

**8. Trustee Report (Paragraph 446.6)**

(Church Name: \_\_\_\_\_ Church City: \_\_\_\_\_)

The Board must make a written report to your Charge/Church Conference. **This is for your records. This does not have to be submitted with your Charge Conference packet.**

This information is required by the Book of Doctrines and Discipline to ensure transparency and accountability for the local church. The annual conference does not need a copy of it. In the Global Methodist Church, there is no trust clause and will not be one. That said, each member of the local church should know what the assets of the church are. It ensures everyone is on the same leadership page, and it prevents fraud from taking place. We have had an incident where local church leadership tried to sell church owned real estate without others knowing, and this report can help prevent that.

Paragraph 446.6: The board shall annually make a written report to the charge conference, in which shall be included the following:

- (a) The legal description and the reasonable valuation of each parcel of real estate owned by the church;
- (b) The specific name of the grantor in each deed of conveyance of real estate to the local church;
- (c) An inventory and the reasonable valuation of all personal property owned by the local church;
- (d) The amount of income received from any income producing property and a detailed list of expenditures in connection therewith;
- (e) The amount received during the year for building, rebuilding, remodeling, and improving real estate, and an itemized statement of expenditures;
- (f) Outstanding capital debts, payoff date, and how contracted;
- (g) A detailed statement of the insurance carried on each parcel of real estate, indicating whether restricted by coinsurance or other limiting conditions and whether adequate insurance is carried;
- (h) The name of the custodian of all legal papers of the local church, and where they are kept;
- (i) A detailed list of all trusts in which the local church is the beneficiary, specifying where and how the funds are invested;
- (j) An evaluation of all church properties, including the chancel areas, to ensure accessibility to persons with disabilities, and when applicable, a plan and timeline for resolving barriers to accessibility (¶446.5e).

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor Signature: \_\_\_\_\_ Date: \_\_\_\_\_