

**First Episcopal District
Fall Convocation
Bishop Gregory G.M. Ingram, Presiding Bishop**

**NEW STANDARDIZED QUARTERLY
CONFERENCE REPORTS FOR USE BY ALL
LOCAL CHURCHES IN THE FIRST EPISCOPAL
DISTRICT**



Friday, November 11, 2016

Presenter:

**Rev. Melvin E. Wilson, Presiding Elder
Brooklyn - Westchester District, New York Annual Conference
Director of Stewardship & Leadership Development
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First District Plaza
3801 Market Street
Philadelphia, PA

I. A “RADICAL” PARADIGM SHIFT

- A. For Presiding Elders
- B. For Pastors
- C. For Local Churches
- D. For the “culture” of the First Episcopal District
- E. For the Laity

II. WHY HAS ALL THIS COME ABOUT?

- A. “Some” Pastors have been “less than truthful” about the administrative and fiscal realities of their local churches.
 - 1. Inaccurate Quarterly Conference information
- B. Increase in awareness of local church indebtedness
 - 1. Loans, Mortgages, Real Estate & Payroll Taxes
- C. The status of First District loan guarantees/mortgages, legal fees
- D. The general need to “get our house in order”

III. “PART” OF THE ANSWER: GETTING EVERYBODY ON THE SAME PAGE

- A. What the Bishop and Presiding Elders have been doing
- B. Developing other informational and tracking forms

IV. SET UP OF NEW QUARTERLY CONFERENCE REPORTS

- A. 8 Reports in Microsoft Excel
 - Report 1 – Disciplinary Questions
 - Report 2 – Steward Board
 - Report 3 – Trustee Board
 - Report 4 – Board/Commission of Christian Education
 - Report 5 – Church School
 - Report 6 – WMS/YPD
 - Report 7 – Lay Organization
 - Report 8 – Organizational/Ministry Financial Summary
- 1. Most answers can be selected from drop down boxes. Financial information is self-tabulating.
- 2. Should be completed and sent by the Pastor to the Presiding Elder **one (1) week in advance** of the scheduled Quarterly Conference

V. NEW STANDARD QUARTERLY CONFERENCE MEETING FORMAT

- A. Meeting should be no more than **60-75 Minutes**
- B. Basic Format
 - I. Devotions
 - II. Reading of the Minutes of the Last Quarter
 - III. Attendance (Sign-In Sheet) - Verify voting members of the Quarter are present.
 - IV. Highlights from Disciplinary Questions

- 1, 2, 3, 4, 5, 6, 9, 11, 12, 13, 17, 20, 24, 25, 29, 30
 - Must at least review Steward, Trustee Board Reports
 - Verification of accuracy by leadership
- V. A Time of Teaching/Training on First District Emphasis
1. August – October: Vision Casting
 2. November – January: Stewardship
 3. February – April: Membership & Discipleship
 4. May – July: Administrative Order of the Local Church
- VI. Q & A
- VII. Adjourn

VI. POSSIBLE PASTORAL/LAY REACTIONS

- A. Is this pastoral interference?
- B. What you can do if you have problems with this new process

VII. Q & A

**All 8 Quarterly Conference Reports Are In 1 File and Labeled.
You should receive this file with all 8 Reports from your Presiding Elder.**

1617AllQCRpts1-8AllPED-v.1MasterRevRpt2-090116PER.xls [Compatibility Mode] - Excel

Rev. Melvin Wilson

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DISTRICT

ANNUAL CONFERENCE - AFRICAN METHODIST EPISCOPAL CHURCH

Rev. _____, Presiding Elder

QUARTERLY CONFERENCE DISCIPLINARY QUESTIONS - Report #1

2016 - 2017 ANNUAL CONFERENCE YEAR

MASTER REPORT FORM - THIS FORM TO BE USED & UPDATED EACH QUARTER

| | 1Q | 2Q | 3Q | 4Q | Total |
|--|----|----|----|----|-------|
| Name of Church/City/Parish | | | | | |
| Pastor's Name | | | | | |
| Date of Quarterly Conference | | | | | |
| This Report is for Which Quarter? | | | | | |
| Who Completed This Report? | | | | | |
| 1. Are there any appeals from members of this society? | | | | | |
| 2. Are there any applications for license to preach or exhort? | | | | | |

If YES, insert names & Quarter in box below

Rpt1DiscQ Rpt2StewBd Rpt3TrustBd Rpt4ChristEd Rpt5ChSch Rpt6WMSYPD Rpt7LayC ...

Ready

8:15 AM 11/10/2016

