer.
    3. The Board is authorized to create ad hoc committees or task forces and appoint members who may not be members of the Board. The chairs of said ad hoc committees or task forces shall be from the membership of that Board.
  - d) Organization:
  - e) Meetings:
  - f) Responsibilities:
- 4) Commission on Equitable Compensation:
  - a) Accountability: The Commission is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
  - b) Purpose:
  - c) Membership:
    1. Twelve (12) members at large. In this number there shall be at least one layperson and one clergy person from congregations of fewer than two hundred members. Also in this number there shall be at least three (3) racial/ethnic representatives. Further, there shall be an equal number of laypersons and clergypersons in the total of ten.
    2. Ex-officio (voice, but with vote): One (1) District Superintendent.
    3. Ex-officio (voice, but without vote): either the Conference Treasurer or Assistant Treasurer.
  - d) Organization:
  - e) Meetings:
  - f) Responsibilities:
- f. Human Resources Ministries personnel recruitment, support and guidance tasks of the Conference. There shall be the following organizational units:
  - Abuse Prevention Team
  - Area Committee on Episcopacy
  - Board of Lay Ministries
  - Board of Ordained Ministry
  - Cabinet
  - Committee on Leadership Development
  - Conference Nominating Committee
  - Conference Personnel Committee
  - Joint Committee on Incapacity
- 1) Abuse Prevention Team
  - a) Accountability: The Team is accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - b) Purpose:
  - c) Membership: There shall be six (6) members at large nominated by CNC and elected by the Conference.
  - d) Organization:
  - e) Meetings:

- f) Responsibilities: The Abuse Prevention Team shall have the responsibility of implementing and overseeing the Abuse Prevention Policies of the Conference as enacted in June 1998 and/or changed in succeeding Annual Conference action.
- 2) Area Committee on Episcopacy:  
It shall be the policy of the Conference to participate with the Detroit Conference in an Area Committee on Episcopacy as provided in the DISCIPLINE.
- a) Accountability: The Committee is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
- b) Purpose:
- c) Membership: Membership paralleling the Detroit Conference shall be nominated by The Committee on Nominations as follows:
1. the Conference Lay Leader or Associate Conference Lay Leader;
  2. seven (7) persons elected at large; and,
  3. two (2) selected by the Bishop.
- Of these ten (10) persons at least four (4) shall be clergy. Representation of racial/ethnic persons and various ages shall be provided for in the membership. The lay and clergy members of the Jurisdictional Committee on the Episcopacy shall be ex-officio members with vote.
- d) Organization: The Committee shall elect its own officers.
- e) Meetings:
- f) Responsibilities:
- 3) Board of Lay Ministries:
- a) Accountability: The Board shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
- b) Purpose:
- c) Membership:
1. Two (2) members at-large, one of whom shall be a clergyperson;
  2. One (1) representative each, elected by the Conference United Methodist Women and the Conference United Methodist Men;
  3. The District Lay Leader from each District;
  4. The Conference Lay Leader.
  5. Associate Conference Lay Leaders.
  6. The Conference Director of Lay Speaking, and the Conference Coordinator of Scouting.
  7. The Conference Lay Leader or Associate Lay Leader shall be chairperson.
- d) Organization:
- e) Meetings:
- f) Responsibilities:
- 4) Board of Ordained Ministry:
- a) Accountability: The Board is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
- b) Purpose:
- c) Membership:
1. Forty-two members shall be nominated by the presiding bishop after consultation with the chairperson of the board, the executive committee, or a committee elected by the board of the previous quadrennium, and with the Cabinet;
  2. The membership shall fill the requirements in accordance with the current provisions of the DISCIPLINE.
- d) Organization:
- e) Meetings:



f) Responsibilities:5) Cabinet:

The Cabinet's personnel responsibilities shall be those described in the DISCIPLINE.

6) Committee on Leadership Development (CLD):

a) Accountability: The Committee shall be accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.

b) Purpose:c) Membership:

1. eight (8) members at large;
2. Ex-officio (with voice and vote): the President, or designee, of the Conference United Methodist Women and Men, the Conference Secretary, the Conference Lay Leader or Associate Conference Lay Leader, one (1) youth and a volunteer adult worker with youth (both to be named by the Conference Council on Youth Ministries); Ex-officio (voice but without vote): Director of Connectional Ministries, or designee.
3. Members at large shall be nominated by the Cabinet (for four-year terms). As with all nominations before the Conference, additional nominations from the floor shall be accepted before voting. Each nominee shall have signed consent to serve statement, except oral consent will be sufficient for floor nominations.
4. District Superintendents, persons employed by organizational units of the Conference (except for the Director of Connectional Ministries, see 2. above), and chairpersons of such units are not eligible to serve on CLD.
5. In the event of a vacancy on CLD the Bishop will appoint a new member, subject to subsequent Conference election.

d) Organization:

1. CLD shall meet to organize at the earliest opportunity following election of its Chairperson and its membership. It may elect such officers as it deems necessary to carry on the business assigned to it. Such officers shall serve for a two-year term.
2. Whenever possible, the clerical services CLD shall be provided through the facilities of the Conference Center. Other expenses shall be borne through a budget request for CLD of the Administrative section of the Conference budget.

e) Meetings:f) Responsibilities:

1. to educate, develop, and support leadership of the laity and clergy at all levels within the Conference.
2. to provide a program of leadership development for leadership of congregations, districts, and the Conference.
3. to care for adequate leadership development expertise.
4. to consult with and coordinate the leadership development being done in the Conference by groups such as districts, organizational units, local congregations, and Conference lay groups.
5. to evaluate the leadership development opportunities both within and outside the Church to discover the gaps and overlaps and where necessary encourage additional programming.
6. to distribute listings of current leadership development opportunities both within and outside the church on the model of the continuing education opportunities for professionals in the Church which is distributed in the Conference Coordinated Mailing.
7. to maintain an up-to-date file of clergy and laity in present and past positions of leadership.
8. to maintain a record of leadership development opportunities completed by individuals. They shall make this record available to the various Nominating Committees of organizational units upon request. A system of recording Continuing Education Units (CEU's) might be developed.

9. to assist groups to do leadership development at their regular meetings or retreat settings.
  10. to initiate and develop continuing leadership programs which shall include: clear descriptions of leadership positions; training; support; evaluation; exiting; working with and managing volunteers; group dynamics and effective leadership of a group; alternate ways of doing business in order to hold fewer face-to-face meetings with the attendance travel costs; learn how to write good program proposals; program planning and management; and research on future leadership positions and resources.
- 7) **Conference Nomination Committee (CNC):**
- a) **Accountability:** The Committee is accountable to and will annually file a written report with the Annual Conference. It shall request funding through the Council on Finance and Administration.
  - b) **Purpose:**
  - c) **Membership:**
    1. twelve (12) members at large;
    2. Ex-officio (with voice and vote): the President, or designee, of the Conference United Methodist Women and Men, the Conference Secretary, the Conference Lay Leader or Associate Conference Lay Leader, two (2) youth (to be named by the Conference Council on Youth Ministries); Ex-officio (voice but without vote): Director of Connectional Ministries, or designee.
    3. Members at large shall be nominated by the Cabinet (for four-year terms). As with all nominations before the Conference, additional nominations from the floor shall be accepted before voting. Each nominee shall have signed consent to serve statement, except oral consent will be sufficient for floor nominations.
    4. District Superintendents, persons employed by organizational units of the Conference (except the Director of Connectional Ministries, see 2. above), and chairpersons of such units are not eligible to serve on CNC.
    5. In the event of a vacancy on CNC the Bishop will appoint a new member, subject to subsequent Conference election.
  - d) **Organization:**
    1. CNC shall meet to organize at the earliest opportunity following election of its Chairperson and its membership. It may elect such officers as it deems necessary to carry on the business assigned to it. Such officers shall serve for a two-year term.
    2. Whenever possible, the clerical services of CNC shall be provided through the facilities of the Conference Center. Other expenses shall be borne through a budget request for CNC of the Administrative section of the Conference budget.
    3. Organizational units of the Conference shall prepare in a timely manner for CNC their nominations, including brief biographical sketches, for membership, etc. as provided for in this Plan of Organization.
  - e) **Meetings:**
  - f) **Responsibilities:**
    1. to identify and recruit volunteer leadership for all Conference organizational units;
    2. to nominate one person for each position that is to be elected by the Conference.
    3. to monitor the creation and termination of task forces established by organizational units of the Conference; and to establish a networking system for the staffing of task forces that would provide lists of possible members to specific task forces
    4. to prepare a slate of officers as described in the Plan of Organization.
    5. to care for adequate District representation.
  - g) **Report to the Conference:**
    1. CNC shall prepare a slate with one nominee for each position in the Conference to be elected by the Conference and present its first draft of nominations to the Cabinet for their consideration not later than 10 days prior to the Conference session. In preparing this slate, CNC is requested to be cognizant of all interests within the



Annual Conference, such as theological diversity, urban/rural, large/small church, youth, young adults, other age categories, gender, and racial/ethnic inclusiveness. It is recommended that the Committee on Nominations seek to achieve in all its nominations the goal of 1/3 laymen, 1/3 laywomen and 1/3 clergy with racial/ethnic representation in each organizational unit. This applies in the nominations of chairpersons of organizational units, as well. Before completing nominating slates, CNC shall consult with the chairperson of each organizational unit for which nominations are being made.

2. There shall be the following exception in (1) above: For the nominations of Trustees for Albion and Adrian Colleges, CNC shall submit a name for each vacancy to be filled. Said names shall be submitted after consultation with the Board of Higher Education and Campus Ministry, and the nomination committee of the respective college pursuant to the DISCIPLINE, paragraph 732.4b(3).
  3. The report shall be presented to the Conference at least one day before balloting, unless otherwise ordered by the Conference session, and shall be conducted as a regular election with acceptance by each nominee prior to placing his/her name in nomination.
  4. In the nominations report that is presented to the Annual Conference, CNC shall by designation identify whether the nominees are lay or clergy.
  5. There shall be the following exception in 1. above: For the nominations of members of the Board of Christian Camping (BCC), the BCC will consult with the Conference Nominating Committee as the BCC develops a slate of officers for approval and inclusion in the conference nominations report.
- h) Replacement of members elected:  
Any person named or elected to organizational units may be replaced at the subsequent Annual Conference if they have resigned or been inactive during the Conference year. The nominating procedure shall be the same as that of the original nomination. The organizational unit that has an inactive member shall notify the nominating unit originating the nomination. Effort shall first be made by the organizational unit to contact the inactive member to encourage either participation or resignation.
- i) Nominations for General Church agencies:  
The procedures for nominations to General Church agencies for the West Michigan Conference shall be as follows:
1. Immediately upon receipt of appropriate instructions, the Conference Secretary shall notify the Secretary of the General and Jurisdictional Conference Delegation of all General Church agencies for which nominees are required by the West Michigan Conference. The Delegation shall publicize through appropriate channels (Conference coordinated mailing, the "Michigan Area United Methodist Reporter", the "Michigan Christian Advocate", or other means) the General Church agencies for which nominees are required. Any United Methodist within the West Michigan Conference may make suggestions through the Secretary of the Delegation for any such nominations, including biographical information regarding such suggested nominees. CNC shall also make suggestions including biographical information for all such nominations through the Secretary of the Delegation. Any United Methodist within the West Michigan Conference may make suggestions through CNC for inclusion in its report.
  2. Upon the recommendation from a committee composed of the Bishop and General and Jurisdictional Conference Delegation, and having allowed opportunity for nominations from the floor, the Annual Conference shall elect persons to be submitted to a jurisdictional pool used by the Jurisdictional Nominating Committee in selecting persons for election to General and Jurisdictional agencies. If, at the site of the Jurisdictional Conference, it becomes necessary for additional names to be submitted to the Jurisdictional Nominating Committee from the West Michigan Conference, the above committee is authorized to secure and submit such additional names as nominees of the West Michigan Conference.



- 8) Conference Personnel Committee:
- a) Accountability: The committee is accountable to the Conference Leadership Team in matters of program and budget and shall annually file a written report with the Annual Conference.
  - b) Purpose: To hire, evaluate and support staff employed by the Conference Leadership Team.
  - c) Membership:
    - 1. Nine (9) members at large.
    - 2. Ex-officio (with voice and vote): the Bishop or Clergy Assistant to the Bishop; the Director of Connectional Ministries; one District Superintendent.
  - d) Organization: Chairperson, Secretary
  - e) Meetings: 2-4 meetings per year
  - f) Responsibilities: The Committee on Conference Personnel shall have the responsibility of establishing and coordinating equitable employment policies for the conference program staff employed by all organizational units of the Conference; providing for the hiring, guidance, and termination criteria for all such employees hired by the several agencies of the Conference, and ensuring the establishment of effective supervision. The Committee is responsible for the administration of the grievance process for said employees; its work is carried out in consultation with the Director of Connectional Ministries to whom it provides guidance.  
Further, our committee periodically reviews and updates the WMC Personnel Policy. We deal with grievances as outlined in this policy when they arise. This policy serves as a model for agencies and local congregations."
- g. Other Conference Organizational Units
- 1) Units Under Annual Conference Fiscal and Governing Control.  
Definition: The Annual Conference elects, meaning nominated by the Conference Nominating Committee and elected by the Annual Conference, 50% or more of the agency's governing Board, and provides 25% or more of the agency's budget.
    - a) "Michigan Christian Advocate", linked to the Communications Commission;
    - b) "Michigan Area Loan Fund linked to the Board of Global Ministries.
  - 2) Units Under Annual Conference Fiscal Control. Definition: The Annual Conference elects less than 50% of the agency's governing Board, but provides 25% or more of the agency's budget.
    - a) The School for Pastoral Ministry, linked to the Board of Ordained Ministry;
    - b) The Area Historical Society linked to the Commission on Archives and History.
  - 3) Units Under Conference Governing Control. Definition: The Annual Conference elects 50% or more of the agency's governing Board, but provides less than 25% of the agency's budget.
  - 4) Units with Annual Conference Affiliation. Definition: The Annual Conference elects less than 50% of the agency's governing Board, and provides less than 25% of the agency's budget.
    - a) Albion College, linked to the Board of Higher Education and Campus Ministry;
    - b) Adrian College, linked to the Board of Higher Education and Campus Ministry;
    - c) Methodist Children's Home Society, linked to the Board of Global Ministries;
    - d) Michigan Commission/United Ministries in Higher Education, linked to the Board of Higher Education and Campus Ministry;
    - e) Lake Louise Board, linked to the Board of Christian Camping;
    - f) Michigan Council on Alcohol Problems linked to the Board of Church and Society.
    - g) United Methodist Community House, linked to the UMW Women's Division
    - h) Methodist Theological School in Ohio (MTSO), linked to the Board of Higher Education and Campus Ministry;

- 5) Units With Annual Conference Representative Affiliation. Definition: The Annual Conference has representation on the agency's governing Board, but such representation is completely determined by the agency.
  - a) Clark Retirement Community linked to the Board of Global Ministries.
  - b) Peoples Church, East Lansing, linked to the Lansing District;
  - c) United Theological School in Ohio, linked to the Board of Higher Education and Campus Ministry;
  - d) GarrettEvangelical Theological Seminary, linked to the Board of Higher Education and Campus Ministry;
  - e) Center for Parish Development, linked to the Board of Global Ministries.
  - f) Bronson Health Care Group linked to the Board of Global Ministries.
  - g) United Methodist Foundation of Michigan:  
 There may be a United Methodist Foundation serving both annual conferences in the State of Michigan.
    1. Accountability:  
 The foundation shall be accountable to the Detroit Annual Conference and the West Michigan Annual Conference.
    2. Purpose:  
 To encourage the giving of gifts, conscientious investing and stewardship education for United Methodist churches in the Michigan Area.
    3. Membership:
      - a. There will be a board of directors with 12 directors elected at the Foundation's annual meeting. Six directors will be from the Detroit Annual Conference and six will be from the West Michigan Annual Conference. These directors shall be reported to each Annual Conference and their respective nominating committee.
      - b. Directors are elected by the then-sitting board and serve three-year terms unless they are elected to fill an un-expired term. Directors may be reelected for a second full term, but no board director may serve for more than 9 consecutive years.
      - c. Any vacancy occurring in the board of directors may be filled by a majority vote of the remaining directors present and voting at any regular or special meeting of the board. A director elected to fill a vacancy shall be elected for the un-expired term of his or her predecessor in office.
      - d. Ex-officio without vote:
        - (1) Area bishop (or designate);
        - (2) Executive Director of Foundation;
        - (3) Treasurers of each Michigan Annual Conference.
    4. Organization:
      - a. The officers of the Foundation shall be: chairperson, vice chairperson, secretary and treasurer. All officers, except the executive director, shall serve without compensation and be directors of the Foundation.
      - b. There shall be an executive committee made up as follows: chairperson, vice chairperson, secretary, treasurer, stewardship committee chair, investment chair, finance/audit chair, personnel/management chair, marketing chair and the executive director.
      - c. There shall be a 12-15 member advisory board in addition to the board of directors. The members of this board will be selected for specific skill needs for the work of the Foundation and will be invited to serve by the executive committee.
      - d. There shall be five (5) standing committees: Investment, Stewardship, Finance/Audit, Marketing and Personnel/Management.

- e. The Foundation Board of Directors upon recommendation of the executive committee shall hire the executive director.
  - f. The Foundation shall meet at least twice annually with additional meetings scheduled and called by the chairperson and executive director. Special meetings may be called by the president or at least three (3) other directors of the board on three (3) days' notice to each director.
5. Responsibilities:
- a. Encourage the giving of gifts to United Methodist churches for the support of their ministries.
  - b. Provide resources to United Methodist churches and their members regarding charitable giving and estate planning.
  - c. Teach and encourage biblical stewardship principles to our churches and their members.
  - d. Encourage and receive gifts, trusts and bequests of real and/or personal property on behalf of either the Detroit Annual Conference or the West Michigan Annual Conference.
  - e. Offer responsible choices and opportunities for investing United Methodist financial assets.
  - f. Ensure timely and accurate reporting to congregations on the status of funds held by the United Methodist Foundation of Michigan.

—WMC Photos

