

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

DATE: _____ **CHURCH:** _____

Presiding Elder: _____ 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 Annual 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:** _____

PROPERTY RESPONSIBILITY

Value of All Church Property: _____

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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			
Description	Company	Coverage Amount	Annual Premium	Expiration Date
Church	_____	_____	_____	_____
Parsonage	_____	_____	_____	_____
Educational				
Bldg	_____	_____	_____	_____
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: _____
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: _____

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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?

Where are the insurance policies 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? _____

What are your goals for this conference year? _____

Submitted, _____

Chairman: _____

Pastor: _____

Presiding Elder: _____

Presiding Bishop: _____