

**THE CHRISTIAN METHODIST EPISCOPAL CHURCH  
QUARTERLY CONFERENCE REPORT  
TRUSTEE BOARD REPORT**

DATE: \_\_\_\_\_

CHURCH: \_\_\_\_\_

Presiding Elder Anthony Hill and members of the \_\_\_\_\_ Quarterly Conference, it is a privilege to submit this report for the quarter beginning \_\_\_\_\_ and ending \_\_\_\_\_

**MEMBERSHIP ACCOUNTABILITY**

Number of Members: \_\_\_\_\_

Members Serving Assignments: \_\_\_\_\_

Meetings Held: \_\_\_\_\_

Members Attending Meetings: \_\_\_\_\_

Members taking the Christian Index: \_\_\_\_\_

Members owning a Discipline: \_\_\_\_\_

Members taking the Missionary Messenger: \_\_\_\_\_ Members Registered to vote: \_\_\_\_\_

Number of members attending the CME Convocation: \_\_\_\_\_

Members involved in social or civic activities: \_\_\_\_\_

**PROJECTS AND ACTIVITIES**

Special Projects/Activities Completed: \_\_\_\_\_

Special Projects/Activities Planned: \_\_\_\_\_

**STEWARDSHIP**

Amount Received from Members: \_\_\_\_\_

Amount Received from Activities: \_\_\_\_\_

Total Amount Received: \_\_\_\_\_

**SPIRITUAL GROWTH**

Members attending Morning Worship: \_\_\_\_\_

Members attending Sunday School: \_\_\_\_\_

Members attending Midweek Services: \_\_\_\_\_

Members Paying Tithes: \_\_\_\_\_

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**PROPERTY RESPONSIBILITY**

Value of All Church Property: \_\_\_\_\_

**Church:**

Is there a Mortgage on the Church? \_\_\_\_\_ Amount: \_\_\_\_\_  
 Amount Paid on Interest: \_\_\_\_\_ Principal: \_\_\_\_\_  
 Balance on Mortgage: \_\_\_\_\_ Monthly Payments: \_\_\_\_\_

**Parsonage:**

Is there a Mortgage on the Parsonage? \_\_\_\_\_ Amount: \_\_\_\_\_  
 Amount Paid on Interest: \_\_\_\_\_ Principal: \_\_\_\_\_  
 Balance on Mortgage: \_\_\_\_\_ Monthly Payments: \_\_\_\_\_

**Church Vehicles:**

Number of Church Vehicles \_\_\_\_\_  
 Is there a Loan on the Church Vehicles? \_\_\_\_\_ Amount: \_\_\_\_\_  
 Amount Paid on Interest: \_\_\_\_\_ Principal: \_\_\_\_\_  
 Balance on Loan: \_\_\_\_\_ Monthly Payments: \_\_\_\_\_

**INSURANCE COVERAGE AND PREMIUMS**

Do you have your Certificate of Insurance to present at this Quarter? \_\_\_\_\_  
 Is the church enrolled in the CME Church Group Fire and Casualty Insurance Plan? \_\_\_\_\_

**Property Insurance**

| <u>Description</u> | <u>Company</u> | <u>Coverage Amount</u> | <u>Premium</u> | <u>Expiration Date</u> |
|--------------------|----------------|------------------------|----------------|------------------------|
| Church             | _____          | _____                  | _____          | _____                  |
| Parsonage          | _____          | _____                  | _____          | _____                  |
| <b>Educational</b> |                |                        |                |                        |
| Building           | _____          | _____                  | _____          | _____                  |
| Vehicles           | _____          | _____                  | _____          | _____                  |
| Others             | _____          | _____                  | _____          | _____                  |

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**RENTAL PROPERTY**

**List each property separately: Use additional paper if necessary.**

Amount Earned this Quarter: \_\_\_\_\_ Amount Spent this Quarter: \_\_\_\_\_

**CHURCH PROPERTY**

Is the Church in good physical Condition? \_\_\_\_\_ Parsonage: \_\_\_\_\_

Vehicle: \_\_\_\_\_

What maintenance projects have been completed on any/or all property: \_\_\_\_\_

Has a copy of the Deeds to all church properties been presented to the Presiding Elder? \_\_\_\_\_

What maintenance projects have been planned: \_\_\_\_\_

**ACTIVITIES**

Are there any legal issues pending? \_\_\_\_\_ If yes, how are they being addressed \_\_\_\_\_.

Are there any Insurance claims? \_\_\_\_\_ If yes, how are they being addressed \_\_\_\_\_.

Has a current copy of Insurance Policies for all church properties been presented to the Presiding Elder? \_\_\_\_\_

Has a current copy of receipt of payment of insurance on all church properties been presented to the Presiding Elder? \_\_\_\_\_

Has all property been inventoried? \_\_\_\_\_

Where are the Deeds kept? \_\_\_\_\_

Has the Property been exempted from State and Local taxes? \_\_\_\_\_

Has the Connectional Trust Clause been inserted on all Titles and deeds of Real Property? \_\_\_\_\_

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**ACTIVITIES (Continued)**

What are your goals for this conference year?\_\_\_\_\_.

Submitted,

Chairperson:

\_\_\_\_\_

Pastor:

\_\_\_\_\_  
(Name of Pastor)

Presiding Elder:

\_\_\_\_\_  
Anthony Hill

Presiding Bishop

\_\_\_\_\_  
Bishop Sylvester Williams, Sr.