

## **Conference Elected Positions**

### **CONFERENCE STATISTICIAN**

**Description:** The Conference Statistician works closely with the Treasurer's Office of the Center for Connectional Resources to prepare for the gathering of statistics relating to the Texas Annual Conference of the UMC. The Conference Statistician contacts the nine districts and asks them to assign someone to be its District Auditor. The District Auditor and his team work to gather the data from the churches. Report Day sites are set up by each district. Report Day is usually around the second week of January. The District Auditor works closely with the District Superintendent and his staff to make sure that everyone knows the deadlines and dates for Report Day. Data is gathered via computers-online and is then sent to the analyst of the Center for Connectional Resources. The Conference Statistician reports statistics to the Conference such as membership, attendance, gender, and professions of faith

**Book of Discipline:** *BOD 603.7*

**Conference Rules:** Section 2. I, II

**Expectations:** Once completed all of the statistics are sent to the General Council on Finance and Administration of the United Methodist Church.

### **CONFERENCE SECRETARY**

**Description:** The Annual Conference Secretary is responsible for recording, certifying and reporting the official business of the Annual Conference, including, but not limited to: the official minutes of the annual conference sessions, the election of delegates to General and Jurisdictional Conference, the credentialing of ordained elders, ordained deacons, diaconal ministers, and local pastors. In addition, the Annual Conference Secretary trains and oversees the work of the associate secretaries.

**Book of Discipline:** *BOD 603.7*

**Conference Rules:** Section 2. I, II

**Expectations:** The Annual Conference Secretary is an enormous responsibility requiring a good memory, attention to detail, knowledge of the Book of Discipline and the Texas Annual Conference Rules and Structure, superb organizational skills, and absolute confidentiality.

### **CONFERENCE LAY LEADER**

**Description:** The Conference Lay Leader is the elected leader of conference laity and is an officer of the annual conference. In that capacity, the conference lay leader shall present an address or report during the meeting of the annual conference. The conference lay leader serves as a member of the Conference Leadership Team and his or her district's District Leadership Team. In addition, the conference lay leader serves as a member of the extended cabinet, as well as other conference committees, including, but not limited to the Nominations Committee. The conference lay leader chairs the Board of Laity and serves as a connection between local church laity and the annual conference.

**Book of Discipline:** *BOD 603.9, 607*

**Conference Rules:** Section 2. I

**Expectations:** Knowledgeable of the Rules & Structure, 2020 Model for Ministry and Member of the Texas Annual Conference. Commitment to working with, developing, and encouraging the lay leadership of the Texas Annual Conference.

### **CONFERENCE LEADERSHIP TEAM**

**Description:** Conference Leadership Team will be responsible for implementing decisions approved by the Annual Conference in accordance with Conference Mission, Vision, and Core Beliefs. The Conference Leadership Team will:

- Create a culture of accountability within the Conference by conducting an ongoing process of strategic planning, goal setting, and annual reporting to the Annual Conference.
- Conference Leadership Team will organize in subgroups that focus on:
  - Collaboration
  - Accountability
  - Innovation

**Book of Discipline:** No related references

**Conference Rules:** The Conference Leadership Team will be comprised of:

- Members (with Voice & Vote):
  - All 9 District Superintendents
  - All 9 District Leadership Team Chairpersons
  - 4 At-Large Positions
  - The Conference Lay Leader
- Ex-Officio Members (with voice, non-voting)
  - Director of Center for Leadership Formation
  - Director of the Center for Connectional Resources
  - Conference Director of Communications
  - Assistant to the Bishop
  - Bishop (presides)

**Expectations:** The Conference Leadership Team meets frequently, usually at the United Methodist Service Center.

**Elected Members:** 13 Members and 10 Ex-Officios

## **Committees Under the Assistant to the Bishop**

### **Annual Conference Planning Team**

**Description:** The Annual Conference Planning Team plans, develops, and implements each year the components of the Annual Conference sessions, including hotels, meals, transportation, logistics, childcare, events, workshops, worship, and business sessions. The ACPT and its sub-committees meet and work throughout the year to make Annual Conference sessions spirit-led, exciting, informative, and meaningful as the Texas Annual Conference moves forward in its mission to make disciples of Jesus Christ for the transformation of the world and the greater glory of God.

**Book of Discipline:** BOD 603.3

**Conference Rules:** No related conference rules

**Expectations:** The Annual Conference Planning Team meets approximately six times a year with sub-committees meeting in between. Meeting locations are normally at the United Methodist Service Center, with the last committee meeting prior to conference at the conference site. Team members should have a desire to make the Annual Conference sessions an excellent expression of the vision, mission, key drivers, and core values of the Texas Annual Conference.

**Elected Members:** 8 Team Members and 2 Ex-Officios

### **Committee on Nominations**

**Description:** The Committee on Nominations is responsible for preparing the nominations report for the vote of the Texas Annual Conference at its annual sessions, and to submit recommendations to the Conference Leadership Team between sessions of possible members to fill vacancies.

**Book of Discipline:** BOD 605.3 & 610.5

**Conference Rules:** Section 4.1

**Expectations:** The Committee on Nominations meets approximately four times a year. Members of the Committee on Nominations need to have knowledge of the structure of the Texas Annual Conference and have knowledge of the clergy and laity of their district. The members need to be committed to finding persons who have a passion and commitment for the ministry to which they are nominated. The members need to be committed to diversity with regard to ethnicity, age, gender, geography, and church size.

**Elected Members:** Assistant to the Bishop, Dean of the Cabinet, and one person from each of the 9 districts (3 clergy, 3 lay men & 3 lay women). Ex-Officio members will be 4: Director of the centers and Conference Lay Leader.

### **Committee on Communications**

**Description:** The mission of the Texas Annual Conference Committee on Communications is to articulate the vision and mission of the Texas Annual Conference to the local church and beyond; to assist local churches in sharing their faith stories and to support Conference efforts to equip local churches to make disciples.

**Book of Discipline:** BOD 646

**Conference Rules:** No related conference rules

**Expectations:** Members must be able to provide year-round consultative and support services to the Annual Conference and its Communications Office. Members are expected to lend their expertise to the communications undertakings of the Annual Conference. Members must have an interest and experience in the area[s] of marketing, public relations, print media, broadcast journalism, digital media, social media, and web technology.

**Elected Members:** 11 Team Members and 1 Ex-Officio

### **MISSIONS TEAM**

**Description:** This new team brings into a cooperative network several outreach ministries guided by the TAC and reporting to the Assistant to the Bishop. These emphases will be incorporated into the team's objectives moving forward as one team. The Missions Team will

meet quarterly to develop direction as well as update and review the progress of its ministry teams. Projects in any given year include assessment of all missions, initiatives, response, communication directives and guidelines. The Missions Team establishes benchmarks for each area of ministries under its umbrella and designs assessment tools and processes for our Annual Conference's strategic approach to equipping the local church in making disciples for Jesus Christ for the transformation of the world

**Book of Discipline:** BOD 633 & 657

**Conference Rules:** This New Team includes the responsibilities formerly assigned to Restorative Justice Ministry, TAC Missions Committee, Parish & Community Development, Mercy Ministries, Golden Cross Committee, and Disaster Recovery.

**Expectations:** Work cooperatively and collaboratively with the General Board of Global Ministries. Develop key objectives for TAC mission efforts. Coordinate efforts with TAC Disaster Readiness and response as needed. Review and certify applications to the General Board of Global Ministries for loans, donations, and grants. Promote criminal justice ministries and other restorative justice issues. Meets Quarterly.

**Elected Members:** 19 Team Members & 3 Ex-Officios

### **CHURCH & SOCIETY TEAM**

**Description:** This team focuses on social justice issues. The Church & Society Team will meet quarterly to develop direction as well as to update and review the progress of its ministry teams. Projects in any given year include assessment of all committees, initiatives, response, communication directives and guidelines. The Church & Society Team establishes benchmarks for each of the areas of ministries and designs assessment tools and processes for our Annual Conference's strategic approach to equipping the local church in making disciples for Jesus Christ.

**Book of Discipline:** BOD 265.5, 629.2, 642, 643, 644, 653, 824.5

**Conference Rules:** This New Team includes the responsibilities formerly assigned to Social Principles Implementation Ministry, Peace With Justice Ministry, Conference Commission on Religion & Race, Conference Commission on Status & Role of Women, Christian Unity & Interreligious Concerns, and Disability Concerns

**Expectations:** Promotes Special Sundays for the United Methodist Church. Works cooperatively with the General Board of Church and Society. Foster healthy relationships with leaders in other denominations and religious organizations. Take the lead in supporting and providing programs of education in areas of intercultural competency, institutional equity and vital conversations at every level of the conference.

**Elected Members:** 11 Team Members & 2 Ex-Officios

## **COMMITTEES UNDER LEADERSHIP FORMATION**

### **Board of Ordained Ministry**

**Description:** The Board of Ordained Ministry exists to recruit, equip, nurture, distill and deploy spiritual leaders for the church.

**Book of Discipline:** *BOD 635*

**Conference Rules:**

- Membership:
  - At least six ordained elders and deacons in full connection
  - At least two associate members or local pastors who have completed the Course of Study
  - At least one-fifth laypersons (up to one-third board membership)
  - Must include women and ethnic persons
  - At least one retired ordained clergyperson
  - At least one ordained clergyperson serving in extension ministry
  - Two district superintendents named by the bishop to represent the cabinet
- Recommended Duties:
  - The Center for Leadership Formation strongly recommends that the chairperson of every District Committee on Ordained Ministry be part of the Conference Board of Ordained Ministry, ex-officio, with voice and vote.
  - The Center for Leadership Formation further recommends that a minimum of one-fifth of Board of Ordained Ministry members are under age forty and that no board member serve for more than eight consecutive years.
- Nominations: Members are nominated by the Bishop and elected by the TAC.

**Expectations:** The Board of Ordained Ministry members should be able to meet at least quarterly, for a total of about 12 days each year, including several extended sessions which necessitate overnight accommodations. Meetings are usually held at Lakeview Conference Center, or at a location set near the center of the Conference, convenient to most team members. Team members should exhibit love and concern for ordained ministers and have a thorough understanding of the current process toward licensed and ordained ministry. Chairperson should also be a skilled leader, with the time, willingness, and expertise to plan, implement, and assess fruitful ministry.

**Elected Members:** 51 Team Members & 17 Ex-Officios

### **CLERGY LEADERSHIP TEAM**

**Description:** The Texas Annual Conference created the Clergy Leadership area to set standards for quality of pastoral leadership for local congregations. The Center assists in recruiting, developing and nurturing local pastors, deacons, and elders in living out their call to re-present Jesus Christ by helping them demonstrate accountability to God, the covenant shared among clergy, and the Annual Conference.

**Book of Discipline:** *BOD 316, 326, 329, 340, 343, 344, 350-352, 1421*

**Conference Rules:** **N/A**

**Expectations:** This team will require members who are passionate for ministry and desire to equip others to live into their calling as ministers of the gospel. Because of its many responsibilities, each member should expect to fully participate in the team's work as a leader of a particular aspect of it. The team will meet at least four times a year.

### **Commission on Equitable Compensation**

**Description:** The Commission on Equitable Compensation is charged to support full-time clergy serving as pastors in the charges of the annual conference by recommending conference standards for pastoral support; administering funds to be used in base compensation supplementation; and providing counsel and advisory material on pastoral support to district superintendents and committees on pastor-parish relations. It also manages funds provided for clergy moving expenses.

**Book of Discipline:** *BOD 625*

**Conference Rules:** 4 clergy and 4 laity

**Expectations:** Equitable Compensation Team members should be able to meet approximately four times each year. Meeting locations are set to be convenient to most team members. Team members should exhibit love and concern for ordained ministers and a thorough understanding of clergy compensation issues. Team facilitator should also be a skilled leader, with the time, willingness, and expertise to plan, implement, and assess fruitful ministry.

**Elected Members:** 8 Team Members & 3 Ex-Officios

### **Committee on Investigation**

**Description:** When judicial complaints are made, the Committee on Investigation conducts investigations into the allegations to determine whether reasonable grounds exist to support the charges. It is not the committee's duty to determine guilt or innocence.

**Book of Discipline:** *BOD 2703-2706*

**Conference Rules:** Nominated by the bishop, elected quadrennially by the annual conference

**Expectations:** Committee on Investigation members should be available to meet occasionally, as needed, throughout the year, at a place convenient to committee members. Committee members should exhibit love and concern for ordained ministers, and a thorough understanding of the standards for clergy effectiveness.

**Elected Members:** 16 Team Members

### **Administrative Review Committee**

**Description:** The Administrative Review Committee exists to ensure that the disciplinary procedures for involuntary leave of absence (354.1b), involuntary retirement (359.3), or administrative location (362.3c) are properly followed.

**Book of Discipline:** *BOD 636*

**Conference Rules:** Nominated by the bishop, elected quadrennially by the annual conference:

- Three clergy in full connection;
- Two alternates who are not members of the cabinet, BOM, or immediate family members of the above.

**Expectations:** Administrative Review Committee members should be available to meet occasionally, as needed, throughout the year, at a place convenient to committee members. Committee members should exhibit love and concern for ordained ministers, and a thorough understanding of the standards for clergy effectiveness and procedures governing disciplinary action.

**Elected Members:** 5 Team Members

### **Higher Education and Campus Ministries**

**Description:** The Board of Higher Education and Campus Ministry (BHECM) promotes the mission of the United Methodist Church to make disciples through our colleges and our campus ministries. Our work with college students represents a two-fold concern of the church: (1) to be faithful in risk-taking mission in the college and university campus mission field, and (2) to equip and empower future lay and clergy leadership for the local congregation. The first concern expresses commitment to our mission mandate; the second a wise investment of our resources.

Projects in any given year include assessment of campus ministries (in the fall) and the work of preparation and follow-up accompanying that. Managing the distribution and collection of assessment forms and communication with campus ministers is vital for a smooth assessment meeting. The BHECM also consults with ministries regarding capital projects as needed. The recent work of assessment and benchmarking of Wesley Foundation ministries and assessment of our Annual Conference's strategic approach to campus ministry will likely continue to present key issues facing the BHECM in the next quadrennium.

**Book of Discipline:** *BOD 634*

**Conference Rules:** 6 members (3 clergy, 3 laity) plus 2 student members, the Director of Center for Leadership Development, and a Wesley Foundation campus minister representative are ex officios. Others are enlisted to serve with ex officio status depending on expertise and need.

**Expectations:** Meets 4-6 times/year. Work on special issues/projects may dictate more frequent meetings of the board or of a task force. Relate with campus ministers with supportive oversight, yet with an appropriately critical eye to discern gaps and room for improvement. The BHECM assesses Wesley Foundation ministries for faithfulness and fruitfulness, sets salaries of campus ministers, and allocates conference apportionment funds for Wesley Foundations. The BHECM will be proactive in setting benchmarks for ministry growth and health, so members will be expected to be proactive students of the campus ministry context for ministry, balancing oversight responsibility with the need to learn from campus ministers about their ministry context.

Must have a passion for ministry to and with college students and for supporting campus ministry diligently, energetically, and creatively. Must be willing to visit a campus ministry each Each semester, one of which can be a board meeting for the Campus Ministry, and financially support Campus Ministry in the Texas Annual Conference (as is expected of all the board members of each Campus Ministry).

**Elected Members:** 6 Team Members & 6 Ex-Officios

### **RACIAL & ETHNIC MINISTRIES TEAM**

**Description:** The Racial & Ethnic Ministries Team equips local congregations with tools and resources to enhance disciple-making with ethnic persons and focuses on recommending specialists and other resources to equip districts and local churches to minister with and to racial and ethnic constituencies. The team includes members elected to represent African American, Asian, Hispanic, Native American, and other ethnicities with whom and to whom TAC churches minister.

**Book of Discipline:** *BOD 632, 654, 655*

**Conference Rules:** 12 members & 3 Ex-Officios

**Expectations:** The committee meets approximately 4 times per year. THE REM team will empower leaders focused on the African-American Church Initiative (AACI), relate to Black Methodists for Church Renewal (BMCR) and empower a team focused on Hispanic Ministry.

## **Committees Under the Center for Congregational Excellence**

### **CHURCH LEADERSHIP TEAM**

**Description:** The Texas Annual Conference created the Church Leadership Team to focus on identifying Specialists and other resources to equip clergy, lay leaders, congregations and districts with tools to make disciples of Jesus Christ for the transformation of the world. This team will focus on all the areas of discipleship, including evangelism, worship, stewardship, Christian formation and devotional life, children, youth, young adults, older adults, small membership churches, and camping ministries. This team will offer a conference connection to the United Methodist Women (UMW), United Methodist Men (UMM) and scouting ministries. They will share with the Board of Laity a focus on Lay Leadership and is facilitated by the Associate Director of Church Leadership.

**Book of Discipline:** *BOD 630, 644, 645, 647, 648, 654, 655*

**Conference Rules:** This new team assumes responsibilities formerly assigned to committees of: Extravagant Generosity, Passionate Worship, Faith-Forming Relationships & Spiritual Formation, Radical Hospitality & Evangelism, Youth Ministry, Young Adult, and Small Membership Churches.

**Expectations:** The ministry team meets approximately 4 times per year.

**Elected Members:** 7 members and 1 Ex-Officio

### **BOARD OF LAITY**

**Description:** The Board of Laity Cohort equips local congregations with tools and resources to develop leadership for ministries of disciple-making.

**Book of Discipline:** *BOD 629, 609, 631*

**Conference Rules:** This new team assumes responsibilities formerly assigned to committees of: Lay Leadership Development, Unleashed Ministries, and Lay Servant/CLM Ministries.

**Expectations:** The team meets approximately 4 times per year and hosts training events throughout the year.

**Elected Members:** 3 members and 1 Ex-Officio

### **United Methodist Men**

**Description:** The UMM equip local congregations for ministry with and for men. They govern and elect UMM officers and report it for the Texas Annual Conference Journal.

**Book of Discipline:** *BOD 648*

**Conference Rules:** These persons are elected by the UMM organization.



### **United Methodist Women**

**Description:** The UMW provides mission education and outreach with women in local congregations. They govern and elect UMW officers and report it for the Texas Annual Conference Journal.

**Book of Discipline:** *BOD 647*

**Conference Rules:** These persons are elected by the UMW organization.

## **Committees Under the Center for Connectional Resources**

### **Council on Finance and Administration**

**Description:** The *Council on Finance and Administration* is assigned several, specific tasks to complete on behalf of the Annual Conference. These major tasks include: the construction of an annual budget recommendation, the administration of the formula by which local churches are apportioned, the administration of the annual conference operating funds and investments, the consideration of conference-wide fund-raising proposals, and the establishment of employment and compensation policies regarding conference staff. The CF&A seeks a balance between annual conference financial requests and the financial needs of the local church. This balance involves the determination of both the appropriate size of the annual conference budget and the anticipated impact of apportionments upon the local churches. Additionally, the CF&A initiates methods by which the annual conference can pay its apportionments to the General Church.

**Book of Discipline:** *BOD 611, 612*

**Conference Rules:** See Section 8

**Expectations:** Council meets about 3 times per year.

**Elected Members:** 22 Team Members & 10 Ex-Officios (See SMT)

### **Board of Trustees**

**Description:** The TAC Board of Trustees are amenable to the annual conference and have the authority to manage any and all properties that may be given or conveyed, real or personal, abandoned or request to be sold on behalf of the conference. The TAC Board of Trustees will empower teams specifically focused on the TAC Cemetery and Episcopal Residence.

**Book of Discipline:** *BOD 638, 2512*

**Conference Rules:** The Board of Trustees shall consist of 14 members. One-third clergy, one-third be laywomen and one-third be laymen. Said persons must be of legal age as determined by law and lay members shall be members in good standing of local churches and within the bounds of the conference.

**Expectations:** Be able to meet when required, review all materials and understand the mission of the conference. The board is expected to carry out actions on any contracts, deeds, bill of sale, mortgages or other necessary written instruments on behalf of the conference.

**Elected Members:** 14 Team Members & 3 Ex-Officios

## Committee on Episcopacy

### **Description:**

- To support the bishop in the oversight of the spiritual and temporal affairs of the Church, with special reference to the work of the annual conference.
- To be available to the bishop for counsel.
- To assist in the determination of the Episcopal needs of the area and to make recommendations to appropriate bodies.
- To keep the bishop advised concerning conditions within the conference as they affect relationships between the bishop and the people of the conference agencies.
- To interpret to the people of the area and to conference agencies the nature and function of the Episcopal office.
- To engage in annual consultation and appraisal of the balance of the bishop's relationship and responsibilities to the annual conference, the jurisdiction, general Church boards and agencies and other areas of specialized ministry, including at all levels the inclusiveness of the Church and its ministry with respect to sex, race, and national origin, and understanding and implementation of the consultation process in appointment-making.
- To report needs for Episcopal leadership to the jurisdictional committee on episcopacy through the duly elected conference members of that committee.

**Book of Discipline:** BOD 637

**Conference Rules:** The Committee's membership shall number at least seven, but no more than seventeen.

- One-fifth of the committee's members shall be appointed by the bishop.
- It is recommended that the committee be one-third laywomen, one-third laymen, and one-third clergypersons with special attention given to inclusiveness.
- Conference staff members and members of their immediate family cannot serve as members.
- However, in the Texas Conference, we have found that it is helpful to have the following serve as Ex-Officio members:
  - Assistant to the Bishop,
  - Conference Treasurer, and
  - Members of the Jurisdictional Committee on Episcopacy.

**Expectations:** The Committee shall meet at least annually and shall elect a chairperson, a vice chairperson, and a secretary. The bishop and/or the chairperson may call additional meetings as needed.

**Elected Members:** 14 Team Members & 3 Ex-Officios

## Safe Sanctuary

**Description:** As Christians, we are called to create a safe sanctuary in our churches. They must be holy, safe, and protective communities for all of God's children, regardless of age or ability. The Safe Sanctuary Committee works with the districts and local churches in creating policies and procedures that will aid in preventing the opportunity for an abusive act to occur. They

initiate and provide training in the Texas Conference Safe Sanctuary Policy. The committee works with the Staff Consultant to ascertain that adequate records of background checks of those people working with children and youth are kept up-to-date.

To accomplish our mission, we must continually review our procedures; work with the Camping Coordinators in maintaining adequate safety procedures and be prepared to aid the local church when needed.

**Book of Discipline:** *BOD 161, 162*

**Conference Rules:** 8 Team Members elected in classes, i.e. 4 per class. Each class elected is 2 Lay and 2 Clergy. In addition to eight team members, the Safe Sanctuary Staff Consultant and the Conference Fiscal Officer are ex-officio members.

**Expectations:** Be able to meet two times a year, and three times if needed. Meetings are held in mutually decided locations.

**Elected Members:** 8 Team Members & 2 Ex-Officios

### **Commission on Archives and History**

**Description:** The mission statement of the Commission on Archives and History is as follows: 1. to preserve the official records of the Texas Annual Conference; 2. to assist local churches to preserve their own historical records; 3. to provide a ministry of education and interpretation about the history of the Texas Annual Conference

**Book of Discipline:** *BOD 641*

**Conference Rules:**

- Chair - the chair is elected by the Annual Conference after being nominated by the Committee on Nominations.
- A representative from each of the nine districts
- The Conference Historian
- The Conference Archivist -The Conference Archives are located The Mission Depot in Conroe, Texas. The Archivist attends Commission meetings but does not vote.
- The Center for Connectional Excellence Director
- One at large member

**Expectations:** The most important disciplinary duty of the Commission is caring for the Conference Archives. The requisite knowledge and skills tend to be associated with library science, records management, etc. It would be very desirable to have someone with expertise in digital preservation techniques. Although some knowledge of and appreciation for Texas Conference history is desirable, skills related to record management are more important. The Commission meets twice per year, once at the Archives location and once in the Houston area. All members should be willing and able to attend both meetings. The District Representatives should be willing to travel to all churches in their districts to assist local church historians set up and maintain archives, adopt and implement retention guidelines, attend historical commemorations, assist in the application for historic markers, etc. The District Representative should work with the District Superintendent by attending district meetings to relate the work of the Conference Commission to the district. The Representative should also assist, when requested, in the transfer of records of discontinued churches to the Archives.

Members should be willing to become familiar with the work of the General Commission on Archives and History. They should support that work by encouraging the observance of Heritage Sunday and learning the policies and procedures of the General Commission. Members should join the Texas United Methodist Historical Society and participate in its programs. Members should be willing to volunteer for special events such as workshops, seminars, etc. conducted by the Commission.

**Elected Members:** 13 Team Members & 3 Ex-Officios

### **Board of Pensions**

**Description:** The Board of Pensions Committee provides broad oversight on the retirement benefits provided retired clergy, surviving spouses, disabled clergy and lay employees of the Annual Conference. The Committee works closely with the General Board of Pensions of The UMC which provide excellent counsel, interpretation and guidance regarding various pension programs. The Board provides guidance to the Director for Connectional Resources and the Group Health and Pension administrative office by reviewing and approving the Chairperson's annual report (including finances and funding levels), attending bi-annual meetings, deciding on benefit levels to be provided (past service rate) approving the policies of the Group Health & Pension administrative office, determining appropriate levels of reserves, and reviewing investment performance.

**Book of Discipline:** *BOD 639*

**Conference Rules:**

- Representatives from the Group Health Benefit Committee
- Representatives from C F & A
- Laity representatives (1/2 elected each quadrennium)
- Clergy Representatives (Both large and small churches – ½ elected each quadrennium)
- Cabinet representation

**Expectations:** Board of Pensions Committee members should be able to meet twice each year. Meetings are usually held at Lakeview or at another location convenient to most committee members. Committee members should exhibit love and concern for ordained ministers and a thorough understanding of clergy pension issues. Chairperson should also be a skilled leader, with the time, willingness, and expertise to plan, implement, and assess fruitful ministry.

**Elected Members:** 16 Team Members & 4 Ex-Officios

### **Group Health Benefits Committee**

**Description:** The Group Health Benefits Committee provides broad oversight on the health and life benefits provided for active, disabled, and retired clergy (including surviving spouses) of the Annual Conference, along with full-time lay employees of the TAC who have elected to participate. The Committee provides guidance to the Director for Connectional Resources and the Group Health Pension administrative office by reviewing and approving the Chairperson's annual report (including finances and funding levels), hearing appeals, selecting vendors to be utilized, attending bi-annual meetings, deciding on benefit levels to be provided, approving the policies of the Group Health & Pension administrative office, determining appropriate levels of

reserves, and reviewing investment performance. The Committee reviews existing programs, especially for cost competitiveness, and requests new benefits or benefit modifications to meet changing needs of the membership.

**Book of Discipline:** BOD 639.7

**Conference Rules:** Representatives from the Board of Pensions

Representatives from the C F & A

Laitry representatives with insurance experience (1/2 elected each quadrennium)

Clergy representatives (Both large and small churches – ½ elected each quadrennium)

Cabinet representation

**Expectations:** Group Health Benefits Committee members should be able to meet twice each year. Meetings are usually held at Lakeview or at another location convenient to most committee members. Committee members should exhibit love and concern for ordained ministers and a thorough understanding of clergy group health benefit issues. Chairperson should also be a skilled leader, with the time, willingness, and expertise to plan, implement, and assess fruitful ministry.

**Elected Members:** 13 Team Members & 4 Ex-Officios

#### **Joint Committee on Medical Leave**

**Description:** The Joint Committee on Medical Leave investigates cases in which clergy members of the annual conference are unable to perform their ministerial work because of incapacity due to health matters and disabling conditions.

**Book of Discipline:** BOD 652

**Conference Rules:** Minimum two representatives each from the BOM and Board of Pensions

A District Superintendent appointed by the bishop to represent the cabinet

Encouraged to include a person with a disability, preferably someone under appointment

**Expectations:** Joint Committee on Medical Leave members should be available to meet occasionally, as needed, throughout the year, at a place convenient to committee members. Committee members should exhibit love and concern for ordained ministers, and a thorough understanding of the standards for clergy effectiveness and procedures governing incapacity leave.

**Elected Members:** 9 Ex-Officios

#### **Investment Committee**

**Description:** The Investment Committee is entrusted with the management of invested funds; fiduciary responsibility is of utmost importance. Fiduciary responsibility requires those responsible for investments to fulfill the legally imposed duties of loyalty and care. The members have the responsibility of administering invested funds in accordance with each fund's purpose or restrictions. The Investment Committee has the authority to expand or redefine the stated goals and objectives subject to CF&A approval to reflect changing funding requirements, capabilities, or purposes.

**Book of Discipline:** N/A

**Conference Rules:** N/A

**Expectations:** Investment committee members should be available to meet twice each year at a place convenient to committee members. Members should be able to review and understand the mission of the Conference and its fiscal and benefits investments.

**Elected Members:** 9 members and 6 Ex-Officio members (chairs of the Council on Finance & Administration, Board of Pensions and Group Health Benefits Committee; the Treasurer, Controller and the Assistant to the Bishop).