

2017 CHURCH CONFERENCE CHECKLIST

The Book of Discipline of the United Methodist Church - The charge conference shall be the connecting link between the local church and the general Church and shall have general oversight of the church council(s). The primary responsibilities of the charge conference in the annual meeting shall be to review and evaluate the total mission and ministry of the church, receive reports, and adopt objectives and goals recommended by the church council that are in keeping with the objectives of The United Methodist Church.

Read ALL of the instructions below before starting the Church Conference (CC) forms.

1. In order for your church conference to be a success, all forms listed below must be completed and submitted 10 days prior to your conference. Please do not call the district office requesting an extension to this deadline.
2. Bring all items **highlighted in yellow** to your church conference meeting.
 - Accessibility Audit (Electronic Form)
 - List of Candidates for Ordained (Electronic Form)
 - Candidate for Ordained Ministry Church Conference Recommendation (Fillable PDF)
 - Certification of Compliance (Electronic Form) – *Original signatures are required*
 - Certified Lay Minister/Lay Servant/Lay Speaker Annual Report (Electronic Form) – *Vote may take place prior to your CC if the Church Council. If not, then a majority vote will be taken at your CC.*
 - Clergy Compensation Report – Single Charge (Excel Spreadsheet & Electronic Form) *This form should be used if there is only ONE CHURCH on the charge. Original signatures are required. Vote will take place at church conference.*
 - Clergy Compensation Report – Multipoint Charge (Excel Spreadsheet & Electronic Form) *This form should be used if there is MORE THAN ONE CHURCH in the charge/co-operative parish. Original signatures are required. Vote will take place at church conference.*
 - Clergy Sexual Misconduct Form (Electronic Form) – *Original signature is required*
 - Extension Ministry Report (Electronic Form) – *Distribute to those listed on the document*
 - Finance Report (Electronic Form)
 - Inactive Membership Report (Electronic Form)
 - Laity Sexual Misconduct Questionnaire (Fillable PDF) - *This form should be kept in a locked cabinet in the church office. Do NOT bring this form to your church conference.*
 - Nominations Report (Completed through the Committee Leadership Toolbox)
 - Parsonage Report (Electronic Form) - (if applicable)
 - Pastor's Report (Electronic Form)
 - Report of the Deacon (Electronic Form) – *Distribute to those listed on the document*
 - Retired Clergy, Honorable Location & Voluntary leave of Absence Form (Electronic Form)
 - Trustees Report (Electronic Form)

(Use paper/binder clips only! Do not submit in a booklet format, with dividers or staple the forms.)

Church Conference Packet Prepared by:

Name & Church: _____

Daytime Phone: _____

Email: _____

*** Meeting Minutes ***

The minutes taken at your church conference need to be turned into your district administrator no later than 10 days after your conference.

Certification of Compliance 2017

~ Millian Memorial UMC

To be completed and signed by the Pastor(s) and Chairperson of the Staff/Parish Relations Committee (S/PRC) of all congregations in the Baltimore-Washington Conference of The United Methodist Church.

This is to certify that this congregation of the Baltimore-Washington Conference of The United Methodist Church has complied in full with the Conference "*Policy Statement & Protocol on Lay Sexual Misconduct Of The Baltimore-Washington Conference Of The United Methodist Church.*" As such, this document certifies that:

- 1. all persons who are to work with children and youth within the ministry of this congregation have completed and signed the [Laity Sexual Misconduct Questionnaire](#) and that these forms are retained by the church; and**
- 2. all outside groups using the church building that provide any services to children or youth have certified that all those within that organization have been screened and asked the equivalent, at the very least, of the questions on the *Laity Sexual Misconduct Questionnaire*;**

if the outside group can make no such general certification, then this document certifies that all those who work with children and youth within such groups have completed and signed the *Laity Sexual Misconduct Questionnaire* on an individual basis

We, the undersigned, verify that this congregation has complied with all of the requirements of the "*Policy Statement & Protocol on Lay Sexual Misconduct Of The Baltimore-Washington Conference Of The United Methodist Church.*"

Church Name:

GW | Millian Memorial || Rockv

Please type in the names of the Pastor and SPRC in the corresponding fields below. Actual signatures will be acquired at Church Conference for this form.

Pastor Name:

Rev. Dr. Miguel Balderas

SPRC Chair Name:

Kathleen Martin



Baltimore-Washington Conference
The United Methodist Church

Certification of Compliance 2017

Upload Signed Form Here:

Form Status:

Complete



Clergy Compensation Report

Miguel Balderas

Instructions:

1. Download the 2018 Clergy Compensation Report that best applies to your charge:
 - For single-point charges: [Clergy Compensation Report - Single-Point Charge](#)
If your church is part of a multi-point charge, you must complete the multi-point charge report (below).
 - For multi-point charges: [Clergy Compensation Report - Multi-Point Charge](#)
The lead church in the charge should coordinate the completion and uploading of the multi-point charge compensation report.

The forms will open in protected view. Click "Enable Editing" and save the form to your local drive before you begin entering amounts. Be sure to save it again once complete.

1. Use the last page (*Financial Obligation/Summary page*) of the Clergy Compensation Report to fill in the fields below.
2. Upload a completed Clergy Compensation Report when prompted below.

Church Name or Lead Church of Multi-Point Charge:

GW | Millian Memorial || Rockv

Pastor's First Name

Miguel

Pastor's Last Name:

Balderas

Parsonage Provided?

No

Total Cash Compensation (\$)

\$ 48,912

Housing Allowance (\$) (\$0 for parsonage)

\$ 27,500

Eligible for HealthFlex (Medical)?

Yes

DB- Defined Benefit (\$)

\$ 8,424

DC - Defined Contribution (\$)

\$ 2,469



Clergy Compensation Report

CPP - Comprehensive Protection Plan / UMLO - UMLifeOptions (\$)
\$ 2.469

Total Expected Expense Reimbursement (\$)
\$ 4.600

Upload Completed Clergy Compensation Worksheet for This Pastor:
[ClergyCompensationReport-2018-Single \(1\).xlsx](#)

Form Status:
Complete

2018 Clergy Compensation Report - Single Point Charge

v07.26.2017

Overview:

The SPRC chair and local church treasurer should complete the compensation report and submit the information at least ten (10) days before Church Conference. The amounts included on the compensation report should coincide with the amounts determined at Church Conference and constitute a covenantal agreement until changed by Church Conference action. A summary of the amounts included on this report will be entered into Arena along with the uploading of this worksheet.

PASTOR & CHURCH INFORMATION

Pastor Name : Miguel A. Balderas

Pastor Email : millianpastor@verizon.net

Pastor Phone : 202 841-0358

Church Phone : 301 946-2500

Charge Name : Millian Memorial UMC

District: Greater Washington Dist.

Church Name : Millian Memorial United Meth. Church

Church ID # : 9430

FORM SUBMITTER

Submitted By: Dwayne Weigel

Phone 301 946-8126

Position : Payroll clerk

Email : dwayne4748@earthlink.net

Example: jpr-joe@exampl.com

Worksheet 1: NON HOUSING COMPENSATION PAID DIRECTLY TO THE PASTOR FOR THE UPCOMING YEAR

Line # 1, 3, 4 and 5 - these items are always part of the salary (base compensation).

Item #2 - Do NOT report the amount the pastor sends to the IRS. However, if the CHURCH reimburses the pastor for some/all of his/her Self-Employment Tax, this amount must be reported on Line 2, as it is considered additional compensation. Note: Churches should NOT withhold Self-Employment Taxes from clergy compensation.

The amount on Line #1 should NOT include any of the amounts listed on Lines #2-5.

Cash Salary:

ClergyCompensationReport-2018-Single (1)

\$

48,972

Page 1

Enter the pastor's cash salary to be paid for the upcoming year.

Self-Employment Tax Payments:

Enter ONLY if the church contributes towards the pastor's self-employment tax in ADDITION TO the base salary.

Other Compensation:

Enter only if the church pays additional compensation, such as bonuses or gifts?

Equitable Compensation Support:

Include only if the church has an approval letter from the Unified Funding Task Force

Other Support:

Other support received from Conference or Region (do NOT include equitable compensation in this amount)
Do NOT include amounts paid for pension or medical benefits.

\$ -

\$ -

\$ -

\$ -

TOTAL - Non-Housing Compensation (Lines 1-5)

\$ 48,912

Worksheet 2: OTHER COMPENSATION ITEMS PAID BY THE CHURCH ON BEHALF OF THE PASTOR

Lines 7-11 in this worksheet are typically paid by the pastor to the conference or other service provider(s). The pastor may send some/all of these monies directly OR the church may deduct some/all of the monies from the pastor's paycheck and then forward the money on his/her behalf. In either of these scenarios the amounts would NOT be considered additional compensation and should NOT be reported in Worksheet 2

HOWEVER, if the CHURCH pays some/all of what the pastor would normally pay, those amounts ARE additional compensation and must be reported in Worksheet 2. In certain situations, the amounts paid by the church, could be considered a pre-tax payroll deduction. Consult a tax adviser to see if that applies for you.

Do NOT include Pension amounts (CPP, DB and/or DC) paid BY the church FOR the pastor!

After tax UMPIP - Optional:

Enter any after-tax payments to United Methodist Personal Investment Plan **made by the church for the pastor**. To enroll in UMPIP, the pastor must contact the Benefits Office.

\$ -

Pre-Tax UMPIP - Optional:

Enter any pre-tax payments to United Methodist Personal Investment Plan **made by the church for the pastor**. To enroll in UMPIP, the pastor must contact the Benefits Office.

\$ -

Flexible Spending Account Contribution - Optional:

Payments to a Flexible Spending Account (FSA) **made by the church for the pastor**.

\$ -

HealthFlex (Conference Health Insurance) Premiums:

Will the church pay any of the Pastor's portions (and/or dependents) health insurance premiums? If so, please enter the amount.

\$ 5,884

Do NOT include the required amount the Local Church pays for their full-time or 3/4 time pastor (\$860 per month or \$10,320 per year). That is the EMPLOYER'S portion of the health premium and it is NOT reported here.

Other Insurance Premiums (Medical, Disability etc...):

Will the church pay a partial amount toward the pastor's medical coverage? If so, please enter the amount. (Note: this item is intended to give the church a space to include a number other than the normal pastor's portion of the medical premium, possibly paid to the BWC and possibly paid to a third-party provider. Whether paid to the conference or other entity, it is the pastor's total plan compensation)

\$ -

TOTAL - Other Compensation Items (Lines 6-11)

\$ 5,884

Worksheet 3: HOUSING COMPENSATION

Will pastor be living in a church parsonage (Y or N) - Click in cell to make selection

N

Housing Allowance:

Enter the amount the pastor will receive as housing allowance for the upcoming year. Leave this blank if a parsonage is provided.

\$ 27,500

Worksheet 1-3 Summary: TOTAL PLAN COMPENSATION

The numbers in the following chart summarize what you have entered in previous sections of this report.
Total Plan Compensation is used for the purpose of calculating pension and self-employment tax.

\$	48,912	Cash Salary
\$	-	- Self-Employment Tax Payments
\$	-	- Other Cash Compensation
\$	-	- Equitable Compensation support
\$	-	- Other Support
\$	-	- After tax UMPIP
\$	-	- Pre-Tax UMPIP
\$	-	- Flexible Spending Account Contribution
\$	5,884	Health Insurance Premiums
\$	-	- Other Insurance Premiums
\$	54,796	Total Cash Compensation
\$	27,500	Housing Compensation**
\$	82,296	Total Plan Compensation

Note: Line 25 of THIS report should be included on line 53 or 54 of your Statistical Report (EZRA)

Note: If the church provides a housing allowance, Line 26 of THIS report should be included on line 55 of your Statistical Report (EZRA). If the church provides a parsonage, line 55 should reflect the actual expenses incurred for providing the parsonage - may/may not be 25% of the pastors cash comp. (Parsonage expenses do not include mortgage, capital improvements, or purchase amount.)

** If you indicated the church provides a parsonage, this number is 25% of the total of the Total Cash Compensation and is used for pension calculation. Otherwise, it is the actual Housing Allowance paid to the pastor.

Worksheet 4: ACCOUNTABLE REIMBURSEMENT AMOUNT FOR UPCOMING YEAR

There is no need to designate the categories of how the reimbursements are used. Using one figure gives the pastor and congregation some flexibility in how the money is used, especially in years when one category might have higher demands than another. The total is not to be exceeded without additional approval by the Church Council, and if there is money left at the end of the year, it is not to be paid to the pastor.

Total Expected Accountable Reimbursement:

Enter the total amount committed to reimbursable expenses for the year.

\$ 4,600

Worksheet 5: BENEFITS ELIGIBILITY

Pension and medical eligibility will automatically display based on your selections for lines 29,30, and 31. It is important that you choose the correct information for these lines in order for Worksheet 6 to auto-calculate correctly. Benefits questions? Please contact our benefits office at 410-309-3479 (Karen Conroy) via email at benefitsoffice@bwcumc.org or visit our website at <http://www.bwcumc.org/administration/benefits/>.

Pastor's Conference Relationship :

Local Pastor (LP)

Appointment Status / Code:

Fulltime

Interim Appointment?

N

Answer ALL Questions Above (29-31) to Determine Benefit Eligibility

PENSION ELIGIBILITY		MEDICAL ELIGIBILITY
CRSP (DB/DC)	CPP/UMLifeOptions	UMPIP
Required	Required	Optional
CRSP Notes	CPP/UMLO Notes	UMPIP Notes
DB=12% of Plan Comp Limited by the DAC (\$70,202) ----- DC=3% of Plan Compensation	CPP=3% of Plan Comp. Limited by 2x the DAC (\$140,404)	OPTIONAL BWC encourages clergy participation (at 1% or more) to receive matching funds.
		Healthflex Notes
		Healthflex
		Required
		Required

Worksheet 6: BENEFIT RATES AND PARTICIPATION (Answer ALL questions on Worksheet 5 before proceeding)

Data from Worksheet 5 (above) is used to calculate rates for CRSP (DB & DC) and CPP or UMLifeOptions. If participating in UMPIP, be sure to enter the \$\$ contribution in the area provided. If participating in HealthFlex, be sure to choose the coverage level.

You must indicate participation in each eligible/required benefit (column with arrow) to calculate total compensation costs.

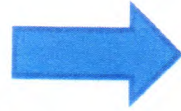
Total Plan Compensation (for Pension and UMPIP Calculations) \$ **82,296**

CRSP - Clergy Retirement Security Program

- DB - Defined Benefit (Plan Comp x 12%)

- DC - Defined Contribution (Plan Comp x 2%)

Maximum \$	Total \$
\$8,424	8,424
None	1,646



- DC - UMPIP Matching Funds (Plan Comp x 1%) *	No Limit	\$	823	Participating? (Y or N)
TOTAL CRSP		\$	10,893	Y

* If clergy is participating in CRSP, church is always billed 3% for DC. However, the DC shown above is split (2% & 1%) to show the potential matching funds for clergy if they contribute at least 1% (of their plan compensation) to their UMPIP.

CPP - Comprehensive Protection Plan / UMLO - UMLifeOptions	Maximum \$ *	Total \$	CPP
- Plan Comp x 3%	\$4,212	\$ 2,469	Participating? (Y or N)
TOTAL CPP / UMLifeOptions		\$ 2,469	Y

UMPIP - Personal Investment	Maximum \$	% of Plan Comp*	Contribution \$	UMPIP
- Pastor's Contribution	\$18,000		\$ -	Participating? (Y or N)
TOTAL UMPIP - (New for '15 - Participants must complete a UMPIP before and after tax form)			\$ -	N

* Clergy enrolled in CRSP and UMPIP (and contributing at least 1% of Plan Comp.) receive a 1% match (shown in CRSP section above)

Maximum Contribution Amount Based on IRS Regulations

HealthFlex - Medical Insurance	Plan / Coverage Level**	Premium \$	HealthFlex
Select Plan / Coverage to See Premiums>>	Opt2-Clergy & Family	\$ 10,320	Participating? (Y or N)

HealthFlex Monthly Premiums			
	Participant	Church	Total
Monthly Rate \$	466 \$	860 \$	1,326
Annual Rate \$	5,592 \$	10,320 \$	15,912

** Click "Plan/Coverage Level" link (above) for more information and select a plan to generate the "HealthFlex - Church Portion" displayed in the Financial Obligation section below. Clergy premiums are shown for informational purposes ONLY and will NOT be used for plan enrollment. If plan selection is still pending, it is recommended that you select "Opt2." rates, as these represent the BWC Default Plan. The CHURCH premium for ALL plans/coverage levels is \$860/month. Clergy couples with dependents should contact our benefit office regarding possible participant rate reduction.

Church Conference Compensation Summary Report for: Miguel A. Balderas

****Please bring all pages of this report to your Church Conference.****

Millian Memorial United Meth. Church FINANCIAL OBLIGATION FOR Miguel A. Balderas

Based on compensation and benefits (amounts and participation) entered in the areas above, the church's total financial obligation to the pastor is shown below.

Compensation Categories	Compensation Totals
Pastor Living in a Parsonage?	
Total Cash Compensation	\$ 54,796
Housing Allowance (no amount will display for parsonage)	\$ 27,500
*HealthFlex Premium paid to Annual Conference (Church Portion)	\$ 10,320
*DB - Defined Benefit	\$ 8,424
*DC - Defined Contribution	\$ 2,469
*CPP/UMLO - Comprehensive Protection Plan / UMLifeOptions	\$ 2,469
Total Expected Expense Reimbursement	\$ 4,600
TOTAL - Financial Obligation for Pastor	\$ 110,578
<i>* Amounts will only display if "Participating?" = "Y" (see Worksheet 6 - above)</i>	
After church conference, the District Administrator will use this report to update pastor compensation records. Please be sure you have checked the amounts shown.	

CONFERENCE SIGNATURES

Prior to uploading to Arena, please type the names of each person who will be asked to sign this report at your Church Conference.

I acknowledge that the church conference approved the Pastor's Total Salary, Housing and Accountable Reimbursement. I also understand that if there is a parsonage value listed, it is not a cash payment of any kind.

Pastor:

Date:

SPRC Chair:

Kathy Martin

Date:

Treasurer/Finance Chair:

Dwayne Weigel

Date:

District Superintendent or Presiding Elder:

Date:

IMPORTANT INSTRUCTIONS - PLEASE READ BELOW !!

Once you have completed this form, please do the following:

- **SAVE** an electronic copy of your form on your PC or Mac (remember where you saved it)
- **SUBMIT** an electronic copy of your form to the BWC by uploading it to the "Clergy Compensation Report Summary" page in Arena **at least 10 days** in advance of your Church Conference. *Note: You will need to use the last page of this report to fill in the required fields on the summary page in Arena.*
- **PRINT and PREPARE** copies of this report for those who will be voting at your Church Conference (CC). A copy of this report will be included in the packet for the presiding elder. The presiding elder will require this report to be signed at your church conference and will return it to the District Office.

A final copy with all signatures will be sent to you after all of the above have been completed.



Clergy Sexual Misconduct Form 2017

Miguel Balderas

Church Name

GW | Millian Memorial || Rockv

Pastor First Name

Miguel

Pastor Last Name:

Balderas

Electronically submit this report at least 10 days before your church conference.

Be sure to bring a physical, signed copy of this document to your church conference.

1. Have you ever been accused, in a written and signed statement of sexual misconduct with a child or a youth?

No

2. Have you ever been accused in a written and signed statement of sexual misconduct with an adult?

No

3. Have you ever been dismissed from any position, volunteer or salaried, because of accusations of sexual misconduct on your part?

No

4. Have you ever resigned from any position, volunteer or salaried, because of an accusation of sexual misconduct on your part, or to avoid being dismissed because of an accusation of sexual misconduct on your part?



Clergy Sexual Misconduct Form 2017

No

5. If your response to any of the forgoing questions is "yes", please provide all details regarding each accusation of sexual misconduct that has been made with respect to you either in the box below or as an attached document. Include a description of the alleged conduct, the name of the person who made the accusation, the date of the alleged misconduct, and the name of your employer at the time of the alleged misconduct.

6a. Have accusations of sexual misconduct against you resulted in criminal or civil court proceedings?

No

If so, please provide the complete details of those proceedings in the box below. Include dates, circumstances, the jurisdiction where the proceedings occurred, the nature of the accusations and the nature of the proceedings.

6b. Have accusations of sexual misconduct against you resulted in civil or criminal court proceeding on more than one occasion?

No

If so, please provide the same details with respect to each such proceeding either in the box below or as an attached document.



Clergy Sexual Misconduct Form 2017

7. Other than the above, is there any fact or circumstance involving you or your background that would call into question you being entrusted with the supervision, guidance, and care of young people?

No

Provide explanation either in the box below or as an attached document.

I verify that the answers I have provided on this Questionnaire are true and accurate to the best of my ability. I understand that false answers, as well as the failure to sign this Response Form, will result in my being denied the position for which I am being considered.

Pastor Name:

Miguel Balderas

Date:

09/06/2017

Upload Signed Form Here:

Complete



Inactive Membership Report 2017

~ Millian Memorial UMC

Church Name:

GW | Millian Memorial || Rockv

1. Disciples who have become inactive this past year. (separate names with commas)

Phyllis Clark Dr. and Mrs Baker

a. What specific strategies will you use to reengage members in active discipleship?

Letters written to these members requesting their intentions and desires for their membership at Millian.

b. Please list below members living locally for whom the church council has taken responsibility and faithfully followed the direction in. par. 228.2b[1] (separate names with commas)

Mitsu Bonita Marjorie Bowers Paul Burroughs Dee Coherd David Cook Quintin Doromal Anthony Fitzwater Susan Frye Gigi Goodhart Nick and Heather Griner Keri Layton Sol Madrid Harry Sanner Frances Sieling Carl Snavelly Marilyn Tucker Janet Wright Sharon Zeiter

c. Please list below members who reside outside the community and who are being encouraged to transfer their membership. par. 228.2b[2] (separate names with commas)

Earl and Beverly Pallas

d. Please list below members we would seek out if we could, but whose addresses are unknown. par. 228.2b [3] (separate names with commas)

None

2. Disciples who have been inactive for at least 1 year. (separate names with commas)

Jim Ostrander



Inactive Membership Report 2017

a. What strategies will you use in the upcoming year to seek after, connect with and invite back into active discipleship the persons listed above who have been faithfully sought after for one year? See par. 228.2b[4]

Letters will be written to these members requesting their intentions and desires for their membership at Millian.

b. Please list the persons who will be considered for removal from membership at next year's church conference if your efforts are unsuccessful. (separate names with commas)

Alma Bradley Juana Cerrudo Emily Downing Chelsea Emery Katrina Emekry Mabel Herbert Jean Bowen Houck Virginia Hoyt-O'Connor Barbara McCary Tracey Merchant Kevin Merchant Matthew Merchant David and Tracy Morgan Rodney Riffle Eloy Salas Raquel Tirado

3. Disciples who have been inactive for at least two years. (separate names with commas)

Phyllis Clark Dr. and Mrs Baker

a. What strategies have you used to reclaim disciples who have become inactive and to whom you have been unable to minister to for at least the last two consecutive years? See par. 228.2b [4]

The Pastor contacts members who are not maintaining regular attendance. The Pastor will also encourage our Stephen Ministry to make contacts as needed for members with illness or who may be facing a crisis situation.

b. Please list the persons who have not been responsive to these efforts and you are recommending be removed from the membership roll by action of the current year's church conference. (separate names with commas)

The people in our community that have participated in family activities

This form was completed by:
Brenda Watson and Linda Canelas

Date:
09/06/2017

The following signatures will be acquired at CC if a vote is applicable per item 3b.



Baltimore-Washington Conference
The United Methodist Church

Inactive Membership Report 2017

Form Status:
Complete



Pastor's Report 2017

Miguel Balderas

This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge.

Submit this report at least 10 days before your church conference.

Pastor First Name

Miguel

Pastor's Last Name

Balderas

Church Name

GW | Millian Memorial || Rockv

The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (¶ 340):

A. Providing support, guidance, and training to the lay membership in the church; ministering within the congregation and to the world; and administering the temporal affairs of the congregation.



Pastor's Report 2017

We make the decision to have a strategic plan with five imperatives. I am going to use these imperatives to report the state of the church. 1 Building Disciples: o We already have had 3 mentors working with the idea to bring disciples in connection with our reality in Millian Memorial UMC. In this area we consider the multi-ethnic factor and how is possible to work together as family. I believe is possible to be one family in Christ. 2 Establishing Community Connections, the Multi-Ethnic & Multi-Cultural Church (Intentional Listening Externally) o Especially in these moments when Charlottesville events are a reality and DACA derogation is present, this imperative is somehow sensitive to work with. And we are waiting only for a person able to bring us a workshop in this area. 3 Building Ministries that Support Youth & Older Adults: o We already start conversation among the different teams (UMW, UMM, Seniors, Faith Development, Youth) to work together. But this imperative is interconnected with all the different imperatives. o I already instructed our music director to establish a youth choir and children's choir. o We have our Youth Outreach Ministry Activities running a) Friday Youth Meeting b) O.C. Rock c) Camp Joy d) Vacation Bible School (VBS) o We use the word mentoring, but the real word to use is discipleship. 4 Communicating/Working Better Together: o I have a person in charge of our web under my supervision. o I am sending email to the entire congregation weekly. o We have our monthly newsletter. o Information trough our Face Book page. o Information in our weekly bulletin and trough our announcements. o We have pray chain helping the congregation to pray for specific necessities. 5 Enhancing and Improving the Millian UMC Worship Experience: o We move from three services in Sunday (two in English and one in Spanish) and one Wednesday to have only two services in Sundays (one in English at 10:00 am, in Spanish at 12:45) and one Wednesdays at 10:00 am. I believe that everything is a process. That's why I started this process three years ago: • I used the tradition to have only one service in summer, and • I started the tradition to have only one service first Sunday of the month, Holidays and special Sundays. Take us 3 years to be ready to move in this direction. Thanks to God. • I am really intentional of including all people who attend our services, reflecting our diversity in age, gender and ethnicity. • We have a new music director!

B. Provide an update on the status of the vision / mission goals set at last year's church conference.

Millian's 2017 Goals ? Build Disciples is to build up the body of Christ through the development of a formal Millian mentoring program. Like all human endeavors, Christian Discipleship requires practice and growth in skill. Mentorship is one way to Foster this growth and practice. ? To enhance positive, loving relationships within the church and with the Aspen Hill community. ? Build youth & adult ministries is to intentionally build better communication and mentoring relationships between Youth and Older Adults. ? To ensure the highest levels of satisfaction with Millian's overall communication strategies/mechanisms and cohesion & cooperation among the church groups (individual congregants, committees, church leadership teams, and the Pastor). . To offer worship service that will meet the spiritual needs of the current congregants and also provide a relevant worship experience for those in the community who are seeking a church home. The report of these goals you can see it in our first answer.

C. Provide vision / mission goals for the upcoming year



Pastor's Report 2017

Our new Mission & Vision statements reflect the Millian congregation, our neighboring community and the world today: Mission Statement: Reaching and building up ALL people for Christ. Vision Statement: To be a Christ-centered church, positively impacting our neighborhood and world by helping our community replaces intolerance with love and justice for all. The goals for the next 2018 we will work it between October and November, to be approved for church council. At the same time our Stewardship campaign and Lay leadership development report. In this context we must consider the composition of our congregation, high percentage of elderly members. Between November 2016 and January of 2017 we have had 13 funerals. And because all this elements we also are loosing income in offering and members for health issues or moving away.

D. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (§ 350.1).

I am having regular meetings with my prayer partners in order to have a safe place to pray and reflect. I am having my devotional time every morning.

Pastor's Signature:

Rev. Dr. Miguel Balderas

Date:

09/06/2017

Form Status:

In Progress

Report of the Pastor

September 16, 2017

The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (§340):

- a) **Providing support, guidance, and training to the lay membership in the church, ministering within the congregation and to the world; and administering the temporal affairs of the congregation.**

We make the decision to have a strategic plan with five imperatives. I am going to use these imperatives to report the state of the church.

1 Building Disciples:

We already have had 3 mentors working with the idea to bring disciples in connection with our reality in Millian Memorial UMC. In this area we consider the multi-ethnic factor and how is possible to work together as family. I believe is possible to be one family in Christ.

2 Establishing Community Connections, the Multi-Ethnic & Multi-Cultural Church (Intentional Listening Externally)

Especially in these moments when Charlottesville events are a reality and DACA derogation is present, this imperative is somehow sensitive to work with. And we are waiting only for a person able to bring us a workshop in this area.

3 Building Ministries that Support Youth & Older Adults:

- We already start conversation among the different teams (UMW, UMM, Seniors, Faith Development, Youth) to work together. But this imperative is interconnected with all the different imperatives.
- I already instructed our music director to establish a youth choir and children's choir.
- We have our Youth Outreach Ministry Activities running
 - a) Friday Youth Meeting
 - b) O.C. Rock
 - c) Camp Joy
 - d) Vacation Bible School (VBS)

- We use the word mentoring, but the real word to use is discipleship.

4 Communicating/Working Better Together:

- I have a person in charge of our web under my supervision.
- I am sending email to the entire congregation weekly.
- We have our monthly newsletter.
- Information through our Face Book page.
- Information in our weekly bulletin and through our announcements.
- We have pray chain helping the congregation to pray for specific necessities.

5 Enhancing and Improving the Millian UMC Worship Experience:

We move from three services in Sunday (two in English and one in Spanish) and one Wednesday to have only two services in Sundays (one in English at 10:00 am, in Spanish at 12:45) and one Wednesdays at 10:00 am. I believe that everything is a process. That's why I started this process three years ago:

- I used the tradition to have only one service in summer, and
- I started the tradition to have only one service first Sunday of the month, Holidays and special Sundays. Take us 3 years to be ready to move in this direction. Thanks to God.
- I am really intentional of including all people who attend our services, reflecting our diversity in age, gender and ethnicity.
- We have a new music director!

b) Provide and update on the status of the vision / mission goals set for the prior year.

Millian's 2017 Goals

- *Build Disciples is to build up the body of Christ through the development of a formal Millian mentoring program.*

Like all human endeavors, Christian Discipleship requires practice and growth in skill. Mentorship is one way to Foster this growth and practice.

- *To enhance positive, loving relationships within the church and with the Aspen Hill community.*
- *Build youth & adult ministries is to intentionally build better communication and mentoring relationships between Youth and Older Adults.*
- *To ensure the highest levels of satisfaction with Millian's overall communication strategies/mechanisms and cohesion & cooperation among the church groups (individual congregants, committees, church leadership teams, and the Pastor).*
- *To offer worship service that will meet the spiritual needs of the current congregants and also provide a relevant worship experience for those in the community who are seeking a church home.*

The report of these goals you can see it in our first answer.

c) Provide vision / mission goals for the upcoming year.

Our new Mission & Vision statements reflect the Millian congregation, our neighboring community and the world today:

Mission Statement:

Reaching and building up ALL people for Christ.

Vision Statement:

To be a Christ-centered church, positively impacting our neighborhood and world by helping our community replaces intolerance with love and justice for all.

The goals for the next 2018 we will work it between October and November, to be approved for church council. At the same time our Stewardship campaign and Lay leadership development report.

In this context we must consider the composition of our congregation, high percentage of elderly members. Between November 2016 and January of 2017 we have had 13 funerals. And because all this elements we also are losing income in offering and members for health issues or moving.

d) Include as part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (§350.1)

- I am having regular meetings with my prayer partners in order to have a safe place to pray and reflect.
- I am having my devotional time every morning.



LAY SERVANT MINISTRY ANNUAL REPORT TO THE CHURCH CONFERENCE

Report for year ending December 2017

This worksheet is provided for draft purposes only. The actual form must be completed and submitted through Arena between August 1, 2017 and at least 10 days prior to the scheduled date of your church conference.

I am a (check all that apply)

Certified Lay Servant (CLS) Certified Lay Speaker (CLSp) Certified Lay Minister (CLM)

Part 1) Personal Data

Name (Mrs. ___ Ms. ___ Mr. X_) ___ John Kelley
Address _ 16545 S. Westland Drive _____
City/State/Zip _ Gaithersburg,, MD 20879 _____
Telephone (H) _301.864.8010_____ (C) _240.994.3811 _____
E-mail ___mrjk1b@verizon.net
Name of District _Greater Washington _____
Name of Church _Millian Memorial _____
ChurchAddress 13016 Parkland Drive _____
City/State/Zip _Rockville, MD 20853 _____
Church Telephone 301.946.2500

(Part 2) CURRENT STATUS (Note: You will need to upload your certificates along with the information you provide in this section when you complete the final report in Arena).

Certified Lay Servant (to be completed by ALL, including CLSp and CLM)

1. What year did you complete your Basic Course? ___2008___ (attach certificate)
2. What year did you complete your last Advanced Course? ___2016___ (attach certificate)
3. What was the date _____ and title of your last Advanced Course?
_____ (attach certificate)

Certified Lay Speaker (to be completed by CLSp Only)

4. What is the date approved as Certified Lay Speaker by the Conference Committee on Lay Servant Ministries (CCLSM)? _____
5. What was the date _____ and title of your last Recertification Course?
_____ (attach certificate)
6. What is the date of approval for recertification as a Certified Lay Speaker by CCLSM?

7. Attach a list of the courses you have taken within the Lay Speaker Track of Study. Include the course name, date of completion, and category for each course. The Lay Speaker Track of Study course categories are: Leading Worship, Prayer, Spiritual Gifts, Preaching, Heritage, and Polity. Also be sure to attach certificates of completion for each course listed

Certified Lay Minister (to be completed by CLM Only)

8. What are the dates of completion for Module 1 _____ Module 2 _____
Module 3 _____ Module 4 _____ (attach certificates)
9. What is the date of your original certification by DCOM or CCLSM? _____
10. What is the date _____ and title _____
_____ of your last Recertification Course? (attach certificate)
11. What is the date of your current certification by DCOM or CCLSM? _____

(Part 3) MINISTRIES

During the past year, I have participated in ***caring ministries*** as follows:

- served as a volunteer in a care-giving institution
- provided one-on-one caring
- at a hospital, nursing home, or to a shut-in
- in membership/evangelism visitation
- served in caring/outreach projects (food pantry, prison ministry, etc.)
- X other caring activities (Please list) Lay Eucharist – Provide in-home communiuon

During the past year, I have participated in ***leading ministries*** as follows:

- X served as member of committee, board, commission, council, task force, etc.
- as a volunteer at a community agency
- X at my local church
- beyond my local church
- on my District Conference Jurisdiction General Church level
- other leading activities (Please list) _____

During the past year, I have participated in ***communicating ministries*** as follows:

- X shared the message in Wednesday worship services 8 times
- X served as worship leader in 4 services
- delivered _____ devotional messages
- taught _____ classes
- shared my faith story to _____
- other speaking activities (Please list) _____

During the past year, I have participated in additional opportunities for ministry as follows:

- Attended Camp Joy – Youth Ministry _____
- _____
- _____

(Part 4) PERSONAL AND SPIRITUAL GROWTH

In what activities, have you engaged in/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

_____ Daily Read Bible, Upper Room Devotionals, and Scripture Union Daily

(Part 5) FEEDBACK:

Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? yes X no If yes, please list those areas below:

Other comments about your year of ministry you would like to add:

I have not actively attended courses for Lay Servants this past year but looking forward this year to be in attendance _____

Signatures:

By my signature, I/we affirm that the individual making this report is eligible to continue in Lay Servant Ministries:

Certified Lay Servant / Certified Lay Speaker / Certified Lay Minister:

_____ DATE _____

Pastor: _____ DATE _____

Chair of Church Council: _____ DATE _____



LAY SERVANT MINISTRY ANNUAL REPORT TO THE CHURCH CONFERENCE

Report for year ending December 2017

This worksheet is provided for draft purposes only. The actual form must be completed and submitted through Arena between August 1, 2017 and at least 10 days prior to the scheduled date of your church conference.

I am a (check all that apply):

- Certified Lay Servant (CLS) Certified Lay Speaker (CLSp) Certified Lay Minister (CLM)

Part 1) Personal Data

Name (Mrs. ___ Ms. ___ Mr. X_) Brian Keith McGahey
Address _ P.O.Box 2209
City/State/Zip _Rockville, MD 20847
Telephone (H) _301.770.7882 (C) _240.565.9912 _____
E-mail ___bmogahey@juno.com
Name of District _Greater Washington _____
Name of Church _Millian Memorial _____
ChurchAddress 13016 Parkland Drive _____
City/State/Zip _Rockville, MD 20853 _____
Church Telephone 301.946.2500

(Part 2) CURRENT STATUS (Note: You will need to upload your certificates along with the information you provide in this section when you complete the final report in Arena).

Certified Lay Servant (to be completed by ALL, including CLSp and CLM)

1. What year did you complete your Basic Course? ___2010___ (attach certificate)
2. What year did you complete your last Advanced Course? ___2015___ (attach certificate)
3. What was the date ___September 27, 2015___ and title of your last Advanced Course?
___What shall I preach _____ (attach certificate)

Certified Lay Speaker (to be completed by CLSp Only)

4. What is the date approved as Certified Lay Speaker by the Conference Committee on Lay Servant Ministries (CCLSM)? ___March 26, 2011
5. What was the date September 27, 2015_____ and title of your last Recertification Course?
___What shall I preach _____ (attach certificate)
6. What is the date of approval for recertification as a Certified Lay Speaker by CCLSM?
Don't know _____
7. Attach a list of the courses you have taken within the Lay Speaker Track of Study. Include the course name, date of completion, and category for each course. The Lay Speaker Track of Study course categories are: Leading Worship, Prayer, Spiritual Gifts, Preaching, Heritage, and Polity. *Also be sure to attach certificates of completion for each course listed*

Certified Lay Minister (to be completed by CLM Only)

8. What are the dates of completion for Module 1 _____ Module 2 _____
Module 3 _____ Module 4 _____ (attach certificates)
9. What is the date of your original certification by DCOM or CCLSM? _____
10. What is the date _____ and title _____
_____ of your last Recertification Course? (attach certificate)
11. What is the date of your current certification by DCOM or CCLSM? _____

(Part 3) MINISTRIES

During the past year, I have participated in ***caring ministries*** as follows:

- served as a volunteer in a care-giving institution
- provided one-on-one caring
- at a hospital, nursing home, or to a shut-in
- in membership/evangelism visitation
- served in caring/outreach projects (food pantry, prison ministry, etc.)
- other caring activities (Please list) Lay Eucharist – Provide in-home communion

During the past year, I have participated in ***leading ministries*** as follows:

- served as member of committee, board, commission, council, task force, etc.
- as a volunteer at a community agency
- at my local church
- beyond my local church
- on my District Conference Jurisdiction General Church level
- other leading activities (Please list) Boy Scout Leader

During the past year, I have participated in ***communicating ministries*** as follows:

- shared the message in 2 worship services
- served as worship leader in 4 services
- delivered 4 devotional messages
- taught 4 classes
- shared my faith story to _____
- other speaking activities (Please list) _____

During the past year, I have participated in additional opportunities for ministry as follows:

(Part 4) PERSONAL AND SPIRITUAL GROWTH

In what activities, have you engaged in/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?

_____ "The Message" Latin adaptation
Guide Posts Magazine, Upper Room Devotionals

(Part 5) FEEDBACK:

Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? yes no If yes, please list those areas below: _____

Other comments about your year of ministry you would like to add:

I enjoy bringing the message _____

Signatures:

By my signature, I/we affirm that the individual making this report is eligible to continue in Lay Servant Ministries:

Certified Lay Servant / Certified Lay Speaker / Certified Lay Minister:

_____ DATE _____

Pastor: _____ DATE _____

Chair of Church Council: _____ DATE _____