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GOVERNANCE SIMPLIFICATION: LOCAL AND DISTRICT

Whereas, Making disciples for the Lord Jesus Christ is the core mission of The Wesleyan Church;

Whereas, Church governance at the local, district, and general levels of the church exist to serve the core mission of the church;

Whereas, *The Discipline of The Wesleyan Church* is the church governance document of The Wesleyan Church,

Whereas, Historically *The Discipline* (*The Manual* under The Pilgrim Holiness Church) was significantly smaller in terms prescribed governance;

Whereas, Reducing *The Discipline* can lead to increased accountability on the essentials while simultaneously increasing the adaptability of structures; and

Whereas, The desire of The Wesleyan Church is to have a governance structure that binds us together as heirs and co-laborers in the Kingdom of God while at the same time remaining nimble enough to adapt to the demands of our core mission in the midst of a constantly changing culture and ministry context;

Resolved, That the following changes dealing with local church governance in paragraphs 625-970 be made; and

Resolved, That the following changes dealing with district church governance in Paragraphs 1000-1496:7 be made.

SUBCOMMITTEE ON MEMORIALS
Janelle Vernon, Secretary

Committee on Memorials

☒ Recommended ☐ Not Recommended

General Conference

☒ Adopted ☐ Not Adopted

Chapter 3	Chapter 3
LOCAL CHURCH CONFERENCE	LOCAL CHURCH CONFERENCE
A. Composition and Function	A. Composition and Function
<p>625. The members of a local church, duly called and assembled together to do business, constitute the local church conference. It is the highest governing body of a local Wesleyan church, and exercises those powers granted to the local church by the Constitution (315), and other powers specifically granted to the local church conference by the General Conference as set forth in <i>The Discipline</i> (cf. 302; 500; 555).</p>	<p>625. The members of a local church, duly called and assembled together to do business, constitute the local church conference. It is the highest governing body of a local Wesleyan church, and exercises those powers granted to the local church by the Constitution (315), and other powers specifically granted to the local church conference by the General Conference as set forth in <i>The Discipline</i> (cf. 302; 500; 555).</p>
B. Sessions	B. Sessions
630. Regular Sessions.	630. Regular Sessions.
<p>(1) Annual Sessions. The local church conference shall meet annually within 30 days of the end of the district year, near the close of the fiscal year, as established by the district conference (1180:18), at a time approved by the district superintendent in consultation with the pastor and It shall be announced from the pulpit, and in the weekly bulletin when such is available, at least two weeks in advance (cf. 625). Reports shall be made; the officers, local board of administration and trustees shall be elected (cf. 815; 823; 965; 1103); and such other business shall be transacted as necessary (cf. 650).</p> <p>(2) Quarterly Sessions. The local church conference may choose to meet quarterly at such times as the district superintendent and pastor shall arrange, unless the district superintendent shall in writing delegate to the pastor full authority for setting such dates. Such quarterly sessions shall be announced from the pulpit, and in the weekly bulletin when such is available, at least two weeks in advance of the appointed time. At each session, reports shall be given and other business transacted as necessary (cf. 650).</p>	<p>(1) Annual Sessions. The local church conference shall meet annually within 30 days of the end of the district year (1180:18). It shall be announced from the pulpit at least two weeks in advance (cf. 625). Reports shall be made; the officers, local board of administration shall be elected (cf. 815; 823; 965; 1103); and such other business shall be transacted as necessary (cf. 650).</p>
633. Special Session.	633. Special Session.
<p>(1) General Business. The local church conference may be called into special session by the pastor, or in times of emergency by the district superintendent, for the transaction of any business other than the election of officers, with announcement from the pulpit in two regular services, the first of which shall be given not less than one week before the appointed time. Notice shall also be given one week in advance in the church bulletin, when such is available. The requirements for special sessions dealing with legal or property matters are set forth in 4040 and 4700.</p> <p>(2) Reception of Members. In those churches in which the local church conference must vote on the reception of members (567), the pastor may call a special session for such a vote, with announcement</p>	<p>(1) General Business. The local church conference may be called into special session by the pastor, or in times of emergency by the district superintendent, for the transaction of any business with announcement from the pulpit in two regular services, the first of which shall be given not less than one week before the appointed time. The requirements for special sessions dealing with legal or property matters are set forth in 4040 and 4700.</p>

~~from the pulpit in one regular service in advance of the appointed time.~~

~~(3)~~ **(2) Pastoral Vote.** The vice-chair of the local board of administration (635; 773), when authorized to do so by the local board of administration, and having notified the district superintendent, may call a special session of the local church conference to conduct a pastoral vote, with announcement ~~from the pulpit, and in the weekly bulletin when such is available,~~ at least two weeks in advance of the appointed time., ~~except that~~ During negotiations for calling a new pastor the announcement need be made only from the pulpit and in only one regular service in advance of the appointed time.

C. Organization and Procedure

1. Officers

~~635. Chair. The district superintendent, or a representative appointed by the district superintendent,~~ **The pastor** shall preside over the local church conference ~~whenever present. In their absence, the pastor shall preside,~~ except over sessions dealing with the securing or retaining of a pastor. The vice-chair of the local board of administration (773) shall preside over sessions dealing with the securing or retaining of a pastor, if the district superintendent, or a representative appointed by the district superintendent, is not present. The vice-chair may also preside, at the request of the pastor, over other sessions of the local church conference. In emergencies, when the pastor is absent or incapacitated, the vice-chair may preside over other sessions with the permission of the district superintendent.

638. Secretary. The local church secretary, elected annually by the local church conference, shall serve as secretary of the local church conference by virtue of this office (830:1).

2. Procedure

640. Quorum. Those members who assemble for a meeting of the local church conference when such has been duly called shall constitute a quorum.

643. Voting. A majority vote of those present and voting in the local church conference shall be sufficient in all items of business unless otherwise required by *The Discipline* or by local laws when dealing with legal matters.

645. Rules of Order. The business of the local church conference shall be conducted according to the current edition of Robert's Rules of Order, Newly Revised, except when formally suspended or otherwise ordered by *The Discipline*.

650. Order of Business. The local church conference, in all regular sessions, ~~whether annually or quarterly,~~ shall give special attention to the spiritual, numerical, and financial progress of the church, including the following items:

(2) Pastoral Vote. The vice-chair of the local board of administration (635; 773), when authorized to do so by the local board of administration, and having notified the district superintendent, may call a special session of the local church conference to conduct a pastoral vote, with announcement at least two weeks in advance of the appointed time. During negotiations for calling a new pastor the announcement need be made only from the pulpit and in only one regular service in advance of the appointed time.

C. Organization and Procedure

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635. Chair. The pastor shall preside over the local church conference except over sessions dealing with the securing or retaining of a pastor. The vice-chair of the local board of administration (773) shall preside over sessions dealing with the securing or retaining of a pastor, if the district superintendent, or a representative appointed by the district superintendent, is not present. The vice-chair may also preside, at the request of the pastor, over other sessions of the local church conference. In emergencies, when the pastor is absent or incapacitated, the vice-chair may preside over other sessions with the permission of the district superintendent.

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(1) Reading of minutes of last session, unless authority to approve the minutes has been delegated

<p>(1) Reading of minutes of last session, unless authority to approve the minutes has been delegated by the local church conference to the local board of administration.</p> <p>(2) Receiving the reports of the pastor(s), spiritual formation director, Sunday school superintendent, director of women's ministry, coordinator of Wesleyan Kids for Missions, director of adult ministries, director of Wesleyan Youth, director of children's ministries, and any others the local church conference shall order.</p> <p>(3) Receiving the reports of the various treasurers (cf. 863).</p> <p>(4) Receiving and acting upon the reports of boards and committees.</p> <p>(5) Receiving the reports of the lay ministers.</p> <p>(6) Granting or renewing of local licenses for lay ministers.</p> <p>(7) (7) Recommending suitable members to the district conference for district licenses as ministerial students and special workers (315:3–4).</p> <p>(8) (8) Electing of officers, trustees and delegates.</p> <p>(9) (9) Miscellaneous business.</p> <p style="text-align: center;">D. Duties and Powers</p> <p>655. The local church conference has duties and powers:</p> <p>(1) To approve by vote the reception of members and to expel or discontinue members unless it delegates full authority concerning membership to the local board of administration (567; 315:1). Such authority may be withdrawn from the local board of administration at any annual session of the local church conference.</p> <p>(2) To call a pastor or renew the call (315:2; 692; 705; 718; 720; 735), or to vote on the termination of a renewed call as set forth in 722:2.</p> <p>(3) To authorize a nominating committee, which shall be chaired by the pastor, to which the local board of administration shall elect two members who meet the leadership qualifications (260–268; 558) from its membership, and to which the local church conference may, at its option, elect up to four additional members who meet the leadership qualifications who are not members of the local board of administration (820–823).</p> <p>(4) (3) To elect the church officers (315:5), which shall consist of the lay leader (if any, cf. 833), the spiritual formation director (if any 880:5), the local church secretary (830), the local church treasurer (if any, cf. 842), the Sunday school superintendent (if any, cf. 889), the trustees (designating annually at least one trustee to serve as a member of the local board of administration (850), members-at-large of the local board of administration (cf. 752), and lay delegates to the district conference (315:5, 7).</p> <p>(5) (4) To receive reports from the pastor(s), church officers, lay ministers and other persons,</p>	<p>by the local church conference to the local board of administration.</p> <p>(2) Receiving the reports of the pastor(s), and any others the local church conference shall order.</p> <p>(3) Receiving the reports of the various treasurers (cf. 863).</p> <p>(4) Receiving and acting upon the reports of boards and committees.</p> <p>(5) Receiving the reports of the lay ministers.</p> <p>(6) Granting or renewing of local licenses for lay ministers.</p> <p>(7) Recommending suitable members to the district conference for district licenses as ministerial students and special workers (315:3–4).</p> <p>(8) Electing of officers and delegates.</p> <p>(9) Miscellaneous business.</p> <p style="text-align: center;">D. Duties and Powers</p> <p>655. The local church conference has duties and powers:</p> <p>(1) To approve by vote the reception of members and to expel or discontinue members unless it delegates full authority concerning membership to the local board of administration (567; 315:1). Such authority may be withdrawn from the local board of administration at any annual session of the local church conference.</p> <p>(2) To call a pastor or renew the call (315:2; 692; 705; 718; 720; 735), or to vote on the termination of a renewed call as set forth in 722:2.</p> <p>(3) To elect the church officers (315:5), which shall consist of the local church secretary (830), the local church treasurer (if any, cf. 842), members-at-large of the local board of administration (cf. 752), and lay delegates to the district conference (315:5, 7).</p> <p>(4) To receive reports from the pastor(s), church officers, lay ministers and other persons, boards, and committees as desired, and as listed in 650:2–5.</p>
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<p>boards, and committees as desired, and as listed in 650:2–5.</p> <p>(6) (5) To remove, when such is in the best interests of the church, by a majority vote of those present and voting, any church officer, trustee, or delegate mentioned in 655:4 (cf. 782:25).</p> <p>(7) (6) To license lay ministers (315:3), and to renew or revoke such license (cf. 782:20; 3410; 3420; 3440:2). This power may be delegated to the local board of administration.</p> <p>(8) (7) To recommend suitable members to the district conference for district licenses as ministerial students, licensed ministers, or special workers (315:3). This power may be delegated to the local board of administration.</p> <p>(9) (8) To adopt petitions or resolutions to the district conference, including memorials proposed for recommendation to the General Conference (1150–1156).</p> <p>(10) (9) To adopt financial policies, which policies shall be administered by the local board of administration (cf. 782:30).</p> <p>(11) To authorize the enlargement or decrease of the employed staff (cf. 782:17).</p> <p>(12) (10) To adopt an annual budget (cf. 782:31), and to authorize all expenditures not provided for in the annual budget; or to To delegate to the local board of administration (782:31) full authority over the annual budget.</p> <p>(13) (11) To authorize the purchase or sale of property, the erection or major remodeling of buildings (1345:2), and all mortgages or other indebtedness which encumbers the property, subject to the prior approval of the district board of administration, according to the procedure set forth in 4700–4720.</p> <p>(14) (12) To corroborate by majority vote, if not under discipline, the action of the district board of administration to discontinue the local church (1233:30).</p> <p>(15) (13) To petition the district board of administration for the incorporation of the local church when it is deemed necessary as set forth in 4000, and to authorize the local board of administration to incorporate the church when such incorporation has been approved by the district board of administration (1233:33).</p> <p>(16) (14) To authorize, subject to the approval of the district board of administration, the establishment and operation of a mission (cf. 537; 782:6; 1233:30). or a branch Sunday school, or a developing church, in order to share the benefits of the gospel with others.</p> <p>(17) (15) To delegate such responsibilities as it shall choose to the local board of administration.</p> <p>(18) (16) To have recourse to a proper court of jurisdiction in any matters of controversy between itself and other local, or district, or general units or agencies of the denomination (315:8; see also <i>General Board Policy on Church Discipline</i>).</p>	<p>(5) To remove, when such is in the best interests of the church, by a majority vote of those present and voting, any church officer, trustee, or delegate mentioned in 655:4 (cf. 782:25).</p> <p>(6) To license lay ministers (315:3), and to renew or revoke such license (cf. 782:20; 3410; 3420; 3440:2). 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This power may be delegated to the local board of administration.</p> <p>(8) To adopt petitions or resolutions to the district conference, including memorials proposed for recommendation to the General Conference (1150–1156).</p> <p>(9) To adopt financial policies, which policies shall be administered by the local board of administration (cf. 782:30).</p> <p>(10) To delegate to the local board of administration (782:31) full authority over the annual budget.</p> <p>(11) To authorize the purchase or sale of property, the erection or major remodeling of buildings (1345:2), and all mortgages or other indebtedness which encumbers the property, subject to the prior approval of the district board of administration, according to the procedure set forth in 4700–4720.</p> <p>(12) To corroborate by majority vote, if not under discipline, the action of the district board of administration to discontinue the local church (1233:30).</p> <p>(13) To petition the district board of administration for the incorporation of the local church when it is deemed necessary as set forth in 4000, and to authorize the local board of administration to incorporate the church when such incorporation has been approved by the district board of administration (1233:33).</p> <p>(14) To authorize, subject to the approval of the district board of administration, the establishment and operation of a mission (cf. 537; 782:6; 1233:30).</p> <p>(15) To delegate such responsibilities as it shall choose to the local board of administration.</p> <p>(16) To have recourse to a proper court of jurisdiction in any matters of controversy between itself and other local, or district, or general units or agencies of the denomination (315:8; see also <i>General Board Policy on Church Discipline</i>).</p>
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<p>(19) (17) To authorize the establishment of a day care and/or a day school of preschool, elementary and secondary levels only, when such is desired, subject to approval by the district board of administration; and to delegate governance of the day care and/or day school to the local board of administration (cf. 782:36; 1233:35). District Conference and General Board approval is required before A a local church conference shall not can formalize post-secondary education in terms of an institute or of junior college or college-level programs, without prior approval of the district conference and the General Board. (Cf. 1180:24; 1655:36.)</p> <p>(20) (18) To authorize significant changes in mission, facilities, or finances of an established day care and/or day school, subject to approval by the district board of administration (cf. 1233:35).</p> <p style="text-align: center;">Chapter 4 PASTORS A. Function</p> <p>675. A pastor is an ordained, commissioned or licensed minister, who is called of God and appointed by the Church to serve as the spiritual shepherd, teacher, and administrative overseer of the local church, preaching the Word, directing the worship, administering the sacraments and ordinances of the Church, taking the comforts of the gospel to the sin-burdened, the sick and the distressed, discipling converts, nurturing and instructing believers, equipping and enabling them for their part in ministry, and serving as chief executive officer in the government of the local church.</p> <p>678. A minister who serves as the sole pastor of a church shall be referred to simply as “the pastor.” The term “lead pastor” or “senior pastor” shall be applied to the presiding minister of a multiple pastoral staff. The pastor shall be expected to carry out the full pastoral function as set forth in 675, and ultimate responsibility for the same shall rest upon the senior presiding pastor. An associate pastor is a helping member of a multiple staff who normally shares a broad range of the shepherding and teaching responsibilities and such administrative responsibilities as are delegated (cf. 738). An assistant pastor is a helping member of a multiple staff who normally is assigned more limited and specific aspects of the pastoral function (cf. 741).</p> <p style="text-align: center;">B. Manner of Pastoral Voting 1. Jurisdiction in Pastoral Voting</p> <p>690. All matters related to voting on securing or retaining a pastor are the concern of a pastoral charge (503), whether it consists of a single church or a</p>	<p>(17) To authorize the establishment of a day care and/or a day school of preschool, elementary and secondary levels only, when such is desired, subject to approval by the district board of administration; and to delegate governance of the day care and/or day school to the local board of administration (cf. 782:36; 1233:35). District Conference and General Board approval is required before a local church conference can formalize post-secondary education in terms of an institute or of junior college or college-level programs. (Cf. 1180:24; 1655:36.)</p> <p>(18) To authorize significant changes in mission, facilities, or finances of an established day care and/or day school, subject to approval by the district board of administration (cf. 1233:35).</p> <p style="text-align: center;">Chapter 4 PASTORS A. Function</p> <p>675. A pastor is an ordained, commissioned or licensed minister, who is called of God and appointed by the Church to serve as the spiritual shepherd, teacher, and administrative overseer of the local church, preaching the Word, directing the worship, administering the sacraments and ordinances of the Church, taking the comforts of the gospel to the sin-burdened, the sick and the distressed, discipling converts, nurturing and instructing believers, equipping and enabling them for their part in ministry, and serving as chief executive officer in the government of the local church.</p> <p>678. A minister who serves as the sole pastor of a church shall be referred to simply as “the pastor.” The term “senior pastor” shall be applied to the presiding minister of a multiple pastoral staff. The pastor shall be expected to carry out the full pastoral function as set forth in 675, and ultimate responsibility for the same shall rest upon the presiding pastor. An assistant pastor is a helping member of a multiple staff who normally is assigned more limited and specific aspects of the pastoral function (cf. 741).</p> <p style="text-align: center;">B. Manner of Pastoral Voting 1. Jurisdiction in Pastoral Voting</p>
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~~circuit. In most instances, a pastoral charge will consist of one local church, and the following paragraphs are so written. If a circuit is involved, the vice chair of the circuit advisory council (530) assumes leadership in all negotiations, the circuit advisory council fills the role of the local board of administration, and the circuit conference rather than the local church conference is the voting body.~~

2. Regulations for All Pastoral Voting

691. Procedures of Candidating. In all matters related to pastoral candidating the following regulations shall be observed:

(1) Only one pastoral candidate at a time shall be presented to the congregation for a message. A decision by the local board of administration to recommend a pastor for a congregational vote, and the vote, if recommended, must take place before another candidate is considered.

(2) The support including salary, expense allowances, housing, fringe benefits, moving expenses, and related matters which the church proposes to maintain must be provided for the candidate prior to a pastoral vote.

(3) A minister who has agreed to give a candidating message and to submit to a pastoral vote at one church, cannot do the same with another church until the first candidating situation is resolved. If the local board of administration does not recommend the candidating pastor for a congregational vote within seven days, the waiting restriction no longer applies.

692. Procedure of Pastoral Voting. In all matters related to voting on securing or retaining a pastor, the following regulations shall be observed:

(1) All pastoral votes shall be taken at a duly announced session of the local church conference (630–633).

(2) The district superintendent, or a representative appointed by the district superintendent, shall preside over the local church conference for the taking of the pastoral vote. If neither can be present, the vice-chair of the local board of administration shall preside.

(3) All pastoral votes shall be taken by secret ballot by members with special provision for absentee ballots (695).

(4) A favorable vote by a majority of members voting shall be required (705; 718; 720; 722). **A favorable vote less than two-thirds majority requires district approval.**

(5) The minister shall be notified by the local board of administration of the results of the vote,

(6) If the vote is favorable, the minister shall notify the local board of administration and the district superintendent by phone and in writing of a decision within seven days following the official notification of such call by the local church.

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(6) If the vote is favorable, the minister shall notify the local board of administration and the district superintendent by phone and in writing of a decision within seven days following the official notification of such call by the local church.

<p>695. Absentee Ballots. A member who cannot attend a pastoral vote session of the local church conference because of confining illness, required employment or necessary out-of-town travel or seasonal residency, may cast an absentee ballot subject to the following conditions:</p> <p>(1) The member shall secure a standard ballot from the local church secretary, identical to the ballots to be used at the session, and submit the marked ballot prior to the session in a sealed envelope identified with the name of the absent member.</p> <p>(2) The local church secretary must certify the envelope as being submitted by a member to whom the secretary has supplied a ballot, and who is eligible to cast an absentee ballot. In the event that the local church secretary is unable to certify the eligibility of the person casting an absentee ballot, the secretary may consult the vice-chair of the local board of administration to determine eligibility.</p> <p>(3) Envelopes containing such absentee ballots shall be opened at the session in which the vote is taken, by the secretary in the presence of the chair, prior to the tallying of the vote, and these ballots placed without inspection with the others for counting by the tellers.</p> <p>697. District Approval of Pastoral Agreement. A pastoral agreement, whether for an initial call or a renewal of call, must be reviewed and recommended by the district board of administration, and becomes final upon the approval of the district conference. Each year the district board of administration shall review those pastoral agreements which are continuing before making its report to the district conference (1180:26; 1233:10).</p> <p>700. Time of Pastoral Changes. Except for such emergencies as resignations, removals or deaths, pastoral changes shall take place on the Monday following the second Sunday of July.</p> <p>3. Regulations for Initial Call of Pastor</p> <p>705. Procedure of (for) Initial Call of Pastor. Whenever it is necessary for a pastoral charge to secure a new pastor, the following regulations shall be observed:</p> <p>(1) The vote shall be for an extended a two-year call, subject to such adjustment as the district superintendent shall approve, so that the term shall expire at the uniform time set by the General Conference (700).</p> <p>(2) The initial call may be for four years or an extended call if such is recommended by the local board of administration and approved by the district superintendent. In case of an extended call the rules governing an extended call shall apply (720).</p> <p>(3) (2) The local board of administration, under the leadership of its vice-chair, shall counsel with the district superintendent concerning possible candidates.</p>	<p>695. Absentee Ballots. A member who cannot attend a pastoral vote session of the local church conference because of confining illness, required employment or necessary out-of-town travel or seasonal residency, may cast an absentee ballot subject to the following conditions:</p> <p>(1) The member shall secure a standard ballot from the local church secretary, identical to the ballots to be used at the session, and submit the marked ballot prior to the session in a sealed envelope identified with the name of the absent member.</p> <p>(2) The local church secretary must certify the envelope as being submitted by a member to whom the secretary has supplied a ballot, and who is eligible to cast an absentee ballot. 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<p>If the church desires to call a minister from another district or from outside the denomination, the local board of administration shall first secure from its own district superintendent assurance that the transfer of the minister would be approved (cf. 313:6).</p> <p>(4) (3) When a candidate has been approved by a majority vote of the local board of administration (cf. 782:14), the candidate's name shall be presented as a nomination to the local church conference, and the vote shall be taken in keeping with the regulations governing all pastoral voting (692).</p> <p>708. Waiver of Local Church Rights. If a pastoral charge has been unable to secure a pastor prior to thirty days before the annual session of the district conference, the local church conference may, at any time thereafter, by majority vote delegate full authority for the employment of a pastor to the local board of administration, or it may waive its rights and leave the selection of a pastor to the nomination of the district board of administration and appointment by the district conference. If a pastoral charge waives its rights, or if neither local church conference nor local board of administration shall have secured a pastor by the time the annual session of the district conference convenes, the district board of administration shall nominate a pastor for appointment by the district conference. A pastor so appointed shall be received and supported by the pastoral charge the same as if the pastor had been employed in the usual manner.</p> <p>710. Initial-Call Resignation. If a pastor resigns during the initial call term of service to a church, the pastor must notify the local board of administration and the district superintendent sixty days in advance. If the district superintendent and the local board of administration deem it wise, the pastor may be released sooner.</p> <p>712. Initial-Call Removal. During the initial call term of a pastor's service, the The district board of administration may remove the pastor by a two-thirds majority vote of all members, provided such has been requested by the local board of administration by a two-thirds majority vote in a meeting presided over by the district superintendent, or such has been recommended by the district superintendent (cf. 1233:39).</p> <p>715. Ad Interim Procedures. If a pastoral charge is left without a pastor between sessions of the district conference due to death, resignation or removal, the local board of administration and the local church conference shall follow the regular procedures for securing a new pastor with all arrangements subject to the approval of the district board of administration (cf. 1233:39).</p> <p>4. Regulations for Renewal of Call</p>	<p>If the church desires to call a minister from another district or from outside the denomination, the local board of administration shall first secure from its own district superintendent assurance that the transfer of the minister would be approved (cf. 313:6).</p> <p>(3) When a candidate has been approved by a majority vote of the local board of administration (cf. 782:14), the candidate's name shall be presented as a nomination to the local church conference, and the vote shall be taken in keeping with the regulations governing all pastoral voting (692).</p> <p>708. Waiver of Local Church Rights. If a pastoral charge has been unable to secure a pastor prior to thirty days before the annual session of the district conference, the local church conference may, at any time thereafter, by majority vote delegate full authority for the employment of a pastor to the local board of administration, or it may waive its rights and leave the selection of a pastor to the nomination of the district board of administration and appointment by the district conference. If a pastoral charge waives its rights, or if neither local church conference nor local board of administration shall have secured a pastor by the time the annual session of the district conference convenes, the district board of administration shall nominate a pastor for appointment by the district conference. A pastor so appointed shall be received and supported by the pastoral charge the same as if the pastor had been employed in the usual manner.</p> <p>710. Call Resignation. If a pastor resigns during the call term of service to a church, the pastor must notify the local board of administration and the district superintendent sixty days in advance. If the district superintendent and the local board of administration deem it wise, the pastor may be released sooner.</p> <p>712. Call Removal. The district board of administration may remove the pastor by a two-thirds majority vote of all members, provided such has been requested by the local board of administration by a two-thirds majority vote in a meeting presided over by the district superintendent, or such has been recommended by the district superintendent (cf. 1233:39).</p> <p>715. Ad Interim Procedures. 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<p>718. Procedure for Renewal of Call. Whenever a pastor's term of service is expiring, unless the pastor shall give notice otherwise to the vice chair of the local board of administration (773) and the district superintendent, in writing and at least sixty days prior to the convening of the district conference, the pastor shall be considered as available, and a vote on the renewal of the pastoral call shall be taken in keeping with the regulations governing all pastoral voting (692).</p> <p>(1) One of the following alternative procedures shall be followed:</p> <p>(A) A vote for a four year renewal of the call shall be taken. If the vote on a four year renewal of the call is favorable, the local board of administration, after consulting with the pastor, may then recommend that a ballot vote be taken to renew the call for an extended period (720).</p> <p>(B) Or, prior to the vote on renewing the call, the local board of administration, after consultation with the pastor, shall recommend to the local church conference a specific call for four years, or an extended call.</p> <p>(2) A vote for a one or two year renewal of the call may be authorized by the district superintendent upon the joint request of the pastor and the local board of administration when such is due to extenuating circumstances.</p> <p>720. Special Regulations for Extended Call.</p> <p>(1) When a pastor is serving for an extended period, The pastor may, when deemed advisable and when approval has been granted by the district superintendent, ask the local board of administration to conduct a vote by the local church conference on renewing the extended call. Such a vote shall be conducted in keeping with 692.</p> <p>(2) When a pastor is serving for an extended period, The district superintendent, or a DBA appointed ordained representative shall review the pastoral agreement with the local board of administration at least quadrennially. The local board of administration by a majority vote shall either reaffirm the call or ask the local church conference to vote on renewing the call. Such a vote shall be conducted in keeping with 692.</p> <p>722. Termination of Renewed Call. The service of a pastor whose call has been renewed may be terminated prior to the expiration of the term or in the interim of quadrennial reviews of an extended call (720:2) in one of three ways:</p> <p>(1) The pastor may resign, provided that the termination of service is first approved by the district superintendent. Except as otherwise mutually agreed</p>	<p>720. Regulations for Extended Call.</p> <p>(1) The pastor may, when deemed advisable and when approval has been granted by the district superintendent, ask the local board of administration to conduct a vote by the local church conference on renewing the extended call. Such a vote shall be conducted in keeping with 692.</p> <p>(2) The district superintendent, or a DBA appointed ordained representative shall review the pastoral agreement with the local board of administration at least quadrennially. The local board of administration by a majority vote shall either reaffirm the call or ask the local church conference to vote on renewing the call. Such a vote shall be conducted in keeping with 692.</p> <p>722. Termination of Call. The service of a pastor may be terminated in one of three ways:</p> <p>(1) The pastor may resign, provided that the termination of service is first approved by the district superintendent. Except as otherwise mutually agreed upon by the local board of administration and the district board of administration, notification of the pastor's resignation shall be given at least sixty days in advance and the resignation shall become effective in</p>
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<p>upon by the local board of administration and the district board of administration, notification of the pastor's resignation shall be given at least sixty days in advance and the resignation shall become effective in sixty days or at the time set by the district for pastoral changes (700).</p> <p>(2) If one-third of the members of the local board of administration so request the district superintendent in writing, the district superintendent or a representative appointed by the district superintendent shall call and preside over a special session of the local board of administration for the purpose of deciding on whether to call for a pastoral vote by the local church conference. If the local board of administration by majority vote calls for the taking of such a vote, and the district superintendent approves the taking of the same, it shall be taken in keeping with 692. If there is a majority vote of the local church conference in favor of retaining the pastor, and the pastor agrees to remain, the pastor shall be free to continue as if the vote had not been taken. A favorable vote less than two-thirds majority requires district approval. If less than a majority are favorable to retaining the pastor, pastoral service shall terminate at the time set by the district for pastoral changes (700), or at a time mutually agreed upon by the pastor, the local board of administration and the district superintendent.</p> <p>(3) The district board of administration may, by a majority vote, order the district superintendent to conduct a pastoral vote in keeping with 692. Or the district board of administration, upon the recommendation of the district superintendent (1310:22), and for the sake of the pastoral charge involved, may remove the pastor by a two-thirds majority vote of all members (1233:39), with the services of the pastor terminating in sixty days unless ordered otherwise by the district board of administration. If at any time the district board of administration shall deem it in the interests of the district as a whole that the pastor be free to serve elsewhere, it may by majority vote request the pastor to resign.</p> <p style="text-align: center;">C. Pastoral Support and Sabbatical</p> <p>723. Annual Review of Pastoral Support. The pastor's cash salary and other benefits, including health insurance and employer contributions for the Wesleyan Pension Fund (WPF), shall be reviewed annually by the local board of administration prior to the annual session of the local church conference. whether or not a vote is being taken on the securing or retaining of a pastor. Proper health insurance coverage should be provided by the local church for pastor and family except in cases in which they have adequate coverage through other employment of pastor and/or spouse, or in the case of pastors serving in Canada, through the national health program and district supplemental insurance programs. Full</p>	<p>sixty days or at the time set by the district for pastoral changes (700).</p> <p>(2) If one-third of the members of the local board of administration so request the district superintendent in writing, the district superintendent or a representative appointed by the district superintendent shall call and preside over a special session of the local board of administration for the purpose of deciding on whether to call for a pastoral vote by the local church conference. If the local board of administration by majority vote calls for the taking of such a vote, and the district superintendent approves the taking of the same, it shall be taken in keeping with 692. If there is a two-thirds majority vote of the local church conference in favor of retaining the pastor, and the pastor agrees to remain, the pastor shall be free to continue as if the vote had not been taken. A favorable vote less than two-thirds majority requires district approval. 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participation in the Wesleyan Pension Fund by the local church on behalf of all pastors is expected in the plan of support of all pastors. The obligation, responsibility, and liability for both health insurance premiums and employer contributions to WPF belong solely to the local church. The district and General Church have no obligation, responsibility, nor liability for these matters, either expressed or implied. A report of the final action on the pastor's support, ~~whether by the local board of administration or by the local church conference,~~ shall be sent by the local board of administration in writing to both the pastor (or pastor-elect, cf. 692:5) and the district superintendent (cf. 746).

724. Sabbatical for Pastors. Every Wesleyan church is encouraged to provide a sabbatical leave for its pastor(s) at least every seven years of service. A sabbatical shall be for a minimum of four weeks in excess of vacation time with financial provisions as approved by the local board of administration. (Cf. 723, 746.)

D. Duties and Powers

725. The pastor shall administer the spiritual and temporal affairs of the work in keeping with The Discipline and other general and district regulations and shall be responsible:

General

- (1) To diligently study the Scriptures, pray, and do the work assigned.
- (2) To seek, by all means, the conversion of sinners, the sanctification of believers, and the upbuilding of God's people in the most holy faith.
- (3) To pray to God for and with the flock.
- (4) To feed the flock by reading, expounding, teaching, and preaching the Word.
- (5) To have the general guidance, under the Holy Spirit, of the religious services, ~~including the midweek service, appointing musicians (cf. 870)~~ and cultivating the practice of corporate worship.
- (6) To administer, if an ordained (313:1), commissioned (3059:2a) or licensed minister (3044:1), the sacraments of baptism and the Lord's Supper. Each pastor is encouraged to provide for the observance of the Lord's Supper at least once each month, but is required to do so at least once every three months (293). A supply pastor shall secure the services of an ordained (313:1), commissioned (3059:2) or licensed minister (3044:1) who is a pastor, for such observance (3260:2), except when authorization has been granted by a district superintendent as provided in 3260:2.
- (7) To solemnize, if an ordained (313:1), commissioned (3059:2a) or licensed minister (3044:1), the rite of matrimony, in keeping with the Scriptures and The Discipline (265:6; 3111–3112); to counsel with those being married and those already married,

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<p>emphasizing the spiritual values in all phases of marital and parental life, seeking to develop the spiritual ideals and resources necessary to build permanent unions and godly homes (cf. 410:6).</p> <p>(8) To comfort the bereaved and to bury the dead.</p> <p>(9) To provide pastoral guidance and oversight through visitation and counsel to the members of the church and to others in need of a pastor's help. The minister, as counselor, has the right to protect the conversation with a counselee as privileged communication.</p> <p>(10) To keep all members fully conversant with the Christian life-style set forth in the Membership Commitments and the biblical basis for the same, and to maintain with diligence and love adherence to these membership requirements (cf. 260–268).</p> <p>(11) To be responsible for the instruction of all prospective members in the Articles of Religion, Membership Commitments and polity of The Wesleyan Church, and in the meaning and purpose of church membership, holding or arranging for membership classes for all members (cf. 566–570; 782:8; 880:11).</p> <p>(12) To administer the ritual of membership and to give the right hand of fellowship on behalf of the church to new members (553:4; 5550–5595).</p> <p>(13) To report the names and addresses of members who have moved away to the Executive Director of Communication and Administration of The Wesleyan Church (598).</p> <p>(14) (13) To grant, in conjunction with the local church secretary, letters of transfer, recommendation or withdrawal (575; 590; 592; 6000–6040).</p> <p>(15) (14) To receive any complaint or accusation against any member of a church under personal care, and to give such prompt and careful attention as required under the Judiciary (5000–5008) and the <i>General Board Policy on Church Discipline</i> and Ministerial Restoration, and to refer any matter requiring official investigation or judicial proceedings to the local board of administration for disposition (782:12).</p> <p style="text-align: center;">Administrative</p> <p>(16) (15) To preside as chair of the local church conference and the local board of administration except as otherwise provided (635; 770–773), and to oversee and direct all departments and local church organizations as the chief executive officer.</p> <p>(17) (16) To serve as a voting member of boards and committees established by the local board of administration, and to meet with boards and committees as time will permit.</p> <p>(18) To meet with women's ministry, Wesleyan Youth, spiritual formation and any of their committees as deemed best and to call a special meeting of an auxiliary or any of its committees; to serve as an ex officio member of the executive committees of the auxiliaries, and as chair, or to appoint a representative as chair, of the nominating committees of the auxiliaries.</p>	<p>emphasizing the spiritual values in all phases of marital and parental life, seeking to develop the spiritual ideals and resources necessary to build permanent unions and godly homes (cf. 410:6).</p> <p>(8) To comfort the bereaved and to bury the dead.</p> <p>(9) To provide pastoral guidance and oversight through visitation and counsel to the members of the church and to others in need of a pastor's help. 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<p>(19) (17) To give leadership to the missionary, evangelistic, educational, and devotional programs of the local church in harmony with objectives and programs of the district and the General Church; to request the approval of the district superintendent for the use of an evangelist or worker who is not a member of The Wesleyan Church for a revival or any other event (cf. 1310:24).</p> <p>(20) (18) To promote all the interests of the General Church and the district in the local church, in the manner and to the extent authorized by the General Conference, the General Board, and the district conference.</p> <p>(21) (19) To instruct the people concerning the financial plans of the General Church and of the district, and to To see, together with the local board of administration, that the United Stewardship Fund and all other obligations are met in full; and to protect the church from solicitations not authorized by the General Church or the district.</p> <p>(22) (20) To promote stewardship, emphasizing tithing and the storehouse plan as a part of the Christian's total stewardship (cf. 460–475), and to see that tithes and freewill offerings are collected regularly.</p> <p>(23) (21) To see that trustees are elected, and all church property is properly secured according to <i>The Discipline</i> and the local laws, with all legal papers submitted to the district superintendent for approval.</p> <p>(24) (22) To see that no steps are taken involving the church in financial liability without proper authorization from the local board of administration and local church conference, or without the approval of the district board of administration when such financial liability involves the mortgaging or other encumbering of the church property (655:12–13; 782:28–32; 1233:33).</p> <p>(25) (23) To see that all property and building transactions are carried out as set forth in 4700–4720.</p> <p>(26) (24) To circulate holiness literature. and to use in all educational departments and agencies curriculum materials provided by The Wesleyan Church.</p> <p>(27) (25) To have general supervision of the spiritual formation of the local church, organizing classes for the instruction of adults, youth, and children in the Word of God and for Christian living, attending all sessions possible, promoting the faithful attendance of members, and providing for the instruction and inspiration of the leaders in spiritual formation.</p> <p>(28) (26) To enlist laborers youth for the gospel ministry, and for missionary and other special work, encouraging and helping them to prepare for their God-appointed task at educational institutions provided by The Wesleyan Church; to sign, in conjunction with the local church secretary (830:3), licenses for lay ministers granted by the local church conference (655:7; 782:20); and to have the oversight over all lay ministers. employing their services as constantly and effectively as possible.</p>	<p>(17) To give leadership to the missionary, evangelistic, educational, and devotional programs of the local church in harmony with objectives and programs of the district and the General Church.</p> <p>(18) To promote all the interests of the General Church and the district in the local church, in the manner and to the extent authorized by the General Conference, the General Board, and the district conference.</p> <p>(19) To see, together with the local board of administration, that the United Stewardship Fund and all other obligations are met in full; and to protect the church from solicitations not authorized by the General Church or the district.</p> <p>(20) To promote stewardship, emphasizing tithing and the storehouse plan as a part of the Christian's total stewardship (cf. 460–475), and to see that tithes and freewill offerings are collected regularly.</p> <p>(21) To see that all church property is properly secured according to <i>The Discipline</i> and the local laws, with all legal papers submitted to the district superintendent for approval.</p> <p>(22) To see that no steps are taken involving the church in financial liability without proper authorization from the local board of administration and local church conference, or without the approval of the district board of administration when such financial liability involves the mortgaging or other encumbering of the church property (655:12–13; 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<p>(29) (27) To recommend to the local board of administration a potential associate pastor (738); † To nominate to the local board of administration an assistant pastor (741) or a lay assistant to the pastor (744); to nominate to the local board of administration all members of the employed staff, except the custodians (cf. 782:17; 856:5); and to supervise, with the assistance of the local board of administration, the services of all employed staff members. including the custodians (cf. 782:17).</p> <p>(30) (28) To see that up-to-date files are kept on church constituency and membership, Sunday school enrollment, the membership of subsidiary organizations, and subscriptions to the various district publications, and to be ready to turn over such lists to the successor in office (cf. 610; 830:2, 5; 895; 928).</p> <p>(31) (29) To see that adequate historical records and financial records are maintained for the church (cf. 610; 842:2, 6; 898).</p> <p>(32) (30) To see that all necessary data are collected for the various statistical and financial reports, and to present reports to the local board of administration monthly, to the local church conference at its regular sessions, to the district superintendent as requested, to the district conference annually on forms approved by the General Superintendent, and to various General Church or district departmental officers as required.</p> <p>(33) (31) To attend district conference sessions, institutes, and conventions planned for edification by the General Church or the district, and to participate in the life and work of the district and the General Church as opportunity affords.</p> <p style="text-align: center;">E. Pastoral Staff</p> <p>735. Pastor/Senior Pastor. An ordained, commissioned, or licensed minister who is called of God and appointed by the Church to serve as sole pastor of a church shall be referred to simply as “the pastor.” The term “senior pastor” is applied to the presiding minister in a multiple pastoral staff who bears ultimate responsibility for carrying out the function set forth in 675.</p> <p>738. Associate Pastor Clergy Couple. An associate pastor is an ordained minister or a commissioned or licensed minister, who is called of God and appointed by the Church to serve along with the senior pastor and under the direction of the senior pastor as assigned by the senior pastor and approved by the local board of administration; this assignment normally includes a broad range of the shepherding and teaching responsibilities and such administrative responsibilities as are delegated, but may be concentrated on one or more specific aspects of ministry (cf. 675). The calling and assignment of the associate pastor shall be subject to the following guidelines:</p>	<p>(27) To nominate to the local board of administration an assistant pastor (741) or a lay assistant to the pastor (744); to nominate to the local board of administration all members of the employed staff and to supervise, with the assistance of the local board of administration, the services of all employed staff members.</p> <p>(28) To see that up-to-date files are kept on church constituency and membership, and to be ready to turn over such lists to the successor in office (cf. 610; 830:2, 5; 895; 928).</p> <p>(29) To see that adequate historical records and financial records are maintained for the church (cf. 610; 842:2, 6; 898).</p> <p>(30) To see that all necessary data are collected for the various statistical and financial reports, and to present reports to the local board of administration monthly, to the local church conference at its regular sessions, to the district superintendent as requested, to the district conference annually on forms approved by the General Superintendent, and to various General Church or district departmental officers as required.</p> <p>(31) To attend district conference sessions and to participate in the life and work of the district and the General Church as opportunity affords.</p> <p style="text-align: center;">E. Pastoral Staff</p> <p>735. Pastor/Senior Pastor. An ordained, commissioned, or licensed minister who is called of God and appointed by the Church to serve as sole pastor of a church shall be referred to simply as “the pastor.” The term “senior pastor” is applied to the presiding minister in a multiple pastoral staff who bears ultimate responsibility for carrying out the function set forth in 675.</p> <p>738. Clergy Couple. If a clergy couple is appointed to the pastoral staff, only one shall be designated as senior pastor, unless the local church conference should vote to call the persons as co-pastors. In such case, the district shall appoint them as co-pastors, and they shall be listed as such in the district journal (1332:8).</p>
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~~(1) The associate pastor shall have training, experience, and ministerial standing compatible with those of the senior pastor.~~

~~(2) The associate pastor is recommended to the local board of administration by the senior pastor. The associate pastor cannot be employed initially without the express recommendation of the senior pastor and the written approval of the district superintendent. The call cannot be renewed without the express recommendation of the senior pastor. Otherwise, the call is made and renewed by the local church conference in the same manner as that of the senior pastor, except that the termination point for the call can never be later than that of the senior pastor.~~

~~(3) The associate pastor's appointment may be terminated in the same manner as that for a pastor, with the additional provision that the term of service will end whenever there is a change in senior pastor in the local church where service is rendered. Whenever a senior pastor terminates service at a time other than the uniform time of pastoral change (700), the associate pastor's term shall expire at the succeeding uniform time for such change. The newly called senior pastor may recommend renewal of the call for the associate pastor to the local board of administration.~~

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741. Assistant Pastor. An assistant pastor is an ordained minister or a commissioned or licensed minister, who is called of God and appointed by the Church to serve under the direction of the senior pastor as assigned by the senior pastor and approved by the local board of administration; this assignment normally includes more limited and specific aspects of the pastoral ministry (cf. 678). The calling and assignment of the assistant pastor shall be subject to the following guidelines:

(1) The assistant pastor shall have the training, experience, and ministerial standing which are suitable for this assignment.

(2) The assistant pastor is recommended to the local board of administration by the senior pastor. The assistant pastor cannot be employed initially without the ~~express~~ recommendation of the senior pastor and the written approval of the district superintendent. The call cannot be renewed without the ~~express~~ recommendation of the senior pastor. While the local church conference creates the position, the local board of administration employs the person subject to the recommendation of the pastor and approval of the district conference. Employment shall be for one year, ~~at a time except that its termination point can never be later than that of the senior pastor.~~

741. Assistant Pastor. An assistant pastor is an ordained minister or a commissioned or licensed minister, who is called of God and appointed by the Church to serve under the direction of the senior pastor as assigned by the senior pastor and approved by the local board of administration; this assignment normally includes more limited and specific aspects of the pastoral ministry (cf. 678). The calling and assignment of the assistant pastor shall be subject to the following guidelines:

(1) The assistant pastor shall have the training, experience, and ministerial standing which are suitable for this assignment.

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(3) The assistant pastor's appointment may be terminated at any time at the pastor's recommendation and the vote of the local board of administration. The term of service will end whenever there is a change in senior pastor in the local church where service is rendered. Whenever a senior pastor terminates service at a time other than the uniform time of pastoral change (700), the assistant pastor's term shall expire at the succeeding uniform time for such change. The newly called senior pastor may recommend the reemployment of the assistant pastor to the local board of administration.

(4) The office of assistant pastor is an employed position, subject to final approval by the district conference. It is to be assigned to no one as an honor or to provide special status.

744. Lay Assistant to the Pastor. Lay members may also serve as paid assistants. While the local church conference creates the position, the local board of administration employs the person subject to the recommendation of the pastor.

~~(1) The lay assistant must be a member of the local church where employed.~~

~~(2) Employment shall be for one year at a time.~~

~~(3) Employment of a licensed or commissioned special worker shall be subject to review by the district board of administration and appointment by the district conference.~~

746. Annual Review of Staff Support. The salaries and benefits of the pastoral staff and other employees of the church, including health insurance and employee contributions for the Wesleyan Pension Fund, shall be reviewed annually by the local board of administration in a manner parallel to that provided for the pastor. Reports on the provisions for staff and employees shall be sent to the district superintendent only for those under district appointment. (Cf. 724.)

Chapter 5

LOCAL BOARD OF ADMINISTRATION

A. Function

750. The local board of administration carries out the will of the local church conference, serving as the chief governing and coordinating body of the local church in the interim of local church conference sessions.

B. Membership

752. Local Board of Administration Organizational Options. The local church conference shall adopt one of the following structural models for the organization and election of the local board of administration (cf. 315:5). All board members shall be

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adult members, whose lives bear witness to the grace of holy living (297:1; 302:3–4; 552:2–3; 553:1–3); who are in harmony with our Articles of Religion, Membership Commitments, and the authority of The Wesleyan Church in matters of church government (297:3; 553:1–2); and who are faithful in worship attendance, involved in personal ministry, and supportive of the church financially at least to the level of personal tithing (265:3; 297:4).

(1) **Standard Model.** The local board of administration shall be comprised minimally of the pastor as chair (675, 678, 725:16, 735), ~~the associate pastor (if any and except when the pastor's spouse; 678, 738),~~ the vice-chair (773), the church secretary (830), the church treasurer or business manager (842). ~~If the church has a separate board of trustees, at least one trustee shall be designated by the local church conference to serve as an ex-officio member of the local board of administration (315:6, 850).~~ **Two or more** A additional members-at-large may be elected by the local church conference in such numbers as it shall determine. It is recommended that the total number of all voting members of the local board of administration using the standard model should not exceed twelve persons.

(2) **Alternate Models.** Alternate models of local church governance may be considered by the local church conference in consultation with the district superintendent and with the prior approval of the district board of administration. When evaluating proposed alternate models, the district board of administration shall give due consideration to safeguard the following constitutional and practical principles:

(a) All local church officers, local board of administration members, ~~trustees,~~ and district conference delegates must be members who meet the leadership qualifications (260–268; 558), of the local church electing them (302:3–4, 552:2–3, 815).

(b) All officers, board members, ~~trustees,~~ and district conference delegates must be elected by the eligible voting members of the local church conference (315:5–7). No pastor or other official has any right to appoint an officer or declare an office vacant (315:5). Since the right to elect officers ~~and trustees~~ vests solely in each pastoral charge (315:5–6), no board has the right to become self-perpetuating by electing its own members, other than temporarily filling unexpired terms when vacancies occur in the interim of local church conferences (782:27).

(c) Due to obvious conflicts of interest, no compensated church staff member may vote on compensation issues on the governing board of the local church by which he or she is employed. The only exception is the pastor, who is the chair but not an employee of the local board of administration, rather being called by the local church conference and appointed by the district conference (323:1–2).

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<p>(d) No member may be excluded from local church leadership on the basis of ancestry, color or gender (360:3d).</p> <p>755. It is recommended that no two persons of the same household be elected to serve on the same local board of administration, that no person shall be elected to more than one office carrying ex officio membership on the board, and it is recommended that a former pastor should not serve on the local board of administration (3097).</p> <p>758. A local church conference may, by a two-thirds vote, adopt three-year terms for the local board of administration, with approximately one-third being elected each year.</p> <p style="text-align: center;">C. Sessions</p> <p>760. Regular Sessions. It is recommended that the local board of administration meet monthly at least quarterly.</p> <p>763. Special Sessions. The local board of administration may authorize special sessions as it deems necessary, or it may be called into special session by the pastor, the vice-chair (for sessions dealing with a pastoral vote or with the pastor's financial support and related matters), or in times of emergency by the district superintendent or a representative appointed by the district superintendent. A special session may be held at any time if all members of the local board of administration are present. Otherwise, each shall have been notified either personally or by a notice mailed to the residence of the board member at least forty-eight hours prior to the convening of the session. A special session may not be conducted in the absence of the pastor except as provided for in 773.</p> <p>767. Evaluation Session. Periodically, either during regular sessions or in a session called specifically for self-evaluation, Each year, the local board of administration shall consider its priorities, review the distribution of its time, and evaluate the effectiveness of its efforts, using the duties and powers listed in <i>The Discipline</i> as a guide. The method and extent of each evaluation shall be determined by the board, but s Special attention should be focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.</p> <p style="text-align: center;">D. Organization and Procedure</p> <p style="text-align: center;">1. Officers</p> <p>770. Chair. The pastor shall be chair of the local board of administration, ex officio, presiding over all sessions except as noted in 773.</p> <p>773. Vice-Chair. The pastor may nominate, and the local board of administration shall elect one of its members as vice-chair. 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discussion (for exceptions, cf. 712; 722:2). The vice-chair may also preside over sessions or portions of sessions of the local church conference dealing with a pastoral vote or the pastor's support when neither the district superintendent nor a representative of the district superintendent are present (635; 692:2). The vice-chair may preside, at the request of the pastor, over other sessions of the local board of administration or of the local church conference. In emergencies, when the pastor is absent or incapacitated, the vice-chair may also preside over other sessions of the local board of administration and local church conference with the permission of the district superintendent. The district superintendent or a representative of the district superintendent shall preside over all sessions of the local board of administration considering the termination of a pastoral agreement (712; 722:2), and in times of emergency.

775. Secretary. The local church secretary shall be secretary of the local board of administration ex officio (830). If the secretary is absent, the local board of administration may elect a secretary pro tem.

2. Procedure

778. Quorum. A majority of the members of the local board of administration shall constitute a quorum.

780. Voting. A majority vote of those present and voting shall be sufficient in all items of business except when voting on the reception of a member against whom an objection has been made, which shall require a two-thirds majority vote of those present and voting (567; 782:9); and when petitioning the district board of administration to remove a pastor during the initial call, which shall require a two-thirds majority vote of those present and voting (712; 782:14).

3. Local Church Governance Philosophy

781. The health and growth of the local church is a shared responsibility, with the board focused on governing, the pastor on leading, the staff (employed or volunteer) on managing, and the congregation on ministering to the community and to one another. The local board of administration governs the local church primarily by (a) clarifying its mission and stating the primary outcomes it exists to achieve; (b) setting guiding principles within which the pastor and staff have great discretion and freedom to work in order to achieve the mission, including the adoption of operating policies, the budget, and measurable, annual goals proposed by the pastor for accomplishing the mission; (c) periodically evaluating the established goals in consultation with the district superintendent, giving special attention to rewarding achievement or requiring specific plans for improvement in areas of underperformance; and (d) protecting the pastor, staff, and church by dealing with problem issues and persons that threaten fulfillment of the mission.

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<p>As leader of the local church, the pastor is responsible for (a) inspiring and teaching the congregation through word and example; (b) chairing, motivating, and informing the board; (c) operating within the boundaries of established guiding principles; (d) proposing measurable goals for adoption by the board; (e) selecting, directing, and supervising the staff (employed or volunteer) for the daily operations and ministries of the church in order to accomplish mission-centered goals; and (f) being accountable to the board for achieving mutually agreed upon goals. In summary, the board focuses on mission clarity, policy, goals, evaluation, and accountability; the pastor and staff focus on leadership and management.</p> <p style="text-align: center;">E. Duties and Powers</p> <p>782. The local board of administration shall administer the affairs of the church in keeping with The Discipline, other general and district regulations, and the directions of the local church conference, and shall be responsible:</p> <p style="text-align: center;">General</p> <p>(1) To direct all activities of the church toward the spiritual, moral, and social maturity of its people. (2) To provide a place of worship. (3) To counsel with the pastor, as the pastor may request. concerning all phases of the pastor's work, and to coordinate the work of all the officers, boards, committees, and auxiliaries of the church. (4) To cooperate with the pastor in evaluating the health of the local church; establishing policies, goals, and objectives for more effectively fulfilling the mission of the church; empowering the pastor to pursue the goals and objectives, within the established policies and through the staff and members; and periodically receiving performance reports from the pastor regarding progress. (5) To receive monthly reports from the pastor (725:32), associate and assistant pastor(s), church treasurer (842:3), Sunday school treasurer (898); quarterly reports from the spiritual formation director; quarterly reports from the Sunday school superintendent (889:6); and reports as the local board of administration shall require from all officers, boards, committees, auxiliaries, and auxiliary officers. (6) To direct the church in its evangelistic outreach, seeking to win its community to Christ; to establish an extension department of spiritual formation (880:15; 913); to recommend to the local church conference the establishment and operation of a mission, a branch Sunday school, a branch small group Bible study, or a developing church, as it deems necessary and proper (cf. 537; 655:16). (7) To adopt an annual calendar of events.</p> <p style="text-align: center;">Membership</p>	<p>As leader of the local church, the pastor is responsible for (a) inspiring and teaching the congregation through word and example; (b) chairing, motivating, and informing the board; (c) operating within the boundaries of established guiding principles; (d) proposing measurable goals for adoption by the board; (e) selecting, directing, and supervising the staff (employed or volunteer) for the daily operations and ministries of the church in order to accomplish mission-centered goals; and (f) being accountable to the board for achieving mutually agreed upon goals. In summary, the board focuses on mission clarity, policy, goals, evaluation, and accountability; the pastor and staff focus on leadership and management.</p> <p style="text-align: center;">E. Duties and Powers</p> <p>782. The local board of administration shall administer the affairs of the church in keeping with The Discipline, other general and district regulations, and the directions of the local church conference, and shall be responsible:</p> <p style="text-align: center;">General</p> <p>(1) To direct all activities of the church toward the spiritual, moral, and social maturity of its people. (2) To provide a place of worship. (3) To counsel with the pastor, as the pastor may request. (4) To cooperate with the pastor in evaluating the health of the local church; establishing policies, goals, and objectives for more effectively fulfilling the mission of the church; empowering the pastor to pursue the goals and objectives, within the established policies and through the staff and members; and periodically receiving performance reports from the pastor regarding progress. (5) To receive monthly reports from the pastor (725:32) church treasurer (842:3), and reports as the local board of administration shall require from all boards, committees, and officers. (6) To direct the church in its evangelistic outreach, seeking to win its community to Christ; to recommend to the local church conference the establishment and operation of a mission. (7) To adopt an annual calendar of events.</p> <p style="text-align: center;">Membership</p>
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<p>(8) To provide for the examination of all candidates for church membership, which may be done by delegating the actual examination to a committee on witness and membership (835–837); and to assist the pastor in providing church membership classes (566–570; 725:11; 880:11).</p> <p>(9) (8) To make recommendations concerning the reception of members to the local church conference, unless full authority concerning such reception has been delegated by the local church conference to the local board of administration (567; 655:1); and when such authority has been delegated, † To authorize the reception of members by a majority vote, except that when an objection is raised against the reception of a member it shall require a two-thirds majority of those present and voting to receive (553:2; 567; 780).</p> <p>(10) To approve the reception of student members (564); or to drop student members from the roll (564–565).</p> <p>(11) (9) To examine the church membership roll annually, and to provide for its revision according to the provisions of <i>The Discipline</i> (553–610; cf. 655:1).</p> <p>(12) (10) To consider all accusations and charges against members of the local church, and to appoint a committee of investigation and a local judicial committee as provided for in the <i>General Board Policy on Church Discipline</i> (5012; 5105:1, 4; 5110; cf. 5221).</p> <p>(13) (11) To instruct the local church secretary concerning the removal of the name of a member who has joined another religious body or secret society (595); to recommend to the local church conference that it remove from the roll by majority vote the name of a member who has moved away and neither transferred membership to the nearest Wesleyan church nor maintained contact with and support of the former church (600), and that it remove by a majority vote the name of a member who has failed to attend or support the church where membership is held for one year without proper reason (605), unless the local church conference shall have delegated full responsibilities in such matters to the local board of administration (655:1).</p> <p style="text-align: center;">Pastors, Staff and Licensed Workers</p> <p>(14) (12) To nominate pastor and associate pastor to the local church conference (705:3–4; 738:2); to assume full responsibility for securing a pastor when such is delegated by the local church conference (708); and to recommend to the district board of administration by a two-thirds majority vote the termination of a pastoral agreement if such becomes necessary during the initial call (712).</p> <p>(15) (13) To recommend to the local church conference after a favorable vote has been received for a four-year renewal of the call, the renewal of the pastor's call for an extended period (718:1a); or to recommend prior to the vote on the renewal of call, and after consultation with the pastor, a specific call for four years or, an extended call (718:1b); † To review at</p>	<p>(8) To authorize the reception of members by a majority vote, except that when an objection is raised against the reception of a member it shall require a two-thirds majority of those present and voting to receive (553:2; 567; 780).</p> <p>(9) To examine the church membership roll annually, and to provide for its revision according to the provisions of <i>The Discipline</i> (553–610; cf. 655:1).</p> <p>(10) To consider all accusations and charges against members of the local church, and to appoint a committee of investigation and a local judicial committee as provided for in the <i>General Board Policy on Church Discipline</i> (5012; 5105:1, 4; 5110; cf. 5221).</p> <p>(11) To instruct the local church secretary concerning the removal of the name of a member.</p> <p style="text-align: center;">Pastors, Staff and Licensed Workers</p> <p>(12) To nominate pastor (705:3–4; 738:2); to assume full responsibility for securing a pastor when such is delegated by the local church conference (708); and to recommend to the district board of administration by a two-thirds majority vote the termination of a pastoral agreement if such becomes necessary (712).</p> <p>(13) To review at least quadrennially with the district superintendent an extended call and by majority vote to reaffirm the call or recommend for the local church conference to vote on renewing the call (720:2); to meet, at the request of one-third of its members and under the district superintendent or a representative appointed by the district superintendent</p>
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<p>least quadrennially with the district superintendent an extended call and by majority vote to reaffirm the call or recommend for the local church conference to vote on renewing the call (720:2); to meet, at the request of one-third of its members and under the district superintendent or a representative appointed by the district superintendent as chair, to consider the possibility of ordering a pastoral vote before the expiration of a renewed call, and to call for such a vote by majority vote (722:2).</p> <p>(16) (14) To review annually the pastor's support and related matters (723; 724).</p> <p>(17) (15) To recommend to the local church conference the number of employed staff positions, including office secretary, custodian, and assistant pastor(s) (655:11); to employ persons for all such staff positions as have been authorized by the local church conference, subject to the pastor's nominations; for office employees and assistant pastors and the board of trustees' nominations for custodians; and to define the duties and working conditions of all such employees. ; and to assist the pastor in the supervision of all employed staff members.</p> <p>(18) (16) To employ evangelists, evangelistic singers, and other special workers as needed (cf. 1310:24).</p> <p>(19) (17) To provide, in cooperation with the pastor, for the supply of the pulpit during the pastor's absence; and to provide, in cooperation with the district superintendent, for the supply of the pulpit during temporary vacancies.</p> <p>(20) (18) To recommend to the local church conference the licensing and the renewing or revoking of licenses of lay ministers (cf. 315:3; 655:7). (This has been restored)</p> <p>(21) (19) To recommend ministerial students and special workers to the local church conference for their approval and recommendation to the district conference for district licenses (cf. 315:4; 655:8).</p> <p>Officers, Boards, Committees and Auxiliaries</p> <p>(22) (20) To elect, when so authorized by the local church conference (655:3), two members of a nominating committee from among the members of the local board of administration and two or more additional members with the leadership qualifications who may not be a member of the local board of administration to serve as set forth in 820–823.</p> <p>(23) (21) To elect annually at such time as it shall determine, an auditing committee (863). ; all spiritual formation and Sunday school leaders except the director or superintendent, and all departmental supervisors and teachers (880:7; 895–900; 906); one or more offering tellers (845:3); and such of the following as are needed and can be supplied: financial or tithing secretary (845:2), children's ministry director, local educational director (926), literature secretary (928), local missions director (930), local evangelism</p>	<p>as chair, to consider the possibility of ordering a pastoral vote, and to call for such a vote by majority vote (722:2).</p> <p>(14) To review annually the pastor's support and related matters (723; 724).</p> <p>(15) To recommend the number of employed staff positions, (655:11); to employ persons for all such staff positions, subject to the pastor's nominations; and to define the duties and working conditions of all such employees.</p> <p>(16) To employ special workers as needed.</p> <p>(17) To provide, in cooperation with the pastor, for the supply of the pulpit during the pastor's absence; and to provide, in cooperation with the district superintendent, for the supply of the pulpit during temporary vacancies.</p> <p>(18) To recommend to the local church conference the licensing and the renewing or revoking of licenses of lay ministers (cf. 315:3; 655:7).</p> <p>(19) To recommend ministerial students and special workers for approval and recommendation to the district conference for district licenses (cf. 315:4; 655:8).</p> <p>Officers, Boards, Committees and Auxiliaries</p> <p>(20) To elect two members of a nominating committee from among the members of the local board of administration and two or more additional members with the leadership qualifications who may not be a member of the local board of administration to serve as set forth in 820–823.</p> <p>(21) To elect annually at such time as it shall determine, an auditing committee (863).</p>
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<p>director (935), adult youth leader, and other special assignments.</p> <p>(24) To approve two or more nominees submitted by the nominating committees, or to present other nominations as desired, for the director of women's ministry, and to ratify the election of officers by this auxiliary; to ratify the election of Wesleyan Youth officers, and to review and approve the actions of all the auxiliaries.</p> <p>(25) (22) To organize and elect such boards and committees as it deems necessary to the proper organization of the church. -, such as the committee on witness and membership (835-837), committee on finance and stewardship (865-868), music committee (870-873), ushering committee (873), communion committee (873), committee on missions (955), and committee on evangelism (960); and to receive and evaluate their recommendations, including their appointment of subcommittees; to serve as or to establish a spiritual formation leadership team, to determine its membership and to elect such members and to delegate full authority of the duties listed in 880:1-21 as it deems wise (cf. 875; 880:1-22).</p> <p>(26) (23) To recommend to the local church conference the removal from office of any church officer, trustee or delegate (315:5; 655:4, 6), and to remove by majority vote of the local board of administration all who fill other positions (825:4). and officers of auxiliaries.</p> <p>(27) (24) To fill all vacancies occurring in those offices elected by the local church conference, in the interim of its annual sessions. -, and all vacancies occurring in offices elected by the local board of administration; and to provide for the filling of vacancies in the auxiliaries in keeping with their respective constitutions.</p> <p style="text-align: center;">Property and Finance</p> <p>(28) (25) To direct the To serve as the local board of trustees in the maintenance of church property, the signing of notes and mortgages and the attending to all legal matters connected with the church, in keeping with the requirements of local laws (4510), and The Discipline (850-859; 4500-4720; 4760); or if trustee responsibility is delegated to the local board of administration by the local church conference, to care for such matters.</p> <p>(29) (26) To direct the To serve as the local board of trustees to secure sufficient property and liability insurance to cover all buildings and vehicles owned and operated by the local church (856:8); or if trustee responsibility is delegated to the local board of administration by the local church conference, to care for such matters.</p> <p>(30) (27) To recommend to the local church conference financial policies, and to administer such as are adopted (cf. 655:10). The local board of administration shall review all plans of support annually, adjusting salaries as advisable,</p>	<p>(22) To organize and elect such boards and committees as it deems necessary to the proper organization of the church.</p> <p>(23) To recommend to the local church conference the removal from office of any church officer or delegate (315:5; 655:4, 6), and to remove by majority vote of the local board of administration all who fill other positions (825:4).</p> <p>(24) To fill all vacancies occurring in those offices elected by the local church conference in the interim of its annual sessions.</p> <p style="text-align: center;">Property and Finance</p> <p>(25) To serve as the local board of trustees in the maintenance of church property, the signing of notes and mortgages and the attending to all legal matters connected with the church, in keeping with the requirements of local laws (4510), and The Discipline (850-859; 4500-4720; 4760).</p> <p>(26) To serve as the local board of trustees to secure sufficient property and liability insurance to cover all buildings and vehicles owned and operated by the local church (856:8).</p> <p>(27) The local board of administration shall review all plans of support annually, adjusting salaries as advisable, adopting changes in the financial policies as necessary (cf. 746).</p>
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~~recommending~~ **adopting** changes in the financial policies as necessary (cf. 746).

~~(31)~~ **(28)** ~~To recommend an annual budget to the local church conference, to assist the pastor in securing the money necessary to fund the adopted budget, and to authorize expenditures within the limits of the adopted budget (655:12; cf. 865–868); or to assume, if such authority is delegated by the local church conference (655:12), authority to~~ To adopt the annual budget and authorize all expenditures within the limits of the budget and any expenditures not provided for in the annual budget; to provide for annual audits of all funds (cf. 863).

~~(32)~~ **(29)** ~~To recommend to the local church conference: all major expenditures or investments; the purchase or sale of property, the erection or remodeling of buildings, all mortgages or other indebtedness which encumbers the property and major items of equipment (655:13; 4700–4720). ; and other expenditures not provided for in the annual budget (cf. 655:12).~~

~~(33)~~ **(30)** ~~To implement all General Church and district plans which apply to the local church, and to see that the local church raises its assigned portion of the United Stewardship Fund. ; supports all other General Church financial campaigns and offerings, and raises the amount assigned to it by the district conference for the support of the district work.~~

~~(34)~~ **(31)** ~~To open the doors of the local church to properly authorized representatives of the General Church, the general educational institutions of the area and the district. for the presentation of their interests, and for the receiving of offerings in keeping with the approved financial plan.~~

~~(35)~~ **(32)** ~~To seek advice request approval from the district board of administration or from an investment committee authorized by the district board of administration when making investment or distribution of funds received as an undesignated estate gift, property for sale or other out-of-pattern contribution with value equal to or exceeding the total contributions for all purposes of the preceding year (cf. 1233:33).~~

Day Care and/or Day School

(36) (33) To present to the district board of administration for approval a plan for a day care and/or day school following authorization by the local church conference (655:19–20) or any plans for a significant change in mission, facilities, or finances of an established day care and/or day school (1233:35); to govern and direct a day care and/or day school when such has been properly approved (1233:35), or to govern while delegating the operation to a separate school committee; to elect the separate school committee and name its chair when thus delegating said operation; to submit an annual report to the district board of administration including organization,

(28) To adopt the annual budget and authorize all expenditures within the limits of the budget and any expenditures not provided for in the annual budget; to provide for annual audits of all funds (cf. 863).

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administration, and fiscal operations (655:18), for its approval.

~~(37)~~ **(34)** To establish treasuries, distinct and separate from that of a local church, to provide for the financial administration of day care centers, day schools, retirement homes, nursing homes, and such enterprises (cf. 655:19–20; 1233:35) and to adopt financial policies to assure adequate supervision and accountability.

Pastor's Advisory Committee

~~795. The local board of administration may establish a pastor's advisory committee when recommended by the pastor. This committee shall have no authority for final action in any matter except that for which the local board of administration grants such authority.~~

Chapter 6

LOCAL CHURCH OFFICERS AND COMMITTEES

A. List of Local Church Officers, Boards and Committees

800. The following summarizes for quick reference the various officers, boards, and committees of the local church:

- (1) The church shall have the following officers and personnel, elected by the local church conference:
 - board of administration, local (750–782)
 - church secretary (830)
 - church treasurer or business manager (842)—
appointment may be delegated to the local board of administration
 - delegates to district conference (965; 1086; 1100–1109)
 - pastor (675–725)
 - ~~trustees (850–859), unless delegated to the local board of administration~~
- (2) The church shall have the following officers and personnel, elected by the local board of administration:
 - auditor or auditing committee (863)
 - offering teller (845:3)
 - vice-chair of local board of administration (773)
- ~~(3) The church may have additional ministry leaders and personnel, as it deems necessary, elected by the local church conference, such as:
 - associate pastor (738)—elected by the local church conference
 - lay leader (833)—elected by the local church conference
 - spiritual formation director or Sunday school superintendent (887–890)
 - nominating committee (820–823)—up to four additional committee members who are not local board of administration members to~~

administration, and fiscal operations (655:18), for its approval.

(34) To establish treasuries, distinct and separate from that of a local church, to provide for the financial administration of day care centers, day schools, retirement homes, nursing homes, and such enterprises (cf. 655:19–20; 1233:35) and to adopt financial policies to assure adequate supervision and accountability.

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 - pastor (675–725)
- (2) The church shall have the following officers and personnel, elected by the local board of administration:
 - auditor or auditing committee (863)
 - offering teller (845:3)
 - vice-chair of local board of administration (773)

<p>serve with the pastor and two members elected by the local board of administration from among its membership</p> <p>(4) The church may have additional ministry leaders and personnel, as it deems necessary, elected by the local board of administration, such as:</p> <p>adult ministry director, staff and team (924)</p> <p>assistant treasurer (845:1)</p> <p>assistant pastor (741)</p> <p>building committee (856:6)</p> <p>children's ministry director, staff, and team (880:2, 7-8)</p> <p>communion committee (873)</p> <p>custodial staff (782:17; 856:5)</p> <p>day care and/or day school committee (655:19-20; 782:36-37; 1233:35)</p> <p>educational director (926)</p> <p>evangelism director and committee (935; 960)</p> <p>fellowship committee (880:19)</p> <p>finance and stewardship committee (865-868)</p> <p>financial or tithing secretary (845:2)</p> <p>judicial committee (970; 5110)</p> <p>lay assistant to the pastor (744)</p> <p>literature secretary (928)</p> <p>missions director and committee (930; 955)</p> <p>music committee (873)</p> <p>music minister or director (870)</p> <p>nominating committee (820-823) — two members elected by the local board of administration from its membership</p> <p>office staff (725:29; 782:17)</p> <p>pastor's advisory committee (795)</p> <p>spiritual formation leadership team (875-880)</p> <p>Sunday school staff and committee (895-903)</p> <p>ushering committee (873)</p> <p>witness and membership committee (835-837)</p> <p>women's ministry officers and committees (945)</p> <p>Wesleyan Youth adult leader, officers, and committees (922)</p>	
<p style="text-align: center;">B. General Regulations</p> <p style="text-align: center;">1. Minimum Organization</p> <p>807. Developing church. A developing church may operate without any regularly constituted officers other than the pastor, but will ordinarily have a local advisory council of three to five members appointed by the district superintendent in cooperation with the pastor. The pastor and these members will form the local advisory council. This council may then appoint such other officers and committees as are needed and for which qualified personnel are available (cf. 510:3).</p> <p>810. Church. An established church, in addition to the local church conference and the local board of administration, shall have a minimum organization consisting of a local church secretary (830), a local</p>	<p style="text-align: center;">B. General Regulations</p> <p style="text-align: center;">1. Minimum Organization</p> <p>807. Developing church. A developing church may operate without any regularly constituted officers other than the pastor, but will ordinarily have a local advisory council of three to five members appointed by the district superintendent in cooperation with the pastor. The pastor and these members will form the local advisory council. This council may then appoint such other officers and committees as are needed and for which qualified personnel are available (cf. 510:3).</p> <p>810. Church. An established church, in addition to the local church conference and the local board of administration, shall have a minimum organization consisting of a local church secretary (830), a local</p>

church treasurer (842), an offering teller (845:3), an auditing committee (863), and a board of trustees consisting of at least three members (850–859). ~~Normally it would have a Sunday school superintendent and staff (889–910). Additional offices, positions, and committees may be added as provided herewith by the local church conference and the local board of administration as need requires and as qualified personnel are available.~~

2. Church Officers

815. The church officers shall include all members of the local board of administration, ~~local church trustees, lay leader, and~~ delegates to district conference ~~and assistant treasurer, who shall serve subject to the following regulations:~~

(1) They must be members of the local Wesleyan church electing them (302:4; 558) and members who meet the leadership qualifications (260–268; 558).

(2) They shall be elected by the local church conference at its annual session (315:5–7; cf. 820–823). ~~except assistant treasurers (see 845) and persons filling offices designated by the local church conference as ex officio members of the local board of administration but chosen by the local board of administration (cf. 752). Vacancies occurring between annual sessions of the local church conference shall be filled for the unexpired term by the local board of administration. Vacancies may occur by death, by cessation of membership in The Wesleyan Church, by resignation from office or by removal (815:4).~~

(3) They shall carry out their duties as given in The Discipline and as further defined by the local church conference and the local board of administration.

(4) They shall be under the general supervision of the pastor, shall be amenable to the local church conference, and may be removed for cause or when the best interests of the church so require, ~~upon recommendation of the local board of administration and by a majority vote of the local board of administration church conference, or as otherwise provided for (cf. 752:1; 815:2; 825:4).~~

3. Nominating Committee

820. Each established church may have a nominating committee consisting of the pastor as chair and two members who meet the leadership qualifications (260–268; 558) elected by the local board of administration from its membership (655:3; 782:22). ~~The local church conference may, at its option, elect up to four additional members who meet the leadership qualifications who are not members of the local board of administration. If the local church conference does not exercise its option to elect at least one additional member who meets the leadership qualifications, then t~~ The local board of administration

church treasurer (842), an offering teller (845:3), an auditing committee (863), and a board of trustees consisting of at least three members (850–859).

2. Church Officers

815. The church officers shall include all members of the local board of administration and delegates to district conference who shall serve subject to the following regulations:

(1) They must be members of the local Wesleyan church electing them (302:4; 558) and members who meet the leadership qualifications (260–268; 558).

(2) They shall be elected by the local church conference at its annual session (315:5–7; cf. 820–823). Vacancies occurring between annual sessions of the local church conference shall be filled for the unexpired term by the local board of administration.

(3) They shall carry out their duties as given in The Discipline and as further defined by the local church conference and the local board of administration.

(4) They shall be under the general supervision of the pastor, shall be amenable to the local church conference, and may be removed for cause or when the best interests of the church so require, by a majority vote of the local board of administration (cf. 752:1; 815:2; 825:4).

3. Nominating Committee

820. Each established church may have a nominating committee consisting of the pastor as chair and two members who meet the leadership qualifications (260–268; 558) elected by the local board of administration from its membership (655:3; 782:22). The local board of administration shall elect two or more additional members with the leadership qualifications who may not be a member of the local board of administration.

shall elect **two or more** ~~one~~ additional members with the leadership qualifications who may ~~or may~~ not be a member of the local board of administration.

823. When a nominating committee has been established, it shall present to the local church conference, at its annual session, nominations for each of the following officers: ~~lay leader (if any),~~ local church secretary, **and** local church treasurer (if any). ~~the Sunday school superintendent (if any), and one or more trustees (850).~~ One or more names shall be presented for each office (cf. 755). The nominating committee shall present, at the properly announced session of the local church conference (cf. 965; 1103), nominations for as many delegates to the district conference as the district board of administration shall determine (1100). The nominating committee may be used for other nominations as ordered by the local church conference, or as ordered by the local board of administration for positions elected by the board (cf. 825).

4. Other Positions

825. Persons holding positions of service within the local church, other than those specifically designated as church officers in 815, and including membership on committees, shall be governed by the following regulations:

- (1) They shall be members of the local Wesleyan church electing them.
- (2) They shall be elected annually by the local board of administration (782:23, 25), or as otherwise provided (cf. 880:7).
- (3) They shall carry out their duties as given in The Discipline and as further defined by the local church conference and local board of administration.
- (4) They shall be under the general supervision of the pastor, shall be amenable to the local board of administration, and may be removed for cause or when the best interests of the church so require, by a majority vote of the local board of administration.
- (5) Vacancies ~~may occur by death, by cessation of membership in The Wesleyan Church, by resignation from office or by removal (825:4)~~ and shall be filled for the unexpired term by the local board of administration.

5. Installation Service

828. Those elected to church offices and to other positions of service within the local church may be installed in office at an annual installation service following the ritual given in 5915–5925.

C. Witness and Membership

1. Church Secretary

823. When a nominating committee has been established, it shall present to the local church conference, at its annual session, nominations for each of the following officers: local church secretary and local church treasurer (if any). One or more names shall be presented for each office (cf. 755). The nominating committee shall present, at the properly announced session of the local church conference (cf. 965; 1103), nominations for as many delegates to the district conference as the district board of administration shall determine (1100). The nominating committee may be used for other nominations as ordered by the local church conference, or as ordered by the local board of administration for positions elected by the board (cf. 825).

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- (1) They shall be members of the local Wesleyan church electing them.
- (2) They shall be elected annually by the local board of administration (782:23, 25), or as otherwise provided (cf. 880:7).
- (3) They shall carry out their duties as given in The Discipline and as further defined by the local church conference and local board of administration.
- (4) They shall be under the general supervision of the pastor, shall be amenable to the local board of administration, and may be removed for cause or when the best interests of the church so require, by a majority vote of the local board of administration.
- (5) Vacancies shall be filled for the unexpired term by the local board of administration.

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828. Those elected to church offices and to other positions of service within the local church may be installed in office at an annual installation service following the ritual given in 5915–5925.

C. Witness and Membership

1. Church Secretary

<p>830. The local church conference, at its annual session, shall elect by ballot, from among its members who meet the leadership qualifications (260–268; 558), a church secretary (cf. 820–823), to serve for one year or until a successor is elected. The church secretary shall be an ex officio member of the local board of administration (775). General regulations covering this office are given in 815. The duties and powers of the local church secretary shall be:</p> <p>(1) To record correctly and to preserve faithfully the minutes of all sessions of the local church conference and the local board of administration.</p> <p>(2) To maintain the local church's record of membership, record of baptisms, marriages, and pastoral terms, and other information essential to a permanent written record of the life and ministry of the church (610).</p> <p>(3) To issue, in conjunction with the pastor, all letters of transfer, recommendation, and withdrawal (575; 590–592; 6000–6040); and to sign, in conjunction with the pastor (725:28), licenses for lay ministers granted by the local church conference (655:7; 782:20).</p> <p>(4) To send to the district secretary a certified list of lay delegates to the district conference duly elected by the local church conference, immediately upon their election, and subsequently to certify an alternate delegate (cf. 965; 1100–1109).</p> <p>(5) To have custody of all records books of all departments of the church, including auxiliary organizations, after such books are full or in disuse, and to take whatever steps are necessary to preserve them and other historical records and materials, as directed by the pastor and the local board of administration.</p> <p style="text-align: center;">2. Lay Leader</p> <p>833. The local church conference, at its annual session, may elect by ballot, from among its members who meet the leadership qualifications (260–268; 558) a lay leader (cf. 820–823), who shall serve for one year or until a successor is elected, and whose function shall be to assist the pastor in such manner as the pastor shall recommend and the local church conference shall approve. General regulations concerning this office are given in 815. The duties of the lay leader may include any or all of the following: member ex officio of the local board of administration (752); leader under the pastor's direction of church prayer meetings or of small groups, classes or neighborhood prayer cells for the deepening of spiritual life and home evangelism.</p> <p style="text-align: center;">3. Committee on Witness and Membership</p> <p>835. The local board of administration may establish a committee on witness and membership, composed of the pastor, the vice chair of the local board of administration, the local church secretary, the lay leader (if any), and such other members as the</p>	<p>830. The local church conference, at its annual session, shall elect by ballot, from among its members who meet the leadership qualifications (260–268; 558), a church secretary (cf. 820–823), to serve for one year or until a successor is elected. The church secretary shall be an ex officio member of the local board of administration (775). General regulations covering this office are given in 815. The duties and powers of the local church secretary shall be:</p> <p>(1) To record correctly and to preserve faithfully the minutes of all sessions of the local church conference and the local board of administration.</p> <p>(2) To maintain the local church's record of membership, record of baptisms, marriages, and pastoral terms, and other information essential to a permanent written record of the life and ministry of the church (610).</p> <p>(3) To issue, in conjunction with the pastor, all letters of transfer, recommendation, and withdrawal (575; 590–592; 6000–6040); and to sign, in conjunction with the pastor (725:28), licenses for lay ministers granted by the local church conference (655:7; 782:20).</p> <p>(4) To send to the district secretary a certified list of lay delegates to the district conference duly elected by the local church conference, immediately upon their election, and subsequently to certify an alternate delegate (cf. 965; 1100–1109).</p> <p>(5) To have custody of all records and to take whatever steps are necessary to preserve them and other historical records and materials as directed by the pastor and the local board of administration.</p>
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~~local board of administration shall elect. The local board of administration shall name a board member as chair of the committee, and the committee shall choose its own vice chair and secretary. General regulations governing membership on this committee are given in 825.~~

837. The local board of administration shall assign such duties to the committee on witness and membership as it deems best, including any or all of the following:

(1) To conduct the examination of candidates for membership; to counsel with members concerning any failure to observe the Membership Commitments (265); to have initial responsibility in the annual revision of the membership roll; to assist the pastor in any attempts to restore members who have ceased to attend or support the church; and to make recommendations concerning all these matters to the local board of administration in accordance with the principles of Christian discipline (268; 782:8–13).

(2) To make recommendations to the local board of administration concerning revivals and other evangelistic efforts.

(3) To alert the local church to its responsibilities in the area of community social and political reform; recommending courses of action it deems necessary to the local board of administration (cf. 410).

(4) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the committee as chair of each.

D. Finance and Stewardship

(1) Church Treasurer

842. The local church shall have either a local church treasurer or a business manager. If there is a church treasurer, that officer shall be elected by the local church conference, at its annual election, by ballot, from among the members who meet the leadership qualifications (260–268; 558), to serve for one year or until a successor is elected. Or the local church conference may authorize the local board of administration to appoint a treasurer or to appoint or employ a business manager who will assume the duties of the treasurer. ~~The financial concerns may be represented on the local board of administration by the church treasurer or the business manager or the chair of the finance and stewardship committee as provided in 865.~~ The duties and powers of the person charged with the local church treasury are:

(1) To receive, hold and disburse, as ordered by the local church conference or the local board of administration, ~~and in harmony with the financial plans of the General Church and of the district,~~ all moneys of the local church, including such of the departments and auxiliary organizations as the local board of administration shall order. ~~All funds raised by the local~~

D. Finance and Stewardship

(1) Church Treasurer

842. The local church shall have either a local church treasurer or a business manager. If there is a church treasurer, that officer shall be elected by the local church conference, at its annual election, by ballot, from among the members who meet the leadership qualifications (260–268; 558), to serve for one year or until a successor is elected. Or the local church conference may authorize the local board of administration to appoint a treasurer or to appoint or employ a business manager who will assume the duties of the treasurer. The duties and powers of the person charged with the local church treasury are:

(1) To receive, hold and disburse, as ordered by the local church conference or the local board of administration, all moneys of the local church, including such of the departments and auxiliary organizations as the local board of administration shall order.

~~departments, other than the auxiliaries, for General Church or district work or for purposes other than local church work, and all money or pledges raised by representatives of the General Church or district in deputation work, shall be transferred to or placed in the local church treasury and shall be disbursed for their designated purpose by the local church treasurer.~~

(2) To keep complete and accurate records of all moneys raised and of the manner in which they are disbursed, and to provide the pastor with information concerning the same as the pastor shall require.

(3) To make monthly reports to the local board of administration, which shall be available upon request to any member of the local church, and to make reports to all regular sessions of the local church conference.

(4) To make monthly remittances of all USF and district funds to the district treasurer ~~and remittances of all other General Church funds to the General Treasurer/Chief Financial Officer~~ or directly to the general department for which the funds are intended.

(5) To issue receipts annually to all ~~regular~~ contributors showing their total tithes and offerings and the various items of giving, and to issue other receipts as requested or by order of the local board of administration.

(6) To submit all books for audit by the auditing committee annually (863), or ~~as more frequently if so~~ ordered by the local board of administration, and to submit to the local board of administration the complete treasurer's records at such time as the person shall cease to hold the office of treasurer.

845. Assistants for the local church treasurer are provided for as follows:

(1) An assistant treasurer may be elected by the local board of administration, with authority to sign checks when the treasurer is unable to do so.

(2) A financial secretary or tithing secretary may be elected by the local board of administration to assist the treasurer in keeping the record of individual tithes and offerings (842:5).

(3) One or more tellers shall be elected by the local board of administration to assist the treasurer in the counting of all tithes and offerings, all moneys being counted by two or more persons and recorded as to date of reception, purpose of the offering, and amount. These records shall be preserved and made available to the auditor or auditing committee.

2. Board of Trustees

850. Election. ~~The local church conference, unless the duties and powers of the board of trustees have been delegated to the local board of administration, shall elect by ballot from among its members who meet the leadership qualifications (260-268; 558) a board of trustees (cf. 315:6; 820-823), three to seven in number, one or more being elected at a given annual session for a term of three years, so~~

(2) To keep complete and accurate records of all moneys raised and of the manner in which they are disbursed, and to provide the pastor with information concerning the same as the pastor shall require.

(3) To make monthly reports to the local board of administration, which shall be available upon request to any member of the local church, and to make reports to all regular sessions of the local church conference.

(4) To make monthly remittances of all USF and district funds to the district treasurer or directly to the general department for which the funds are intended.

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2. Board of Trustees

850. Election. The local board of administration shall serve as the board of trustees. If the local board of administration so chooses, it may from its membership elect from three to seven members to serve as the board of trustees.

~~that the terms of all shall not expire at the same time, or they may be elected to serve until their successors are elected; provided that the manner and conditions of election may be altered to conform to the local laws. At least one of the trustees shall be designated annually by the local church conference as a member of the local board of administration (752). If the local church conference delegates the duties and powers of the trustees to the local board of administration, that board shall may serve as the board of trustees. If the local board of administration so chooses, it may~~ from its membership elect from three to seven **members** to serve as the board of trustees. ~~General regulations covering this office are given in 815.~~

853. Organization and Procedure. ~~If the local board of administration chooses to elect the board of trustees from its members,~~ the board of trustees shall meet following the annual session of the local church conference to elect a chair, vice-chair, and secretary, and shall meet at such other times as ordered by the local board of administration or as made necessary by their duties.

856. Duties and Powers. The local board of trustees shall carry out their duties as required by The Discipline (cf. 4500–4780) and shall be responsible:

(1) To carry out the instructions of the local church conference and the local board of administration in supervising, controlling, maintaining, and improving all church property (315:6; 655:13; 782:28).

(2) To supervise such expenditures as have been approved by the local church conference or the local board of administration for repairs, improvements, and alterations.

(3) To attend to all legal matters regarding the acquisition, purchase, sale, mortgage, transfer or other disposition of property as properly authorized (4700–4720); to see that titles are correct, contain the proper trust clause (4610), are approved by the district superintendent (1310:13; 4700:5), and are recorded (4540); and to see that property and legal records are properly stored (4760).

(4) To attend to all other legal matters pertaining to the local church, as authorized and directed by the local church conference or the local board of administration, including renting property, borrowing money, and receiving and administering bequests and trusts.

~~(5) To nominate to the local board of administration all custodians.~~

~~(6) To serve, unless the local church conference shall order a larger or separate committee, as a building committee for the planning and erection of a new sanctuary, educational unit or parsonage or a major remodeling program, and to assist the pastor in preparing and submitting all building plans to the district building committee for their approval (1345).~~

~~(7)~~ (5) To carry out the directions of the local church conference or local board of administration concerning the purchase, sale, mortgage, transfer or

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(4) To attend to all other legal matters pertaining to the local church, as authorized and directed by the local church conference or the local board of administration, including renting property, borrowing money, and receiving and administering bequests and trusts.

(5) To carry out the directions of the local church conference or local board of administration concerning the purchase, sale, mortgage, transfer or other

<p>other disposition of property, provided that such transactions have been approved by the district building committee and district board of administration as set forth in 4700–4780.</p> <p>(8) (6) To make recommendations to the local board of administration concerning sufficient property and liability insurance on the property and for any vehicles owned and operated by the local church, and to carry out the instructions of the local board of administration in securing such insurance (782:29).</p> <p>(9) (7) To make such reports as are requested by the local church conference or the local board of administration.</p> <p>859. Restrictions. The local board of trustees shall be subject to the following restrictions:</p> <p>(1) The local board of trustees must carry out the instructions of the local board of administration, the local church conference, and the district board of administration. If a local trustee refuses to carry out such instructions when the instructions meet all the requirements of local laws and of The Discipline, the trustee may be removed from office as given in 815:4 (cf. 4530).</p> <p>(2) The local board of trustees cannot mortgage or otherwise encumber local church property without the express authorization of the local church conference and the approval of the district board of administration as set forth in 4700–4720.</p> <p>(3) The local board of trustees cannot deny the use of the parsonage, church building or other local church buildings, to the pastor who has been duly appointed by the district conference or district board of administration, nor the use of the church building to the membership of the local church and duly elected officials of The Wesleyan Church (cf. 4770).</p> <p>(4) The local board of trustees cannot divert church property from The Wesleyan Church (4550; 4780).</p> <p>(5) When a church is reclassified as a developing church (cf. 518:7; 1233:30), the office and power of the local board of trustees shall cease, and all property shall pass directly under the control of the district board of administration (cf. 4670).</p> <p style="text-align: center;">3. Auditing Committee</p> <p>863. The local board of administration shall be responsible to provide for the annual internal or external auditing of the books of the local church treasurer and of all departmental and auxiliary treasurers, either through the election of an auditing committee or the employment of an auditor. If an auditing committee is used for some or all of the treasuries, it shall consist of one to three persons. A report to certify the results of the annual audit shall be presented to the local board of administration. 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4. Committee on Finance and Stewardship

865. The local board of administration may establish a committee on finance and stewardship. The local board of administration shall name a board member as chair of the committee, and the committee shall choose its own vice-chair and secretary. General regulations governing membership on this committee are given in 825.

868. The local board of administration shall assign such duties to the committee on finance and stewardship as it deems best.

E. Worship

870. The worship ministry of the church falls under the authority of the pastor. Musicians, including song leaders, choir directors, organists, and pianists shall be appointed by the pastor (cf. 725:5). The local board of administration may appoint or, if authorized by the local church conference, may employ a minister or director of music nominated by the pastor (738– 744). The duties of the minister or director of music shall be defined by the pastor and the local board of administration. General regulations covering these offices are given in 825.

873. The local board of administration may establish committees on music, ushering, and communion services, electing their members and defining their duties. General regulations governing membership on such committees are given in 825.

F. Spiritual Formation

1. Local Church Spiritual Formation Leadership Team

875. Membership. The local board of administration shall serve as or shall establish a local spiritual formation leadership team (782:25). The pastor shall serve as chair unless the pastor shall recommend and the local board of administration shall assign this duty to another member of the local board of administration, such as the associate or assistant pastor or other qualified person. If a separate board is established, the local board of administration shall determine its membership, electing qualified members in keeping with the provisions of 825 and/or designating ex officio members from among the heads of the various spiritual formation agencies and auxiliaries (870; 880; 915– 928), assigning such duties to it as the local board of administration deems fit (cf. 880). The local spiritual formation leadership team shall elect its own secretary.

878. Age-level Divisions. Whenever the local spiritual formation leadership team shall so recommend, and the local board of administration shall so authorize, the local spiritual formation leadership team may organize its members and such other spiritual formation leaders and workers as it shall

E. Worship

870. The worship ministry of the church falls under the authority of the pastor (cf. 725:5).

F. Spiritual Formation

choose into three age-level divisions: the children's division, the youth division, and the adult division. Each division shall serve to coordinate all spiritual formation and fellowship activities conducted by the local church or any of its branches for the age level assigned.

880. Duties and Powers. The duties and powers of the local spiritual formation leadership team shall be:

(1) To study, organize, promote, and conduct, under the leadership of the pastor, and subject to the direction of the local board of administration, the total program of spiritual formation for the local church, in keeping with the denominational objectives for spiritual formation (2306), and the standards established by the General Board and promoted through the Church Multiplication and Discipleship and the Education and Clergy Development Divisions.

(2) To establish, structure, and supervise, in keeping with The Discipline, and the standards adopted by the General Board, such spiritual formation agencies as are authorized by the local board of administration, including the Sunday school, Wesleyan Youth, Wesleyan Kids for Missions, children's church, weekday church school, released time classes, and vacation Bible school.

(3) To coordinate all spiritual formation agencies (cf. 880:2), activities and functions of the local church, setting goals, evaluating procedures, exploring new areas of need, and assigning responsibilities to the various departments and auxiliaries.

(4) To determine, in keeping with The Discipline and the standards adopted by the General Board, the curricula of the various agencies, always using curriculum materials approved by the General Board and secured from the Wesleyan Publishing House.

(5) To recommend to the local board of administration for the consideration of the local church conference the appointment and/or the employment of a minister or director of spiritual formation, and to advise the pastor and the local board of administration in defining all duties. Such a person must be a member who meets the leadership qualifications (260–268; 558) of the local church appointing and/or employing the person (cf. 738–744).

(6) To enlist and train administrators and teachers for all phases of the local church's spiritual formation task, in keeping with the leadership training program adopted by the General Board.

(7) To submit nominations, or to appoint a committee of its membership to submit nominations, to the local board of administration for all members of the spiritual formation leadership team other than the Sunday school superintendent, all teachers, and to elect all other officers and teachers except the officers of Wesleyan Youth and WKFM unless the local board of administration instructs the church nominating committee to fulfill these duties (820–823).

<p>(8) To appoint administrative committees for each educational agency other than WY or WKFM, including in each such committee the executive officer involved and other workers or advisors as shall be deemed best (cf. 903; 913).</p> <p>(9) To remove from office by majority vote any worker elected by the local church spiritual formation leadership team when such is in the best interest of the work, and to recommend to the local board of administration the removal of any officer or teacher in local spiritual formation (875–928) elected by the local board of administration.</p> <p>(10) To organize a training hour, providing for all age levels, selecting the necessary leaders and instructors, and assigning responsibilities to the appropriate agencies (cf. 880:2–3).</p> <p>(11) To assist the pastor and the local board of administration in conducting classes in membership preparation (cf. 566–570; 725:11; 782:8; 2310:3).</p> <p>(12) To conduct or assign responsibility for conducting workers' conferences.</p> <p>(13) To recommend to the local board of administration modifications or enlargement of educational facilities, and the purchase of educational equipment including audiovisuals; to allocate space for various schools and agencies, both for assemblies and classes; and to supervise the storage and use of all equipment.</p> <p>(14) To promote the interests of The Wesleyan Church educational institutions in cooperation with the General Director of Education and the Ministry, the officials of the general educational institutions within the area, and the district educational director.</p> <p>(15) To conduct extension classes, small group Bible studies, and branch Sunday schools when such are properly authorized (cf. 655:16; 782:6).</p> <p>(16) To minister to persons on nearby college campuses and military bases in keeping with the programs promoted by the Church Multiplication and Discipleship Division.</p> <p>(17) To observe such special days as shall be designated by the General Board and promoted by the Church Multiplication and Discipleship and Education and Clergy Development Divisions, and as shall be designated by district agencies.</p> <p>(18) To be responsible for special programs, such as Christmas and vacation Bible school, assigning responsibilities as it deems best, with all plans subject to the approval of the pastor and the local board of administration.</p> <p>(19) To serve as a committee on fellowship, or to nominate a subcommittee on fellowship for election by the local board of administration.</p> <p>(20) To encourage and direct ministries of Christian family life in order to enrich the quality of homes and families within the local church constituency.</p> <p>(21) To nominate, for election by the local board of administration, such standing or special</p>	
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subcommittees as the local board of administration shall approve, with a member of the local spiritual formation leadership team as chair of each.

(22) To exercise full authority in such of the duties covered under 880:1-21 as shall be delegated by the local board of administration.

2. Sunday School

a. Function

885. Each local church shall provide for systematic Bible study. ~~The Sunday school normally serves as the basic agency for such study.~~ , & small group Bible studies, and other programs or events that promote making more and better disciples of Jesus Christ are to be considered by the local church ~~as well.~~

b. Administration

887. General. ~~The Sunday school shall be governed by the local church conference and the local board of administration through the local spiritual formation leadership team, under the general supervision of the pastor. Immediate administration shall be the responsibility of either a spiritual formation minister or director or Sunday school superintendent and a spiritual formation leadership team. If administration is through a superintendent and a leadership team, the structure outlined in paragraphs 889-910 shall be followed. If administration is through a minister or director of spiritual formation, the local board of administration may determine the structure and assign responsibilities as it sees fit. In all cases, administrators shall carry out their assignment in keeping with The Discipline, the General Board Policy for the Church Multiplication and Discipleship Division, the standard adopted by the General Board and promoted through the Church Multiplication and Discipleship Division, and the programs of the division and of the district spiritual formation leadership team.~~

889. Spiritual Formation Director or Sunday School Superintendent. ~~The local church conference, at its annual session, may elect by ballot, from among its members who meet the leadership qualifications (260-268; 558), a spiritual formation director or Sunday school superintendent (cf. 820-823), to serve for one year or until a successor is elected. The director or superintendent shall be an ex officio member of the local board of administration (752), unless the local church conference by prior action has voted to eliminate the spiritual formation director or Sunday school superintendent as an ex officio member of the local board of administration. General regulations concerning this office are given in 815. The duties and powers of the spiritual formation director or Sunday school superintendent shall be:~~

885. Each local church shall provide for systematic Bible study. Sunday school, small group Bible studies, and other programs or events that promote making more and better disciples of Jesus Christ are to be considered by the local church.

<p>(1) To have executive supervision of the spiritual formation of the local church, administering its affairs in keeping with the provisions of 887.</p> <p>(2) To consult with the pastor and the spiritual formation leadership team, if there is such (903), on all major decisions.</p> <p>(3) To promote interest in and attendance in all spiritual formation endeavors.</p> <p>(4) To have immediate supervision of each spiritual formation session seeing that each age division and class has the necessary leaders and that order is maintained.</p> <p>(5) To counsel with the spiritual formation leaders and teachers about their work.</p> <p>(6) To make a full report of statistics and general information to the local board of administration quarterly, to the local church conference at each regular session, and to the Church Multiplication and Discipleship Division and the district spiritual formation director as required (cf. 895).</p> <p>890. Director of Spiritual Formation. If a church seeks to provide a comprehensive approach to discipleship, including both Sunday school and small groups, upon vote of the local church conference it may elect a director of spiritual formation in place of a Sunday school superintendent. The director of spiritual formation will assume the Sunday school superintendent's responsibilities as outlined in 889, plus assume full responsibility to administer and coordinate weekday small groups under the direction of the pastor and local board of administration, seeking to provide a fully coordinated approach in local church spiritual formation.</p> <p>895. Sunday School Secretary. The local board of administration shall, at the time of its annual election (782:23; 825), elect from nominations submitted by the local spiritual formation leadership team (875; 880:7) a Sunday school secretary, to serve for one year or until a successor is elected. The Sunday school secretary shall maintain complete records of enrollment, attendance, absentees, visitors, and such other items as shall be required, and assist the pastor and the spiritual formation director or Sunday school superintendent in the preparation of reports involving Sunday school statistics. The local board of Christian education shall appoint such assistants as the Sunday school secretary shall require.</p> <p>898. Sunday School Treasurer. The local board of administration may, at the time of its annual election (782:23; 825), elect from nominations submitted by the local spiritual formation leadership team (875; 880:7) a Sunday school treasurer, to serve for one year or until a successor is elected. Or the local board of administration may recommend, and the local church conference order, that the Sunday school funds be received by the local church treasurer as part of a common treasury. If there is a separate Sunday school treasurer elected, that person shall receive, hold, and disburse the Sunday school funds as ordered by the</p>	
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local board of administration, reporting concerning all receipts and expenditures to the local board of administration monthly, and to each regular session of the local church conference. All General Church and district funds raised by the Sunday school shall be transferred to the local church treasurer for forwarding to the proper destination (842:1).

900. Sunday School Departmental Supervisors.

The local board of administration may, at the time of its annual election (782:23; 825), elect from nominations submitted by the spiritual formation leadership team (875; 880:7) a supervisor for each department (cf. 913). The departmental supervisor shall assist the spiritual formation director or Sunday school superintendent, being responsible for the general operation of the department including the assembly period of the department, and the immediate supervision of each session of age division (cf. 889:4). The local spiritual formation leadership team shall appoint such other departmental officers as may be needed.

903. Sunday School Committee. The immediate administration of the Sunday school may be vested in a Sunday school committee, subject to the approval of and correlated with the plans of the local spiritual formation leadership team. It shall be composed of the spiritual formation director or Sunday school superintendent as chair, the pastor (or if the pastor prefers, the associate or assistant pastor), and the other age division directors of the spiritual formation leadership team.

906. Spiritual Formation Leaders or Teachers.

The local board of administration shall, at the time of its annual election (782:23; 825), elect from nominations submitted by the local spiritual formation leadership team (875; 880:7) such spiritual formation leaders, teachers, and assistants as are needed, to serve for one year or until their successors are elected.

910. Amenability. General regulations covering the amenability, removal, and filling of vacancies for spiritual formation officers, departmental supervisors and teachers elected by the local board of administration are found in 825. All others appointed by the local spiritual formation leadership team are amenable to the local spiritual formation leadership team and can be replaced as it sees fit.

e. Organization

913. Guidelines for organization of spiritual formation ministries and Sunday school shall be provided through the General Board Policy for the Church Multiplication and Discipleship Division and the standard adopted by the General Board and promoted through the Church Multiplication and Discipleship Division.

3. Children's Ministries

915. Each local church may maintain a local ministry to children according to the General Board Policy for the Church Multiplication and Discipleship Division.

4. Youth Ministries

922. Each local church may maintain a Wesleyan Youth ministry according to the General Board Policy for the Church Multiplication and Discipleship Division.

5. Adult Ministries

924. Each local church may maintain a local adults ministry according to The General Board Policy for spiritual formation and the standard adopted by the General Board and as promoted through the Church Multiplication and Discipleship Division.

6. Local Educational Director

926. The local board of administration may, at the time of its annual election (782:23; 825), elect a local educational director, to serve for one year or until a successor is elected. General regulations concerning this office are given in 825. The local education director shall promote the interests of the general educational institutions within the area, in keeping with the programs of the Education and Clergy Development Division, the officials of the schools and the district educational director, and shall recruit students from the local church constituency for the schools.

7. Literature Secretary

928. The local board of administration may, at the time of its annual election (782:23; 825), elect a literature secretary, to serve for one year or until a successor is elected. General regulations concerning this office are given in 825. The literature secretary shall be assigned such duties as the local board of administration shall determine, such as the handling and distribution of Sunday school literature, the management of a church and/or Sunday school library, and the promoting of the interests of the Wesleyan Publishing House.

G. Missions and Evangelism

1. Local Director of Missions

930. The local board of administration may, at the time of its annual election (782:23; 825), elect a local director of missions, to serve for one year or until a successor is elected. General regulations concerning this office are given in 825. The local director of missions shall assist the pastor in promoting the work of world missions, in keeping with the policies and programs of the Global Partners Division, the district

conference and district board of administration and the district director of world missions.

2. Local Director of Evangelism

935. The local board of administration may at the time of its annual election (782:23; 825) elect a local director of evangelism to serve for one year or until a successor is elected. General regulations concerning this office are given in 825. The local director of evangelism shall assist the pastor in promoting the work of evangelism in the local church in accordance with the mission of The Wesleyan Church (100) and in cooperation with the district director of evangelism and church growth (1426). The local director of evangelism shall also assist the pastor in the follow-up and discipling of new Christians, in the recruiting and training of workers for visitation evangelism, and in the administration of evangelism and follow-up programs.

3. Women's Ministry

945. Each local church may maintain a women's ministry according to the *General Board Policy for the Church Multiplication and Discipleship Division*.

4. Wesleyan Kids for Missions

950. Each local church may maintain a local chapter of Wesleyan Kids for Missions.

5. Committee on Missions

955. The local board of administration may establish a committee on missions, composed of the pastor, the local director of missions, the president of men's ministry or a representative of the men's group, the director of women's ministry, the coordinator of Wesleyan Kids for Missions, and such other members as the local board of administration shall elect. General regulations governing the elected membership on this committee are given in 825. The local board of administration shall name the chair of the committee, and the committee shall choose its own vice chair and director.

958. The local board of administration shall assign such duties to the committee on missions as it deems best, including any or all of the following:

(1) To promote the interests of Wesleyan world missions, in keeping with the programs of the Global Partners Division and the district director of world missions.

(2) To coordinate all missionary promotion and fund raising of the local church and its various departments and auxiliaries.

(3) To carry out all programs of missionary education authorized and assigned by the local board of Christian education.

~~(4) To make recommendations to the local board of administration concerning missionary conventions and services.~~

~~(5) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the committee as chair of each.~~

6. Committee on Evangelism

~~960. The local board of administration may establish a committee on evangelism, composed of the pastor, the local director of evangelism, and such other members as the local board of administration shall elect. General regulations concerning membership on the committee are given in 825. The local board of administration shall assign such duties to the committee on evangelism as it deems best, including any or all of the following:~~

~~(1) To promote the work of evangelism through the local church in accordance with the mission of The Wesleyan Church (100).~~

~~(2) To organize, in cooperation with the pastor, the calling and visitation programs of the church.~~

~~(3) To organize, in cooperation with the pastor, follow-up and discipleship programs for new converts.~~

~~(4) To provide for and oversee, in cooperation with the local spiritual formation leadership team, the training of workers for outreach evangelism and discipleship ministries.~~

~~(5) To make recommendations to the local board of administration concerning evangelistic services and to assist in promotion and conducting of such efforts.~~

~~(6) To alert the church to its wider responsibilities in meeting social and material needs of its community as such needs are discovered through its calling and discipling ministries.~~

~~(7) To promote extension projects carried on by the local church.~~

H. Lay Delegates to District Conference

965. The local church conference, at one of its officially announced sessions, shall elect by ballot (cf. 820–823), from among its members who meet the leadership qualifications (260–268; 558), the number of lay delegates to the district conference assigned by the district board of administration and a sufficient number of alternate delegates who shall serve for the regular annual session and for any reconvened session. General regulations covering this office are given in 815 and in 1100–1109.

I. Judicial Committees

970. The local board of administration shall elect, when it deems it necessary and in accord with the regulations of the *General Board Policy on Church Discipline*, a committee of investigation or a local

G. Lay Delegates to District Conference

965. The local church conference, at one of its officially announced sessions, shall elect by ballot (cf. 820–823), from among its members who meet the leadership qualifications (260–268; 558), the number of lay delegates to the district conference assigned by the district board of administration and a sufficient number of alternate delegates who shall serve for the regular annual session and for any reconvened session. General regulations covering this office are given in 815 and in 1100–1109.

H. Judicial Committees

970. The local board of administration shall elect, when it deems it necessary and in accord with the regulations of the *General Board Policy on Church Discipline*, a committee of investigation or a local

judicial committee. Complete regulations concerning the qualifications, procedures, and duties of such committees are given in the *General Board Policy on Church Discipline* (5012; 5110).

PART 3

DISTRICT CHURCH GOVERNMENT

Chapter 1 DISTRICT ORGANIZATION

A. Definition

1000. A district is a grouping of churches created by the authority of the General Conference, within which the churches, ministers, and members of The Wesleyan Church are organized according to The Discipline and are under its governing authority (317).

B. Developing District

1003. Purpose. New work, or other work which does not meet the requirements for a provisional district (1025), shall be provided for by establishing a developing district.

1006. Authorization. The establishment of a developing district may be authorized by the General Conference (1590:11), upon recommendation of the General Board, or, in the interim of General Conference sessions, by the General Board. The authorizing act shall define the boundaries and assign an official name to the developing district. Any proposed boundaries that will alter the bounds of an established district in the interim of General Conference sessions must have the approval of such a district and shall be effected as required in 1060–1065 (cf. 1655:34).

1009. Jurisdiction. A developing district shall be under the jurisdiction of the Church Multiplication and Discipleship Division and shall be organized and administered by the Executive Director of Church Multiplication and Discipleship in accord with The Discipline, the Policy of the General Board for the Church (1655:27). The Executive Director of Church Multiplication and Discipleship shall be responsible for developing the work as rapidly as possible, in harmony with the missionary objectives of The Wesleyan Church (2306), to the status of a provisional district (1025).

1012. Organization. The superintendent, other officers, and assigned workers shall be appointed by and the granting of ordination and commissioning and issuing of licenses shall be approved by the General Superintendent for which recommendations shall be submitted by the Executive Director of Church Multiplication and Discipleship.

1015. General Conference Representation. The developing district shall be represented in the General Conference by the Executive Director of Church Multiplication and Discipleship, and by the

judicial committee. Complete regulations concerning the qualifications, procedures, and duties of such committees are given in the *General Board Policy on Church Discipline* (5012; 5110).

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1009. Jurisdiction. A developing district shall be under the jurisdiction of the Church Multiplication and Discipleship Division and shall be organized and administered by the Executive Director of Church Multiplication and Discipleship in accord with The Discipline, the Policy of the General Board (1655:27). The Executive Director of Church Multiplication and Discipleship shall be responsible for developing the work as rapidly as possible, in harmony with the missionary objectives of The Wesleyan Church (2306), to the status of a provisional district (1025).

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1015. General Conference Representation. The developing district shall be represented in the General Conference by the Executive Director of Church Multiplication and Discipleship, and by the

<p>superintendent of the developing district as a nonvoting member (1503:2).</p> <p style="text-align: center;">C. Provisional District</p> <p style="text-align: center;">1. Authorization</p> <p>1020. Authorization. A provisional district is created by the General Conference, upon recommendation of the General Board (1590:11), or, in the interim of General Conference sessions, by the General Board. The authorizing act shall define the boundaries of the provisional district and assign to it an official name. Any proposed boundaries that will alter the existing bounds of an established district in the interim of General Conference sessions must have the approval of such district and shall be effected as required in 1060–1065 (cf. 1655:34).</p> <p>1025. Requirements. The minimum requirements for a provisional district are:</p> <ol style="list-style-type: none"> (1) A minimum of five ten churches and 200 300 members. (2) A sufficient number of ordained ministers for a district board of administration (1203). (3) The holding of all property in trust for The Wesleyan Church as required in 4610, or steps taken to accomplish the same (4590–4630; 4650–4780; 4800–4820). (4) A recommendation by the Executive Director of Church Multiplication and Discipleship for recognition as a provisional district. <p style="text-align: center;">2. Organization and Government</p> <p>1028. Jurisdiction. A provisional district shall be under the jurisdiction of the Executive Director of Church Multiplication and Discipleship, who shall supervise the district in accord with <i>The Discipline, the Policy of the General Board</i> for the Church Multiplication and Discipleship Division; and any other directives of the General Board or its Executive Board (1655:27; 1785:2). The Executive Director of Church Multiplication and Discipleship shall be responsible for the developing of a provisional district to meet the requirements of an established district as soon as possible (1036; 4105).</p> <p>1030. Organization. A provisional district shall be organized in the same manner as an established district as set forth in <i>The Discipline</i>, insofar as possible, but with the following restrictions on its duties and powers:</p> <ol style="list-style-type: none"> (1) District Superintendent. The district superintendent of a provisional district shall be elected by the district conference (cf. 1180:31; 1303). The General Superintendent may, however, present one or more nominations, from which the district conference shall elect the district superintendent (1935:31). The provisional district superintendent shall confer with the Executive Director of Church Multiplication and Discipleship concerning the important plans of the district, including the location of property, the erection of 	<p>superintendent of the developing district as a nonvoting member (1503:2).</p> <p style="text-align: center;">C. Provisional District</p> <p style="text-align: center;">1. Authorization</p> <p>1020. Authorization. A provisional district is created by the General Conference, upon recommendation of the General Board (1590:11), or, in the interim of General Conference sessions, by the General Board. The authorizing act shall define the boundaries of the provisional district and assign to it an official name. Any proposed boundaries that will alter the existing bounds of an established district in the interim of General Conference sessions must have the approval of such district and shall be effected as required in 1060–1065 (cf. 1655:34).</p> <p>1025. Requirements. The minimum requirements for a provisional district are:</p> <ol style="list-style-type: none"> (1) A minimum of ten churches and 300 members. (2) A sufficient number of ordained ministers for a district board of administration (1203). (3) The holding of all property in trust for The Wesleyan Church as required in 4610, or steps taken to accomplish the same (4590–4630; 4650–4780; 4800–4820). (4) A recommendation by the by the Executive Director of Church Multiplication and Discipleship for recognition as a provisional district. <p style="text-align: center;">2. Organization and Government</p> <p>1028. Jurisdiction. A provisional district shall be under the jurisdiction of the Executive Director of Church Multiplication and Discipleship, who shall supervise the district in accord with <i>The Discipline, the Policy of the General Board</i> for the Church Multiplication and Discipleship Division, and any other directives of the General Board or its Executive Board (1655:27; 1785:2). The Executive Director of Church Multiplication and Discipleship shall be responsible for the developing of a provisional district to meet the requirements of an established district as soon as possible (1036; 4105).</p> <p>1030. Organization. A provisional district shall be organized in the same manner as an established district as set forth in <i>The Discipline</i>, insofar as possible, but with the following restrictions on its duties and powers:</p> <ol style="list-style-type: none"> (1) District Superintendent. The district superintendent of a provisional district shall be elected by the district conference (cf. 1180:31; 1303). The General Superintendent may, however, present one or more nominations, from which the district conference shall elect the district superintendent (1935:31). The provisional district superintendent shall confer with the Executive Director of Church Multiplication and Discipleship concerning the important plans of the district, including the location of property, the erection of
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buildings, and financial matters (cf. 1030:3). No property within a provisional district may be received, transferred, bought or sold without the written permission of the Executive Director of Church Multiplication and Discipleship.

(2) **District Officers, Boards and Committees.** A provisional district shall first be concerned with the election of its district officials (1255) and district board of administration (1203). Other district departmental officers, boards, and committees shall be established as qualified personnel are available. It shall be the goal of the officials of a provisional district, in cooperation with the Executive Director of Church Multiplication and Discipleship (1028). **Subsequently, it shall work** to meet the requirements for a complete district organization as soon as possible (1038).

(3) **Amenability.** The minutes of the provisional district conference and its district board of administration shall be reviewed by the Executive Director of Church Multiplication and Discipleship.

3. General Conference Representation

1032. The district superintendent and a lay delegate, elected by ballot and by majority vote, shall be the representatives of a provisional district to the General Conference (1503:1a; 1506).

4. Reclassification

1034. Whenever a provisional district falls below the minimum requirements in 1025, it may be reclassified as a developing district by the General Conference (1590:11), or, in the interim of its sessions, by the General Board (1655:25), upon recommendation of the General Superintendent.

D. Established District

1. Authorization

1036. An established district is created by the General Conference (317; 1590:10), upon recommendation by the General Board, or, in the interim of General Conference sessions, may be created by the General Board, subject to the approval of the next General Conference (1655:25, 34; 1935:40). The authorizing act shall define the boundaries of the district and assign to it an official name.

1038. The minimum requirements for an established district are:

- (1) ~~Twenty~~ **Thirty** churches.
- (2) ~~Seven hundred fifty~~ **Two thousand** members
- (3) The holding of all property in trust for The Wesleyan Church as required in 4610, or steps taken to accomplish the same (4590–4630; 4650–4880; cf. 4140).
- (4) A reasonable degree of spiritual, organizational, and financial stability.

buildings, and financial matters (cf. 1030:3). No property within a provisional district may be received, transferred, bought or sold without the written permission of the Executive Director of Church Multiplication and Discipleship.

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D. Established District

1. Authorization

1036. An established district is created by the General Conference (317; 1590:10), upon recommendation by the General Board, or, in the interim of General Conference sessions, may be created by the General Board, subject to the approval of the next General Conference (1655:25, 34; 1935:40). The authorizing act shall define the boundaries of the district and assign to it an official name.

1038. The minimum requirements for an established district are:

- (1) **Thirty** churches.
- (2) **Two thousand** members
- (3) The holding of all property in trust for The Wesleyan Church as required in 4610, or steps taken to accomplish the same (4590–4630; 4650–4880; cf. 4140).
- (4) A reasonable degree of spiritual, organizational, and financial stability.

<p>(5) A recommendation by the General Superintendent in concurrence with the Executive Director of Church Multiplication and Discipleship (1935:40).</p> <p style="text-align: center;">2. Organizing Conference</p> <p>1040. When an established district has been authorized (1036), an organizing session of the district conference shall be convened by the General Superintendent. The General Superintendent shall declare it to be an established district of The Wesleyan Church, vested with all the authority and power as properly belong to it according to <i>The Discipline</i>. After such has been declared, the district conference shall proceed to do business and elect its officials.</p> <p style="text-align: center;">3. Reclassification</p> <p>1042. If a district no longer meets one or more of the requirements for an established district (1038), it may be reclassified as a provisional district by the General Conference (1590:11), or the General Board.</p> <p>1045. An established district, by a vote of its district conference, may petition the General Board for reclassification as a provisional district if it falls below the requirements for an established district (1038). The General Board shall have authority to reclassify it as a provisional district and place it under the jurisdiction of the Church Multiplication and Discipleship Division (1038; 1655:34–35; 1935:33).</p> <p style="text-align: center;">4. Amenability</p> <p>1050. An established district is amenable to the General Conference and to the General Board. It may be placed under discipline for cause as set forth in the <i>General Board Policy on Church Discipline</i> (5350–5385; cf. 360:3e).</p> <p style="text-align: center;">E. Merger or Realignment of Districts</p> <p>1060. The General Conference shall have the authority to approve the merger or division of districts or the realignment of any district boundaries (317). Negotiations for such a merger, division or realignment of districts shall be under the supervision of the General Superintendent who shall work with representatives appointed for such a purpose by the General Board and the districts concerned (cf. 1655:34).</p> <p>1065. Whenever each district conference involved in a merger, division or other realignment of districts shall approve the proposed plan, the General Board shall have the authority to grant final approval in the interim of General Conference sessions (cf. 1935:33; 1655:34).</p> <p style="text-align: center;">Chapter 2</p> <p style="text-align: center;">DISTRICT CONFERENCE</p>	<p>(5) A recommendation by the General Superintendent in concurrence with the Executive Director of Church Multiplication and Discipleship (1935:40).</p> <p style="text-align: center;">2. Organizing Conference</p> <p>1040. When an established district has been authorized (1036), an organizing session of the district conference shall be convened by the General Superintendent. The General Superintendent shall declare it to be an established district of The Wesleyan Church, vested with all the authority and power as properly belong to it according to <i>The Discipline</i>. After such has been declared, the district conference shall proceed to do business and elect its officials.</p> <p style="text-align: center;">3. Reclassification</p> <p>1042. If a district no longer meets one or more of the requirements for an established district (1038), it may be reclassified as a provisional district by the General Conference (1590:11), or the General Board.</p> <p>1045. An established district, by a vote of its district conference, may petition the General Board for reclassification as a provisional district if it falls below the requirements for an established district (1038). 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Whenever each district conference involved in a merger, division or other realignment of districts shall approve the proposed plan, the General Board shall have the authority to grant final approval in the interim of General Conference sessions (cf. 1935:33; 1655:34).</p> <p style="text-align: center;">Chapter 2</p> <p style="text-align: center;">DISTRICT CONFERENCE</p>
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<p style="text-align: center;">A. Function</p> <p>1075. A district conference is the chief governing body of a district, exercising such powers as are delegated to it in the Constitution and by the General Conference as set forth in The Discipline of The Wesleyan Church.</p> <p style="text-align: center;">B. Membership</p> <p style="text-align: center;">1. Plan of Representation</p> <p>1080. The district conference, as required by the Constitution (317), shall be composed of an equal number of ministerial members and lay members as voting members, chosen in a way that maintains the principle of equal representation, and other non-voting members as listed herewith.</p> <p style="text-align: center;">a. Voting Members</p> <p>1083. Ministers. The ministerial voting members of the district conference are those who meet the following requirements:</p> <ul style="list-style-type: none"> (1) Ordained ministers under appointment (1240:I:A:1–8), retired (1240:I:B; 3370), on reserve (1240:I:C; 3360) or on educational leave (1240:I:D; 3350:1). (2) Licensed ministers who are ordained ministers-elect (317). (3) Commissioned or licensed ministers who are pastors, associate pastors or assistant pastors of churches in that district (317; 1240:II:A; 1240:III:A; 3059; 3030). (4) Ministerial members of the district board of administration who are not voting members by some other right (317). (5) Ordained ministers (including licensed ministers who are ordained ministers elect) who have applied for transfer to another district but whose processes of transfer out of the district are yet incomplete. <p>1086. Laity. The lay members of the district conference with voting rights are those elected as delegates by the churches or circuits of that district (315:7; 317; 1100–1109) and the lay members of the district board of administration (317). The total number of lay members with voting rights shall be determined as set forth in 1100:1 while maintaining the principle of equal representation of the ministry and the laity. Each established church or circuit is entitled to a minimum of one lay delegate as its constitutional right (315:7; cf. 503), and, according to its number of members, to additional lay delegates allotted by the district board of administration (1100:1–5). A developing church which is judged to be qualified may be allotted one lay delegate (510:5; 1100:2; 1103).</p> <p style="text-align: center;">b. Nonvoting Members</p>	<p style="text-align: center;">A. Function</p> <p>1075. A district conference is the chief governing body of a district, exercising such powers as are delegated to it in the Constitution and by the General Conference as set forth in The Discipline of The Wesleyan Church.</p> <p style="text-align: center;">B. Membership</p> <p style="text-align: center;">1. Plan of Representation</p> <p>1080. The district conference, as required by the Constitution (317), shall be composed of an equal number of ministerial members and lay members as voting members, chosen in a way that maintains the principle of equal representation, and other non-voting members as listed herewith.</p> <p style="text-align: center;">a. Voting Members</p> <p>1083. Ministers. The ministerial voting members of the district conference are those who meet the following requirements:</p> <ul style="list-style-type: none"> (1) Ordained ministers under appointment (1240:I:A:1–8), retired (1240:I:B; 3370), on reserve (1240:I:C; 3360) or on educational leave (1240:I:D; 3350:1). (2) Licensed ministers who are ordained ministers-elect (317). (3) Commissioned or licensed ministers who are pastors, or assistant pastors of churches in that district (317; 1240:II:A; 1240:III:A; 3059; 3030). (4) Ministerial members of the district board of administration who are not voting members by some other right (317). (5) Ordained ministers (including licensed ministers who are ordained ministers elect) who have applied for transfer to another district but whose processes of transfer out of the district are yet incomplete. <p>1086. Laity. The lay members of the district conference with voting rights are those elected as delegates by the churches or circuits of that district (315:7; 317; 1100–1109) and the lay members of the district board of administration (317). The total number of lay members with voting rights shall be determined as set forth in 1100:1 while maintaining the principle of equal representation of the ministry and the laity. Each established church or circuit is entitled to a minimum of one lay delegate as its constitutional right (315:7; cf. 503), and, according to its number of members, to additional lay delegates allotted by the district board of administration (1100:1–5). A developing church which is judged to be qualified may be allotted one lay delegate (510:5; 1100:2; 1103).</p> <p style="text-align: center;">b. Nonvoting Members</p>
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1090. The nonvoting members of the district conference, with a voice but without a vote, are (cf. 317):

- (1) Ordained ministers without appointment (1240:I:E; 3380).
- (2) Ordained ministers in process of transfer from another denomination (3104; 3390).
- (3) Commissioned or licensed ministers who are not voting members of the district conference as listed in 1083:2–4, including those in process of transfer from another denomination (3104).
- (4) Ministerial students (3015:3b; 3350:2).
- (5) Commissioned and licensed special workers (1240:V:A,B,C; 3460–3470).
- (6) Commissioned lay missionaries (1240:V:D).
- (7) Supply pastors (1240:V:E; 3260:4).
- (8) Interim pastors, unless qualifying as a voting member by some other right (1083; 3261).
- ~~(9) District directors of men's ministry, Wesleyan Youth, women's ministry, district coordinator of Wesleyan Kids for Missions, and district directors of children's ministries and adult ministries.~~
- ~~(10)~~ (9) Ordained ministers, commissioned ministers, and licensed ministers whose process of transfer into the district from other districts are pending completion.

2. Forfeiture of Representation

1095. A local church or circuit which is under discipline as provided for in the *General Board Policy on Church Discipline* (5300–5350) shall forfeit all rights to representation by a lay delegate in the district conference (315:7; 317).

3. The Election of Lay Delegates

1100. Allotment. The district board of administration shall assign to each church ~~or circuit~~ the specific number of lay delegates which it shall elect as its representatives to the district conference, in keeping with the provision in 1086 for the total number of lay delegates and subject to the following regulations:

(1) The district board of administration shall first determine the total number of lay delegates required for the next session of the district conference (1086) which shall initially equal the number of ministerial voting members eligible at the time such determination is made (cf. 1083: 1–5). The district board of administration may adjust this number of lay delegates downward to be not fewer than the highest number of ministerial voting members who answered the roll call in each of the last three district conferences.

(2) One lay delegate shall first be allotted to each pastoral charge (315:7; 528:3; 317; 503), including any developing churches deemed qualified (510:5; 1086).

(3) One shall be subtracted from the number needed to balance the ministerial vote for each lay member of the district board of administration.

(4) The number of lay delegates yet required for the next district conference shall be allotted to the pastoral

1090. The nonvoting members of the district conference, with a voice but without a vote, are (cf. 317):

- (1) Ordained ministers without appointment (1240:I:E; 3380).
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(3) One shall be subtracted from the number needed to balance the ministerial vote for each lay member of the district board of administration.

(4) The number of lay delegates yet required for the next district conference shall be allotted to the pastoral charges according to a ratio of representation. In fixing

charges according to a ratio of representation. In fixing the ratio of representation, the members as listed on the statistical report of the preceding district conference, shall be considered. The district board of administration shall establish the ratio of representation and apply it in such a manner as to assign the exact number of delegates to be elected by each pastoral charge.

(5) The district shall promptly notify each pastor of the exact number of lay delegates allotted to that particular pastoral charge.

1103. Election. The lay delegates to the district conference shall be elected at any duly called session of the local church conference ~~or circuit conference~~, by ballot, and by a majority vote of those members present and voting (823; 965). In the case of a developing church, election shall be by the local advisory council, subject to approval by the district superintendent (510:3,5). A person accepting election as a delegate has an obligation to attend faithfully the entire district conference session, unless hindered by unforeseen and justifiable circumstances. The local church secretary shall promptly forward a certified list of the elected lay delegates to the district secretary.

1106. Alternate Delegates. A sufficient number of alternate lay delegates having the same qualifications (1109) shall be elected in the same manner and at the same session as the delegates (1103) and shall fill any vacancies in the order of their election. Whenever an alternate delegate is required to serve, the pastor or local church secretary shall certify this appointment to the district secretary.

1109. Qualifications. A lay delegate must be a member who meets the leadership qualifications (260–268; 558) and in good standing of the pastoral charge represented, both at the time of election and at the time of the district conference. An ordained, commissioned or licensed minister may not be elected or serve as a lay delegate.

C. Sessions

1112. Annual Session. The district conference shall meet annually at a place chosen by the district board of administration and at a time as decided upon by the General Superintendent in cooperation with the district board of administration (1233:6; 1935:28). The district secretary shall notify in writing all ministerial voting members, pastoral charges, and nonvoting members of the time and the place at least sixty days before the scheduled opening. Whenever an emergency shall require a change in the plans adopted, the district board of administration may declare that such an emergency exists and authorize the necessary changes.

1115. Reconvened Session. The district conference may be reconvened at any time during the year by a two-thirds majority vote of the district board of administration and the approval of the General Superintendent (1935:28). A reconvened session shall

the ratio of representation, the members as listed on the statistical report of the preceding district conference, shall be considered. The district board of administration shall establish the ratio of representation and apply it in such a manner as to assign the exact number of delegates to be elected by each pastoral charge.

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1103. Election. The lay delegates to the district conference shall be elected at any duly called session of the local church conference by ballot, and by a majority vote of those members present and voting (823; 965). In the case of a developing church, election shall be by the local advisory council, subject to approval by the district superintendent (510:3,5). A person accepting election as a delegate has an obligation to attend faithfully the entire district conference session, unless hindered by unforeseen and justifiable circumstances. The local church secretary shall promptly forward a certified list of the elected lay delegates to the district secretary.

1106. Alternate Delegates. A sufficient number of alternate lay delegates having the same qualifications (1109) shall be elected in the same manner and at the same session as the delegates (1103) and shall fill any vacancies in the order of their election. Whenever an alternate delegate is required to serve, the pastor or local church secretary shall certify this appointment to the district secretary.

1109. Qualifications. A lay delegate must be a member who meets the leadership qualifications (260–268; 558) and in good standing of the pastoral charge represented, both at the time of election and at the time of the district conference. An ordained, commissioned or licensed minister may not be elected or serve as a lay delegate.

C. Sessions

1112. Annual Session. The district conference shall meet annually at a place chosen by the district board of administration and at a time as decided upon by the General Superintendent in cooperation with the district board of administration (1233:6; 1935:28). The district secretary shall notify in writing all ministerial voting members, pastoral charges, and nonvoting members of the time and the place at least sixty days before the scheduled opening. Whenever an emergency shall require a change in the plans adopted, the district board of administration may declare that such an emergency exists and authorize the necessary changes.

1115. Reconvened Session. The district conference may be reconvened at any time during the year by a two-thirds majority vote of the district board of administration and the approval of the General Superintendent (1935:28). A reconvened session shall also be ordered by the district board of administration

<p>also be ordered by the district board of administration when requested to do so by the General Board, its Executive Board, or the General Superintendent. The district board of administration shall designate the place and, in cooperation with the General Superintendent, establish the date, which shall be at least thirty days after the reconvened conference is announced. The district shall notify in writing all ministerial voting members, pastoral charges, and nonvoting members of the time, place, and purpose of the reconvened session. The district conference shall have the same rights and powers in a reconvened session as in the annual session.</p> <p style="text-align: center;">D. Organization and Procedure</p> <p style="text-align: center;">1. Officers</p> <p>1120. The Chair. The General Superintendent, or a representative appointed by the General Superintendent, shall preside over the district conference, assisted by the district superintendent in the manner provided for in the Constitution (350:3). When neither the General Superintendent nor the appointed representative is present, the district superintendent shall preside or take the responsibility for the same. If none of the foregoing is present, the district conference shall elect from among its ordained ministers a chair pro tem.</p> <p>1123. The Secretary. The district secretary shall be the secretary of the district conference ex officio. The district secretary shall accurately record the proceedings and preserve them in permanent form as prescribed by The Discipline (cf. 1178), and perform any other duties as shall be required by the district conference.</p> <p style="text-align: center;">2. Procedure</p> <p>1126. Rights. The rights of the district conference are declared in the Constitution (323:1–10; 325; 327:1; 350:3; 360:3c, e; 375:2, 4, 6; 385).</p> <p>1129. Quorum. A majority of all both the ministerial voting members and lay delegates of the district conference (1083–1086) shall constitute a quorum for the transaction of business.</p> <p>1132. Delegates. Once a delegate has been seated at the annual district conference, an alternate delegate cannot thereafter be seated in place of the previously seated delegate.</p> <p>1135. Voting (317). The ministerial and lay members of the district conference shall deliberate and transact business as one body. However, on the final vote on any question, one-fourth of the members may call for a divided vote. The house shall then be divided, and the ministerial and lay members shall vote separately, with a majority vote of each branch required to pass the question on which the division has been called.</p>	<p>when requested to do so by the General Board, its Executive Board, or the General Superintendent. The district board of administration shall designate the place and, in cooperation with the General Superintendent, establish the date, which shall be at least thirty days after the reconvened conference is announced. The district shall notify in writing all ministerial voting members, pastoral charges, and nonvoting members of the time, place, and purpose of the reconvened session. The district conference shall have the same rights and powers in a reconvened session as in the annual session.</p> <p style="text-align: center;">D. Organization and Procedure</p> <p style="text-align: center;">1. Officers</p> <p>1120. The Chair. The General Superintendent, or a representative appointed by the General Superintendent, shall preside over the district conference, assisted by the district superintendent in the manner provided for in the Constitution (350:3). When neither the General Superintendent nor the appointed representative is present, the district superintendent shall preside or take the responsibility for the same. If none of the foregoing is present, the district conference shall elect from among its ordained ministers a chair pro tem.</p> <p>1123. The Secretary. The district secretary shall be the secretary of the district conference ex officio. The district secretary shall accurately record the proceedings and preserve them in permanent form as prescribed by The Discipline (cf. 1178), and perform any other duties as shall be required by the district conference.</p> <p style="text-align: center;">2. Procedure</p> <p>1126. Rights. The rights of the district conference are declared in the Constitution (323:1–10; 325; 327:1; 350:3; 360:3c, e; 375:2, 4, 6; 385).</p> <p>1129. Quorum. A majority of both the ministerial voting members and lay delegates of the district conference (1083–1086) shall constitute a quorum for the transaction of business.</p> <p>1132. Delegates. Once a delegate has been seated at the annual district conference, an alternate delegate cannot thereafter be seated in place of the previously seated delegate.</p> <p>1135. Voting (317). The ministerial and lay members of the district conference shall deliberate and transact business as one body. However, on the final vote on any question, one-fourth of the members may call for a divided vote. The house shall then be divided, and the ministerial and lay members shall vote separately, with a majority vote of each branch required to pass the question on which the division has been called.</p>
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<p>1138. Rules of Order. District conference business shall be conducted according to the current edition of Robert's Rules of Order, Newly Revised, except when otherwise ordered by The Discipline (cf. 1156).</p> <p>1141. Suspension of Rules. The district conference may by two-thirds vote suspend any rules of order for a certain item of business, provided such a suspension does not contravene The Discipline or other General Conference legislation.</p> <p>1144. Appeals on Questions of Order. The chair shall decide all questions of order, subject to an appeal to the district conference body. If any matter is ruled out of order by the chair on the basis that it is unconstitutional or in violation of The Discipline, the decision of the chair may be appealed by any member of the district conference. If the appeal is seconded, the chair shall clearly state the question and the reasons for the decision, and the one moving the appeal shall state the reasons for the appeal. The vote shall then be taken without debate. A two-thirds vote of the district conference, present and voting, shall be required to overrule the decision of the chair. If the chair is overruled, the action of the district conference shall be suspended until a ruling shall be given by the General Superintendent as provided for in 2064.</p> <p>1147. Legislation. Rules and resolutions adopted by a district conference shall continue in force until amended or rescinded, unless such actions are by nature temporary or unless an action of the district conference is declared unconstitutional or contrary to The Discipline as set forth in 2064 and 5445:2 (cf. 323:6).</p> <p style="text-align: center;">3. Resolutions</p> <p>1150. Resolutions. Resolutions may be submitted to the district conference, by a local church conference, a circuit conference, the district board of administration, the annual district convention of women's ministry or Wesleyan Youth, a district board or committee concerning the work assigned to it, or any three voting members of the district conference with their signatures.</p> <p>1153. Memorials. All resolutions intended for eventual recommendation by the district conference to the General Conference, including changes in The Discipline and any other proposals, shall be designated as "memorials" (1557– 1560). Anyone authorized to submit a resolution may also submit a memorial to be passed upon by the district conference.</p> <p>1156. Procedure. All resolutions shall be submitted as directed by the district conference. and within a time limit as set by the district conference. The appropriate district board of administration conference committee (cf. 1168:1) shall be responsible to review each resolution or memorial as to its origin (1150), clarity, relationship to <i>The Discipline</i> and other existing legislation of the General Conference or district conference, and shall report them out to the district conference together with their recommendations. A properly submitted resolution cannot be withheld from</p>	<p>1138. Rules of Order. District conference business shall be conducted according to the current edition of Robert's Rules of Order, Newly Revised, except when otherwise ordered by The Discipline (cf. 1156).</p> <p>1141. Suspension of Rules. The district conference may by two-thirds vote suspend any rules of order for a certain item of business, provided such a suspension does not contravene The Discipline or other General Conference legislation.</p> <p>1144. Appeals on Questions of Order. The chair shall decide all questions of order, subject to an appeal to the district conference body. If any matter is ruled out of order by the chair on the basis that it is unconstitutional or in violation of The Discipline, the decision of the chair may be appealed by any member of the district conference. If the appeal is seconded, the chair shall clearly state the question and the reasons for the decision, and the one moving the appeal shall state the reasons for the appeal. The vote shall then be taken without debate. A two-thirds vote of the district conference, present and voting, shall be required to overrule the decision of the chair. If the chair is overruled, the action of the district conference shall be suspended until a ruling shall be given by the General Superintendent as provided for in 2064.</p> <p>1147. Legislation. Rules and resolutions adopted by a district conference shall continue in force until amended or rescinded, unless such actions are by nature temporary or unless an action of the district conference is declared unconstitutional or contrary to The Discipline as set forth in 2064 and 5445:2 (cf. 323:6).</p> <p style="text-align: center;">3. Resolutions</p> <p>1150. Resolutions. Resolutions may be submitted to the district conference, by a local church conference, the district board of administration or any three voting members of the district conference with their signatures.</p> <p>1153. Memorials. All resolutions intended for eventual recommendation by the district conference to the General Conference, including changes in The Discipline and any other proposals, shall be designated as "memorials" (1557– 1560). Anyone authorized to submit a resolution may also submit a memorial to be passed upon by the district conference.</p> <p>1156. Procedure. All resolutions shall be submitted as directed by the district conference. The district board of administration shall be responsible to review each resolution or memorial as to its origin (1150), clarity, relationship to <i>The Discipline</i> and other existing legislation of the General Conference or district conference, and shall report them out to the district conference together with their recommendations. A properly submitted resolution cannot be withheld from the conference body unless withdrawn by its authors or declared out of order by the chair of the district</p>
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<p>the conference body by a committee unless withdrawn by its authors or declared out of order by the chair of the district conference as contravening <i>The Discipline</i>. The committee chair district secretary shall present any resolutions in question to the district conference chair for a ruling before presenting them on the conference floor. The district conference may by a two-thirds vote suspend the requirement that a resolution must first be reviewed by the district board of administration a committee (cf. 1168:1) and immediately proceed to consider and vote upon said resolution.</p> <p style="text-align: center;">4. Committees</p> <p>1159. The district conference shall have such committees as are required by <i>The Discipline</i>, and may create and define the duties of such other committees as are deemed necessary (1180:35–39).</p> <p style="text-align: center;">a. District Conference Action Committee</p> <p>1165. A district conference may establish a district conference action committee (1180:9) that shall perform the functions of a resolutions committee. It shall consist of the district superintendent, the district treasurer, and from three to nine other members elected by the conference with due consideration for lay representation (cf. 1175:2). The district conference may delegate the election of the committee members to the district board of administration. The district superintendent shall be the chair or shall appoint another to serve instead, and the committee shall elect a secretary and other officers as deemed necessary.</p> <p>1168. The duties of the district conference action committee are:</p> <p style="padding-left: 20px;">(1) To receive all resolutions and memorials for the district conference, to review them, and to report them to the district conference with the committee's recommendation except as provided for in 1233:9 (1150–1156).</p> <p style="padding-left: 20px;">(2) To conduct and report on any research or investigation regarding the merits of proposed district legislation as requested by the district conference or district board of administration, or as deemed necessary by the committee.</p> <p style="padding-left: 20px;">(3) To assign members of the committee to study, prepare, and plan any phase of the committee's work and report back to the committee.</p> <p style="padding-left: 20px;">(4) To review the standing rules of the district in order to make recommendations to the district conference concerning the alignment of such rules with General Conference legislation, and concerning any other necessary amendments (1180:5).</p> <p style="padding-left: 20px;">(5) To provide, if possible, all delegates to the district conference with copies of resolutions or memorials, properly classified, at least ten days before the opening of the district conference.</p> <p style="text-align: center;">b. District Conference Nominating Committee</p>	<p>conference as contravening <i>The Discipline</i>. The district secretary shall present any resolutions in question to the district conference chair for a ruling before presenting them on the conference floor. The district conference may by a two-thirds vote suspend the requirement that a resolution must first be reviewed and immediately proceed to consider and vote upon said resolution.</p> <p style="text-align: center;">4. Committees</p> <p>1159. The district conference shall have such committees as are required by <i>The Discipline</i>, and may create and define the duties of such other committees as are deemed necessary (1180:35–39).</p> <p style="text-align: center;">District Conference Nominating Committee</p>
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<p>1172. Each district may shall have a district conference nominating committee consisting of the district superintendent as chair, and two or more ministers, and an equal number of lay members elected by the district conference (1180:10). The elected members of the nominating committee shall not succeed themselves and may not be reelected until after a lapse of one year. The committee shall organize itself. It shall serve for one year and shall meet as called by the chair.</p> <p>1175. The duties of this committee shall be determined by the district conference and may include such as the following:</p> <p>(1) To present nominations for the district secretary, district treasurer (see 1335), members-at-large on the district board of administration, and each elected delegate to the General Conference.</p> <p>(2) To present nominations for each of the following in accord with the requirements and regulations for each as set forth in The Discipline, and in keeping with the provisions of The Discipline for various options in combining responsibilities or referring the power of nomination or election to other bodies: the district conference action committee (1165), the district building committee (1345), the district statistical committee (1350), the district director of evangelism and church growth (1426), the district director of Global Partners (1429), the district Sunday school director (1483), the district director of leadership training (1486), the district director of children's ministries (1489).</p> <p>(3) (2) To give special consideration for the nomination of persons that reflect the full scope of the district's geographical, ethnic, and gender constituency.</p> <p>(4) (3) To present any other nominations as shall be requested by the district conference.</p> <p>5. The District Conference Journal</p> <p>1178. The district conference journal shall contain the complete and accurate record of the proceedings of the district conference, prepared by the district secretary who shall have the duty:</p> <p>(1) To have it certified by an editing committee or by the district superintendent.</p> <p>(2) To arrange the journal as far as possible according to the table of contents and general format prepared by the Executive Director of Communication and Administration and approved by the General Board.</p> <p>(3) To see that it contains a complete directory for the district as set forth in 1332:8.</p> <p>(4) To deliver annually to the Executive Director of Communication and Administration copies of the district journal in such quantities and format as needed for the offices in the World Headquarters.</p> <p>E. Duties and Powers</p>	<p>1172. Each district shall have a district conference nominating committee consisting of the district superintendent as chair, and two or more ministers, and an equal number of lay members elected by the district conference (1180:10). The elected members of the nominating committee shall not succeed themselves and may not be reelected until after a lapse of one year. The committee shall organize itself. It shall serve for one year and shall meet as called by the chair.</p> <p>1175. The duties of this committee shall be determined by the district conference and may include such as the following:</p> <p>(1) To present nominations for the district secretary members-at-large on the district board of administration, and each elected delegate to the General Conference.</p> <p>(2) To give special consideration for the nomination of persons that reflect the full scope of the district's geographical, ethnic, and gender constituency.</p> <p>(3) To present any other nominations as shall be requested by the district conference.</p> <p>5. The District Conference Journal</p> <p>1178. The district conference journal shall contain the complete and accurate record of the proceedings of the district conference, prepared by the district secretary who shall have the duty:</p> <p>(1) To have it certified by the district superintendent.</p> <p>(2) To arrange the journal as far as possible according to the table of contents and general format prepared by the Executive Director of Communication and Administration and approved by the General Board.</p> <p>(3) To see that it contains a complete directory for the district as set forth in 1332:8.</p> <p>(4) To deliver annually to the Executive Director of Communication and Administration copies of the district journal in such quantities and format as needed for the offices in the World Headquarters.</p> <p>E. Duties and Powers</p>
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<p>1180. The duties and powers of the district conference as set forth in the Constitution (cf. 1126) and as authorized by the General Conference are:</p> <p style="text-align: center;">Relating to the Constitution</p> <p>(1) To propose an amendment to the Constitution, by a two-thirds vote, to be submitted to the General Conference as a memorial (385; 1560; 1590:1). or to propose an amendment to the Constitution to be submitted first to the other district conferences (385; 1590:2).</p> <p>(2) To vote on the ratification of an amendment to the Constitution adopted by the General Conference (385; 1590:1). ; and to vote on a proposed amendment to the Constitution originating in another district conference (385; 1590:2).</p> <p style="text-align: center;">Relating to the General Conference</p> <p>(3) To adopt memorials to the General Conference for proposed changes in The Discipline or for other legislation (1153; 1557–1560; 1565).</p> <p>(4) To elect delegates to the General Conference as set forth in 1503–1526 (cf. 1175:1).</p> <p>(5) To review all standing rules of the district and bring them into harmony with the Constitution, other provisions of The Discipline as currently revised and amended, and with other General Conference legislation (323:6; 1168:4).</p> <p>(6) To request a special session of the General Conference in concurrence with two-thirds of the district conferences (330:2; 1532).</p> <p style="text-align: center;">Relating to the District Conference</p> <p>(7) To receive the appointed general representative to preside over the district conference whenever the General Superintendent is not present (350:3; 1935:28).</p> <p>(8) To receive a report concerning the interests and progress of the denomination from the General Superintendent or if the General Superintendent is not present, from the general representative (1935:27, 29).</p> <p>(9) To authorize, if desired, a district conference action committee, designate its number of members, and provide for the election of the members as set forth in 1165.</p> <p>(10) (9) To authorize, if desired, a district conference nominating committee, designate its number of members, elect such members, and determine its duties as set forth in 1172–1175.</p> <p>(11) (10) Space reserved.</p> <p style="text-align: center;">Relating to District Administration</p>	<p>1180. The duties and powers of the district conference as set forth in the Constitution (cf. 1126) and as authorized by the General Conference are:</p> <p style="text-align: center;">Relating to the Constitution</p> <p>(1) To propose an amendment to the Constitution, by a two-thirds vote, to be submitted to the General Conference as a memorial (385; 1560; 1590:1). or to propose an amendment to the Constitution to be submitted first to the other district conferences (385; 1590:2).</p> <p>(2) To vote on the ratification of an amendment to the Constitution adopted by the General Conference (385; 1590:1). ; and to vote on a proposed amendment to the Constitution originating in another district conference (385; 1590:2).</p> <p style="text-align: center;">Relating to the General Conference</p> <p>(3) To adopt memorials to the General Conference for proposed changes in The Discipline or for other legislation (1153; 1557–1560; 1565).</p> <p>(4) To elect delegates to the General Conference as set forth in 1503–1526 (cf. 1175:1).</p> <p>(5) To review all standing rules of the district and bring them into harmony with the Constitution, other provisions of The Discipline as currently revised and amended, and with other General Conference legislation (323:6; 1168:4).</p> <p>(6) To request a special session of the General Conference in concurrence with two-thirds of the district conferences (330:2; 1532).</p> <p style="text-align: center;">Relating to the District Conference</p> <p>(7) To receive the appointed general representative to preside over the district conference whenever the General Superintendent is not present (350:3; 1935:28).</p> <p>(8) To receive a report concerning the interests and progress of the denomination from the General Superintendent or if the General Superintendent is not present, from the general representative (1935:27, 29).</p> <p>(9) To authorize a district conference nominating committee, designate its number of members, elect such members, and determine its duties as set forth in 1172–1175.</p> <p>(10) Space reserved.</p> <p style="text-align: center;">Relating to District Administration</p>
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<p>(12) (11) To take charge of all ordained, commissioned or licensed ministers, ministerial students, commissioned and licensed special workers, missions, developing churches, pastoral charges, auxiliary organizations (cf. 1233:25; 7365:2) and other district work within its bounds, except when the district is under discipline (360:3c, e), and except for those members of the district who are elected as general officials (1800), missionaries appointed under the Global Partners Division (2272), and others who are amenable only to the General Board for their official duties (323:1; 360:2; 5150; 5203).</p> <p>(13) (12) To receive a report concerning their official duties from the following: the district superintendent (1310:30), the assistant district superintendent(s) (if any, 1323:6), the district treasurer (1337:8), the leaders of all district departments and auxiliaries, and any others as desired by the district conference.</p> <p>(14) (13) To consider the numerical and financial progress of the district by receiving a complete statistical and financial report as compiled and submitted by the district secretary statistical committee (1352:1–3).</p> <p>(15) (14) To take such actions and adopt such rules as it shall judge necessary to promote the interests and prosperity well-being of The Wesleyan Church within the bounds of the district, and to amend or rescind the same, provided that it shall not add to or take from any provision of the Constitution or other provisions of <i>The Discipline</i>, and provided that any three members may appeal an action of the district conference as set forth in 323:6 (cf. 2061).</p> <p>(16) (15) To adopt financial plans which will provide for the support of the district work, and for the payment of the district obligation for the United Stewardship Fund (2015:1), assigning to each church its share of these obligations (2015:2; cf. 1233:11).</p> <p>(17) (16) Space reserved.</p> <p>(18) (17) To determine the dates for the district fiscal year, which shall be binding on all churches, boards, committees, and organizations within the district for the keeping of records and reports.</p> <p>(19) (18) To authorize employment, if desired, of one or more assistant district superintendents (if any, cf. 1320) as full-time district official(s). and further to define any duties in addition to those required by The Discipline (1323–1327).</p> <p>(20) To create, if so desired, a camp meeting board and define its duties or to delegate this to the district board of administration.</p> <p>(24) (19) To authorize the incorporation of the district as provided for in 4100–4150. After such incorporation, the district board of administration shall carry out the will of the district conference concerning the holding of district and local church property (cf. 4680), and shall have power, on its own resolution, to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any</p>	<p>(11) To take charge of all ordained, commissioned or licensed ministers, ministerial students, commissioned and licensed special workers, missions, developing churches, pastoral charges, and other district work within its bounds, except when the district is under discipline (360:3c, e), and except for those members of the district who are elected as general officials (1800), missionaries appointed under the Global Partners Division (2272), and others who are amenable only to the General Board for their official duties (323:1; 360:2; 5150; 5203).</p> <p>(12) To receive a report concerning their official duties from the following: the district superintendent (1310:30), the assistant district superintendent(s) (if any, 1323:6), the district treasurer (1337:8), and any others as desired by the district conference.</p> <p>(13) To consider the numerical and financial progress of the district by receiving a complete statistical and financial report as compiled and submitted by the district secretary (1352:1–3).</p> <p>(14) To take such actions and adopt such rules as it shall judge necessary to promote the interests and well-being of The Wesleyan Church within the bounds of the district, and to amend or rescind the same, provided that it shall not add to or take from any provision of the Constitution or other provisions of <i>The Discipline</i>, and provided that any three members may appeal an action of the district conference as set forth in 323:6 (cf. 2061).</p> <p>(15) To adopt financial plans which will provide for the support of the district work, and for the payment of the district obligation for the United Stewardship Fund (2015:1), assigning to each church its share of these obligations (2015:2; cf. 1233:11).</p> <p>(16) Space reserved.</p> <p>(17) To determine the dates for the district fiscal year, which shall be binding on all churches, boards, committees, and organizations within the district for the keeping of records and reports.</p> <p>(18) To authorize employment, if desired, of one or more assistant district superintendents (if any, cf. 1320) as full-time district official(s).</p> <p>(19) To authorize the incorporation of the district as provided for in 4100–4150. After such incorporation, the district board of administration shall carry out the will of the district conference concerning the holding of district and local church property (cf. 4680), and shall have power, on its own resolution, to acquire, purchase, manage, sell, exchange, mortgage, deed in trust,</p>
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property, real, personal, or mixed, as may be necessary or convenient for the purpose of the corporation.

~~(22)~~ **(20)** To elect, in states **or provinces** where local laws prohibit such incorporation, or where the law requires the property to be held by trustees, a district board of trustees from among the members of the district board of administration, which shall carry out the will of the district conference concerning the holding of district and local church property (cf. 4680), and which shall carry out its duties as set forth in 1365 (cf. 4500–4630; 4800–4880).

~~(23)~~ **(21)** To delegate any of its duties not restricted to the district conference by the Constitution.

Relating to Churches, Ministers, and Lay Workers

~~(24)~~ **(22)** To authorize the establishing of a mission (537), a developing church (510), a church (518), a ~~circuit (525)~~, the reclassification of a church as a developing church (518:7; cf. 1233:30), to declare a church as discontinued or abandoned (4730), and to hear a report from the district superintendent of the organization of new churches (520:6; 1310:16). Any established church that is not under discipline may not be discontinued without a corroborating vote of the local church conference (655:14; 1233:30).

~~(25)~~ **(23)** To determine the boundaries of each pastoral charge within the district (323:5; 1233:10c; 4750).

~~(26)~~ **(24)** To receive and pass upon the recommendations of the district board of administration concerning the pastoral agreements, appointments, and district conference relations, as follows (1233:10):

(a) To approve the pastoral agreements entered into between the pastoral charges and the ministers, or to alter such an agreement, or to veto the action of the pastoral charge and appoint another pastor, provided that any such alteration or veto shall be for reasons as set forth in the Constitution, and shall be voted on as a separate action by the district conference (323:1–2; 697).

(b) To appoint a pastor to those pastoral charges not yet supplied at the time of the district conference or whenever requested to do so by a local church (708) or to delegate such appointment to the district board of administration, and to appoint an interim pastor (3261:2) or to employ a qualified person as a supply pastor when deemed necessary (3260).

(c) To appoint each minister to the proper category of service or other appointment (3250–3391), appointing each ordained minister not included on the appointed list (1240:I:A) to the proper district conference relation as retired, on reserve, on educational leave, without appointment (1240:I:B-E) or in process of transfer (3104); appointing each commissioned or licensed minister

pledge, rent, lease, and convey any property, real, personal, or mixed, as may be necessary or convenient for the purpose of the corporation.

(20) To elect, in states or provinces where local laws prohibit such incorporation, or where the law requires the property to be held by trustees, a district board of trustees from among the members of the district board of administration, which shall carry out the will of the district conference concerning the holding of district and local church property (cf. 4680), and which shall carry out its duties as set forth in 1365 (cf. 4500–4630; 4800–4880).

(21) To delegate any of its duties not restricted to the district conference by the Constitution.

Relating to Churches, Ministers, and Lay Workers

(22) To authorize the establishing of a mission (537), a developing church (510), a church (518), the reclassification of a church as a developing church (518:7; cf. 1233:30), to declare a church as discontinued or abandoned (4730), and to hear a report from the district superintendent of the organization of new churches (520:6; 1310:16). Any established church that is not under discipline may not be discontinued without a corroborating vote of the local church conference (655:14; 1233:30).

(23) To determine the boundaries of each pastoral charge within the district (323:5; 1233:10c; 4750).

(24) To receive and pass upon the recommendations of the district board of administration concerning the pastoral agreements, appointments, and district conference relations, as follows (1233:10):

(a) To approve the pastoral agreements entered into between the pastoral charges and the ministers, or to alter such an agreement, or to veto the action of the pastoral charge and appoint another pastor, provided that any such alteration or veto shall be for reasons as set forth in the Constitution, and shall be voted on as a separate action by the district conference (323:1–2; 697).

(b) To appoint a pastor to those pastoral charges not yet supplied at the time of the district conference or whenever requested to do so by a local church (708) or to delegate such appointment to the district board of administration, and to appoint an interim pastor (3261:2) or to employ a qualified person as a supply pastor when deemed necessary (3260).

(c) To appoint each minister to the proper category of service or other appointment (3250–3391), appointing each ordained minister not included on the appointed list (1240:I:A) to the proper district conference relation as retired, on reserve, on educational leave, without appointment (1240:I:B-E) or in process of transfer (3104);

<p>to the proper category of service (1240:II:A-B; 1240:III:A-B; 3255–3391) or in the process of transfer (3104); to license as ministerial students those persons so qualified (1240:IV; 3015:1); and to appoint as commissioned or licensed special workers, designating their particular ministry (3450–3480), those who have been granted the proper commissions and licenses (1240:V:A-C) or to list them as in process of transfer (1240:V:B); and to appoint commissioned lay missionaries.</p> <p>(27) (25) To grant in concurrence with the General Board prior approval to a local church conference for post-secondary education in terms of an institute, junior college or college-level programs (655:19; 1655:36).</p> <p>(28) (26) To elect to ordination or for commissioning as a minister, a candidate the district conference deems qualified (3070), after receiving a report from the district board of ministerial development (1390:5) which shall be acted upon as a separate item of business.</p> <p>(29) (27) To grant a license, commission, recognition or restoration, in keeping with the requirements of The Discipline, after receiving the report and recommendations from the district board of ministerial development (1390:5), as follows:</p> <ul style="list-style-type: none"> (a) A recognition as ordained minister in process of transfer to an ordained minister being received from another denomination (3104), and a recognition as an ordained minister of The Wesleyan Church in full standing when all requirements have been met (3104:4–5). (b) A district ministerial license, the granting of which shall become effective when the person receives appointment as set forth in 3033:7 and 3040:3 (cf. 1180:26c; 1233:10). (c) A recognition of a commissioned or licensed minister being received from another denomination as in process of transfer (3104) and a recognition of such commissioned or licensed ministers in full standing when all requirements are met (3104). (d) A license as a ministerial student for those who are qualified (3015:1; 3350). (e) A license or commission as special worker, designating the particular ministry (3450–3480), or a recognition of a commissioned special worker or the equivalent thereof in process of transfer from another denomination, and subsequent recognition as a commissioned special worker in full standing when all requirements have been met (3470). (f) A commission as lay missionary (3490). (g) Any other license or commission as shall be authorized by The Discipline. (h) The restoration or reinstatement of ordination, commission or license as set forth in 3120–3124; 3480; 5230–5248 (cf. 1390:4). <p>(30) (28) To receive and pass on an annual service report, through the district board of ministerial</p>	<p>appointing each commissioned or licensed minister to the proper category of service (1240:II:A-B; 1240:III:A-B; 3255–3391) or in the process of transfer (3104); to license as ministerial students those persons so qualified (1240:IV; 3015:1); and to appoint as commissioned or licensed special workers, designating their particular ministry (3450–3480), those who have been granted the proper commissions and licenses (1240:V:A-C) or to list them as in process of transfer (1240:V:B); and to appoint commissioned lay missionaries</p> <p>(25) To grant in concurrence with the General Board prior approval to a local church conference for post-secondary education in terms of an institute, junior college or college-level programs (655:19; 1655:36).</p> <p>(26) To elect to ordination or for commissioning as a minister, a candidate the district conference deems qualified (3070), after receiving a report from the district board of ministerial development (1390:5) which shall be acted upon as a separate item of business.</p> <p>(27) To grant a license, commission, recognition or restoration, in keeping with the requirements of The Discipline, after receiving the report and recommendations from the district board of ministerial development (1390:5), as follows:</p> <ul style="list-style-type: none"> (a) A recognition as ordained minister in process of transfer to an ordained minister being received from another denomination (3104), and a recognition as an ordained minister of The Wesleyan Church in full standing when all requirements have been met (3104:4–5). 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(h) The restoration or reinstatement of ordination, commission or license as set forth in 3120–3124; 3480; 5230–5248 (cf. 1390:4). <p>(28) To receive and pass on an annual service report, through the district board of ministerial</p>
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<p>development as set forth in 1390:7–9, from each ordained, commissioned, and licensed minister, and ministerial student, and commissioned and licensed special worker; to receive an explanation from the district board of ministerial development relative to each person whose report has been found unsatisfactory, and to vote on the continuation of such person for appointment which shall require a two-thirds vote of confidence for approval (1390:9).</p> <p style="text-align: center;">Relating to the Election of Officials and Committees</p> <p>(34) (29) To elect, by ballot and by majority vote, an ordained minister to the office of district superintendent for a term of two four years (cf. 1303:2, 4; 1935:31). Reelection thereafter shall also be for a term of four years or for an extended call (1303:2, 4).</p> <p>(32) To authorize, if so desired, election by the district board of administration of one or more ordained minister(s) as assistant district superintendent(s) (1320).</p> <p>(33) (30) To elect, by ballot and by majority vote, a district secretary (1330; cf. 1175:1), a district treasurer (1335; cf. 1175:1) or, if deemed advisable, a district secretary treasurer and members-at-large of the district board of administration (1203–1206). The district conference may authorize the district board of administration to appoint or employ a district treasurer (1335).</p> <p>(34) To designate, if it so desires, the ordained ministers of the district board of ministerial development as the council of ordination (1405; cf. 1233:37).</p> <p>(35) To elect the following or to delegate election to the district board of administration:</p> <p>(a) District building committee (1345);</p> <p>(b) District statistical committee (1350–1352);</p> <p>(c) District director of evangelism and church growth (1426);</p> <p>(d) District director of Global Partners (1429);</p> <p>(e) District director of spiritual formation (1460) or a district Sunday school director (1483); and</p> <p>(f) If desired, a district director of leadership training (1486), a district director of children's ministries (1489), a district director of Wesleyan Youth (1492), a district director of adult ministries (1494), and such other district ministry leaders deemed necessary.</p> <p>(36) (31) Space reserved.</p> <p>(37) (32) Space reserved.</p> <p>(38) (33) Space reserved.</p> <p>(39) (34) To elect a district board of review as set forth in paragraph 1370 (cf. 1175:2; 5218).</p> <p style="text-align: center;">Relating to Church Law and the Judiciary</p> <p>(40) (34) To request, by a two-thirds majority vote, a ruling on a point of Wesleyan Church law or an interpretation of The Discipline from the General</p>	<p>development as set forth in 1390:7–9, from each ordained, commissioned, and licensed minister, and ministerial student, and commissioned and licensed special worker; to receive an explanation from the district board of ministerial development relative to each person whose report has been found unsatisfactory, and to vote on the continuation of such person for appointment which shall require a two-thirds vote of confidence for approval (1390:9).</p> <p style="text-align: center;">Relating to the Election of Officials and Committees</p> <p>(29) To elect, by ballot and by majority vote, an ordained minister to the office of district superintendent for a term of four years (cf. 1303:2, 4; 1935:31). Reelection thereafter shall also be for a term of four years or for an extended call (1303:2, 4).</p> <p>(30) To elect, by ballot and by majority vote, a district secretary (1330; cf. 1175:1), and members-at-large of the district board of administration (1203–1206).</p> <p>(31) Space reserved.</p> <p>(32) Space reserved.</p> <p>(33) Space reserved.</p> <p>(34) To elect a district board of review as set forth in paragraph 1370 (cf. 1175:2; 5218).</p> <p style="text-align: center;">Relating to Church Law and the Judiciary</p> <p>(34) To request, by a two-thirds majority vote, a ruling on a point of Wesleyan Church law or an interpretation of The Discipline from the General</p>
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Superintendent (2061:1); and to appeal, by a two-thirds majority vote, such a ruling to the General Board of Review (2061:3; see also *General Board Policy on Church Discipline* 5445:2).

~~(44)~~ **(35)** To appeal, by a two-thirds majority vote, a decision of the General Superintendent on the legality of an action by the district conference, a district board or committee or a district official, to the General Board of Review (375:2; 2061; cf. 323:6; see also *General Board Policy on Church Discipline* 5445:2). All appeals must be filed with the Executive Director of Communication and Administration within sixty days after the date of the official decision on the matter.

~~(42)~~ **(36)** To adopt, by a two-thirds majority vote, a complaint against the General Conference or another district and order its presentation to the General Board of Review for settlement (375:4,6; see also *General Board Policy on Church Discipline* 5445:4); and to adopt such a complaint, by a majority vote, against the General Board to be presented to the General Board of Review for settlement (cf. 323:10).

~~(43)~~ **(37)** To appeal, by a two-thirds majority vote, a judgment of the General Board of Review to the General Conference for final settlement (cf. 323:10; 380; see also *General Board Policy on Church Discipline* 5450). All appeals must be filed with the Executive Director of Communication and Administration within sixty days after the date of the official decision on the matter.

~~(44)~~ **(38)** To exercise judicial powers according to the provisions of the *General Board Policy on Church Discipline* (5200–5248; 5300–5325).

Chapter 3

DISTRICT BOARD OF ADMINISTRATION

A. Function

1200. The district board of administration carries out the will of the district conference, promotes the interests of The Wesleyan Church within the district, and serves as the chief governing body of the district in the interim of district conference sessions.

A. Membership

1203. Composition. The district board of administration is composed of the district superintendent, the assistant district superintendent(s) (if any, cf. 1320), the district secretary, the district treasurer, and members-at-large. ~~according to the size of the district:~~

~~(1) When a district has fewer than fifty churches, the district conference shall elect at least five members-at-large to the district board of administration, making a total board of not fewer than eight members, elected so that at least three are lay members (cf. 1203:3).~~

~~(2)~~ **(1)** When a district has fifty or more churches, the district conference shall elect at least seven members-at-large to the district board of administration,

Superintendent (2061:1); and to appeal, by a two-thirds majority vote, such a ruling to the General Board of Review (2061:3; see also *General Board Policy on Church Discipline* 5445:2).

(35) To appeal, by a two-thirds majority vote, a decision of the General Superintendent on the legality of an action by the district conference, a district board or committee or a district official, to the General Board of Review (375:2; 2061; cf. 323:6; see also *General Board Policy on Church Discipline* 5445:2). All appeals must be filed with the Executive Director of Communication and Administration within sixty days after the date of the official decision on the matter.

(36) To adopt, by a two-thirds majority vote, a complaint against the General Conference or another district and order its presentation to the General Board of Review for settlement (375:4,6; see also *General Board Policy on Church Discipline* 5445:4); and to adopt such a complaint, by a majority vote, against the General Board to be presented to the General Board of Review for settlement (cf. 323:10).

(37) To appeal, by a two-thirds majority vote, a judgment of the General Board of Review to the General Conference for final settlement (cf. 323:10; 380; see also *General Board Policy on Church Discipline* 5450). All appeals must be filed with the Executive Director of Communication and Administration within sixty days after the date of the official decision on the matter.

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1203. Composition. The district board of administration is composed of the district superintendent, the assistant district superintendent(s) (if any, cf. 1320), the district secretary, the district treasurer, and members-at-large.

(1) The district conference shall elect at least seven members-at-large to the district board of administration, making a total of not fewer than ten

<p>making a total of not fewer than ten members, elected so that at least four are lay members (cf. 1203:3).</p> <p>(3) (2) Whenever a district conference chooses to elect more than the minimum number of members-at-large to its district board of administration, due regard shall be given to elect a proportionate number of lay members.</p> <p>1206. Regulations for a Member-at-Large. Each member-at-large of a district board of administration shall be a member who meets the leadership qualifications (260–268; 558) of a local Wesleyan church within the district of service, both at the time of election and throughout the tenure of membership. A ministerial member-at-large shall be chosen from among the ordained ministers of the district. The term of office shall be for one year, or two, or three years (cf. 1282), and the member-at-large shall serve from the close of the district conference at which elected until the close of the prescribed term or until a successor is elected and qualified. Regulations governing the amenability of a member-at-large of the district board of administration and the declaring and filling of a vacancy in such office are the same as those for district officials set forth in 1265 and 1272 (cf. 1233:28a).</p> <p style="text-align: center;">C. Sessions</p> <p>1209. Organizing Sessions. The district board of administration shall meet immediately after the close of the district conference for an organizing session:</p> <p>(1) To care for any business delegated to it by the district conference which requires immediate attention.</p> <p>(2) To appoint or employ a district treasurer (1335), when such has been authorized by the district conference (1180:33).</p> <p>(3) To elect those departmental officers and members of boards, leadership teams or committees and to elect or ratify the election of those officers of auxiliaries, whose terms expire at the time of the district board's organizing session (cf. 1233:20).</p> <p>(4) To make plans for the year and to care for any other business as deemed necessary.</p> <p>1212. Regular Sessions. The district board of administration shall meet at such time and place as it shall determine, provided that it shall meet at least once each quarter.</p> <p>1215. Special Sessions. The district board of administration may authorize special sessions as it deems necessary, or it may be called into special session by the district superintendent or in the event of an emergency when the district superintendent is unable to act, by the assistant district superintendent, if any, or if more than one assistant district superintendent, the one designated vice-chair (1320; 1323:2), or the General Superintendent or the General Superintendent's representative. A special session shall also be called when requested by the General Board or its Executive Board, or the General Superintendent. All members shall be notified at least one week in advance</p>	<p>members, elected so that at least four are lay members (cf. 1203:3).</p> <p>(2) Whenever a district conference chooses to elect more than the minimum number of members-at-large to its district board of administration, due regard shall be given to elect a proportionate number of lay members.</p> <p>1206. Regulations for a Member-at-Large. Each member-at-large of a district board of administration shall be a member who meets the leadership qualifications (260–268; 558) of a local Wesleyan church within the district of service, both at the time of election and throughout the tenure of membership. A ministerial member-at-large shall be chosen from among the ordained ministers of the district. The term of office shall be for one, two, or three years (cf. 1282), and the member-at-large shall serve until a successor is elected and qualified. Regulations governing the amenability of a member-at-large of the district board of administration and the declaring and filling of a vacancy in such office are the same as those for district officials set forth in 1265 and 1272 (cf. 1233:28a).</p> <p style="text-align: center;">C. Sessions</p> <p>1209. Organizing Sessions. 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1218. Evaluation Sessions. The General Superintendent shall, with the district board of administration, evaluate periodically the service of and financial provision for the district superintendent. The method and extent of such evaluation shall be determined by the General Superintendent with special attention focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.

D. Organization and Procedures

1221. Chair. The district superintendent shall preside as chair over the district board of administration. The designated assistant district superintendent, if any, shall preside in the absence of the district superintendent or when requested to do so by the district superintendent (1320). If neither is present, the board shall elect from among its members a chair pro tem.

1224. Secretary. The district secretary is the secretary of the district board of administration by virtue of this office.

1227. Quorum. A majority of all members of the board shall constitute a quorum.

1230. Voting. A majority of those present and voting shall be sufficient except for those matters for which a larger majority is required by The Discipline or by legal or corporate requirements.

E. Duties and Powers

1233. The duties and powers of the district board of administration are:

General Duties

(1) To serve as the chief governing body of the district in the interim of district conference sessions, caring for all the interests of The Wesleyan Church within the bounds of the district in accord with The Discipline.

(2) To promote the interests of the general divisions and educational institutions of The Wesleyan Church; to encourage their support and to receive their representatives.

(3) To be responsible within the district for the promotion of world missions and general evangelism and church growth (1410).

Related to the District Conference

(4) To cooperate with the district superintendent in evaluating the health of the district; establishing policies, goals, and objectives for more effectively fulfilling the mission of the district; empowering the district superintendent to pursue the goals and objectives, within the established policies and through the district's pastors and members; and periodically

1218. Evaluation Sessions. The General Superintendent shall, with the district board of administration, evaluate periodically the service of and financial provision for the district superintendent. The method and extent of such evaluation shall be determined by the General Superintendent with special attention focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.

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(1) To serve as the chief governing body of the district in the interim of district conference sessions, caring for all the interests of The Wesleyan Church within the bounds of the district in accord with The Discipline.

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Related to the District Conference

(4) To cooperate with the district superintendent in evaluating the health of the district; establishing policies, goals, and objectives for more effectively fulfilling the mission of the district; empowering the district superintendent to pursue the goals and objectives, within the established policies and through the district's pastors and members; and periodically

<p>receiving performance reports from the district superintendent. regarding progress.</p> <p>(5) To carry out the plans and objectives of the district conference.</p> <p>(6) To cooperate with the General Superintendent in establishing the date for the annual session of the district conference. so that the General Superintendent may preside (1112; 1935:28).</p> <p>(7) To call for a reconvened session of the district conference by a two- thirds majority vote of all members of the district board of administration, subject to the approval of the General Superintendent, and to call for a reconvened session when requested to do so by the General Board (1115) or its Executive Board or the General Superintendent.</p> <p>(8) To allot to each church or circuit of the district the number of lay delegates it shall elect to the district conference (1100).</p> <p>(9) To submit resolutions directly to the district conference that will provide for a more efficient administration, better correlation and advancement of the district work, and to submit proposed memorials to the General Conference (1557; cf. 1180:3).</p> <p>(10) To serve the district conference as a committee on pastoral relations and ministerial appointments, being responsible:</p> <ul style="list-style-type: none"> (a) To review all pastoral agreements between churches and ministers of the district (cf. 690–722). (b) To receive a report from the district board of ministerial development concerning matters related to district conference appointments and relations as set forth in 1390:10. (c) To submit to the district conference a comprehensive report covering all the churches and ministers of the district: recommending any necessary changes in the boundaries of the pastoral charges or in the classification of churches (1180:24–25; cf. 4720–4750); recommending the appointment of pastors for all churches for the coming year (cf. 510:1), including the approval, alteration or veto of pastoral agreements already made by the churches and ministers (323:2), and the appointment of pastors or the delegation of responsibility for such appointment for churches otherwise without pastors (1180:26), and recommending the appointment and/or classification of all other ordained ministers (3075:5), commissioned or licensed ministers, special workers and the licensing of ministerial students as set forth in 1180:26 and 1240 (cf. 3015:1). <p>(11) To carry out the following duties concerning the United Stewardship Fund (2000–2045): to submit a recommendation to the district conference for the raising of the district obligation and the apportioning to each church of its share of the district obligation (2015; cf. 1337:6); to approve adjustments in United</p>	<p>receiving performance reports from the district superintendent.</p> <p>(5) To carry out the plans and objectives of the district conference.</p> <p>(6) To cooperate with the General Superintendent in establishing the date for the annual session of the district conference. (1112; 1935:28).</p> <p>(7) To call for a reconvened session of the district conference by a two- thirds majority vote of all members of the district board of administration, subject to the approval of the General Superintendent, and to call for a reconvened session when requested to do so by the General Board (1115) or the General Superintendent.</p> <p>(8) To allot to each church of the district the number of lay delegates it shall elect to the district conference (1100).</p> <p>(9) To submit resolutions directly to the district conference that will provide for a more efficient administration and advancement of the district work, and to submit proposed memorials to the General Conference (1557; cf. 1180:3).</p> <p>(10) To serve the district conference as a committee on pastoral relations and ministerial appointments, being responsible:</p> <ul style="list-style-type: none"> (a) To review all pastoral agreements between churches and ministers of the district (cf. 690–722). 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(c) To submit to the district conference a comprehensive report covering all the churches and ministers of the district: recommending any necessary changes in the boundaries of the pastoral charges or in the classification of churches (1180:24–25; cf. 4720–4750); recommending the appointment of pastors for all churches for the coming year (cf. 510:1), including the approval, alteration or veto of pastoral agreements already made by the churches and ministers (323:2), and the appointment of pastors or the delegation of responsibility for such appointment for churches otherwise without pastors (1180:26), and recommending the appointment and/or classification of all other ordained ministers (3075:5), commissioned or licensed ministers, special workers and the licensing of ministerial students as set forth in 1180:26 and 1240 (cf. 3015:1). <p>(11) To carry out the following duties concerning the United Stewardship Fund (2000–2045): to submit a recommendation to the district conference for the raising of the district obligation and the apportioning to each church of its share of the district obligation (2015; cf. 1337:6); to approve adjustments in United Stewardship Fund assessments due to building projects</p>
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Stewardship Fund assessments due to building projects as set forth in 2005:2; to administer the district plan for raising the district obligation and to see that such obligation is paid in full (2015:3).

**Duties Relating to District
Officers, Committees and Auxiliaries**

(12) To have the general oversight of all district officials (1255); ~~district departmental officers (1275); boards, leadership teams, committees, employees, auxiliary~~ and organizations of the district; to approve their plans and to coordinate their work; and to see that the work is administered according to The Discipline and the directives of the district conference. (Cf. 1265–1272; 1285–1292; 1337:8; 1384; 1410.)

~~(13) To divide the district into zones and determine the boundaries thereof, which shall be the same for all district organizations.~~

~~(14)~~ (13) To incorporate the district, when so authorized by the district conference (1180:21), as provided for in 4100–4150; to serve as the board of directors of such corporation; and to have power on its own resolution to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal or mixed, as may be necessary or convenient for the purpose of the corporation, and to exercise its corporate powers in accord with the provisions of The Discipline (4100–4150; 4500–4630; 4660; 4680; 4800–4880).

~~(15)~~ (14) To carry out, whenever the district is not incorporated, such duties, and to exercise such authority over district property and other legal affairs as set forth in 4500–4630 and 4800–4880.

~~(16)~~ (15) To provide for the preservation and security of all district records and archives, directing the district superintendent (1310:13; 4760), the district secretary (1332:6–7), the secretary of the district board of ministerial development (1387), and any others, concerning the care of the records placed in their custody.

~~(17)~~ (16) Space reserved.

~~(18)~~ (17) To adopt an annual budget of income and expense for the district; to set the salaries, allowances, and related matters for the district officials (1303:2) ~~and district departmental officers~~; to promote the raising of district funds in keeping with the plans of the district conference (1180:16); to direct the district treasurer in the handling and disbursement of such funds (1337:3); and to have the district treasurer bonded and to set the amount of such bond, the expense for which shall be paid by the district.

~~(19)~~ (18) To employ an auditor ~~when so authorized by the district conference~~ and to assign the duties (1340); to direct an audit of the records and funds in the custody of the district treasurer, ~~the district treasurers of the auxiliary organizations or any other treasurers of the district, whenever such is deemed necessary~~ (1337:7).

~~(20)~~ (19) To appoint or employ a district treasurer ~~when so authorized by the district conference (1335)~~

as set forth in 2005:2; to administer the district plan for raising the district obligation and to see that such obligation is paid in full (2015:3).

**Duties Relating to District
Officers, Committees and Auxiliaries**

(12) To have the general oversight of all district officials (1255) and organizations of the district; to approve their plans and to coordinate their work; and to see that the work is administered according to The Discipline and the directives of the district conference. (Cf. 1265–1272; 1285–1292; 1337:8; 1384; 1410.)

(13) To incorporate the district, when so authorized by the district conference (1180:21), as provided for in 4100–4150; to serve as the board of directors of such corporation; and to have power on its own resolution to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal or mixed, as may be necessary or convenient for the purpose of the corporation, and to exercise its corporate powers in accord with the provisions of The Discipline (4100–4150; 4500–4630; 4660; 4680; 4800–4880).

(14) To carry out, whenever the district is not incorporated, such duties, and to exercise such authority over district property and other legal affairs as set forth in 4500–4630 and 4800–4880.

(15) To provide for the preservation and security of all district records and archives, directing the district superintendent (1310:13; 4760), the district secretary (1332:6–7), the secretary of the district board of ministerial development (1387), and any others, concerning the care of the records placed in their custody.

(16) Space reserved.

(17) To adopt an annual budget of income and expense for the district; to set the salaries, allowances, and related matters for the district officials (1303:2); to promote the raising of district funds in keeping with the plans of the district conference (1180:16); to direct the district treasurer in the handling and disbursement of such funds (1337:3); and to have the district treasurer bonded and to set the amount of such bond, the expense for which shall be paid by the district.

(18) To employ an auditor and to assign the duties (1340); to direct an audit of the records and funds in the custody of the district treasurer or any other treasurers of the district (1337:7).

(19) To appoint or employ a district treasurer and to elect such district officers and members of the district

<p>and to elect such district departmental officers and members of the district boards or committees as required by <i>The Discipline</i> or delegated to it by the district conference (cf. 1165; 1180:20, 33, 38; 1233:37; 1245; 1340; 1345; 1350; 1355; 1416; 1426; 1429; 1430; 1440; 1446; 1460; 1471; 1489; 5175:1); to elect members of the district board of ministerial development in keeping with the requirements for that board and to ratify the appointment of the chair if the district superintendent chooses not to serve (1378–1381).</p> <p>(21) (20) To serve as or to establish a separate district board of evangelism and church growth as set forth in 1413–1423, taking take a special interest in and responsibility for developing, supervising, and promoting an aggressive program of district evangelism and church growth, and to cooperate in such endeavor with the General Superintendent. and the Executive Director of Church Multiplication and Discipleship.</p> <p>(22) To serve as or to establish a separate district spiritual formation leadership team as set forth in 1440–1443; to elect a chair and such members as may be decided upon (1443); to approve its plans and to assign such duties as desired (1452; 1455:9).</p> <p>(23) To elect or employ, when so authorized by the district conference (1180:37), a district director of spiritual formation (1460) and to assign duties to such a director (1463:1–9).</p> <p>(24) (21) Space reserved</p> <p>(25) To approve the time and place of the district conventions of women's ministry and Wesleyan Youth, to recommend to the district conference the enlargement of the membership of the women's ministry convention, to approve the nominations for the district director of women's ministry and the district president of WY or to make other nominations as desired and to ratify the election of the other district officers, and to approve the plans of the district conventions and the executive committees of women's ministry and WY.</p> <p>(26) (22) To elect four ordained ministers and three lay members as members of the district board of review, and to elect two ordained ministers and two lay members to serve as alternates and to fill vacancies as set forth in 5218.</p> <p>(27) (23) To request a ruling on a point of church law or an interpretation of <i>The Discipline</i> from the General Superintendent and to appeal the same to the Board of Review (2064; cf. 5445:2); and to request assistance from the General Board or its Executive Board, through the General Superintendent, when deemed necessary.</p> <p>(28) (24) To remove for cause or whenever the best interests of the Church and the district so require:</p> <p>(a) Any of its own members, with the exception of the district superintendent (cf. 1307), by a two-thirds majority vote of all members, and to fill such vacancies for the unexpired term (1206; 1265; 1272).</p>	<p>boards or committees as required by <i>The Discipline</i> or delegated to it by the district conference (cf. 1165; 1180:20, 33, 38; 1233:37; 1245; 1340; 1345; 1350; 1355; 1416; 1426; 1429; 1430; 1440; 1446; 1460; 1471; 1489; 5175:1); to elect members of the district board of ministerial development in keeping with the requirements for that board and to ratify the appointment of the chair if the district superintendent chooses not to serve (1378–1381).</p> <p>(20) To take responsibility for developing, supervising, and promoting an aggressive program of district evangelism and church growth, and to cooperate in such endeavor with the General Superintendent.</p> <p>(21) Space reserved</p> <p>(22) To elect four ordained ministers and three lay members as members of the district board of review, and to elect two ordained ministers and two lay members to serve as alternates and to fill vacancies as set forth in 5218.</p> <p>(23) To request a ruling on a point of church law or an interpretation of <i>The Discipline</i> from the General Superintendent and to appeal the same to the Board of Review (2064; cf. 5445:2); and to request assistance from the General Board or its Executive Board, through the General Superintendent, when deemed necessary.</p> <p>(24) To remove for cause or whenever the best interests of the Church and the district so require:</p> <p>(a) Any of its own members, with the exception of the district superintendent (cf. 1307), by a two-thirds majority vote of all members, and to fill such vacancies for the unexpired term (1206; 1265; 1272).</p>
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<p>(b) Any departmental officer (1275), member of a board, leadership team, committee or other agency of the district or the district officers of an auxiliary organization, by a majority vote and to fill such vacancies for the unexpired term (1292).</p> <p style="text-align: center;">Related to Churches and Ministers</p> <p>(29) (25) To organize and supervise all pastoral charges of the district in accord with The Discipline and other district directives so that each one may be an effective unit of The Wesleyan Church; to guard carefully the spiritual life and general welfare of all the churches; to plan and conduct conventions, institutes or seminars for pastors and other workers in the district, promoting such for the purpose of spiritual refreshment, leadership development, greater efficiency, and a more united effort within the district and the General Church.</p> <p>(30) (26) To authorize the establishment of a mission (537; 655:15), a developing church (510), an urban missional church (536), and a church, (518) and to receive a report from the district superintendent on the effecting of such organizations (520:6); to reclassify an established church as a developing church when its number of members drops to 20 30 or fewer (518:5); and to declare a church as discontinued or abandoned (1180:24; 4730). Any established church that is not under discipline may not be discontinued without a corroborating vote of the local church conference (655:14).</p> <p>(31) (27) To receive the report of the district superintendent concerning the actions of the local advisory council of each developing church (510:3).</p> <p>(32) (28) To approve all pastoral agreements and make all ministerial appointments in the interim of district conference sessions, subject to the final approval of the district conference (715; 722:1, 3).</p> <p>(33) (29) To approve in writing the proposal of a local church conference for the acquisition, purchase, sale, mortgage, transfer or other disposal of real property in accord with the provisions in 4700–4780 (cf. 4000–4070), after first receiving a written report and recommendation from the district building committee when such is required as set forth in 1345; to advise, or appoint an investment committee to advise, a local board of administration when a local church has received an out-of-pattern contribution with value equal to or exceeding the total contributions of the preceding year (cf. 782:35); to authorize the incorporation of a local church in keeping with 4000 (cf. 655:14; 4010:6); to approve the name of a new church or name change or adaptation requested by a developing or established church.</p> <p>(34) (30) To supervise and coordinate the merger of two or more churches and to establish the procedures for such mergers. The plans for merger initiated by the local board or boards of administration must be submitted for consideration and approval to the district board of administration before presenting the</p>	<p>(b) Any member of a board or other agency of the district by a majority vote and to fill such vacancies for the unexpired term (1292).</p> <p style="text-align: center;">Related to Churches and Ministers</p> <p>(25) To organize and supervise all pastoral charges of the district in accord with The Discipline and other district directives so that each one may be an effective unit of The Wesleyan Church; to guard carefully the spiritual life and general welfare of all the churches; to plan and conduct conventions, institutes or seminars for pastors and other workers in the district, promoting such for the purpose of spiritual refreshment, leadership development, greater efficiency, and a more united effort within the district and the General Church.</p> <p>(26) To authorize the establishment of a mission (537; 655:15), a developing church (510), an urban missional church (536), and a church, (518) and to receive a report from the district superintendent on the effecting of such organizations (520:6); to reclassify an established church as a developing church when its number of members drops to 30 or fewer (518:5); and to declare a church as discontinued or abandoned (1180:24; 4730). Any established church that is not under discipline may not be discontinued without a corroborating vote of the local church conference (655:14).</p> <p>(27) To receive the report of the district superintendent concerning the actions of the local advisory council of each developing church (510:3).</p> <p>(28) To approve all pastoral agreements and make all ministerial appointments in the interim of district conference sessions, subject to the final approval of the district conference (715; 722:1, 3).</p> <p>(29) To approve in writing the proposal of a local church conference for the acquisition, purchase, sale, mortgage, transfer or other disposal of real property in accord with the provisions in 4700–4780 (cf. 4000–4070), after first receiving a written report and recommendation from the district building committee when such is required as set forth in 1345; to advise a local board of administration when a local church has received an out-of-pattern contribution with value equal to or exceeding the total contributions of the preceding year (cf. 782:35); to authorize the incorporation of a local church in keeping with 4000 (cf. 655:14; 4010:6); to approve the name of a new church or name change or adaptation requested by a developing or established church.</p> <p>(30) To supervise and coordinate the merger of two or more churches and to establish the procedures for such mergers. The plans for merger initiated by the local board or boards of administration must be submitted for approval to the district board of administration before presenting the proposals to the local church conference for consideration and vote.</p>
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<p>proposals to the local church conference for consideration and vote.</p> <p>(35) (31) To approve the plans of a local board of administration for the establishment of a day care and/or day school, and after its establishment to approve any significant change in mission, facilities or finances (cf. 655:19; 782:36–37).</p> <p>(36) (32) To take charge of any complaints or accusations against a local church or circuit within the district and to carry out disciplinary proceedings as deemed necessary in accord with the <i>General Board Policy on Church Discipline</i> (5300–5325; cf. 5221); to intervene and protect the property rights of The Wesleyan Church and the district as set forth in 4010:6; 4770; 4840:6; and to authorize the district superintendent to call for an affirmation of loyalty and to reorganize a local church as set forth in the <i>General Board Policy on Church Discipline</i> (5300–5325).</p> <p>(37) (33) To grant temporary recognition (cf. 1390:3) to ordained ministers, commissioned ministers, licensed ministers, and commissioned special workers or persons with equivalent standing, from other denominations, as being in process of transfer, subject to the action of the next district conference (1180:29 a, d, e; 1310:29).</p> <p>(38) (34) To appoint the desired number of ordained ministers as a council of ordination (1405), except when the district conference shall designate the ordained ministers on the district board of ministerial development as the council of ordination (1180:34; 1390:6); and, in case of emergency, in the interim of district conference sessions, to elect to ordination a candidate recommended by the district board of ministerial development (3070:5).</p> <p>(39) (35) To consider and pass on the proposed resignation by, or a proposed vote on, a pastor after the renewal of the call, when such is considered before the term of service expires or in the interim of quadrennial reviews (722:2); or to remove a pastor by a two-thirds majority vote of all members of the district board of administration in keeping with the provisions of 712; 722:3; 1310:22; and to appoint a supply pastor, if necessary, until another pastor has been obtained (715); or to remove a supply pastor by a majority vote if deemed necessary (3260:5); and to appoint an interim pastor or to remove an interim pastor by a majority vote (3261:2).</p> <p>(40) (36) To take charge of judicial proceedings, the ordering of investigation (5012) or hearing, for any ordained minister, commissioned minister, licensed minister, ministerial student, commissioned or licensed special worker or other worker under the jurisdiction of the district (5200), in accord with the provisions of the <i>General Board Policy on Church Discipline</i> (5203–5215).</p> <p>(44) (37) To represent the district, in the interim of district conference sessions, in judicial proceedings over matters of controversy between the district and</p>	<p>(31) To approve the plans of a local board of administration for the establishment of a day care and/or day school, and after its establishment to approve any significant change in mission, facilities or finances (cf. 655:19; 782:36–37).</p> <p>(32) To take charge of any complaints or accusations against a local church or circuit within the district and to carry out disciplinary proceedings as deemed necessary in accord with the <i>General Board Policy on Church Discipline</i> (5300–5325; cf. 5221); to intervene and protect the property rights of The Wesleyan Church and the district as set forth in 4010:6; 4770; 4840:6; and to authorize the district superintendent to call for an affirmation of loyalty and to reorganize a local church as set forth in the <i>General Board Policy on Church Discipline</i> (5300–5325).</p> <p>(33) To grant temporary recognition (cf. 1390:3) to ordained ministers, commissioned ministers, licensed ministers, and commissioned special workers or persons with equivalent standing, from other denominations, as being in process of transfer, subject to the action of the next district conference (1180:29 a, d, e; 1310:29).</p> <p>(34) To appoint a council of ordination (1405; 1180:34; 1390:6).</p> <p>(35) To consider and pass on the proposed resignation by, or a proposed vote on, a pastor after the renewal of the call, when such is considered before the term of service expires or in the interim of quadrennial reviews (722:2); or to remove a pastor by a two-thirds majority vote of all members of the district board of administration in keeping with the provisions of 712; 722:3; 1310:22; and to appoint a supply pastor, if necessary, until another pastor has been obtained (715); or to remove a supply pastor by a majority vote if deemed necessary (3260:5); and to appoint an interim pastor or to remove an interim pastor by a majority vote (3261:2).</p> <p>(36) To take charge of judicial proceedings, the ordering of investigation (5012) or hearing, for any ordained minister, commissioned minister, licensed minister, ministerial student, and commissioned and licensed special worker; or other worker under the jurisdiction of the district (5200), in accord with the provisions of the <i>General Board Policy on Church Discipline</i> (5203–5215)</p> <p>(37) To represent the district, in the interim of district conference sessions, in judicial proceedings over matters of controversy between the district and</p>
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other local, district or general units or agencies (323:10; cf. 5445:2, 4).

F. The Listing of District Conference Relations and Appointments

1240. The ordained ministers, commissioned ministers, licensed ministers, ministerial students, commissioned special workers, licensed special workers, commissioned lay missionaries, and supply pastors of the district shall be listed in the following order as appointed by the district conference (1180:26; cf. 1233:10). This listing shall be included in the district conference journal (1178) as an official district directory and shall be used for that portion of the district conference roll call.

1. Ordained Ministers

A. APPOINTED ORDAINED MINISTERS (3250–3390).

1. District Service.

The district superintendent and other ordained ministers in full-time service of the district in a ministerial capacity (3320; cf. 1327; 1460).

2. Pastoral and Local Service.

- a. Ordained ministers appointed as pastors, associate or assistant pastors, or interim pastors within the district (3255).
- b. Ordained ministers on loan to other districts of The Wesleyan Church for service as supply pastors (3100:2; 3260:1).
- c. Ordained ministers appointed to serve in a local church spiritual formation or Christian education program (3310:2).

3. Evangelistic Service.

- a. Associate general evangelists. Ordained ministers appointed as associate general evangelists (3270; 3280).
- b. General evangelists. Ordained ministers appointed as general evangelists (3270; 3275; 3285:1)
- c. Reserve evangelists. Ordained ministers appointed as reserve evangelists (3270; 3275; 3285:2).

4. Denominational Service.

- a. Ordained ministers elected by the General Conference or General Board as general officials (1800; cf. 3320).
- b. Ordained ministers employed at the World Headquarters, or those elected or employed by the board of directors of a general subsidiary corporation other than an educational institution, for full-time General Church service in a ministerial capacity as set forth in 3320.
- c. Ordained ministers appointed by the General Board for service in a ministerial capacity as missionaries or workers under the Church

other local, district or general units or agencies (323:10; cf. 5445:2, 4).

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- a. Associate general evangelists. Ordained ministers appointed as associate general evangelists (3270; 3280).
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- c. Ordained ministers appointed by the General Board for service in a ministerial capacity as missionaries or workers under the Church

<p>Multiplication and Discipleship Division or Global Partners Division as set forth in 3300.</p> <p>d. Ordained ministers employed to serve in a ministerial capacity on the administrative staff or faculty of a general educational institution of The Wesleyan Church (2365) or one of the seminaries approved by the Wesleyan Seminary Foundation (2382).</p> <p>e. Ordained ministers traveling and teaching in local churches and districts without a specific or pastoral assignment as itinerant Bible teachers (3310:3).</p> <p>5. Chaplains (3330).</p> <p>Ordained ministers approved by the Committee on Chaplains and commissioned by the government as military chaplains, or employed as full-time professional institutional chaplains.</p> <p>6. Interchurch Service (3335). Ordained ministers employed in a ministerial capacity in interchurch service, serving with an educational, evangelistic or missionary organization not directly related to The Wesleyan Church, provided such service is approved by the district conference.</p> <p>7. Special Service (3345). Ordained ministers serving in active ministry not otherwise provided for, if such service is approved by the district conference.</p> <p>8. Affiliate Church Pastor (3346; 7010). Ordained ministers appointed by the district conference to service on staff of an affiliate church.</p> <p>B. RETIRED ORDAINED MINISTERS (3370). Ordained ministers retired because of age or incapacitated by infirmity, provided they were either on the appointed list, on reserve or on educational leave at the time of such incapacitation or retirement.</p> <p>C. RESERVE ORDAINED MINISTERS (3360). Ordained ministers available for but without appointment. An ordained minister who remains on reserve for two consecutive years shall be automatically transferred to the list of ordained ministers without appointment unless continued on reserve by vote of the district conference.</p> <p>D. ORDAINED MINISTERS ON EDUCATIONAL LEAVE (3350:1). Ordained ministers enrolled in a seminary or other graduate school for advanced training for church service.</p> <p>E. ORDAINED MINISTERS WITHOUT APPOINTMENT (3380).</p> <ol style="list-style-type: none"> Ordained ministers not available for appointment. Ordained ministers employed in other than a ministerial capacity by the General Church (3320), by a general educational institution or one of the seminaries connected with the Wesleyan Seminary Foundation (3310) or in interchurch service (3335). 	<p>Multiplication and Discipleship Division or Global Partners Division as set forth in 3300.</p> <p>d. Ordained ministers employed to serve in a ministerial capacity on the administrative staff or faculty of a general educational institution of The Wesleyan Church (2365) or one of the seminaries approved by the Wesleyan Seminary Foundation (2382).</p> <p>e. Ordained ministers traveling and teaching in local churches and districts without a specific or pastoral assignment as itinerant Bible teachers (3310:3).</p> <p>5. Chaplains (3330).</p> <p>Ordained ministers approved by the Committee on Chaplains and commissioned by the government as military chaplains, or employed as full-time professional institutional chaplains.</p> <p>6. Interchurch Service (3335). Ordained ministers employed in a ministerial capacity in interchurch service, serving with an educational, evangelistic or missionary organization not directly related to The Wesleyan Church, provided such service is approved by the district conference.</p> <p>7. Special Service (3345). Ordained ministers serving in active ministry not otherwise provided for, if such service is approved by the district conference.</p> <p>8. Affiliate Church Pastor (3346; 7010). Ordained ministers appointed by the district conference to service on staff of an affiliate church.</p> <p>B. RETIRED ORDAINED MINISTERS (3370). Ordained ministers retired because of age or incapacitated by infirmity, provided they were either on the appointed list, on reserve or on educational leave at the time of such incapacitation or retirement.</p> <p>C. RESERVE ORDAINED MINISTERS (3360). Ordained ministers available for but without appointment. An ordained minister who remains on reserve for two consecutive years shall be automatically transferred to the list of ordained ministers without appointment unless continued on reserve by vote of the district conference.</p> <p>D. ORDAINED MINISTERS ON EDUCATIONAL LEAVE (3350:1). Ordained ministers enrolled in a seminary or other graduate school for advanced training for church service.</p> <p>E. ORDAINED MINISTERS WITHOUT APPOINTMENT (3380).</p> <ol style="list-style-type: none"> Ordained ministers not available for appointment. Ordained ministers employed in other than a ministerial capacity by the General Church (3320), by a general educational institution or one of the seminaries connected with the Wesleyan Seminary Foundation (3310) or in interchurch service (3335).
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<p>3. Ordained ministers not otherwise listed.</p> <p>F. ORDAINED MINISTERS IN PROCESS OF DISTRICT TRANSFER</p> <p>Ordained ministers receiving appointment by the district conference to 1240:I:A, B, C or D but whose processes of transfer between districts of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the ordained minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The minister shall be a non-voting member of this district until completion of the transfer (1090:9). 2. The sending district shall list the ordained minister as having "Applied for District Transfer." The ordained minister shall be a voting member of the sending district until completion of the district transfer (3100:1; 1083:5). <p>G. ORDAINED MINISTERS IN PROCESS OF DENOMINATIONAL TRANSFER (3104; 3390).</p> <p>Ordained ministers from another denomination who have been granted recognition as ordained ministers in process of transfer (1180:29a; cf. 1390:3; 3104).</p> <p style="text-align: center;">2. Commissioned Ministers</p> <p>A. PASTORS (3255).</p> <p>Commissioned ministers appointed as pastors or as full-time associate or assistant pastors of Wesleyan churches in that district (317; 1083:3).</p> <p>B. OTHER APPOINTMENTS.</p> <p>Commissioned ministers appointed to service in a local church spiritual formation or Christian education program (3310:2) or in a ministerial capacity to district, denominational or interchurch service (3250; 3300; 3320; 3335); itinerant Bible teachers (3310:3).</p> <p>C. COMMISSIONED MINISTERS WITHOUT APPOINTMENT (3380).</p> <ol style="list-style-type: none"> 1. Commissioned ministers not available for appointment. 2. Commissioned ministers employed in other than a ministerial capacity by the General Church (3320), by a general educational institution or one of the seminaries connected with the Wesleyan Seminary Foundation (3310) or in interchurch service (3335). <p>D. IN PROCESS OF DISTRICT TRANSFER.</p> <p>Commissioned ministers receiving appointment by the district conference to 1240:II:A or B but whose processes of transfer from another district of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the commissioned minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The commissioned minister shall be a non-voting member of this district until completion of the transfer (3100:1). 2. The sending district shall list the commissioned minister as having "Applied for District Transfer." 	<p>3. Ordained ministers not otherwise listed.</p> <p>F. ORDAINED MINISTERS IN PROCESS OF DISTRICT TRANSFER</p> <p>Ordained ministers receiving appointment by the district conference to 1240:I:A, B, C or D but whose processes of transfer between districts of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the ordained minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The minister shall be a non-voting member of this district until completion of the transfer (1090:9). 2. The sending district shall list the ordained minister as having "Applied for District Transfer." The ordained minister shall be a voting member of the sending district until completion of the district transfer (3100:1; 1083:5). <p>G. ORDAINED MINISTERS IN PROCESS OF DENOMINATIONAL TRANSFER (3104; 3390).</p> <p>Ordained ministers from another denomination who have been granted recognition as ordained ministers in process of transfer (1180:29a; cf. 1390:3; 3104).</p> <p style="text-align: center;">2. Commissioned Ministers</p> <p>A. PASTORS (3255).</p> <p>Commissioned ministers appointed as pastors or as full-time associate or assistant pastors of Wesleyan churches in that district (317; 1083:3).</p> <p>B. OTHER APPOINTMENTS.</p> <p>Commissioned ministers appointed to service in a local church spiritual formation or Christian education program (3310:2) or in a ministerial capacity to district, denominational or interchurch service (3250; 3300; 3320; 3335); itinerant Bible teachers (3310:3).</p> <p>C. COMMISSIONED MINISTERS WITHOUT APPOINTMENT (3380).</p> <ol style="list-style-type: none"> 1. Commissioned ministers not available for appointment. 2. Commissioned ministers employed in other than a ministerial capacity by the General Church (3320), by a general educational institution or one of the seminaries connected with the Wesleyan Seminary Foundation (3310) or in interchurch service (3335). <p>D. IN PROCESS OF DISTRICT TRANSFER.</p> <p>Commissioned ministers receiving appointment by the district conference to 1240:II:A or B but whose processes of transfer from another district of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the commissioned minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The commissioned minister shall be a non-voting member of this district until completion of the transfer (3100:1). 2. The sending district shall list the commissioned minister as having "Applied for District Transfer."
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<p>The commissioned minister shall remain a non-voting member of the sending district until completion of the transfer (1083:3).</p> <p>E. IN PROCESS OF DENOMINATIONAL TRANSFER. Commissioned ministers or their equivalent from other denominations who have been granted recognition as commissioned ministers in process of transfer (3104).</p> <p>F. RETIRED COMMISSIONED MINISTERS (3371). Commissioned ministers retired because of age or incapacitated by infirmity, provided they were either on the appointed list, on reserve or on educational leave at the time of such incapacitation or retirement.</p> <p style="text-align: center;">3. Licensed Ministers</p> <p>A. PASTORS (3255). Licensed ministers appointed as pastors, associate pastors or assistant pastors of Wesleyan churches in that district (317; 1083:3).</p> <p>B. OTHER APPOINTMENTS. Licensed ministers appointed to service in a local church spiritual formation or Christian education program (3310:2) or in a ministerial capacity to district, denominational or interchurch service (3250; 3300; 3320; 3335); itinerant Bible teachers (3310:3).</p> <p>C. IN PROCESS OF DISTRICT TRANSFER. Licensed ministers receiving appointment by the district conference to 1240:III:A or B but whose processes of transfer from another district of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the licensed minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The licensed minister shall be a non-voting member of this district until completion of the transfer (3100:1). 2. The sending district shall list the licensed minister as "Applied for District Transfer." Unless a licensed minister is an ordained minister-elect, said minister shall remain a non-voting member of the sending district until completion of the district transfer (1083:2, 3). <p>D. IN PROCESS OF DENOMINATIONAL TRANSFER. Licensed ministers or their equivalent from other denominations who have been granted recognition as licensed ministers in process of transfer (3104).</p> <p style="text-align: center;">4. Ministerial Students</p> <p>Those approved by the district conference to be licensed as ministerial students as set forth in 3015:1.</p> <p style="text-align: center;">5. Lay Workers</p> <p>A. COMMISSIONED SPECIAL WORKERS (3450; 3470). List by specific category such as director of music, director of spiritual formation or Christian education,</p>	<p>The commissioned minister shall remain a non-voting member of the sending district until completion of the transfer (1083:3).</p> <p>E. IN PROCESS OF DENOMINATIONAL TRANSFER. Commissioned ministers or their equivalent from other denominations who have been granted recognition as commissioned ministers in process of transfer (3104).</p> <p>F. RETIRED COMMISSIONED MINISTERS (3371). Commissioned ministers retired because of age or incapacitated by infirmity, provided they were either on the appointed list, on reserve or on educational leave at the time of such incapacitation or retirement.</p> <p style="text-align: center;">3. Licensed Ministers</p> <p>A. PASTORS (3255). Licensed ministers appointed as pastors or assistant pastors of Wesleyan churches in that district (317; 1083:3).</p> <p>B. OTHER APPOINTMENTS. Licensed ministers appointed to service in a local church spiritual formation or Christian education program (3310:2) or in a ministerial capacity to district, denominational or interchurch service (3250; 3300; 3320; 3335); itinerant Bible teachers (3310:3).</p> <p>C. IN PROCESS OF DISTRICT TRANSFER. Licensed ministers receiving appointment by the district conference to 1240:III:A or B but whose processes of transfer from another district of The Wesleyan Church are not yet completed.</p> <ol style="list-style-type: none"> 1. The receiving district shall list the licensed minister under the appropriate category of service, followed by the notation, "Pending Completion of District Transfer." The licensed minister shall be a non-voting member of this district until completion of the transfer (3100:1). 2. The sending district shall list the licensed minister as "Applied for District Transfer." Unless a licensed minister is an ordained minister-elect, said minister shall remain a non-voting member of the sending district until completion of the district transfer (1083:2, 3). <p>D. IN PROCESS OF DENOMINATIONAL TRANSFER. Licensed ministers or their equivalent from other denominations who have been granted recognition as licensed ministers in process of transfer (3104).</p> <p style="text-align: center;">4. Ministerial Students</p> <p>Those approved by the district conference to be licensed as ministerial students as set forth in 3015:1.</p> <p style="text-align: center;">5. Lay Workers</p> <p>A. COMMISSIONED SPECIAL WORKERS (3450; 3470). List by specific category such as director of music, director of spiritual formation or Christian education,</p>
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<p>youth director, song evangelist, children's worker, lay evangelist, social worker or spouse in ministry.</p> <p>B. COMMISSIONED SPECIAL WORKERS IN PROCESS OF TRANSFER (3450; 3470). List by specific category (refer to 1240:V:A).</p> <p>C. LICENSED SPECIAL WORKERS (3450; 3460). List by specific category (refer to 1240:V:A).</p> <p>D. COMMISSIONED LAY MISSIONARIES (3490).</p> <p>E. SUPPLY PASTORS (3260).</p> <p style="text-align: center;">G. Executive Committee</p> <p>1245. A district board of administration with nine or more members may establish an executive committee which shall consisting of the executive officers of the district board of administration (1255). Additional members may be elected upon the recommendation of the district superintendent. The executive committee may act for the district board of administration as that board shall authorize.</p> <p style="text-align: center;">Chapter 4</p> <p style="text-align: center;">DISTRICT OFFICERS AND COMMITTEES</p> <p style="text-align: center;">A. List of District Officers, Boards and Committees</p> <p>1250. The following summarizes for quick reference the various officers, boards, and committees of the district:</p> <p>(1) The district shall have the following officers and personnel, elected by the district conference: administration, board of (1200–1233) delegates to General Conference (1032; 1180:4; 1503–1526) district secretary (1330–1332)—or this office may be combined as district secretary-treasurer (1180:33) district superintendent (1300–1310) district conference nominating committee (1172–1175) trustees, district board of (if any, subject to 1180:22; 1360; 1365; 4855)</p> <p>(2) The district shall have the following officers and personnel, elected by the district conference (unless it delegates this duty to the district board of administration): district building committee (1345) district statistical committee (1350–1352) district treasurer (1335–1337) evangelism and church growth director (1426) Global Partners director (1429) district Sunday school director (1483; cf. 1460)—unless duties are assigned to a district spiritual formation director</p> <p>(3) (2) The district shall have the following officers and personnel, elected by the district board of administration:</p>	<p>youth director, song evangelist, children's worker, lay evangelist, social worker or spouse in ministry.</p> <p>B. COMMISSIONED SPECIAL WORKERS IN PROCESS OF TRANSFER (3450; 3470). List by specific category (refer to 1240:V:A).</p> <p>C. LICENSED SPECIAL WORKERS (3450; 3460). List by specific category (refer to 1240:V:A).</p> <p>D. COMMISSIONED LAY MISSIONARIES (3490).</p> <p>E. SUPPLY PASTORS (3260).</p> <p style="text-align: center;">G. Executive Committee</p> <p>1245. A district board of administration may establish an executive committee consisting of the executive officers of the district board of administration (1255). Additional members may be elected upon the recommendation of the district superintendent. The executive committee may act for the district board of administration as that board shall authorize.</p> <p style="text-align: center;">Chapter 4</p> <p style="text-align: center;">DISTRICT OFFICERS AND COMMITTEES</p> <p style="text-align: center;">A. List of District Officers, Boards and Committees</p> <p>1250. The following summarizes for quick reference the various officers, boards, and committees of the district:</p> <p>(1) The district shall have the following officers and personnel, elected by the district conference: administration, board of (1200–1233) delegates to General Conference (1032; 1180:4; 1503–1526) district secretary (1330–1332)—or this office may be combined as district secretary-treasurer (1180:33) district superintendent (1300–1310) district conference nominating committee (1172–1175) trustees, district board of (if any, subject to 1180:22; 1360; 1365; 4855)</p> <p>(2) The district shall have the following officers and personnel, elected by the district board of administration:</p>
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<p>assistant superintendent(s) (1320–1327) auditing committee or auditor (1340) district treasurer (1335–1337) ministerial development, board of (1378) ordination council (1405) review, board of (1370; 5218–5221)</p> <p>(4). The district may have the following committees and personnel, elected by the district conference (unless otherwise noted):</p> <p>district conference action committee (1165–1168)—election may be delegated to the district board of administration</p> <p>district conference nominating committee (1172–1175)</p> <p>district spiritual formation director (1460; cf. 1483)</p> <p>(5) (3) The district may have any additional ministry leaders and committees deemed necessary, elected or appointed by the district board of administration. (except as noted), such as:</p> <p>adult ministries director (1494)</p> <p>assistant superintendent(s) (1320–1327)</p> <p>camp meeting board (1180:20)</p> <p>children's ministries director (1489)</p> <p>community-based/compassion ministry director</p> <p>conference journal editing committee (1178:1)</p> <p>educational director (1496)—appointed by the district superintendent, unless duties are assigned to the district director of spiritual formation</p> <p>evangelism and church growth, board of (1413–1423)</p> <p>ethnic ministry directors</p> <p>executive committee of the district board of administration (1245)</p> <p>Global Partners, board of (1430–1435)</p> <p>judicial committee (5209)</p> <p>men's ministry director</p> <p>spiritual formation leadership team (1233:22; 1440–1455)</p> <p>Sunday school committee (1468–1480)</p> <p>Wesleyan Youth director (1233:25; 1492)</p> <p>women's ministry director</p> <p>zone leaders (1233:13)</p> <p style="text-align: center;">B. District Officials</p> <p>1255. Identification. The district officials include the district superintendent, the assistant district superintendent(s), if any, the district secretary, and the district treasurer. They are elected by the district conference with the exception of t The assistant district superintendent(s) (1320); and the possible exception of the district treasurer, are elected by the district board of administration (1335; 1180:33). and t The district</p>	<p>assistant superintendent(s) (1320–1327) auditing committee or auditor (1340) district treasurer (1335–1337) ministerial development, board of (1378) ordination council (1405) review, board of (1370; 5218–5221)</p> <p>(3) The district may have any additional ministry leaders and committees deemed necessary appointed by the district board of administration.</p> <p style="text-align: center;">B. District Officials</p> <p>1255. Identification. The district officials include the district superintendent, the assistant district superintendent(s), the district secretary, and the district treasurer. The assistant district superintendent(s) (1320) and the district treasurer are elected by the district board of administration (1335; 1180:33). The district superintendent and the district secretary are elected by the district conference by ballot and by</p>
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superintendent and the district secretary, are elected by the district conference by ballot and by majority vote. ~~and All district officials~~ are ex officio members of the district board of administration (1180:31–33; cf. 1203).

1258. Qualifications. A district official other than the district superintendent (cf. 1303:1) must be, at the time of election and throughout the term of service, a member with leadership qualifications of a local Wesleyan church within the district and, if a minister, a ministerial member of the district where service is rendered (cf. 1272).

1262. Term of Office. District officials elected or appointed by the district conference or district board of administration (cf. 1250; 1255; 1275; 1303:2) ~~may~~ **shall** be elected or appointed for ~~either one year or two-year~~ terms of service with the exception of the district superintendent (1303:2). All district officials shall assume office at the close of the district conference session at which they are elected and shall serve ~~until the close of the district conference marking the end of their term or until their successors are elected and qualified with the possible exception of the district treasurer~~ (1335; 1180:33).

1265. Amenability. A district official shall administer the respective office according to *The Discipline*, and as directed by the General Conference, the General Board, the district conference, and the district board of administration. District officials other than the district superintendent shall serve under the general supervision of the district superintendent, shall be amenable to the district board of administration and may be removed for cause or when the best interests of The Wesleyan Church and the district so require, upon a two-thirds majority vote of all members of the district board of administration (1233:28a). The amenability of the district superintendent is set forth in 1307 (cf. 323:1).

1268. Reports. A district official shall report to each session of the district conference concerning all official duties (1180:13) and to the district board of administration as may be required.

1272. Vacancies. The office of a district official may become vacant by death, by cessation of membership in a local Wesleyan church within the district, by resignation, by removal (1265) or in the case of a minister, by ceasing to be a ministerial member of the district. In all cases other than that of the district superintendent (1303:7), the filling of a vacancy in the office of a district official until the next session of the district conference shall be by a majority vote of all members of the district board of administration (1233:28a).

C. District Departmental Officers and Committees

~~**1275. Identification.** District departmental officers include the district director of evangelism and church~~

majority vote. All district officials are ex officio members of the district board of administration (1180:31–33; cf. 1203).

1258. Qualifications. A district official other than the district superintendent (cf. 1303:1) must be, at the time of election and throughout the term of service, a member with leadership qualifications of a local Wesleyan church within the district and, if a minister, a ministerial member of the district where service is rendered (cf. 1272).

1262. Term of Office. District officials elected or appointed by the district conference or district board of administration (cf. 1250; 1255; 1275; 1303:2) shall be elected or appointed for two-year terms of service with the exception of the district superintendent (1303:2). All district officials shall assume office at the close of the district conference session at which they are elected and shall serve until their successors are elected (1335; 1180:33).

1265. Amenability. A district official shall administer the respective office according to *The Discipline*, and as directed by the General Conference, the General Board, the district conference, and the district board of administration. District officials other than the district superintendent shall serve under the general supervision of the district superintendent, shall be amenable to the district board of administration and may be removed for cause or when the best interests of The Wesleyan Church and the district so require, upon a two-thirds majority vote of all members of the district board of administration (1233:28a). The amenability of the district superintendent is set forth in 1307 (cf. 323:1).

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1272. Vacancies. The office of a district official may become vacant by death, by cessation of membership in a local Wesleyan church within the district, by resignation, by removal (1265) or in the case of a minister, by ceasing to be a ministerial member of the district. In all cases other than that of the district superintendent (1303:7), the filling of a vacancy in the office of a district official until the next session of the district conference shall be by a majority vote of all members of the district board of administration (1233:28a).

C. District Departmental Officers and Committees

growth (1426), the district director of Global Partners (1429), the district director of spiritual formation (1460), the district director of leadership training (1486), the district director of adult ministries (1494), the district director of youth ministries (1492), the district director of children's ministries (1489), the district director of men's ministry, the district director of women's ministry (1439), and the district educational director (1496). All district departmental officers and members of district boards (other than the district board of administration, cf. 1206) and committees are subject to the regulations as set forth herewith in paragraphs 1275–1292.

1278. Qualifications. A district departmental officer or member of a district board or committee (1275) must be a member who meets the leadership qualifications (260–268; 558) of a local Wesleyan church within the district at the time of election, with the exception of ordained ministers appointed to denominational service, and if a minister, a ministerial member of the district (cf. 1292).

1282. Term of Office. A district departmental officer (1275) or member of a district board or committee elected or appointed by the district conference or district board of administration may be elected or appointed for either a one-year or two-year, or three-year term of service, unless otherwise stated in *The Discipline* (cf. 1378; 1416; 1432). A district may, by a two-thirds vote, adopt three-year terms for the district board of administration, with approximately one-third being elected each year. The district departmental officer or member of a district board or committee shall assume office at the close of the district conference session at which elected or, whenever elected by the district board of administration, at the time of the election and shall serve until the close of the designated term.

1285. Amenability. All district departmental officers and members of district boards or committees (1275) shall carry out their duties according to *The Discipline* and other directives of the General Church or district. They shall serve under the general supervision of the district superintendent and shall be amenable to the district board of administration. They may be removed by the district board of administration, by a majority vote, for cause or when the best interests of The Wesleyan Church and the district so require (1233:27b).

1288. Reports. A district departmental officer shall report to the district conference as required by *The Discipline* or by the district conference (1180:13), and shall make other reports to the board or committee under which service is performed, the district board of administration or the district superintendent as may be requested.

1292. Vacancies. The office of a district departmental officer or member of a district board or committee (1275) may become vacant by death, by cessation of membership in a local Wesleyan church within the district, by resignation, by removal

1278. Qualifications. A district officer or member of a district board or committee (1275) must be a member who meets the leadership qualifications (260–268; 558) of a local Wesleyan church within the district at the time of election, with the exception of ordained ministers appointed to denominational service, and if a minister, a ministerial member of the district (cf. 1292).

1282. Term of Office. A district officer (1275) or member of a district board or committee elected or appointed by the district conference or district board of administration shall be elected or appointed for a one, two, or three-year term of service, unless otherwise stated in *The Discipline* (cf. 1378; 1416; 1432). The district departmental officer or member of a district board or committee shall assume office at the time of the election and shall serve until the close of the designated term.

1285. Amenability. All district officers and members of district boards or committees (1275) shall carry out their duties according to *The Discipline* and other directives of the General Church or district. They shall serve under the general supervision of the district superintendent and shall be amenable to the district board of administration. They may be removed by the district board of administration, by a majority vote, for cause or when the best interests of The Wesleyan Church and the district so require (1233:27b).

1288. Reports. A district officer shall report to the district conference as required by *The Discipline* or by the district conference (1180:13), and shall make other reports to the district board of administration or the district superintendent as may be requested.

1292. Vacancies. Membership on a district board or committee (1275) may become vacant by death, by cessation of membership in a local Wesleyan church within the district, by resignation, by removal (1285) or in the case of a minister, by ceasing to be a ministerial member of the district, or in the case of a minister

(1285) or in the case of a minister, by ceasing to be a ministerial member of the district, or in the case of a minister serving under the special provision of paragraph 1278, by discontinuing the appointment to denominational service. A vacancy may be declared and filled for the unexpired term by the district board of administration, by a majority vote.

Chapter 5

DISTRICT ADMINISTRATION

A. District Superintendent

1300. Function. The district superintendent is to be the spiritual and administrative leader of the district.

1303. Qualifications and Tenure. A district superintendent shall exhibit the desire to live a holy life and demonstrate the same in practice; shall live in full accord with the vision and values of The Wesleyan Church; have passion and compassion for the lost and the least; and exhibit vision and administrative leadership. The regulations for a district superintendent are (cf. 1255–1272):

(1) **Election.** The district superintendent shall be elected by the district conference, by ballot and by majority vote, from among the ordained ministers of The Wesleyan Church (1180:31; cf. 1935:31). **A favorable vote less than two-thirds majority requires General Church approval.** If the district superintendent who is elected is from outside the membership of the electing district, the district superintendent shall immediately arrange for the transfer of local and district membership.

(2) **Term of Office.** ~~The initial election of a district superintendent shall be for a term of two years. Reelection thereafter shall be for a term of four years, or an extended period (cf. 1262). The initial term of a newly elected district superintendent begins at the rise of the district conference. However, when mutually agreed upon or deemed in the best interests of the district, the district board of administration may delay the beginning of the term of the newly elected district superintendent and provide an appropriate transition period before ending the term of the outgoing district superintendent.~~ The salary of a district superintendent should be continued for one month beyond the date for the termination of service, unless the salary is removed by the district board of administration.

(3) **Reelection.** Unless a district superintendent whose term is expiring shall give notice to the General Superintendent and district board of administration no less than 90 days prior to district conference, the district superintendent shall be considered available. The General Superintendent shall lead the district board of administration in a formal evaluation of the district superintendent's job performance in relation to established missional goals and objectives (cf. 1935:29–30) prior to any vote on reelection to office. If

serving under the special provision of paragraph 1278, by discontinuing the appointment to denominational service. A vacancy may be declared and filled for the unexpired term by the district board of administration, by a majority vote.

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(1) **Election.** The district superintendent shall be elected by the district conference, by ballot and by majority vote, from among the ordained ministers of The Wesleyan Church (1180:31; cf. 1935:31). A favorable vote less than two-thirds majority requires General Church approval. If the district superintendent who is elected is from outside the membership of the electing district, the district superintendent shall immediately arrange for the transfer of local and district membership.

(2) **Term of Office.** The election of a district superintendent shall be for a term of four years. The initial term of a newly elected district superintendent begins at the rise of the district conference. The salary of a district superintendent should be continued for one month beyond the date for the termination of service, unless the salary is removed by the district board of administration.

(3) **Reelection.** Unless a district superintendent whose term is expiring shall give notice to the General Superintendent and district board of administration no less than 90 days prior to district conference, the district superintendent shall be considered available. The General Superintendent shall lead the district board of administration in a formal evaluation of the district superintendent's job performance in relation to established missional goals and objectives (cf. 1935:29–30) prior to any vote on reelection to office. If

necessary, by a majority vote the district board of administration may request procedural intervention by the General Superintendent to declare that reelection by a "yes/no" vote shall not occur but that the nomination process in *Discipline* 1303:8 must be followed. When an incumbent district superintendent does not receive a majority vote on the initial "yes/no" ballot for reelection, the provision of 1303:8 for nominations shall become effective.

(4) **Term of Reelection.** One of the following alternative procedures shall be followed:

(a) A vote for a four-year renewal of the call shall be taken. If the vote on a four-year renewal of the call is favorable, the district board of administration, after consulting with the district superintendent and upon approval of the General Superintendent, may then recommend to the district conference that a ballot vote be taken to renew the call for an extended period.

(b) Or, prior to the vote on renewing the call, the district board of administration, after consultation with the district superintendent and upon approval of the General Superintendent, shall recommend to the district conference a specific call for four years or an extended call.

~~(5) **Special Regulations for Extended Call.** The General Superintendent shall review the call relationship with the district board of administration at least quadrennially. At the evaluation, the district board of administration shall either reaffirm by majority vote the extended call or shall, in consultation with the General Superintendent, announce a vote of the district conference for affirmation of continuing the call.~~

~~(6) (5) **Ex Officio Duties.** The district superintendent is a ministerial member of the General Conference (325; 1503:1a), vice-chair of the district conference (350:3; 1120), chair of the district board of administration (1203; 1221), chair of the district board of ministerial development unless electing to appoint another to serve (1381), chair of the district board of evangelism and church growth unless electing to appoint another to serve (1416), chair of the district building committee (1345), chair of the district conference action committee when such is authorized (1165), unless electing to appoint another to serve, and chair of the district conference nominating committee. when such is authorized (1172), and an ex officio member of the district conventions of women's ministry and Wesleyan Youth.~~

~~(7) (6) **Vacancy.** Whenever the office of superintendent is vacated other than at district conference, or when other existing circumstances warrant, the district board of administration, in consultation with the General Superintendent, shall appoint an interim superintendent to serve until the next annual session of the district conference, or until a successor is elected or the district board of administration declares the period of service ended. An interim district superintendent shall be granted full~~

necessary, by a majority vote the district board of administration may request procedural intervention by the General Superintendent to declare that reelection by a "yes/no" vote shall not occur but that the nomination process in *Discipline* 1303:8 must be followed. When an incumbent district superintendent does not receive a majority vote on the initial "yes/no" ballot for reelection, the provision of 1303:8 for nominations shall become effective.

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(a) A vote for a four-year renewal of the call shall be taken. If the vote on a four-year renewal of the call is favorable, the district board of administration, after consulting with the district superintendent and upon approval of the General Superintendent, may then recommend to the district conference that a ballot vote be taken to renew the call for an extended period.

(b) Or, prior to the vote on renewing the call, the district board of administration, after consultation with the district superintendent and upon approval of the General Superintendent, shall recommend to the district conference a specific call for four years or an extended call.

(5) **Ex Officio Duties.** The district superintendent is a ministerial member of the General Conference (325; 1503:1a), vice-chair of the district conference (350:3; 1120), chair of the district board of administration (1203; 1221), chair of the district board of ministerial development unless electing to appoint another to serve (1381), and chair of the district conference nominating committee.

(6) **Vacancy.** Whenever the office of superintendent is vacated other than at district conference, or when other existing circumstances warrant, the district board of administration, in consultation with the General Superintendent, shall appoint an interim superintendent to serve until the next annual session of the district conference, or until a successor is elected or the district board of administration declares the period of service ended. An interim district superintendent shall be granted full

<p>authority to carry out the duties assigned to a district superintendent by <i>The Discipline</i>.</p> <p>(8) (7). Special-District Committee for Nominations. Whenever a vacancy has resulted in the appointment of an acting superintendent, or whenever a district superintendent shall announce unavailability for continued service, a special district committee for nominations shall be formed with the General Superintendent shall as chair, comprised of the members of the district board of administration. , or by persons they choose. The district board of administration special district committee for nominations shall screen and select persons believed to have the qualities needed for the office of district superintendent and present one or more nominees to the district conference session. The district conference shall elect in accordance with 1303:1, and shall not be limited to the persons nominated by the district board of administration. special committee on nominations.</p> <p>1307. Amenability. The district superintendent is amenable, as provided in the eConstitution, to the General Board (323:1). The district superintendent may be removed from office by the General Board, by a two-thirds majority vote of all its members, for cause or whenever the General Board deems it necessary for the best interests of the Church or the preservation of the district (1655:37, 40a).</p> <p>1310. Duties. The district superintendent shall administer this office in accord with <i>The Discipline</i> and any other official directives from the General Conference, the General Board, the General Superintendent, the district conference, and the district board of administration. The duties of the district superintendent are (cf. 1300; 1303:6):</p> <p style="text-align: center;">General</p> <p>(1) To have the oversight of the Church within the district, endeavoring to lead the district forward in the fulfillment of the mission of The Wesleyan Church (100–105).</p> <p>(2) To give special attention to the initiation and promotion of an aggressive program of evangelism and church growth, as approved by the district conference or the district board of administration (cf. 537; 510; 518; 1233:3, 20; 1413; 4840:6).</p> <p>(3) To carry on a spiritual and inspirational ministry, teaching the people concerning the doctrines, purposes, and programs of The Wesleyan Church. and promoting the interests of all the general divisions and the district.</p> <p>(4) To cooperate with the General Superintendent (cf. 1935:27), and the General Board, and its Executive Board in the oversight of the district work. and, in matters of district evangelism and church growth, with the Executive Director of Church Multiplication and Discipleship.</p> <p>(5). To assist the General Superintendent in presiding over the district conference. and to assist the representative appointed by the General</p>	<p>authority to carry out the duties assigned to a district superintendent by <i>The Discipline</i>.</p> <p>(7). Committee for Nominations. Whenever a vacancy has resulted in the appointment of an acting superintendent, or whenever a district superintendent shall announce unavailability for continued service, the General Superintendent shall chair the district board of administration. The district board of administration shall screen and select persons believed to have the qualities needed for the office of district superintendent and present one or more nominees to the district conference session. The district conference shall elect in accordance with 1303:1, and shall not be limited to the persons nominated by the district board of administration.</p> <p>1307. Amenability. The district superintendent is amenable, as provided in the Constitution, to the General Board (323:1). The district superintendent may be removed from office by the General Board, by a two-thirds majority vote of all its members, for cause or whenever the General Board deems it necessary for the best interests of the Church or the preservation of the district (1655:37, 40a).</p> <p>1310. Duties. The district superintendent shall administer this office in accord with <i>The Discipline</i> and any other official directives from the General Conference, the General Board, the General Superintendent, the district conference, and the district board of administration. The duties of the district superintendent are (cf. 1300; 1303:6):</p> <p style="text-align: center;">General</p> <p>(1) To have the oversight of the Church within the district, endeavoring to lead the district forward in the fulfillment of the mission of The Wesleyan Church (100–105).</p> <p>(2) To give special attention to of an aggressive program of evangelism and church growth, as approved by the district board of administration (cf. 537; 510; 518; 1233:3, 20; 1413; 4840:6).</p> <p>(3) To carry on a spiritual and inspirational ministry, teaching the people concerning the doctrines, purposes, and programs of The Wesleyan Church.</p> <p>(4) To cooperate with the General Superintendent (cf. 1935:27), and the General Board, in the oversight of the district work.</p> <p>(5). To assist the General Superintendent in presiding over the district conference. If the General</p>
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~~Superintendent when the General Superintendent is unable to be present. If neither the General Superintendent nor a representative appointed by the General Superintendent is not present, it is the duty of the district superintendent to preside or to take responsibility for the same (350:3; 1120).~~

District Administration

(6) To be the chair of the district board of administration (1203; 1221), and to submit recommendations to the district board of administration that will provide for a more efficient administration, ~~correlation~~, and advancement of the district work.

(7) To be the chair of the district board of ministerial development, or to appoint another to serve instead, subject to ratification by the district board of administration (1381), ~~to be the chair of the district building committee (1345), to be the chair of the district conference action committee, when such a committee has been authorized, or to appoint the chair (1165), and to be the chair of the district conference nominating committee when such has been authorized (1172).~~

(8) To exercise administrative supervision over all district officials, ~~departmental officers~~, boards (cf. 1416; 1452; 1496), leadership teams, committees, auxiliary organizations, missions, developing churches, churches, ~~circuits~~, ministers, and other workers (cf. 3260:2) of the district with the exception of those who are amenable to the General Board (323:1; 1180:12), and to see that the plans and policies of the General Church and district are carried out.

(9) To meet with any district ~~board, leadership team, committee, auxiliary organization~~ or other district **entity** ~~agency~~ at the discretion of the district superintendent, and make such recommendations as deemed advisable. ~~; and to counsel with the various officers, directors, employees, and others serving the district concerning their work.~~

(10) To cooperate with the district board of administration **and General Superintendent** in evaluating the health of the district; establishing policies, goals, and objectives for more effectively fulfilling the mission of the district; pursuing the goals and objectives, within the established policies and through the district's pastors and members; and periodically providing performance reports regarding progress.

~~(11) To participate in at least one continuing education opportunity per year that is specifically designed for personal and professional development.~~

~~(12) To strive toward established goals and objectives approved by the district board of administration in consultation with the General Superintendent.~~

(13) **(11)** To examine all written instruments and legal papers for the conveyance of property acquired by local churches (4700:5) or the district and to approve them as to their conformity with the requirements of *The*

Superintendent is not present, it is the duty of the district superintendent to preside (350:3; 1120).

District Administration

(6) To be the chair of the district board of administration (1203; 1221), and to submit recommendations to the district board of administration that will provide for a more efficient administration, and advancement of the district work.

(7) To be the chair of the district board of ministerial development, or to appoint another to serve instead, subject to ratification by the district board of administration (1381), and to be the chair of the district conference nominating committee (1172).

(8) To exercise administrative supervision over all district officials, boards (cf. 1416; 1452; 1496), leadership teams, committees, auxiliary organizations, missions, developing churches, churches, ministers, and other workers (cf. 3260:2) of the district with the exception of those who are amenable to the General Board (323:1; 1180:12), and to see that the plans and policies of the General Church and district are carried out.

(9) To meet with any district committee, or other district entity at the discretion of the district superintendent, and make such recommendations as deemed advisable.

(10) To cooperate with the district board of administration and General Superintendent in evaluating the health of the district; establishing policies, goals, and objectives for more effectively fulfilling the mission of the district; pursuing the goals and objectives, within the established policies and through the district's pastors and members; and periodically providing performance reports regarding progress.

(11) To examine all written instruments and legal papers for the conveyance of property acquired by local churches (4700:5) or the district and to approve them as to their conformity with the requirements of *The Discipline* (4590–4880; cf. 4000–4070), the inclusion of

<p><i>Discipline</i> (4590–4880; cf. 4000–4070), the inclusion of the proper trust clause (4610), and conformity to local laws (4510); and to have the custody, under the direction of the district board of administration, of property and legal records for both the district and the local churches as provided for in 4760.</p> <p style="text-align: center;">Local Churches</p> <p>(12) To visit, or to appoint an assistant district superintendent, if any, or other representative to visit, each church in the district at least once a year, or according to a schedule of visits approved by the district board of administration, making careful inquiry into the progress and administration of the church and seeking to advance its spiritual life, and to preserve a written report of such visits in the district office for future reference and for the successor in office.</p> <p>(13) To investigate carefully concerning the support of pastors and to advise and encourage the local churches to provide for their adequate support.</p> <p>(14) To recommend that the district board of administration authorize the establishment of a mission (537), a developing church (510), a church (518), the reclassification of a church (518:7); and to preside over the organization of an established church or appoint a representative to do so (520), and to report the organization of new churches to the district board of administration and to the district conference (520:6).</p> <p>(15) To supervise and promote the development process of a developing church, approving the reception of members (510:2; cf. 5105), appointing the local advisory council in cooperation with the pastor (510:3), and approving the plans of the pastor and the local advisory council in the interim of sessions of the district board of administration (510:3).</p> <p>(16) To approve the date for the regular session of a local church conference (630:1–2), to preside over a local church conference whenever present (635), to convene, when deemed advisable, a local board of administration or a local church conference and preside over the same (633:1; 712; 722:2–3; 773), and carry out any other provisions for a local board of administration or conference as prescribed in <i>The Discipline</i>.</p> <p>(17) To counsel with a local board of administration for the securing of a pastor (705:1–3), proactively assessing the needs of the church and providing it with specific recommendations and names of potential pastors who best fit the profile to help meet those needs. The local board of administration and the district superintendent shall approve a pastoral candidate before that person is recommended to the church for a vote. The district superintendent shall also carry out the provisions of <i>The Discipline</i> concerning the call, the renewal of a call, the review and termination of an extended call, the resignation and release of a pastor from the pastoral agreement, and other matters pertaining to pastoral relations for the</p>	<p>the proper trust clause (4610), and conformity to local laws (4510); and to have the custody, under the direction of the district board of administration, of property and legal records for both the district and the local churches as provided for in 4760.</p> <p style="text-align: center;">Local Churches</p> <p>(12) To visit, or to appoint an assistant district superintendent, if any, or other representative to visit, each church in the district according to a schedule of visits approved by the district board of administration, making careful inquiry into the progress and administration of the church and seeking to advance its spiritual life, and to preserve a written report of such visits in the district office for future reference and for the successor in office.</p> <p>(13) To investigate carefully concerning the support of pastors and to advise and encourage the local churches to provide for their adequate support.</p> <p>(14) To recommend that the district board of administration authorize the establishment of a mission (537), a developing church (510), a church (518), the reclassification of a church (518:7); and to preside over the organization of an established church or appoint a representative to do so (520), and to report the organization of new churches to the district board of administration and to the district conference (520:6).</p> <p>(15) To supervise and promote the process of a developing church, approving the reception of members (510:2; cf. 5105), appointing the local advisory council in cooperation with the pastor (510:3), and approving the plans of the pastor and the local advisory council in the interim of sessions of the district board of administration (510:3).</p> <p>(16) To approve the date for the regular session of a local church conference (630:1–2), to preside over a local church conference whenever present (635), to convene, when deemed advisable, a local board of administration or a local church conference and preside over the same (633:1; 712; 722:2–3; 773), and carry out any other provisions for a local board of administration or conference as prescribed in <i>The Discipline</i>.</p> <p>(17) To counsel with a local board of administration for the securing of a pastor (705:1–3), proactively assessing the needs of the church and providing it with specific recommendations and names of potential pastors who best fit the profile to help meet those needs. The local board of administration and the district superintendent shall approve a pastoral candidate before that person is recommended to the church for a vote. The district superintendent shall also carry out the provisions of <i>The Discipline</i> concerning the call, the review and termination of call, the resignation and release of a pastor from the pastoral agreement, and other matters pertaining to pastoral relations for the pastoral charges under district care (633:3; 692:2; 705:1–3; 710; 712; 718–722; 773).</p>
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pastoral charges under district care (633:3; 692:2; 705:1–3; 710; 712; 718–722; 773).

~~(20)~~ **(18)** To work directly with the pastors and leaders of local churches in setting goals and objectives, or appoint another district leader to do so. The district superintendent, in consultation with the district board of administration, may advise a pastor and local board of administration to consider a pastoral change if goal progress remains unsatisfactory.

~~(24)~~ **(19)** To approve the transfer of any ordained minister or commissioned or licensed minister from another district, in concurrence with the General Superintendent (313:6; 705:3; 3100:1) and, when objecting to such a transfer, to state any reasons if requested to do so.

~~(22)~~ **(20)** To recommend the removal of a pastor to the district board of administration, whenever the best interests of the church involved demand it, and to recommend to the district board of administration the appointment of a supply or interim, if necessary, until another pastor has been obtained (712; 715; 722:3; 1233:32).

~~(23)~~ **(21)** To perform all the functions of a pastor for a local church within the district when such church is without a pastor, or to recommend to the district board of administration the appointment of a supply pastor or interim pastor until the local church obtains a pastor (1233:32, 39; 3260:2; 3261:2).

~~(24) To approve the employment of an evangelist or workers of another denomination for revivals or other meetings by a local church or any district organization and, when objecting to such employment, to state any reasons if requested to do so (725:19; 782:18).~~

Ministers

~~(25)~~ **(22)** To counsel with the ~~pastors~~, ministers, and special workers under district care, giving special attention to the encouragement and guidance of candidates for the ministry.

~~(26)~~ **(23)** To be responsible, if the General Superintendent is absent, ~~and if the representative appointed by the General Superintendent is absent (3091),~~ for leading the Council of Ordination (1405) in conducting the ritual of ordination (3070:6; 5750–5792), and the ritual of commissioning a minister (5800–5845), a special worker (3470; 5855), and a lay missionary (3490; 5855); to sign with the district secretary such certificates, licenses or other official forms, as are required of this office and issued to such persons as are authorized by the district conference; to have charge of services for the installation of pastors (5905).

~~(27)~~ **(24)** To provide or promote ~~access to continuing education opportunities at least twice each year~~ for the ongoing personal and professional development of all ministerial personnel.

~~(28)~~ **(25)** To request any special reports from the pastors, ministers, and churches that will facilitate oversight of the district.

(18) To work directly with the pastors and leaders of local churches in setting goals and objectives, or appoint another district leader to do so. The district superintendent, in consultation with the district board of administration, may advise a pastor and local board of administration to consider a pastoral change if goal progress remains unsatisfactory.

(19) To approve the transfer of any ordained minister or commissioned or licensed minister from another district, in concurrence with the General Superintendent (313:6; 705:3; 3100:1) and, when objecting to such a transfer, to state any reasons if requested to do so.

(20) To recommend the removal of a pastor to the district board of administration, whenever the best interests of the church involved demand it, and to recommend to the district board of administration the appointment of a supply or interim, if necessary, until another pastor has been obtained (712; 715; 722:3; 1233:32).

(21) To perform all the functions of a pastor for a local church within the district when such church is without a pastor, or to recommend to the district board of administration the appointment of a supply pastor or interim pastor until the local church obtains a pastor (1233:32, 39; 3260:2; 3261:2).

Ministers

(22) To counsel with the ministers under district care, giving special attention to the encouragement and guidance of candidates for the ministry.

(23) To be responsible, if the General Superintendent is absent, for leading the Council of Ordination (1405) in conducting the ritual of ordination (3070:6; 5750–5792), and the ritual of commissioning a minister (5800–5845), a special worker (3470; 5855), and a lay missionary (3490; 5855); to sign with the district secretary such certificates, licenses or other official forms, as are required of this office and issued to such persons as are authorized by the district conference; to have charge of services for the installation of pastors (5905).

(24) To provide or promote the ongoing personal and professional development of all ministerial personnel.

(25) To request any special reports from the pastors, ministers, and churches that will facilitate oversight of the district.

<p>(29) (26) To approve in writing the temporary service of an ordained minister in a district other than the one in which membership is held (3100:2); to grant a letter of transfer or standing to any ordained, licensed or commissioned worker in good standing of the district (6440; 6460); to instruct the district secretary to enroll as a member of the district a minister who transfers from another district in the manner prescribed by <i>The Discipline</i> (313:6; 3100:1; 6440–6450), and to order the enrollment of a ministerial student or special worker so transferring (3015:3c, 5d; 3480; 6440–6450); to guide a minister or special worker from another denomination seeking recognition and membership in The Wesleyan Church (3104; 3470; cf. 3117); and to provide oversight for the restoration of ministers (5230).</p> <p style="text-align: center;">Reports</p> <p>(30) (27) To report annually to the district conference concerning official duties and personal ministry (1180:13), and to submit other reports to the General Board or its Executive Board, the General Superintendent and the district board of administration as required; to counsel with the General Superintendent at least once a year concerning the plans and objectives for the district, reporting to the General Superintendent on the activities of the district and progress toward its objectives during the past year (cf. 1935:27).</p> <p style="text-align: center;">Judicial</p> <p>(31) (28) To receive any complaint or accusation against any person or local unit under the jurisdiction of the district (5200:1–7; 5206; 5300–5320), and to give such complaint or accusation prompt and careful attention as required in the <i>General Board Policy on Church Discipline</i> (5206:2; 5300–5320), and to refer any matter requiring official investigation or judicial proceedings to the district board of administration for disposition (1233:36, 40; cf. 5212:2; 5320).</p> <p>(32) (29) To forward to the General Church Executive Director of Communication and Administration the credentials of a minister when such have been surrendered or removed by judicial process (3100:4; 5212:2; 5230).</p> <p style="text-align: center;">B. Assistant District Superintendent(s)</p> <p>1320. A district shall may have one or more assistant district superintendents as determined by majority vote of the district conference. In those districts where the district conference has voted to have one or more assistant district superintendents, The office shall be filled from among the ordained ministers of the district (1180:32) upon nomination by the district superintendent and election by the district board of administration. One of the assistant district superintendents shall be designated to serve as the vice-chair of the district board of administration and will</p>	<p>(26) To approve in writing the temporary service of an ordained minister in a district other than the one in which membership is held (3100:2); to grant a letter of transfer or standing to any ordained, licensed or commissioned worker in good standing of the district (6440; 6460); to instruct the district secretary to enroll as a member of the district a minister who transfers from another district in the manner prescribed by <i>The Discipline</i> (313:6; 3100:1; 6440–6450), and to order the enrollment of a ministerial student or special worker so transferring (3015:3c, 5d; 3480; 6440–6450); to guide a minister or special worker from another denomination seeking recognition and membership in The Wesleyan Church (3104; 3470; cf. 3117); and to provide oversight for the restoration of ministers (5230).</p> <p style="text-align: center;">Reports</p> <p>(27) To report annually to the district conference concerning official duties and personal ministry (1180:13), and to submit other reports to the General Board, the General Superintendent and the district board of administration as required; to counsel with the General Superintendent at least once a year concerning the plans and objectives for the district, reporting to the General Superintendent on the activities of the district and progress toward its objectives during the past year (cf. 1935:27).</p> <p style="text-align: center;">Judicial</p> <p>(28) To receive any complaint or accusation against any person or local unit under the jurisdiction of the district (5200:1–7; 5206; 5300–5320), and to give such complaint or accusation prompt and careful attention as required in the <i>General Board Policy on Church Discipline</i> (5206:2; 5300–5320), and to refer any matter requiring official investigation or judicial proceedings to the district board of administration for disposition (1233:36, 40; cf. 5212:2; 5320).</p> <p>(29) To forward to the General Church Executive Director of Communication and Administration the credentials of a minister when such have been surrendered or removed by judicial process (3100:4; 5212:2; 5230).</p> <p style="text-align: center;">B. Assistant District Superintendent(s)</p> <p>1320. A district shall have one or more assistant district superintendents as determined by majority vote of the district conference. The office shall be filled from among the ordained ministers of the district (1180:32) upon nomination by the district superintendent and election by the district board of administration. One of the assistant district superintendents shall be designated to serve as the vice-chair of the district board of administration and will serve on the executive committee of the district board of administration. The qualifications, term of office, amenability, and other</p>
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<p>serve on the executive committee of the district board of administration. Also, the district board of administration shall designate one of the assistant district superintendents to serve on the district board of ministerial development. The qualifications, term of office, amenability, and other regulations are those of a district official as set forth in 1255–1272.</p> <p>1323. The duties of the assistant district superintendent(s), if any, are:</p> <p>(1) To serve as member and vice-chair (cf.1320) of the district board of administration, presiding over the board whenever the district superintendent is not present or when appointed to do so by the district superintendent (1221).</p> <p>(2) To convene the district board of administration in times of emergency when the district superintendent is not able to act (1215; 1320).</p> <p>(3) To serve as member of the district board of ministerial development (1320; 1378).</p> <p>(4) (3) To assist the district superintendent and to serve as a representative of the district superintendent to local churches or district organizations as the superintendent may request.</p> <p>(5) (4) To perform such other duties as may be required by the district conference or the district board of administration.</p> <p>(6) (5) To report annually to the district conference concerning all official duties (1180:13), and to the district board of administration as required.</p> <p>1327. A district conference may choose to have one or more assistant district superintendent(s) if any, as full-time district official(s), and shall further define the duties of the assistant district superintendent(s) in addition to those set forth in <i>The Discipline</i>.</p> <p style="text-align: center;">C. District Secretary</p> <p>1330. The district secretary shall be elected by the district conference by ballot and by majority vote (1180:33; cf. 1175:1). The qualifications, term of office, amenability, and other regulations are those of a district official as defined in 1255–1272.</p> <p>1332. The duties of the district secretary are:</p> <p>(1) To be the secretary of the district conference, recording accurately and completely the proceedings of each session and forwarding the same to the Executive Director of Communication and Administration for distribution to the general offices and divisions (cf. 1178:4).</p> <p>(2) To serve as a member and as the secretary of the district board of administration (1203; 1224), recording accurately and completely the proceedings of each session and preserving them in permanent form, forwarding a copy of the minutes of each session to each member of the board and to the General Superintendent.</p> <p>(3) To issue official notices and communications from the district conference and from the district board</p>	<p>regulations are those of a district official as set forth in 1255–1272.</p> <p>1323. The duties of the assistant district superintendent(s), if any, are:</p> <p>(1) To serve as member and vice-chair (cf.1320) of the district board of administration, presiding over the board whenever the district superintendent is not present or when appointed to do so by the district superintendent (1221).</p> <p>(2) To convene the district board of administration in times of emergency when the district superintendent is not able to act (1215; 1320).</p> <p>(3) To assist the district superintendent and to serve as a representative of the district superintendent to local churches or district organizations as the superintendent may request.</p> <p>(4) To perform such other duties as may be required by the district conference or the district board of administration.</p> <p>(5) To report annually to the district conference concerning all official duties (1180:13), and to the district board of administration as required.</p> <p>1327. A district conference may choose to have one or more assistant district superintendent(s) as full-time district official(s), and shall further define the duties of the assistant district superintendent(s) in addition to those set forth in <i>The Discipline</i>.</p> <p style="text-align: center;">C. District Secretary</p> <p>1330. The district secretary shall be elected by the district conference by ballot and by majority vote (1180:33; cf. 1175:1). The qualifications, term of office, amenability, and other regulations are those of a district official as defined in 1255–1272.</p> <p>1332. The duties of the district secretary are:</p> <p>(1) To be the secretary of the district conference, recording accurately and completely the proceedings of each session and forwarding the same to the Executive Director of Communication and Administration for distribution to the general offices and divisions (cf. 1178:4).</p> <p>(2) To serve as a member and as the secretary of the district board of administration (1203; 1224), recording accurately and completely the proceedings of each session and preserving them in permanent form, forwarding a copy of the minutes of each session to each member of the board and to the General Superintendent.</p> <p>(3) To issue official notices and communications from the district conference and from the district board</p>
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<p>of administration; and to keep permanent file copies of all correspondence, reports, and other records.</p> <p>(4) To issue and sign all certificates, licenses, and other official forms as properly authorized by the district and as prescribed for a district secretary by the General Conference or General Board (1310:26).</p> <p>(5) To forward promptly to the Executive Director of Communication and Administration: the statistical and financial reports of the district conference as may be required by the General Board; a certified list of the General Conference delegates, and the certification of an alternate when a delegate is unable to attend (1512–1518); a copy of each memorial adopted for presentation to the General Conference; a copy of the official district directory for inclusion in the denominational directory, and of each change in the directory as it occurs (1332:8); and to cooperate in forwarding other information requested by the Executive Director of Communication and Administration as the Executive Director may request.</p> <p>(6) To be the custodian of the official district records and archives, except as otherwise provided for in <i>The Discipline</i> (1387; 4760) , including the records of the district statistical committee (1352:3) and all district judicial committees (5218; 5227); and to be instructed by the district board of administration as to the exercise of such custody (1233:16).</p> <p>(7) To receive an official copy of the minutes of each board, committee, auxiliary organization or other district agency, and to preserve them in the district archives.</p> <p>(8) To maintain a complete and current district directory, listing the district ministers and officers officials, each district board or committee with the names of its members and officers, the district departmental officers (1275), the names and addresses of each ordained minister, commissioned minister, licensed minister, ministerial student, commissioned and licensed special worker, and commissioned lay missionary, the address of each mission, developing church, circuit, and parsonage within the bounds of the district, and other information as desired (cf. 1240).</p> <p>(9) To aid in collecting books, documents, photographs or other historical materials for the historical archives of the denomination in cooperation with the Executive Director of Communication and Administration (2415:5).</p> <p>(10) (9) To notify all churches and ministerial members of the district of the time and place of the next regular session of the district conference at least sixty days in advance (1112), and to notify them of any reconvened sessions as directed by the district board of administration (1115).</p> <p>(11) (10) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to this office.</p> <p style="text-align: center;">D. District Treasurer</p>	<p>of administration; and to keep permanent file copies of all correspondence, reports, and other records.</p> <p>(4) To issue and sign all certificates, licenses, and other official forms as properly authorized by the district and as prescribed for a district secretary by the General Conference or General Board (1310:26).</p> <p>(5) To forward promptly to the Executive Director of Communication and Administration the statistical and financial reports of the district conference as may be required by the General Board; a certified list of the General Conference delegates, and the certification of an alternate when a delegate is unable to attend (1512–1518); a copy of each memorial adopted for presentation to the General Conference; a copy of the official district directory for inclusion in the denominational directory, and of each change in the directory as it occurs (1332:8); and to cooperate in forwarding other information requested by the Executive Director of Communication and Administration.</p> <p>(6) To be the custodian of the official district records and archives, except as otherwise provided for in <i>The Discipline</i> (1387; 4760) and to be instructed by the district board of administration as to the exercise of such custody (1233:16).</p> <p>(7) To receive an official copy of the minutes of each board, committee, auxiliary organization or other district agency, and to preserve them in the district archives.</p> <p>(8) To maintain a complete and current district directory, listing the district ministers and officers, the address of each mission, developing church, church, circuit, and parsonage within the bounds of the district, and other information as desired (cf. 1240).</p> <p>(9) To notify all churches and ministerial members of the district of the time and place of the next regular session of the district conference at least sixty days in advance (1112), and to notify them of any reconvened sessions as directed by the district board of administration (1115).</p> <p>(10) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to this office.</p> <p style="text-align: center;">D. District Treasurer</p> <p>1335. The district treasurer shall be appointed by the district board of administration and shall serve as an</p>
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<p>1335. The district treasurer shall be elected by the district conference, by ballot and by majority vote (1175:1; 1180:33), unless the district conference by prior action has voted to authorize the district board of administration to appoint the district treasurer. If the district conference authorizes the district board of administration to appoint or employ the district treasurer, said appointment shall take place at the organizing session of the district board of administration immediately after the rise of the annual district conference (1209:2). appointed by the district board of administration and The district treasurer shall serve as an ex officio member. of the district board of administration. and shall be a voting member of the district conference. Said treasurer's qualifications, term of office, amenability, and other regulations are those of a district official as defined in 1255–1272.</p> <p>1337. The duties of a district treasurer are:</p> <p>(1) To serve as a member of the district board of administration (1203). and, when such has been authorized, as a member of the district conference action committee (1165).</p> <p>(2) To be bonded to the amount set by the district board of administration, the cost of which shall be paid by the district (1233:18).</p> <p>(3) To have custody of all district funds, unless otherwise provided for by <i>The Discipline</i>; to receive, record, hold, and disburse such funds in keeping with the financial plans of the General Conference and the district conference and as directed by the district board of administration.</p> <p>(4) To receive, record, and hold all USF funds for the General Church raised within the district and to remit such funds monthly to the General Treasurer/Chief Financial Officer on the approved forms.</p> <p>(5) To serve as a district director of stewardship, promoting stewardship and storehouse tithing on the district level, in cooperation with the General Superintendent.</p> <p>(6) To prepare and submit to the district board of administration, or to another committee if such has been designated by the district conference, a recommended plan to provide for the raising of the district obligation to the United Stewardship Fund, designating the amount to be assigned to each local church as its share of the district obligation, in accord with the regulations for the United Stewardship Fund (2015); which plan, as approved by the proper board or committee, shall be presented to the district conference for adoption (1180:16; 1233:11; cf. 1165–1168); and to promptly notify the General Treasurer/Chief Financial Officer of the district USF obligation on forms provided by the General Treasurer/Chief Financial Officer (cf. 2015:2).</p> <p>(7) To submit all records and funds for an annual audit, after the close of the fiscal year, as provided for in 1340, and at any other time as may be requested by the district board of administration (1233:19).</p>	<p>ex officio member. Said treasurer's qualifications, term of office, amenability, and other regulations are those of a district official as defined in 1255–1272.</p> <p>1337. The duties of a district treasurer are:</p> <p>(1) To serve as a member of the district board of administration (1203).</p> <p>(2) To be bonded to the amount set by the district board of administration, the cost of which shall be paid by the district (1233:18).</p> <p>(3) To have custody of all district funds, unless otherwise provided for by <i>The Discipline</i>; to receive, record, hold, and disburse such funds in keeping with the financial plans of the General Conference and the district conference and as directed by the district board of administration.</p> <p>(4) To receive, record, and hold all USF funds for the General Church raised within the district and to remit such funds monthly to the General Treasurer/Chief Financial Officer on the approved forms.</p> <p>(5) To serve as a district director of stewardship, promoting stewardship and storehouse tithing on the district level, in cooperation with the General Superintendent.</p> <p>(6) To prepare and submit to the district board of administration a recommended plan to provide for the raising of the district obligation to the United Stewardship Fund, designating the amount to be assigned to each local church as its share of the district obligation, in accord with the regulations for the United Stewardship Fund (2015); which plan, as approved, shall be presented to the district conference for adoption (1180:16; 1233:11; cf. 1165–1168); and to promptly notify the General Treasurer/Chief Financial Officer of the district USF obligation on forms provided by the General Treasurer/Chief Financial Officer (cf. 2015:2).</p> <p>(7) To submit all records and funds for an annual audit, after the close of the fiscal year, as provided for in 1340, and at any other time as may be requested by the district board of administration (1233:19).</p> <p>(8) To submit a complete financial report of all funds administered or attended to by the district</p>
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(8) To submit a complete financial report of all funds administered or attended to by the district treasurer, to each regular session of the district conference (1180:13); to submit reports to the district board of administration (1233:12), the district superintendent and the General Treasurer/Chief Financial Officer as they may require.

(9) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to this office.

E. District Auditing Committee

1340. The district board of administration shall provide for the auditing of all district treasurers' books annually. ~~either by an elected district auditing committee, or by employing a certified public accountant, chartered accountant or public accountant.~~ Audits shall be conducted on the records and funds of the district treasurer (1337:8) and all other treasurers of district boards or agencies having custody of district funds. The audit reports shall be submitted to the district board of administration for adoption. After appropriate review, the district board of administration **shall** ~~may~~ submit the reports to the district conference. ~~or the respective district conventions of the auxiliaries as information. The district auditing committee, certified public accountant, chartered accountant or public accountant may perform such other duties as may be required by the district conference or the district board of administration.~~

F. District Building Committee

1345. ~~There shall be a district building committee elected by the district conference (1180:35a; cf. 1175:2), unless the district conference shall delegate the election to the district board of administration. The committee shall consist of the district superintendent or the district superintendent's appointed designee as chair, and such members as shall be elected. The elected members should be persons who are capable and experienced in property transactions and the construction of buildings. General regulations governing the membership of this committee are given in 1275-1292. The duties of the district building committee are:~~

(1) ~~To investigate the proposed sites for local church buildings, parsonages or other units, in order to ascertain that such properties are properly located in the community to be served and adequate in size for future expansion and parking facilities; to consider also the plans and requirements of any planning commission, if such an agency exists; to consider also the financial plans and liabilities to be incurred; to act upon the proposal of the local church and to report its findings and recommendations in writing both to the district board of administration and the local church (cf. 4700-4720).~~

treasurer, to each regular session of the district conference (1180:13); to submit reports to the district board of administration (1233:12), the district superintendent and the General Treasurer/Chief Financial Officer as they may require.

(9) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to this office.

E. District Auditing Committee

1340. The district board of administration shall provide for the auditing of all district treasurers' books annually. Audits shall be conducted on the records and funds of the district treasurer (1337:8) and all other treasurers of district boards or agencies having custody of district funds. The audit reports shall be submitted to the district board of administration for adoption. After appropriate review, the district board of administration shall submit the reports to the district conference.

~~(2) To consider the proposal of a local church, on behalf of the church or a subsidiary of the church (655:13) for the:~~

- ~~(a) Purchase of land;~~
- ~~(b) Purchase of land and buildings;~~
- ~~(c) Construction of a new building;~~
- ~~(d) Addition to or remodeling of a building when the consequent costs are anticipated to be ten percent or more of the value of the current building.~~

~~(3) To advise the local church in detail concerning the architectural plans; to consider carefully the financial liability and the plans of the local church for meeting such liabilities; and to report its findings and recommendations in writing to the local church and the district board of administration (1233:33; cf. 4700–4720).~~

~~(G) District Statistical Committee~~

~~1350. Each district conference shall elect a district statistical committee of the desired number (1180:35b; cf. 1175:2), or the district conference may delegate this responsibility to the district board of administration. General regulations for the membership of this committee are given in 1275–1292.~~

~~1352. The duties of the district statistical committee are:~~

~~(1) To receive, on behalf of the district conference, complete annual statistical and financial reports from such persons, units, and agencies as the General Board shall designate, on forms approved by the General Superintendent and made available by the Executive Director of Communication and Administration; and to compile and submit to the district conference a comprehensive statistical and financial report for the district as a whole.~~

~~(2) To report to the district board of administration the name of each person who fails to submit the report in the proper manner and at the appointed time.~~

~~(3) To submit, after the committee has finished its work, all reports and records to the district secretary for filing.~~

H. District Board of Trustees

1360. The district conference of each established district shall be incorporated or shall cause a corporation to be formed and maintained to facilitate the management of its legal and corporate affairs as set forth in 4100–4150. In places where local laws prohibit such incorporation, or where the local laws require property to be held by trustees, the district conference may elect from among the members of the district board of administration the members of the district board of trustees in such number as desired (1180:22; cf. 4855). The district trustees shall hold office until their term expires as members of the district board of administration and until their successors are elected and qualified. The district board of trustees shall be

F. District Board of Trustees

1360. The district conference of each established district shall be incorporated or shall cause a corporation to be formed and maintained to facilitate the management of its legal and corporate affairs as set forth in 4100–4150. In places where local laws prohibit such incorporation, or where the local laws require property to be held by trustees, the district conference may elect from among the members of the district board of administration the members of the district board of trustees in such number as desired (1180:22; cf. 4855). The district trustees shall hold office until their term expires as members of the district board of administration and until their successors are elected and qualified. The district board of trustees shall be amenable to the district board of administration (cf. 4840; 4855). A district trustee may be removed from office by a two-thirds majority vote of all the members of

amenable to the district board of administration (cf. 4840; 4855). A district trustee may be removed from office by a two-thirds majority vote of all the members of the district board of administration whenever it is deemed necessary for the best interests of The Wesleyan Church and the district or whenever a trustee shall refuse to carry out the directions of the district board of administration, except when such directions are contrary to local laws or to *The Discipline* (1206; 1233:28a; 1265; 4540). The office of a district trustee may also become vacant by death, cessation of membership in The Wesleyan Church or cessation of membership on the district board of administration. A vacancy on the district board of trustees shall be filled for the unexpired term by a majority vote of all the members of the district board of administration (1206; 1233:28a; 1272).

1365. The district board of trustees shall administer its duties in accord with *The Discipline* (4500–4630; 4830–4880), and as directed by the district board of administration. Its duties are:

- (1) To hold all district property, and such local property as may be held by the district (4660; 4680), in trust for The Wesleyan Church as set forth in 4830 (cf. 323:8).
- (2) To attend to all legal matters pertaining to the district transactions for the purchase, sale, encumbrance, transfer or other disposal of property, as ordered by the district board of administration (cf. 4840).
- (2) To fulfill such other duties as pertain to their office as trustees and as may be assigned to them by the district board of administration.

I. District Board of Review

1370. Each established district shall have a district board of review, which shall consist of four ordained ministers and three lay members elected annually by the district board of administration (1233:26; 5218). Two ordained ministers and two lay members shall also be elected at the same time to serve as alternates and to fill vacancies in the order of their election (5218). The district board of review serves as an appellate body for lay members and local churches. The duties and powers of the district board of review are set forth in the *General Board Policy on Church Discipline* (5218–5221). General regulations governing the members of the district board of review are set forth in 1275–1292.

Chapter 6

DISTRICT MINISTERIAL SUPERVISION

- A. District Board of Development**
- B.**

the district board of administration whenever it is deemed necessary for the best interests of The Wesleyan Church and the district or whenever a trustee shall refuse to carry out the directions of the district board of administration, except when such directions are contrary to local laws or to *The Discipline* (1206; 1233:28a; 1265; 4540). The office of a district trustee may also become vacant by death, cessation of membership in The Wesleyan Church or cessation of membership on the district board of administration. A vacancy on the district board of trustees shall be filled for the unexpired term by a majority vote of all the members of the district board of administration (1206; 1233:28a; 1272).

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- (1) To hold all district property, and such local property as may be held by the district (4660; 4680), in trust for The Wesleyan Church as set forth in 4830 (cf. 323:8).
- (2) To attend to all legal matters pertaining to the district transactions for the purchase, sale, encumbrance, transfer or other disposal of property, as ordered by the district board of administration (cf. 4840).
- (2) To fulfill such other duties as pertain to their office as trustees and as may be assigned to them by the district board of administration.

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Chapter 6

DISTRICT MINISTERIAL SUPERVISION

<p style="text-align: center;">NO PROPOSED CHANGES IN THIS SECTION:</p> <p style="text-align: center;">1375-1390:11</p> <p style="text-align: center;">B. Annual Service Reports</p> <p>1402. Annual Service Reports. The district conference shall receive an annual service report from each ordained minister, commissioned minister, licensed minister, and ministerial student, and commissioned or licensed special worker on forms authorized by the General Superintendent and made available by the Executive Director of Communication and Administration. Pastors or senior pastors shall submit the "Pastor's Annual Service Report." Associate and Assistant pastors shall submit the "Associate/Assistant Pastor's Annual Service Report." Other ordained ministers and commissioned or licensed ministers shall submit the "Minister's Annual Service Report." Special workers shall submit the "Lay Worker's Annual Service Report." Ministerial students shall submit the "Ministerial Student's Annual Service Report." All such reports shall be submitted to the district board of ministerial development, serving on behalf of the district conference, as directed by the district board of administration or the district superintendent (1390:7–9).</p> <p style="text-align: center;">C. Council of Ordination</p> <p>1405. Each district shall provide for a Council of Ordination to assist the General Superintendent (1935:34; 5752), or the district superintendent (1310:26) in the absence of the General Superintendent the representative appointed by the General Superintendent (3091), or in the absence of the appointed representative, the district superintendent (1310:26), in carrying out the will of the district conference for the ordination of ministers (3070:6; 5750–5792) and the commissioning of ministers (5805); special workers (5850), and lay missionaries (5850). The Council of Ordination shall may consist of the desired number of ordained ministers appointed by the district board of administration (1233:38), or the district conference may designate ordained ministers of the district board of ministerial development as the Council of Ordination (1180:34; 1390:6). The Council of Ordination will be responsible to plan the ordination and/or commissioning services.</p> <p style="text-align: center;">Chapter 7</p> <p style="text-align: center;">DISTRICT MISSIONS AND EVANGELISM</p> <p style="text-align: center;">A. District Coordination of Missions and Evangelism</p> <p>1410. The district board of administration shall be responsible within the district for the promotion of world missions, general and district evangelism and church</p>	<p style="text-align: center;">B. Annual Service Reports</p> <p>1402. Annual Service Reports. The district conference shall receive an annual service report from each ordained minister, commissioned minister, licensed minister, and ministerial student, and commissioned or licensed special worker on forms authorized by the General Superintendent and made available by the Executive Director of Communication and Administration. Pastors or senior pastors shall submit the "Pastor's Annual Service Report." Associate and Assistant pastors shall submit the "Associate/Assistant Pastor's Annual Service Report." Other ordained ministers and commissioned or licensed ministers shall submit the "Minister's Annual Service Report." Special workers shall submit the "Lay Worker's Annual Service Report." Ministerial students shall submit the "Ministerial Student's Annual Service Report." All such reports shall be submitted to the district board of ministerial development, serving on behalf of the district conference, as directed by the district board of administration or the district superintendent (1390:7–9)</p> <p style="text-align: center;">C. Council of Ordination</p> <p>1405. Each district shall provide for a Council of Ordination to assist the General Superintendent (1935:34; 5752), or the district superintendent (1310:26) in the absence of the General Superintendent, in carrying out the will of the district conference for the ordination of ministers (3070:6; 5750–5792) and the commissioning of ministers (5805) and lay missionaries (5850). The Council of Ordination shall consist of the ordained ministers of the district board of ministerial development as the Council of Ordination (1180:34; 1390:6). The Council of Ordination will be responsible to plan the ordination and/or commissioning services.</p>
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growth, and the coordination of men's ministry and women's ministry on the district level as set forth in The Discipline (1233:3, 21–25).

B. District Board of Evangelism and Church Growth

1413. Function. The district board of administration shall serve as or shall establish a district board of evangelism and church growth to aid the district superintendent and the district board of administration in developing, supervising, and promoting an aggressive program of district evangelism and church growth (1233:21; 1310:2).

1416. Membership. If a separate district board of evangelism and church growth is established, it shall have as its chair the district superintendent (cf. 1310:2); unless the district superintendent shall appoint another to serve instead, with such appointment subject to ratification by the district board of administration. In addition to the chair, the board shall consist of two or more ordained ministers and an equal number of lay members elected by the district board of administration who are especially concerned and qualified for this phase of the church's mission. In addition, the district director of evangelism and church growth shall serve as an ex officio member (1426). The term of office for the elected members shall be for two years, with the election so arranged that approximately one-half shall be elected each year. Other than the chair, the board shall elect its own officers. General regulations governing the members of this board are set forth in 1275–1292.

1420. Sessions. The district board of evangelism and church growth shall meet soon after the close of the district conference to make plans for the year and shall meet for regular sessions as it shall decide or the district board of administration shall order. Special sessions may be called by the chair as needed.

1423. Duties. The duties of the district board of evangelism and church growth shall be:

(1) To study potential fields for district extension work and report on and make recommendations to the district board of administration concerning the same.

(2) To stimulate interest in district evangelism and church growth throughout the district to help raise the funds needed for the district church growth program.

(3) To make recommendations to the district board of administration concerning the establishment of a mission, developing church or churches, the appointment of pastors for the same, and real estate transactions and building projects connected with church growth projects (cf. 1233:30, 33).

(4) To assume direct supervision of the district church growth program or a specific church growth project to the extent delegated by the district board of administration.

(5) To perform other duties as may be required by the district board of administration in the interest of district evangelism and church growth.

C. District Director of Evangelism and Church Growth

1426. A district director of evangelism and church growth shall be elected by the district conference (unless the district conference by prior action has voted to authorize the district board of administration to appoint the district director of evangelism and church growth, 1180:35; cf. 1175:2), and is an ex officio member of the district board of evangelism and church growth (1416). The term of office, amenability, and other requirements as a district departmental officer are set forth in 1275–1292. The duties of the district director of evangelism and church growth are:

- (1) To report the election or appointment promptly to the Executive Director of Church Multiplication and Discipleship and to cooperate with the same in promoting the interests of general evangelism and church growth; and likewise to promote the interests of the district program of evangelism and church growth.
- (2) To make a general plan of activities for the year and submit it to the district board of administration for approval.
- (3) To assist the district superintendent in arranging for visitation within the district by representatives of the Church Multiplication and Discipleship Division.
- (4) To assist the district superintendent in planning and conducting special services in the interests of general or district evangelism and church growth at the district conference or campmeeting; to arrange for promotional displays and the distribution of literature at district or zone meetings.
- (5) To assist pastors in promoting evangelism and church growth in the local churches.
- (6) To promote membership in the Church Builders' Club.
- (7) To keep a record of activities, reports, and correspondence and to submit it to the successor in office.
- (8) To submit an annual report of official activities to the district conference (1180:13), including a financial report of expenses and a report of what has been accomplished in the district for general and district evangelism and church growth, a copy of which shall be forwarded to the Executive Director of Church Multiplication and Discipleship; and to submit other reports as may be requested (cf. 1288).
- (9) To perform other duties in the interest of general and district evangelism and church growth as may be required by the district conference, the district board of administration or the district board of evangelism and church growth.

D. District Director of Global Partners

1429. A district director of Global Partners shall be elected by the district conference (1180:35; cf. 1175:2), unless the district conference by prior action has voted to authorize the district board of administration to

appoint the district director of Global Partners. The term of office, amenability and other requirements as a district departmental officer are set forth in 1275-1292. The duties of the district director of Global Partners are:

(1) To report the election or appointment promptly to the Executive Director of Global Partners and to cooperate with the same in promoting an interest in and a burden for world missions outreach within the district.

(2) To make a general plan of activities for the year and submit it to the district board of administration for approval (cf. 1410).

(3) To assist the district superintendent in arranging for home ministries work within the district by missionaries and representatives of the Global Partners Division.

(4) To assist the district superintendent in planning and conducting special services in the interests of world missions at the district conference or campmeeting; to arrange for promotional displays and the distribution of literature at district or zone meetings.

(5) To assist pastors in planning for world missions conventions and in promoting world missions in the local church.

(6) To keep a record of all activities, reports, and correspondence and to submit this to the successor in office.

(7) To submit an annual report of official activities to the district conference (1180:13), including a financial report of expenses and a report of what has been accomplished by the district for world missions, a copy of which shall be forwarded to the Executive Director of Global Partners; and to submit other reports as may be requested (cf. 1288).

(8) To perform other duties in the interest of world missions outreach as may be requested by the district conference or the district board of administration.

E. District Board of World Missions

1430. Function. The district board of administration shall serve as or shall establish a district board of world missions to aid the district board of administration in developing, supervising, and promoting an aggressive program of district participation in The Wesleyan Church's program of world evangelism.

1432. Membership. If a separate district board of world missions is established, it shall have as its chair the district superintendent, unless the district superintendent shall appoint a chair subject to ratification by the district board of administration. In addition to the chair, an equal number of ordained ministers and lay members shall be elected to two-year terms, with terms so arranged that approximately one-half shall be elected each year. The district board of administration shall determine the size of the board. The district director of Global Partners and the district director of women's ministry shall be ex officio members. General regulations governing the membership of this board are set forth in 1275-1292.

1434. Sessions. The district board of world missions shall meet soon after the close of the district conference to make plans for the year and shall meet for regular sessions as deemed necessary or as directed by the district board of administration. Special sessions may be called by the chair as needed.

1435. Duties. The district board of world missions is amenable to the district board of administration in fulfilling the following duties:

- (1) To develop yearly and long range plans for the promotion of world missions within the district.
- (2) To stimulate interest in and increase awareness of Global Partners throughout the district.
- (3) To build a strong prayer base for world missions.
- (4) To promote increased financial support of world missions.
- (5) To assist pastors in developing local church programs for promotion of and participation in missions.
- (6) To emphasize the call to missions service and encourage those in preparation for such service.
- (7) To perform other duties as may be required by the district board of administration in the interest of world missions.

F. District Director of Women's Ministry

1439. The district director of women's ministry is a nonvoting member of the district conference unless she is a voting member by some other right (1090:9). She shall submit all district plans for women's ministry to the district board of administration for approval (1233:25). In the interim of district board of administration sessions, such plans may be approved by the district superintendent. She shall endeavor to guide the district activities of women's ministry into soul-winning, evangelism, pioneer work, and concern for world outreach in a coordinated effort to forward the district program.

Chapter 8

DISTRICT CHRISTIAN EDUCATION AND SPIRITUAL FORMATION

A. District Spiritual Formation Leadership Team

1440. Function. The district board of administration shall serve as or shall establish a district spiritual formation leadership team, which shall endeavor to develop, supervise, correlate, and promote a comprehensive district program of spiritual formation, viewing it as a total process, dealing with the whole person, aiming at a fully coordinated discipleship program in harmony with the objectives for spiritual formation as set forth in 2305 (cf. 1233:22).

1443. Membership. If a separate district spiritual formation leadership team is established, it shall have as its chair a person elected by the district board of

administration. General regulations governing other members of this board are set forth in 1275-1292. Additional members shall be chosen in one of the following ways:

(1) **Supervision Option.** The district board of administration shall elect two or more ordained ministers and an equal number of lay members to serve with the chair as the district spiritual formation leadership team.

(2) **Coordination Option.** The district spiritual formation leadership team shall consist of the chair elected by the district board of administration (1233:22), the district director of spiritual formation (1460), the district director of adult ministries (1494), the district director of youth ministries (1492), the district director of children's ministries (1489), the district director of Sunday schools (1483), the district director of leadership training (1486), the district president of Wesleyan Youth (1492), the district director of women's ministries, the district coordinator of Wesleyan Kids for Missions, the district educational director (1496), and such members at large as the district board of administration shall elect.

1446. Organization. The district board of administration shall elect a chair of the district spiritual formation leadership team. The board shall otherwise organize itself, elect its own officers, and may elect an executive committee for ad interim business (cf. 1440).

1449. Sessions. The district spiritual formation leadership team shall meet soon after the close of the district conference to make plans for the year and shall meet for regular sessions as it shall determine, provided that not less than two sessions shall be held each year. Special sessions may be called by the chair as deemed necessary.

1452. Amenability. The district spiritual formation leadership team shall be an advisory and coordinating body, and shall be amenable to the district board of administration. All plans of the team shall be approved by the district board of administration (1233:22) or, in the interim of its sessions, by the district superintendent (1310:8), before their implementation.

1455. Duties. The duties and powers of the district spiritual formation leadership team are:

(1) To develop, supervise, and coordinate the work of spiritual formation within the district; to review and coordinate plans of each director and agency, including the district director of spiritual formation, the district director of adult ministries, the district director of youth ministries, the district director of children's ministries, the district Sunday school director, the district director of leadership training, the district educational director, and others that may be appointed for spiritual formation activities in the district, which shall subsequently be submitted to the district board of administration for approval (cf. 1452).

(2) To receive reports from the various district directors and secretaries of the leadership team and to advise them concerning their work, assisting each

district agency to maintain an effective program for its particular age division of spiritual formation.

(3) To advise and assist the district directors in implementing the plans and programs of the general divisions which they represent within the district.

(4) To be responsible for the planning and supervision of the summer camps for children and youth; to submit detailed plans for such camps to the district board of administration for their approval; and to carry out the approved plans.

(5) To promote the interests of the educational institutions of The Wesleyan Church, particularly the general educational institutions in the area of which the district is a part, and to see that they are represented in the various youth camps and conventions as deemed appropriate.

(6) To present recommendations to the district board of administration and to the district conference for the growth of the work through the various ministries of spiritual formation, and for the financial plans and other interests of the work under their care.

(7) To define the duties of the district director of spiritual formation in addition to what is set forth in The Discipline and to supervise the activities of the district director of spiritual formation.

(8) To perform such other duties related to spiritual formation as are assigned by the district conference or the district board of administration.

B. District Director of Spiritual Formation

1460. The district conference may elect or employ or may authorize the district board of administration to elect or employ a district director of spiritual formation (1180:35e or see 1483 if a district Sunday school director is desired instead). The term of office, amenability, and other regulations as a district departmental officer are set forth in 1275–1292, except that when the district director of spiritual formation is elected or employed by the district board of administration that board shall have authority to determine the term of office.

1463. The duties of a district director of spiritual formation shall be (cf. 1460):

(1) To promptly report the election or employment to the Executive Director of Church Multiplication and Discipleship, and the Executive Director of Education and Clergy Development, and to cooperate with them in implementing and promoting the policies and programs of the general divisions within the district.

(2) To serve as the executive secretary of the district board of spiritual formation, if so appointed by the district board of administration (cf. 1440–1443); helping to coordinate the total program of spiritual formation within the district, and serving as a resource person in advising and assisting the various discipleship leaders in their particular phase of the work.

(3) To assume, as assigned by the district conference, the duties of the district director of adult

ministries, the district director of youth ministries, the district director of children's ministries, the district director of leadership training, the district educational director, and the promotional duties of the district WY director/president.

(4) To visit the churches of the district in such order and manner as the district superintendent shall approve, assisting pastors, Sunday school superintendents, children's ministries directors, WY presidents, adult ministry directors, and other discipleship leaders.

(5) To serve as director of the summer camping program to the extent recommended by the district spiritual formation leadership team and approved by the district board of administration (cf. 1455:4).

(6) To promote the interests of the general educational institutions within the area, helping to recruit students and to promote the raising of funds.

(7) To submit an annual report of official activities to the district conference (1180:13), including a financial report of expenses and a report of what has been accomplished by the district for spiritual formation, a copy of which shall be forwarded to the Executive Directors of Church Multiplication and Discipleship and Education and Clergy Development; and to submit other reports as may be requested (cf. 1288).

(8) To keep a file of correspondence and other records, and to submit the same to the successor in office.

(9) To perform other duties in the interests of spiritual formation as may be assigned by the district conference, the district board of administration or the district spiritual formation leadership team.

C. District Sunday School Committee

1468. Function. The district Sunday school committee is responsible for those phases of Christian education within the bounds of the district as assigned to the Church Multiplication and Discipleship Division in 2306, with particular emphasis on the Sunday school work and leadership training.

1471. Membership. Each district may have a district Sunday school committee which shall be composed of the district Sunday school director as chair (1483), the district director of leadership training (if any, 1486), and from one to three additional members at large as decided upon and elected by the district board of administration (1209:3; cf. 1233:20; 1455:8). Whenever the duties of either the district director of leadership training or the district Sunday school director are assigned to the district director of spiritual formation (1463:3), the district director of spiritual formation shall be an ex officio member of the Sunday school committee. General regulations for the members of the Sunday school committee are set forth in 1275–1292.

1474. Organization. The district Sunday school director shall be the chair, and the committee shall elect a recording secretary who shall record the proceedings of committee meetings (cf. 1332:7) and keep a

permanent file of records and reports. The committee may also elect a vice chair and a treasurer, if deemed necessary.

1477. Amenability. The district Sunday school committee shall be amenable to the district spiritual formation leadership team and through that board to the district board of administration, in all matters of district organization and program. All committee plans shall be submitted to the district spiritual formation leadership team for review and coordination, and subsequently to the district board of administration for approval (cf. 1452). In matters pertaining to Sunday school organization, philosophy, curriculum, and objectives the committee shall carry out their work in accord with The Discipline and the directives of the Church Multiplication and Discipleship Division.

1480. Duties. The duties of the district Sunday school committee are:

(1) To promote and encourage the Sunday school work of the district, seeking to carry out the objectives of The Wesleyan Church for spiritual formation as set forth in 2305 (cf. 1468).

(2) To emphasize evangelism and soul-winning in the Sunday schools, seeking the conversion of every scholar and their enrollment in the church and promoting outreach through the establishing of branch Sunday schools.

(3) To implement the plans and policies of the Church Multiplication and Discipleship Division and to assist pastors and Sunday school superintendents in doing the same.

(4) To make recommendations to the district spiritual formation leadership team for a more efficient administration, correlation, and advancement of Sunday school work (cf. 1468).

(5) To see that a Sunday school has been organized in each church, and to assist each Sunday school to meet the approved standard of achievement.

(6) To plan for Sunday school and leadership training rallies, conventions, institutes or workshops on a district, zone or local level; to arrange for special services or promotional displays at zone or district meetings; submitting all such plans to the district spiritual formation leadership team for review and coordination, and subsequently to the district board of administration for approval (cf. 1452).

(7) To assist pastors and local Sunday school officers in the organization of leadership training classes and programs.

(8) To submit recommendations for Sunday school work, including the financial plans for Sunday school promotion, to the district spiritual formation leadership team for review and coordination, and subsequently to the district board of administration for approval (cf. 1452).

(9) To encourage the use of The Wesleyan Church curriculum materials.

(10) To perform other duties in harmony with its responsibility as may be assigned to it by the district

conference, the district board of administration or the district spiritual formation leadership team.

D. District Director of Sunday Schools

1483. A district director of Sunday schools shall be elected by the district conference (1180:35e; cf. 1175:2), or these duties shall be assigned to the district director of spiritual formation (1180:37; 1463:3), unless the district conference by prior action has voted to authorize the district board of administration to appoint the district director of Sunday schools. The district director of Sunday schools shall serve on the district spiritual formation leadership team. The term of office, amenability, and other regulations as a district departmental officer are set forth in 1275–1292. The duties of the district director of Sunday schools are:

(1) To promptly report the election or appointment to the Executive Director of Church Multiplication and Discipleship and to cooperate with the Executive Director of Church Multiplication and Discipleship in implementing and promoting the plans and policies of the Church Multiplication and Discipleship Division within the district.

(2) Space reserved

(3) To cooperate with and assist the pastors and local Sunday school superintendents in the organization and advancement of their Sunday schools according to the approved standard and in reaching the goals set by the Church Multiplication and Discipleship Division and the district conference.

(4) To keep a file of correspondence and other records and to submit it to the successor in office.

(5) To submit an annual report to the district conference (1180:13) concerning official activities, and a complete statistical report for the Sunday schools; and to submit other reports as may be requested (cf. 1288).

(6) To increase the personal qualifications and capacity for Sunday school and spiritual formation work by attending denominational and other approved spiritual formation conventions, conferences, and seminars, and through correspondence courses, and periodicals as time permits and opportunity affords.

(7) To conduct any special Sunday school services or programs, or to arrange for promotional displays at the district conference, campmeeting, and other district gatherings.

(8) To give leadership to the district program of family ministries and the coordination of local church family ministries in cooperation with the adult ministries program of the Church Multiplication and Discipleship Division and the district director of adult ministries.

(9) To perform such other duties in harmony with the other responsibilities of this office, as may be assigned by the district conference, the district board of administration or the district spiritual formation leadership team (cf. 1486).

E. District Director of Leadership Training

1486. A district conference may elect a district director of leadership training (1180:35f; cf. 1175:2), or the district conference may assign these duties to the district director of spiritual formation (1180:35e; 1463:3). If the district does not have a district director of spiritual formation and also chooses not to have a district director of leadership training, the duties of the district director of leadership training shall be assigned by the district conference to the district spiritual formation or Sunday school director (1483:9). The district director of leadership training shall be a member of the district adult ministries team. The term of office, amenability, and other regulations as a district departmental officer are set forth in 1275–1292. The duties of the district director of leadership training are:

(1) To be responsible for the district program of leadership training under the Church Multiplication and Discipleship Division; to report at once after the election to the Executive Director of Church Multiplication and Discipleship and to cooperate with the same in the implementation and promotion of leadership training within the district.

(2) To be certified as a director of leadership training.

(3) To formulate plans with the district spiritual formation leadership team for leadership training rallies, institutes, conventions or seminars on a district, zone or local church level; and to submit such plans to the district spiritual formation leadership team for review and coordination (1455:1) and subsequently to the district board of administration for approval (cf. 1452).

(4) To assist pastors and local church directors of Christian education in conducting classes or setting up effective programs of leadership training in the local church.

(5) To keep a permanent record of correspondence and other plans and to submit them to the successor in office.

(6) To conduct any special services or to arrange for promotional displays on leadership training at the district conference, campmeeting, and other district gatherings.

(7) To submit an annual report to the district conference (1180:13) regarding all official activities and the progress of leadership training within the district, including a statistical report; and to submit other reports as may be requested (cf. 1288).

(8) To perform such other duties, in harmony with the other responsibilities of this office, as may be assigned by the district conference, the district board of administration or the district spiritual formation leadership team.

F. District Director of Children's Ministries

1489. There may be a district director of children's ministries elected by the district board of administration. The district director of children's ministries shall be a

nonvoting member of the district conference (1090:9). The term of service, amenability, and other regulations as a district departmental officer are set forth in 1275–1292. The duties of the district director of children's ministries are:

(1) To promptly report the election to the Executive Director of Church Multiplication and Discipleship, and to cooperate with the same to promote, highlight and resource local churches within the district.

(2) To serve as a member of the district spiritual formation leadership team and to work with that team for a coordinated program of all the various phases of spiritual formation throughout the district (cf. 1452; 1455:1).

(3) To work with pastors and local children's ministries directors in establishing and maintaining effective children's ministries.

(4) To be responsible for district children's ministries events or activities and to arrange for informational displays at the district conference, campmeeting, summer camps, and other district gatherings.

(5) To submit an annual report to the district conference (1180:13) regarding official activities and progress of children's ministries within the district and to submit other reports as may be requested (cf. 1288).

(6) To perform such other duties related to children's ministries as may be assigned by the district conference, the district board of administration, or the district spiritual formation leadership team

G. District Director/President of Wesleyan Youth

1492. There may be a district director/president of Wesleyan Youth who shall be a nonvoting member of the district conference unless the district director/president of Wesleyan Youth is a voting member by some other right (1090:9). The district director/president of Wesleyan Youth shall coordinate all plans for WY with the district spiritual formation leadership team and submit them to the district board of administration for approval. In the interim of district board of administration sessions, such plans may be approved by the district superintendent. The district director/president of Wesleyan Youth shall endeavor to guide the district activities of WY in accord with the purpose and mission of WY, and in a coordinated effort to forward the district program of spiritual formation.

H. District Director of Adult Ministries

1494. There may be a district director of adult ministries elected by the district conference or appointed by the district board of administration (1180:35f; cf. 1175:2). The district director of adult ministries shall be a nonvoting member of the district conference (1090:9). The term of service, amenability, and other regulations as a district departmental officer are set forth in 1275–1292. The duties of the district director of adult ministries are:

(1) To promptly report the election to the Executive Director of Church Multiplication and Discipleship, and to cooperate with the same to promote, highlight and resource local churches within the district.

(2) To serve as a member of the district spiritual formation leadership team and to work with that team for a coordinated program of all the various phases of spiritual formation throughout the district (cf. 1452; 1455:1).

(3) To work with pastors and local adult ministries directors in establishing and maintaining effective adult ministries.

(4) To be responsible for district adult ministries events or activities and to arrange for informational displays at the district conference, campmeeting, summer camps, and other district gatherings.

(5) To submit an annual report to the district conference (1180:13) regarding official activities and progress of adult ministries within the district and to submit other reports as may be requested (cf. 1288).

(6) To perform such other duties related to adult ministries as may be assigned by the district conference, the district board of administration, or the district spiritual formation leadership team.

I. District Educational Director

1496. The district educational director may be appointed by the district superintendent after discussing potential candidates with the president(s) of the educational institution(s) serving that district's educational area, or the district board of administration may assign such duties to a district director of spiritual formation. The district educational director's term of office, amenability, and other regulations as a district departmental officer are set forth in 1275-1292. The duties of the district educational director are:

(1) To promptly report the election to the Executive Director of Education and Clergy Development and to cooperate with the same in promoting the interests of the educational institutions of The Wesleyan Church, and particularly the general educational institutions in the area of which the district is a part.

(2) To assist the district superintendent and to cooperate with the general educational institutions within the area to which the district is assigned in formulating plans for school representation within the district (cf. 2050:3), submitting all plans to the district superintendent for approval.

(3) To represent the educational institutions, or to arrange for such representation, at the summer camps, conventions, and other appropriate occasions, including promotional displays and the distribution of literature, as directed by the district board of Christian education and approved by the officers in charge of the meetings.

(4) To assist the district superintendent in planning and conducting special services for promoting the interests of the general educational institutions during the district conference, campmeeting, and other district gatherings, arranging for promotional displays and the

<p>distribution of literature if desired, and cooperating with representatives of the educational institutions in such plans.</p> <p>(5) To encourage young people to attend the schools of The Wesleyan Church, notifying such institutions of any prospective students and encouraging all pastors to do the same.</p> <p>(6) To submit an annual report to the district conference (1180:13) concerning all official activities and the support given by the district for the general educational institutions, including the number of students enrolled in the educational institutions of The Wesleyan Church; and to submit other reports as may be requested (cf. 1288).</p> <p>(7) To perform such other duties in harmony with the other responsibilities of this office, as may be assigned by the district conference, the district board of administration or the district spiritual formation leadership team.</p>	
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