

General

1. The annual ordination, commissioning, licensing, and retirement recognition service will be held at such a time that coordinates with the schedule of the General Superintendent. (2014)
2. Salaries and honorariums of all district personnel shall be determined by the DBA and shall be recorded annually in the conference journal (*see district budget report in report section*). (1985)
3. The DBA shall be authorized, in accordance with *The Wesleyan Discipline* 1340, to employ an outside auditor to audit any or all district financial records including any or all district auxiliaries. (1970)
4. All delegates to the district conference shall register immediately prior to the beginning of the first session. This roll call ballot will be accepted as the official roll of conference delegates. (1975)
5. Each year the following conference reports shall be submitted to the delegates, in written form, at the beginning of the first session of conference: district superintendent's material progress and statistical, assistant district superintendent, auditing committee, district treasurer, statistician, camp meeting treasurer, director of evangelism and church growth, evangelism and church growth secretary/treasurer, student ministries director, director of spiritual formation, children's ministry director, women's ministry director, women's ministry treasurer, conference action committee, Victory Mountain Camp treasurer, Global Partners director, board of ministerial development, student ministries treasurer, children's camps treasurer, and teen camp treasurer. (2018)
6. All department leaders shall submit their dates for the upcoming district calendar to the district office by May 31. (2005)
7. The district shall present to each retiring ordained minister and spouse and each retiring commissioned minister and spouse an appropriately inscribed plaque/certificate denoting years of service and an appropriate gift. The amount is not to exceed \$400.00. Both plaque and gift are to be presented during a public awards ceremony. The District Board of Ministerial Development is to be responsible for implementation. (2018)
8. In case of death, tragedy, or serious illness among our ministers' families, the district office personnel shall notify senior pastors, DBA members and retired ministers. (1992)
9. If a minister, while pastoring or actively involved in respective ministry dies, a memento of appropriate value shall be given to the surviving spouse. The DBA shall also survey any financial need. (2018)
10. Pastors shall be encouraged to furnish names of qualified lay persons prior to the district nominating committee meeting, giving their various qualifications for district service. (1979)
11. Those traveling in the interest of district business shall be reimbursed at the allowable Internal Revenue Service rate per mile. (1991)
12. Copies of *The Wesleyan Discipline* should be provided for members of the DBA. (1981)
13. Members of the district finance committee shall consist of: the district treasurer, chairperson; the district superintendent, *ex officio*; and an additional four ordained ministers and four laypersons appointed by the district board of administration annually. Of the eight elected members, two lay persons and two ordained ministers shall be members of the DBA and two laypersons and two ordained ministers shall be chosen from outside the membership of the DBA. (2014)
14. Highlights of the minutes of each meeting of the DBA (as determined by the district superintendent) and the district treasurer's report, shall be supplied to all pastors, and to all full-time associate and assistant pastors of each local church. (1992)
15. At each session of the DBA, an opportunity shall be given to pastors and local church representatives to present suggestions and recommendations to the board. Such persons should contact the district superintendent beforehand to secure placement on the agenda. (1992)
16. All departmental officers and auxiliary directors shall be welcome to attend and participate in sessions of the DBA for consideration of concerns related to the respective department or auxiliary. Such person(s) shall contact the district superintendent beforehand to secure placement on the agenda. Expenses of such attendance shall be borne by the auxiliary represented. (1995)
17. One ministerial at-large representative and one lay at-large representative shall be elected to the District Board of Administration from the Coastal Region and the Hispanic Region each. The District Nominating Committee shall nominate from among the members of the churches in those respective Regions. Nominations from the floor shall be taken all at once for all DBA at-large positions and the names shall be placed in the proper Region at the time of nomination and voted on accordingly.

*The **Coastal Region** is composed of Fayetteville Faith, Goldsboro Hydrant, Greenville First, Harkers Island Free Grace,

Hertford Bagley Swamp, New Bern Union Point, Rose Hill Bethel, Tabor City Old Zion, Wilmington Crosswinds, and Wilmington North Pointe.

*The **Hispanic Region** is composed of Asheboro Neighbors Grove Iglesia, Chapel Hill Avivamiento, Eden Cristiana de la Trinidad, Greensboro Centro de Fe, Greensboro Lirio de los Valles, High Point El Camino, High Point El Camino South, Kernersville Cristiana, Winston-Salem El Aposento Alto.

- 18. DBA members-at-large shall be elected for two-year terms; lay members elected in even-numbered years, ministerial in odd-numbered years. (2011)
- 19. The first Wesleyan Methodist Church in the south was established by Adam Crooks in 1847, on land that now lies within the physical boundaries of the North Carolina East District of the Wesleyan Church. The Freedom’s Hill church was established to declare the gospel truth of freedom for slave and sinner alike. The Wesleyan Church has declared itself aligned with the abolition of modern-day slavery in all its forms. The North Carolina East District declares itself an Abolitionist Conference. We call upon local churches to call upon their members to work through the power of the gospel and the empowering of the Holy Spirit, joining in the righteous cause of eliminating human trafficking and slavery wherever it may be found. (2018)

Local Church

- 1. Local church officers shall assume their duties the first day of June. (1969)
- 2. The combined USF and district budget shall be assessed on the churches’ contributions income.

The current percentages are: (2007)

USF general fund	2.75
USF education institutional fund	3.25
District operational fund	3.5
District evangelism & church growth fund	1.5
Victory Mountain Camp operational fund	<u>.5</u>
Total	11.5

- 3. The budget assessment shall be paid to the district treasurer in monthly installments and shall be sent in time to arrive by the 20th of each month. (1984)
- 4. When a local church is chronically delinquent in paying its annual assessments, the district will assess the situation and determine if that local church is in need of intervention. It is always in the best interest of the local church for local leadership to be proactive in making contact with the district leadership when a challenge, financial or otherwise, is facing the local church.

Pathway to Positive Partnership

- Step 1.** A copy of this ‘Pathway to Positive Partnership’ policy will be sent to each local church by the district treasurer along with the church’s annual assessment information each year, so local church leadership will have a clear understanding of the expectations of the district and general church.
- Step 2.** If financial challenges develop that will cause a local church to be delinquent in its assessments, a phone call should come from the pastor or local church treasurer or vice-chairperson to the district superintendent, letting the district leadership know that the church is aware of their delinquent status and what plans the church is making to come into compliance.
- Step 3.** If there is no proactive contact from the local church leadership, the district superintendent or the district treasurer will make a courtesy phone call to the pastor or local church treasurer or vice-chairperson after four months of delinquency to hear from the local church leadership concerning the finances of the local church.
- Step 4.** If there is no satisfactory progress being made after six months, the district superintendent will send a letter to the pastor and local board of administration, enclosing another copy of the Pathway to Positive Partnership policy, and a statement regarding what the district’s ‘next steps’ will be if there is continued delinquency.
- Step 5.** If there is no satisfactory timely response to the letter, a request will be made that the church send to the district auditing committee a copy of their annual budget and twelve months of bank statements of all church finances.

- Step 6.** After a thorough financial analysis, there will be a meeting with selected local church leaders or the entire local board of administration with a district intervention team to discuss church spending patterns and recommendations on how to adjust spending so that the district assessment obligation can be met, along with a timeline for full compliance.
- Step 7.** If there is resistance to compliance on the part of the local church leaders, there will be a meeting with the pastor and selected local church leaders or the entire local board of administration with the district board of administration.
- Step 8.** In the rare case of continued delinquency, there will be a meeting of the district board of administration, without local church participation, for the purpose of reclassify the church to 'Developing Church' status as provided for in *The Discipline*, 2012 edition, ¶518.7(d). (2014)
5. The conference year shall end May 31. **All LOCAL CHURCH REPORTS AND DISTRICT DIRECTOR REPORTS TO THE ANNUAL CONFERENCE shall be received no later than June 10th. Statistical Reports and Annual Service Reports are to be done online on the Denomination Portal ONLY (exception - retired ministers may request a mailed copy). All other YEARLY DISTRICT CHURCH REPORTS, MINISTERIAL REPORTS and STUDENT REPORTS can be found on the District Website, along with step-by-step instructions.** (2018)
6. The local church trustees should review the insurance policies every three years or at the policy renewal date to make sure all coverage is adequate. The trustees of each local church shall be responsible to see that multi-peril insurance is adequate for all church properties. Adequate insurance would cover the church buildings and properties for what it would cost to replace them. When a church is undergoing a building project, builder's risk insurance must be added to the policy to cover the building project. Workman's compensation insurance should be included for all church employees. All church vehicles should be adequately insured and a list of authorized drivers submitted to the insurance company. All auxiliary ministries, such as schools and day cares, are to be adequately insured with liability and accident insurance. (2007)
7. Each local church is urged to provide a current copy of *The Wesleyan Discipline* for the pastor(s) and vice chairperson. Furthermore, it is recommended that each member of the LBA should also be provided a current copy. (1981)
8. The local church trustees shall determine that all new deeds are properly drawn in accordance with *The Wesleyan Discipline* before such deeds are recorded, and that all current deeds are brought into compliance with *The Wesleyan Discipline* (4610).

Pastors

1. It is recommended that vacations with pay for all ministers of the district be based on the number of years in the ministry of The Wesleyan Church as follows:
- | | |
|---------------------------|--------------------------|
| After one year of service | a minimum of two weeks |
| After ten years | a minimum of three weeks |
| After twenty years | a minimum of four weeks |
- It is recommended that a vacation bonus of an additional week's salary be given to the pastor at the time of his or her vacation. Unused vacation shall not accumulate from year to year, unless approved by the Local Board of Administration prior to the end of the conference year. (1993)
2. Each church in the district is urged to pay the pastor's utilities, or adequate allowance to cover such costs. (1981)
3. Each church parsonage should be provided with basic appliances: stove, refrigerator, washer, and dryer. (1981)
4. The churches shall increase pastors' salaries at a rate no less than the national cost of living increase as defined by the DBA each year. (1982)
5. The renewal vote for pastors, with expiring terms, shall take place by the last Sunday of March. (2005)
6. A relocating pastor's obligation to the church he or she is leaving terminates on the second Sunday of July (*The Discipline*, ¶ 700). (1998)
7. Qualified and available ministers of the NC East District shall be given first consideration by local churches seeking a pastor. (1985)

8. The following salary scale shall be considered for implementation in each local church:
- 1) A church should not consider a pastor as full time unless a pastor's salary is at least \$700.00 per week with parsonage and utilities provided. The minimum salary should be not less than \$1,000.00 per week without parsonage or housing allowance. In no way does this affect eligibility for benefits, but gives a guideline for establishing a full time or bi-vocational charge. (2006)
 - 2) Ministers are enrolled in Social Security as self-employed persons. The church should pay the Social Security tax to the minister. A minister's Social Security is figured on cash salary, housing allowance or fair rental value of the parsonage and utilities.
 - 3) An automobile mileage allowance equivalent to the IRS mileage rate should be paid. (1997)
 - 4) The pastor(s) shall be provided a health insurance plan that is mutually acceptable to the pastor(s) and the local board of administration, and the local church shall pay the premium in full. (2006)
 - 5) A full-time pastor should receive at least \$500.00 per year for professional expenses, including educational opportunities.
 - 6) A pastor should receive a bonus of one percent of cash salary from the church for each year of service (up to five years).
 - 7) A parsonage and utilities or a housing allowance shall be furnished by the local church. (1987)
 - 8) Each church shall supply a church office computer for the pastor with up-to-date computer software and an internet connection. (2010)
9. Each church shall be encouraged to provide for their pastor's travel, lodging and meal expenses, to, during and from general conference. (2018)
10. Each pastor serving at children's camp(s) or youth camp(s) shall have the Sunday off following the camp in which he or she serves. This is not to be counted as revival or vacation time. (1986)
11. All ministers of the district are required to attend the district conference unless excused by the district superintendent. (1987)
12. Each local church pastor shall be allowed two Sundays within the church year to be absent from the church for the purpose of holding revivals, giving lectures or seminars. Such time off should not be counted toward vacation time or any other time referred to in the pastors' section of the Conference Standing Rules and shall be scheduled by the consent of the LBA. (1991)
13. When an assistant pastor resigns the assistant pastor shall notify the senior pastor and the district superintendent at least thirty days in advance. Pastoral service shall terminate at the time set by the district for pastoral changes (*Wesleyan Discipline paragraph 700*), or at a time mutually agreed upon by the senior pastor, local board of administration and district superintendent. (2018)

District Superintendent

1. The District Superintendent shall be chairperson of the Camp Meeting Board. (1943)
2. The DBA shall be empowered to provide the district superintendent with a housing allowance. (1977)
3. The district superintendent shall receive four weeks' vacation each year. (1991)
4. The district superintendent shall receive all other benefits as provided in the Conference Standing Rules for pastors. (1993)

Church Multiplication – The Circuit

1. Sources of the Multiplication Board's income shall be a percentage of district budget assessments, public offerings, personal donations, an appeal to the established churches once a year, denominational special offerings, and funds from the sale of property with permission of the DBA and the General Superintendent. (2018)
2. The expenses of the Multiplication Board may be reimbursed from the Multiplication Board's Fund (2018)

Camp Meeting

1. The Camp Meeting Board shall establish and promote a genuine prayer effort throughout the district for the purpose of having a successful camp meeting. (2006)
2. In order to help meet the financial needs of the annual camp meeting, NC East District churches are asked to contribute annually according to their total financial receipts as follows. (2008)

Up to \$40,000.00	50.00
\$40,001.00 to \$80,000.00	100.00
\$80,001.00 to \$120,000.00	200.00
\$120,001 or more	400.00

3. The Camp Meeting Board shall consist of eleven members, including *ex officio* members: district superintendent, camp meeting secretary-treasurer and district youth president. The remaining members shall be elected by the district conference for three-year terms. (1994)

Life Benefit Program

1. Employees and spouses who were covered by the former Health and Life Benefit Plan at the time its discontinuance was announced in January 2006, will be vested into the North Carolina East District Life Benefit Program.
2. A person is eligible for benefits as long as the minister continues to be credentialed by the NC East District of The Wesleyan Church.
3. Each person eligible for the Life Benefit will be issued a certificate of coverage by the North Carolina East District Life Benefit Program. The benefit will be paid at the time of death upon the presentation of the certificate of coverage.
4. The Life Benefit will be paid according to the following schedule:
 - a. \$8,000.00 will be paid for the eligible employee who was age 60 by January 1, 2006.
 - b. \$4,000.00 will be paid for the eligible spouse.
 - a. \$6,000.00 will be paid for the eligible employee under age 60 on January 1, 2006, and with ten years or more participation in the former Health and Life Benefit Plan.
 - b. \$4,000.00 will be paid for the eligible spouse.
 - a. \$4,000.00 will be paid for the eligible employee under age 60 on January 1, 2006, and with less than ten years participation in the former Health and Life Benefit Plan.
 - b. \$2,000.00 will be paid for the eligible spouse.
5. \$100,000.00 shall be kept in reserve to fund the Life Benefit Program. Benefits will be paid from the Life Benefit Fund on deposit with the Wesleyan Investment Fund. The Life Benefit Committee may draw from the fund principle, if necessary. The committee is empowered to increase benefits, with the prior approval of the District Board of Administration. No further premiums will be received from the participants.

6. The balance of the fund shall be maintained as an endowment for the development fund of Victory Mountain Camp. The endowment fund balance of \$676,168.00 as of July 19, 2007, plus whatever gifts may be received toward the endowment, shall be considered the baseline amount for figuring the proceeds for the camp development fund. (2007)

Higher Education

1. It is recommended that the local church provide at least a \$500.00 per year scholarship to any full-time Wesleyan ministerial student attending a Wesleyan College or University or a Wesleyan approved seminary from its church.
2. It is recommended that the local church help provide financial assistance for ministerial students taking courses through FLAME, OKWU Cross Training, correspondence or other Wesleyan approved ministerial training sources (2014)

Wesleyan Youth Standing Rules

1. The DBA appointed district youth president's annual honorarium will be \$1,000.00. Costs incurred (lodging, travel expenses) by the DYP while attending a required event as representative of the NC East District will be covered by the district. (2018)
2. The district youth treasurer's annual honorarium will be \$800.00. This position requires the treasurer to keep accurate records of all financial activity involving NC East District youth.
3. The District Youth Secretary will receive an annual honorarium of \$500.00. The Secretary will be responsible to keep accurate minutes of all meetings and distributing them to youth pastors, and coordinate district transportation to our conventions and youth pastor conferences. (2018)
4. District dues required by all churches with youth groups is \$5.00 per teen, per year. shall be sent from the local operational funds. Average youth attendance as reported in the annual district conference journal. (2005)
5. The expenses of the executive officers (president, secretary, and treasurer) to area and general conventions shall be paid from the district Wesleyan Youth treasury. (1979)