



**Central United Methodist Church, Endicott NY**  
**Pastor's Report for 2019**

One of the stated expectations for me upon my appointment here five and a half years ago was to lead the congregation in vision and planning for the future, and this work has been incredibly intense as well as rewarding. Huge decisions and a bit of change continued in 2019, with RenovateCentral, creatively rethinking space and ministry, welcoming new staff and creating new staff positions, and beginning the work of developing a fresh expression of church for those outside these walls. I am so proud of the leadership teams here, who have worked and prayed so hard and faithfully to follow God's leading for a vital future. I am deeply grateful to them, as well as to the retired clergy in our midst, who offer support and mentoring of all kinds!

We continued to emphasize experiences that connect or re-connect persons with God and their own life in God, primarily through worship, but through other opportunities as well, including our ongoing Adult Sunday School and Book Study. Many from our previous *Companions in Christ* groups are continuing in self-led study, and some have gone on to develop ministry ideas within the congregation. My hope is always that parishioners are learning articulate their own discipleship and desire for spiritual growth.

We continued to examine our programs and ministries and staffing in light of the changing financial and community realities facing us. Our internal demographic is aging, we are located within a community that is declining, and we are simply not attracting large numbers of younger people who might be interested in traditional forms of church. Even if we did, they likely would never be able to support the church financially as its older members do. We have begun to address what that means for Central, and how to envision its support and vitality in the future. On a positive note, we did welcome 13 new members since our last Charge Conference, a larger number than those removed from membership, either through withdrawal or death.

Our Core vision teams have been hard at work developing ministry ideas: For Central 1.0, this includes living into our Mission DNA, as well as addressing our lack of a clearly articulated intentional discipleship pathway for persons along their faith journeys. For Central 2.0 (soon another name!), this centers around the creation of a fresh expression of Central for our target demographic of intergenerational, progressive, unchurched or dischurched, spiritually hungry persons—which we hope to “soft launch” in December of this year.

In my connectional ministry work, I continued to serve on the District Committee on Ministry and the District Leadership Team. I have continued my training with the Intentional Growth Center in Transitional and Interim Ministry; I am now a lead trainer with them, and will be continuing this in the future. I also continued mentoring candidates for Ordination. I was elected first Reserve Delegate to General Conference 2020, so I will be traveling to Minneapolis in May and to Jurisdictional Conference in Maryland in July. It is my hope that the UMC can come to some sort of sane resolution to our current schismatic polarities; in any case, our Reconciling Task Force will be leading the congregation through the preparation and aftermath of GC2020.

For my own development, I attend a weekly lectionary study group with colleagues, have spent a couple of retreats in worship planning, and I am still exploring continuing education possibilities for 2020. I am currently praying about planning for developing an application for a Clergy Renewal Grant from Lilly for 2021.

God has led the leadership at Central through an amazing discernment and visioning process. The future has so much possibility, even if it may seem different from Central's past. Our laity is vital and empowered, and I believe that together, we can craft a powerful vision for that future. I am blessed by our ministry together.

Still In One Peace,  
Pastor Michelle

Reference Number	PERSON BAPTIZED	DATE	CITY, COUNTY, AND STATE	RELIGION	PERSON
Child 19	Family Menard, Anthony	Birth 4/18/15			Shawn Menard
	Address 113 E. Franklin St Apt B2 Endicott	Baptism 1/13/19	Endicott		Kimberly Alonzi
Infant 19	Family Menard, Katherine	Birth 4/14/18			Shawn Menard
	Address 113 E. Franklin St Apt B2 Endicott	Baptism 1/13/19	Endicott		Kimberly Alonzi
Infant 19	Family Rodriguez, Anthony	Birth 9/10/18	Altamonte Springs, FL		Adrian Rodriguez
	Address 5161 Calibre Crest Pkwy Altamonte Springs	Baptism 3/17/19	Endicott		Katy Northrup Rodriguez
	Family Christian	Birth			
	Address	Baptism			
	Family Christian	Birth			
	Address	Baptism			
	Family Christian	Birth			
	Address	Baptism			
	Family Christian	Birth			
	Address	Baptism			
	Family Christian	Birth			
	Address	Baptism			
Infant 19	Muggeo, Giovanni	8/18/18	Johnson City		Katelyn Muggeo
	Address 15 Semiferlo Appalabio	Baptism 1/6/19	Endicott		Kyle Muggeo

Michelle Byer-Tice

Michelle Byer-Tice

Michelle Byer-Tice

Michelle Byer-Tice





Reference Number	PERSON BAPTIZED	DATE	CITY, COUNTY, AND STATE	MUNICIPALITY	Minister
Child 19	Family: Mcneard, Anthony Address: 113 E. Franklin St Apt 52 Endicott Christian	Birth: 4/18/15 Baptism: 11/13/19	Birth: Endicott Baptism: Endicott		Shawn Mcneard Kimberly Alessi Michelle Byrnes-Tice
Infant 19	Family: Mcneard, Katherine Address: 113 E. Franklin St Apt 52 Endicott Christian	Birth: 4/14/18 Baptism: 11/13/19	Birth: Endicott Baptism: Endicott		Shawn Mcneard Kimberly Alessi Michelle Byrnes-Tice
Infant 19	Family: Rodriguez, Anthony Address: 561 Calibre Crest Pkwy Altamonte Springs FL Christian	Birth: 3/17/19 Baptism: 9/10/18	Birth: Endicott Baptism: Altamonte Springs, FL		Katy Northrup Rodriguez Adrian Rodriguez Michelle Byrnes-Tice
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
	Family: Christian	Birth: Baptism	Birth: Baptism		
Infant 19	Muggeo, Giovanni Address: 15 Swainder Ln Appalachia	Birth: 8/18/18 Baptism: 11/6/19	Birth: Johnson City Baptism: Endicott		Katelyn Muggeo Kyle Muggeo Michelle Byrnes-Tice



This form is to be sent to the DISTRICT OFFICE: TWO WEEKS PRIOR TO CHARGE CONFERENCE

When completing this form in EXCEL, always work from a COPY to preserve formulas contained in the spreadsheet.

2020 UNY CLERGY COMPENSATION REPORT FORM

Pastor Name: Michelle Bogue - Trust  
Church: Central United Methodist Church

GCFA Number: 75584  
Effective Date: 10.7.19

Acknowledgement: This form has been reviewed and approved by the Church Conference.

Signature of Pastor: Michelle Bogue - Trust  
Signature of S/PPRC Chair: Sam M. Henderson  
Signature of District Supt: \_\_\_\_\_

**CHURCH is to provide an approved copy to the Church Treasurer**

**DISTRICT is to provide ONE COPY to the Conference Benefits Office**

OPTIONAL WORKSHEETS ARE AVAILABLE ON THE NEXT 2 TABS . PLEASE USE THE FORM BELOW TO REPORT COMPENSATION.

LINE #		Church A	Church B	Church C	Church D	TOTAL= 100%
1	When reporting more than one church on this form, enter name of each church and % of TOTAL COMPENSATION paid by that church (see #NOTE below for explanation)					
2	Is this a change in Percentage? <input type="checkbox"/> YES <input type="checkbox"/> NO	0.0%	0.0%	0.0%	0.0%	0.0%
3	Gross Salary: (see optional worksheet for items included)	\$61,429	\$ -	\$ -	\$ -	\$ -
4	Parsonage: IN THE BOX BELOW: Is Pastor living in church-provided parsonage? Type Yes or No (If YES Line 3 will be multiplied by .25) This will apply to ALL churches in the Charge that owns the parsonage.	\$ -	\$ -	\$ -	\$ -	\$ -
		15,357				
5	If #4 is No, enter housing allowance (in lieu of parsonage)	\$ -	\$ -	\$ -	\$ -	\$ -
6	Pension Base Compensation: (add lines 3-5) This is the basis for CRSP, CPP, and UMPIP contributions.	\$76,786	\$ -	\$ -	\$ -	\$ -
	<b>BENEFITS</b>					
7	Pension: Enter CRSP or UMPIP in box to the right based on the following criteria: CRSP for clergy whose total appointment is 75% to 100%. UMPIP for clergy whose total appointment is 50% to 74%.	CRSP				
7a	CRSP is calculated at 13.8% of Line 6. UMPIP is calculated at 9% of Line 6.	\$10,597	\$ -	\$ -	\$ -	\$ -
8	CPP: for all full time clergy or three-quarter time Members in Full Connection, Provisional or Associate Members (line 6 x .03)	\$2304	\$ -	\$ -	\$ -	\$ -
9	Health Insurance: (\$13,920 for full time clergy; Or an allowance for part time clergy)	\$13,920	\$ -	\$ -	\$ -	\$ -
10	Accountable Reimbursement Plan: MAKE ENTRY IN 10a. & 10b. BELOW:					
10a	Professional Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
10b	Continuing Education	\$ -	\$ -	\$ -	\$ -	\$ -
10c	Total ARP: (Full time Total = minimum of \$3,500 for single church; \$4,500 for multi church appointment)	\$5000	\$ -	\$ -	\$ -	\$ -
11	<b>TOTAL PASTORAL COMPENSATION PACKAGE (add lines 3, 5, 7a, 8, 9, 10c)</b>	\$93,260	\$ -	\$ -	\$ -	\$ -

# NOTE: When multiple churches share the cost of a part time pastor, the percentage of compensation does not necessarily equal the percentage of appointment. For example: A pastor appointed 50% in total split between two churches, Church A is 25% and Church B is 25%. Those are the appointment percentages. Each church pays half the pastor's salary or 50% of compensation. Thus the percentage of compensation is 50 + 50 to total 100%.

# Local Church – UNYAC Leadership Interface 2020

Church: Central United Methodist Church

Church E-mail: centralumc@stny.rr.com

Pastor's Name: Rev. Dr. Michelle Bogue-Trost

E-Mail: pastormichellebt@gmail.com

Type= H: Home, B: Business, O: Other

Office	Mr./Mrs	Name	Address	Type	Phone	E-Mail	Ethni
Office Secretary	Mrs	Maureen O'Neill	31 Riverview Rd, Kirkwood NY 13795	c	954-658-4918	centralumc@stny.rr.com	w
Ad. Council Chair	Mr.	Knud Hansen	505 Hazel Drive Vestal, NY 13850	h	607-754-0882	Khansen3@yahoo.com	w
Lay Member	Ms	Sarah Hungerford	200 Prospect St Endicott, NY 13760	h	607-785-9899	Simonhalee2@aol.com	w
Lay Member Alt.							
Lay Leader	Mrs	Libby Shelp	1513 Riverview Dr Endicott, NY 13760	h	607-754-8487	libby@stny.rr.com	w
Treasurer	Mr	Larry Jackson	3102 Hall St Endwell, NY 13760	h	607-754-6430	lajackson4@yahoo.com	w
P/SPRC Chair	Mrs	Lynn Heckathorn	204 Lagrange Street, Vestal, NY 13850	c	607-761-1168	kwhitney@stny.rr.com	w
Trustee Chair	Mr	Tom Hall	44 Coventry Rd Endicott NY	h	607-725-8775	thall11@stny.rr.com	w
Finance Chair	Mr	Knud Hansen	505 Hazel Drive Vestal, NY 13850	h	607-754-0882	Khansen3@yahoo.com	w
Parsonage Comm. Chair		Under Trustees Management					
Christian Ed. Coordinator/Dir.		Barb Parcels	504 W. Main Street, Apt 34 Endicott	c	607-321-4005	parceke@gmail.com	w
Youth Group Leader						centraledu@stny.rr.com	w
Safe Sanctuaries Coordinator	Rev	Michelle Bogue-Trost	101 E. Union St Endicott NY 13760	c	518-312-2465	pastormichellebt@gmail.com	w
Social Justice Coordinator							
CONAM Representative							
Missions Chair	Mrs	Maggie Hungerford	200 Prospect St Endicott, NY 13760	h	607-785-9899	magi423@aol.com	w
UMM President	Mr.	Knud Hansen	505 Hazel Drive Vestal, NY 13850	h	607-754-0882	Khansen3@yahoo.com	w
UMW President	Mrs	Shirlenn O'Brien	103 Beekwith Ave Endwell, NY 13760	h	607-754-2546	sdob@verizon.net	w
Camping Agent							

Fill in all fields where applicable, type or print legibly all contact information if possible

(Ethnicity Code - African American/Black Asian Hispanic Native American Other Pacific Islander White

# CENTRAL CHURCH ORGANIZATION

Central United Methodist Church  
Endicott, NY  
November 9, 2019

## CHURCH CONFERENCE

Elects officers and sets major policy  
each year in the Fall

## CHURCH COUNCIL

Leads Central Church with monthly meetings

Allocations	Finance	Trustees
Altar Guild	Lukens-Jackson	UMW
Audit	Memorial	Van
Communion Stewards	Missions	Worship
Education	Nominations	Youth
Fellowship	Staff/Parish Relations	

## Meetings Schedule

Allocations.....	Third Monday
Church Council.....	Fourth Tuesday, except December, July, August
Finance .....	Second Tuesday
Lukens/Jackson .....	as needed
Missions, Worship, Fellowship .....	First Tuesday
Education.....	Second Sunday
Staff / Parish Relations .....	Third Tuesday
Trustees .....	Second Thursday
Van .....	Second Tuesday of Odd Months
Others .....	as needed



## ADMINISTRATIVE GROUPS

### **CHURCH COUNCIL** (coordinates church life and reports to church conference)

#### At Large Members:

<u>Class of 2019</u>	<u>Class of 2020</u>	<u>Class of 2021</u>
Bob Wright	Kevin Cristelli	<b>Pat McVannan</b>
Cyndi Tedeschi	Cherie Heald	<b>Bonnie Harvey</b>

#### Ex Officio Members:

Chairperson .....	Knud Hansen
Recording Secretary .....	Jackie Hotchkiss
Lay Leader .....	Libby Shelp (2017)
Lay Member to Annual Conference Session .....	Sarah Hungerford (2016)
Allocations Chairperson .....	Maggie Wolford
Board of Trustees Representative .....	Tom Hall
Education Council Chairperson .....	Pat Hansen
Finance Committee Chairperson .....	Knud Hansen
Lukens-Jackson Task Force Chairperson .....	Phyllis Beach
Memorial Committee Chairperson .....	Dick Sprague
Missions/Christian Social Concerns Council Chairperson .....	Maggie Hungerford
Fellowship Chairperson .....	
Staff/Parish Relations Chairperson .....	<b>Lynn Heckathorn</b>
Van Committee Chairperson .....	<b>Chuck Whitney</b>
Worship Chairperson .....	<b>Mark Marino</b>
Youth Representative to Annual Conference .....	Alisyn Klock
Pastor .....	Michelle Bogue-Trost
Christian Education Coordinator .....	<b>Amber Brown</b>
Director of Missions & Engagement .....	<b>Amber Brown</b>
Treasurer .....	Larry Jackson
Financial Secretary .....	Pat Breneman
United Methodist Women President .....	Shirlenn O'Brien
Reconciling .....	Bev Cosimano

### **AUDITING COMMITTEE**

#### Chairperson – Bill Carmine

Sheila Holmes                      Gail Scott

**ALLOCATIONS COMMITTEE**

Chairperson – Maggie Wolford

Four Members at Large (chosen by Church Council):

Andy Tewksbury (2019) Jackie Hotchkiss (2020) **Bill Carmine** (2021)

Lay Leader.....Libby Shelp  
Finance Committee Representative.....Art Felton  
Mission Committee Representative..... Maggie Hungerford  
Pastor.....Michelle Bogue-Trost  
Trustees Representative .....  
United Methodist Women Representative.....Linda Holly  
Senior High Youth .....

**BOARD OF TRUSTEES**

<u>Class of 2019</u>	<u>Class of 2020</u>	<u>Class of 2021</u>
Linda Holly	Mike Holmes	
Terry Cole		Tom Hall
Ron DeHaas	Gregg Wood	Rich Garris

**FINANCE COMMITTEE**

Chairperson - Knud Hansen

Art Felton Teri Mahonski Denise Johnson Shari Garris

Board of Trustees Chairperson (or rep) .....  
Church Council..... Knud Hansen  
Financial Secretary.....Pat Breneman  
Lay Leader.....Libby Shelp  
Lay Member..... Sarah Hungerford  
Staff/Parish Relations Committee Chairperson (or rep) .....  
Treasurer ..... Larry Jackson  
Pastor.....Michelle Bogue-Trost

**NOMINATIONS COMMITTEE**

Chairperson – Pastor Michelle Bogue-Trost

Lay Leader – Libby Shelp

Lay Member – Sarah Hungerford

<u>Class of 2019</u>	<u>Class of 2020</u>	<u>Class of 2021</u>
Cherie Heald	Sharon Carmine	<b>Julie Taylor</b>
Shirlenn O’Brien	Rawn Spearman	
Jim Scott		

## **STAFF/PARISH RELATIONS COMMITTEE**

### Class of 2019

Kevin Cristelli

Sue Driver

Kelly Whitney

### Class of 2020

Ray Frederick

Jill Weston

### Class of 2021

Lynn Heckathorn

## **MINISTRY TEAMS**

[ALL MINISTRY TEAMS ARE ENCOURAGED TO EXPAND THEIR MEMBERSHIP AS DESIRED]

### **ALTAR GUILD**

#### Chairperson - Carla Wood

Doug Breneman

Andy Tewksbury

Libby Shelp

### **CARE COMMITTEE**

Pat Breneman

Cherie Heald

Jackie Hotchkiss

### **COMMUNION STEWARDS**

#### Chairperson – Sandra Felton

Karen Avedisian

Sharon Carmine

Amber Gaylord

Cherie Heald

**Loretta King**

Shirlenn O'Brien

Maria Beach

Art Felton

Tom Hall

Linda Holly

Alisyn Klock

Carolyn Stanford

Pat Breneman

Ray Frederick

LaVon Hausamann

Jackie Hotchkiss

Barbara Melby

Pauline Witt

### **COUNTER TEAMS**

Team 1: Gregg Wood & Bill O'Brien

Team 2: Martha Petrush & Maggie Hungerford

Team 3: Gail Scott & Kevin Cristelli

Team 4: Carla Wood & Amber Gaylord

Substitutes: Andy Tewksbury, Jackie Hotchkiss

## **EDUCATION COUNCIL**

### Chairperson – Pat Hansen

Horace King                      Suzette Marino  
Barb Melby                        Nate Trost

Ex-Officio Members: Sunday School Teachers, Christian Education Coordinator

## **FELLOWSHIP COUNCIL**

### Chairperson – rotating

Pat Breneman                      Amber Gaylord                      Knud Hansen  
Marie King                         Shelley Lobevero                      Carol Potter

## **LUKENS-JACKSON TASK FORCE**

### Chairperson – Phyllis Beech

Mary Aebli                              Barbara Hall                              MaryBelle Mitten  
Janet Bouton                              Claire Labbe                              Carla Wood  
Sarah Maroney                              Shannon Decker

## **MEMORIAL COMMITTEE**

### Chairperson – Dick Sprague

Phyllis Beech                              John Irving                              Dave Harvey  
Bonnie Harvey                              Sandy Irving                              Pauline Witt (treasurer)  
Camille Link

## **MISSIONS/CHRISTIAN SOCIAL CONCERNS COUNCIL**

### Chairperson – Maggie Hungerford

Art Felton                                      MaryAnn Sacharov                              Donna Spearman  
Amy Klock (Clothing Center)                              Mary Belle Mitten (Native American Ministry Rep.)  
**Cyndi Tedeschi**                              **Amber Brown, Director of Mission & Engagement**  
**Alice Trost**

## **PRAYER PROGRAM**

### Leader –

Karen Avedisian                      Pam Russell                      Martha Petrush                      Carla Wood

## **RECONCILING**

### Leader - Bev Cosimano

Phyllis Beech                              Amber Gaylord                              Tom Cousins  
Jack Davis                                      Judy Davis                                      Mary Ann Sacharov  
Libby Shelp                                      Nate Trost

**SAFE SANCTUARIES COMMITTEE**

Chairperson – Michelle Bogue-Trost

At Large Members:

Mary Aebli                      Nicole Derick                      Sandy Watts

Ex-Officio Members:

John Denmon – Legal Counsel                      Kelly Whitney - SPRC  
Pat Hansen - Education                      TBA - Trustees  
Amber Brown - Christian Ed. Coordinator

**WORSHIP COUNCIL**

Chairperson – Mark Marino

At-Large: Shirleenn O’Brien                      Cherie Heald

Ex Officio Members:

Altar Guild Chairperson.....Carla Wood  
Chancel Choir Director .....Carolyn Stanford  
Music Coordinator ..... Connie Lamando  
Communion Steward Chairperson..... Sandra Felton  
Greeters ..... Amber Gaylord  
Head Usher..... Amber Gaylord  
Liturgist Coordinator..... Amber Gaylord  
Praise Band ..... Jeff Heald  
Scripture Reader Coordinator ..... Tyler Wolford  
Organist..... Sean Stafford

**VAN MINISTRY TEAM**

Chairperson - Chuck Whitney

Doug Breneman                      Dave Henderson                      Gregg Wood  
Dick Place (Vestal UMC)                      **Chuck Whitney**





**Upper New York Conference**  
The United Methodist Church

CHURCH Central United Methodist

DISTRICT Binghamton

**2018 Local Church Annual Financial Audit**  
For the period beginning January 1, 2018 and ending December 31, 2018

Due March 15, 2019

The Finance Committee shall make provision for an annual audit of the financial statements of the local church and all its organizations and accounts, with a full and complete report to the annual charge conference. (The Book of Discipline 2016, ¶258.4.d)

CHURCH	Central United Methodist
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**1. Receipts, Disbursements, and Balances:**

Record	Jan 1, 2018 Balance	Cash Received and Recorded	Transfers [+/-]	Total Disbursements	Dec 31, 2018 Balance
✓ Current Expense Fund	23,754.10	440,186.68	441,856.25	441,856.75	22,084.53
Benevolent Fund					
Building Fund					
Improvement Fund					
UM Men or Equivalent Group					
✓ UM Women or Equivalent Group	4204.30	10,160.45		11,626.98	2737.77
UM Youth					
<b>TRUSTEES, INVESTMENT ACCOUNTS (list account fund name in first column)</b>					
A. Fidelity	176,658.76				176,701.65
B. M+T Bank	11,242.94				2,875.07
C. Rowe Price	224,218.87				206,227.65
D. Von Guard	235,064.18				210,386.75
E.					
F.					
<b>CLASSES OR GROUPS (list name in first column)</b>					
Memorial Fund	8159.32	3457.94		3465.02	8152.24
Van Fund	2625.38	1664.21		1291.99	2997.60
Wesley Class/ky	587.01	1797.50		1855.99	528.52
Lake Point					
✓ Misc Fund	21086.00	84,500.18		76,699.36	28,886.82



**Upper New York Conference**  
The United Methodist Church

Record	Jan 1, 2018 Balance	Cash Received and Recorded	Transfers [+/-]	Total Disbursements	Dec 31, 2018 Balance
<b>OTHER FUNDS</b> (list type of fund in first column)					
<b>TOTAL AMT OF CASH (ALL ACCOUNTS)</b>					

**2. Exceptions and Recommendations:**

The Auditing Committee is to list below any inconsistencies in keeping records and make appropriate recommendations:

**3. Auditor(s) Affirmation:**

The Auditor(s) has examined the accounts listed above, has reconciled receipts and disbursements with bank deposits, checks issued for vouchers drawn, and bank balances, and has found the balances displayed to be correct and the records properly kept, except as noted above.

*William A. Carmine*  
 \_\_\_\_\_  
 Auditor or Auditing Committee Signature(s)

Phone number of lead auditor

Date Audit Completed

*(607) 239 4454*

*3/15/2019*

Signature of Pastor

Date

*Michelle Bogue - Trust*

Copies to the District Superintendent, Pastor, Finance Chair, Recording Secretary

Church/Charge Conference Recording Secretary's Minutes Form

DUE at the close of Church/Charge Conference

Church/Charge: Central United Methodist Church Date: 11/10/2018

Pastor: Rev. Dr Michelle Bogue-Trost Recording Secretary: Jackie Hotchkiss

\* Number in Attendance: 8 Please attach the sign-in sheet(s) to this form.

Annual Church/Charge Conference Business Items:

1. Pastoral Compensation for 2019 Please attach a copy of the signed compensation & ARP forms.

Gross Salary approved: \$ 61,429

Housing Exclusion Resolution: If adopted, please attach a copy of the resolution.

Amount approved: \$

Accountable Reimbursement Plan \$ 4,000

Total Compensation package: \$ 92,129.09

Approved

2. Lay Leadership / Elections

a. Trustees Please attach ballots used.

Please list names and class years of those newly elected:

Table with 2 columns: Name, Class. Handwritten entries: Eric Danker (2020), Rich Gorman (2021), Tom Hill (2021).

Approved

b. Lay Leadership Team (formerly Nominations & Personnel)

Please list names and class years of those newly elected:

Table with 2 columns: Name, Class. Empty rows for listing names and class years.

c. Election of Lay Leadership

Please attach a complete/corrected listing of those elected.

Approval checkboxes: [ ] Approved [ ] Not Approved

3. Candidates for Ministry

Please list names and designate "Initial Approval" or "Subsequent Approval"

Note that an additional form will be required by the District Committee on Ordained Ministry.

Table with 3 columns: Name, Initial approval, Subsequent Approval. Handwritten entries: A. L. Syn. Block (renew) and Kelly Crane.

### Church/Charge Conference Recording Secretary's Minutes Form

#### 4. Certified Lay Ministers

Please list names and designate "Newly Approved" or "Recertified"

Name	Newly Approved	Recertified
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

#### 5. Recommendation of Lay Servants *Please attach copies of signed report forms.*

List Name, followed by designation:

Name	Certified Lay Servant	Certified Lay Speaker
Kelly Crane	<input checked="" type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

#### Other Business Items (as applicable):

##### 1. Acceptance of Bequest or Other Gifts *Please attach copy of resolution.*

Name of Donor: ..... Amount: \$.....  
 Specified Use of Bequest:.....

Approved       Not Approved

##### 2. Removal of Members from the Rolls (see attached list)

Name	Year of Notification			Church	Removed	Not Removed
	First	Second	Third			
.....	3	9	104	.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
.....				.....	<input type="checkbox"/>	<input type="checkbox"/>
.....				.....	<input type="checkbox"/>	<input type="checkbox"/>
.....				.....	<input type="checkbox"/>	<input type="checkbox"/>
.....				.....	<input type="checkbox"/>	<input type="checkbox"/>

*Copy of Listing Inactive Members to Duane Charge Conf.*

##### 3. Other Business Items:

.....  
.....

#### \* Other Items for Approval:

- 1. Last Year's Audit:  Approved       Not Approved
- 2. Minutes of last year's Church/Charge Conference:  Approved       Not Approved

Church/Charge Conference Recording Secretary's Minutes Form

Reports Received (as applicable)

Please attach a copy.

1. From Clergy

List names:

Mark Marino

Roger Richards

2. From Laity

List names:

3. College Students

Name

Address

4. S/PPRC

Submitted

Not Submitted

5. Parsonage Inspection & Committee Report

6. VIM & Outreach Reports

7. Safe Sanctuary Compliance

8. Accessibility Audit

due in odd years

Other Business:

Signatures: Secretary: James E. "Jackie" Hotchkiss

Pastor: Michelle Bogue-Trost

President:

Superintendent:





## Upper New York Conference

The United Methodist Church

### Retired Clergy

### Report to Charge Conference

Name of Clergy Mark Marino

Address 60 Crary Ave.

City Binghamton State NY Zip 13905

Home Phone (607 ) 217-7302 Cell (607 ) C

Email Address markb.marino@gmail.com

Clergy Status Retired FULL Member

Charge Conference Membership Central Endicott

- |                                    |          |
|------------------------------------|----------|
| 1. Number of Funerals              | <u>1</u> |
| 2. Number of Preaching Engagements | <u>2</u> |
| 3. Number of Weddings              | <u>0</u> |
| 4. Number of Baptisms              | <u>0</u> |

**Narrative Report: (in a couple of paragraphs, please summarize your year of ministry)**

(see attached)

  
  
  
  
  
  
  
  
  
  

/s/ Rev. Mark Marino

Signed \_\_\_\_\_

Date 10/19/2019

Report for Charge Conference; 2019  
Rev. Mark Marino

I officiated at no weddings since last year's Charge Conference. I officiated at one or two funerals of Central members at pastor Michelle's request. In addition to providing pulpit supply at several nearby churches throughout the year, I preached at Central two or three times as well. Also at Central I taught an Adult Sunday School class.

I have completed two year-long consultations with congregations in significant conflict. One went very well. The other did not. No other consults are in process as of this writing. I continue to serve as a Mentor for a Local Pastor now attending seminary. He expects to complete seminary this spring and apply for Provisional Membership in the Annual Conference.

I continue to enjoy my work with the TV Ministry Team. The addition of LiveStreaming to our Sunday morning repertoire has been challenging, but also has borne good fruit- particularly with the large number of persons who viewed the Interfaith conversation in September. Assisting the Binghamton Baroque Orchestra in its programs has been rewarding as well. Maintaining and creatively using the equipment we have, adding new equipment, training new persons in their use and continuing to improve and nuance editing of Sunday worship videos and clips of church activities is challenging, satisfying work; efforts that I hope and pray are welcome additions to the church's ministries.

Suzette joins me in being grateful for Pastor Michelle's leadership and this faithful, mission-minded congregation that allows us contribute our gifts and graces.



# Upper New York Conference

The United Methodist Church

## Retired Clergy Report to Charge Conference

Name of Clergy z Horace Brown King

Address 53 Helen Street

City b Binghamton State NY Zip 13905

Home Phone ( ) xxx Cell ( 607) 761-1110

Email Address hbkmnk@yahoo.com

Clergy Status Retired Elder in full connection

Charge Conference Membership Endicobt Central UMC

- 1. Number of Funerals 3
- 2. Number of Preaching Engagements 5
- 3. Number of Weddings xx
- 4. Number of Baptisms xx

<sup>Senior/care center services</sup>  
Narrative Report: (in a couple of paragraphs, please summarize your year of ministry) <sup>5</sup>

I sit with the Education Council with a special interest in co-ordinating Adult Sunday School, in which I've taught two units. I belong to the Men's Group, often offering spiritual leadership/ I sing in the Chancel Choir, attend weekly book-study, and try not to meddle too much...

Signed Horace Brown King, D. Min.

Date October 25, 2019

Retired Clergy Report to Charge Conference

Name of Clergy Roger G. Richards

Address 733 Partridge Place

City Endwell State NY Zip 13760

Home Phone ( ) Cell ( ) 607.761.7340

Email Address rrichards52@gmail.com

Clergy Status Full Member

Charge Conference Membership Central/Endicott

1. Number of Funerals 0

2. Number of Preaching Engagements 5

3. Number of Weddings 1

4. Number of Baptisms 0

Narrative Report: (in a couple of paragraphs, please summarize your year of ministry) - attached

Signed Roger G. Richards

Date 10/17/19

Report to Church Conference  
Central United Methodist Church

November 9, 2019

I continue finding a church home at Central United Methodist Church and appreciate the welcome and support of The Reverend Dr. Michelle Bogue-Trost and the congregation. I find that my gifts and graces are received openly by both. As I complete my ninth year of retirement, I am blessed by good health and the opportunities to travel and also to continue in forms of ministry.

At Central, I have:

- Lead the Adult Sunday School class in a four-week study last fall, *"Discussing Politics in the Age of Tribalism"*. Using You Tube and other resources, we discussed the sharp divisions in the society and how to bridge those divides especially with family and friends.
- Lead the Adult Sunday School class in a five-week study in March, *"All God's Children"* as a Lenten study. I moderated the class as we invited spokespersons from various communities and constituencies who may feel vulnerable today including Muslims, Jews, LGBTQ+, Women and Immigrants. We listened to their experiences and heard how we as a Christian community could respond.
- Preached one Sunday in April.
- Continue to play the organ occasionally for Sunday services and serve as a resource person on the Organ Renovation Project.

In other locations, I have:

- Preached at Orange and Mt. Zion United Methodist Churches near Dallas, PA last November.
- Preached at Lake Carey Chapel outside of Tunkhannock, PA for their initial service of the summer season in June.
- Preached at Grenell Island Chapel, Clayton, NY in July.
- Preached at Thousand Island Park, Alexandria Bay, NY in July.
- Officiated at a wedding in Clayton, NY in July.
- Served as President of Grenell Island Chapel, Clayton, NY.

Sincerely,

*Roger G. Richards*



Church: Central United Methodist Church Pastor: Michelle Bogue-Trost  
 Parsonage Address: 101 East Union Street Endicott, NY District: Binghamton, NY  
 Inspection Date: 10/25/2019

Instructions:

- Please provide one copy to:  Board of Trustees  SPRC Committee  Pastor  
 Please send to your District Office with 2 weeks prior to Charge Conference  
 DURING PASTORAL TRANSITIONS, provide one copy to the incoming pastor

(\*Key for Rating For ALL the Tables below: 1=Excellent, 2=Good, 3=Fair, 4=Poor, 5=Not Acceptable, NA=Not Applicable)

INTERIOR	Ceiling*	Walls*	Floor*	Trim*	Windows*	Doors*	Tile*	Fixtures*	Outlets*	Cabinets*	Counters*
Front Entry	1	1	1	1	1	1		1	1		
Back Entry	1	1	1	1	1	1		1			
Living Rm	1	1	1	1	1			1	1		
Family Rm	1	1	1	1	1			1	1		
Dining Rm	1	1	1	1	1			1	1		
Kitchen	1	1	1	1	1			1	1	1	1
Bedroom - 1	1	1	1	1	1	2		2	1		
Bedroom - 2	1	1	1	1	1	2		2	1		
Bedroom - 3	1	1	1	1	1	2		2	1		
Bedroom - 4	1	1	1	1	1	2		2	1		
Bathroom- 1	1	1	1	1	1	1		1	1	1	1
Bathroom- 2	1	1	1	1	1	2		1	1	2	2
<del>Bathroom- 3</del>	N/A										
<del>Bathroom- 4</del>	N/A										
Study	1	1	1	1	1	2		2	1		
Office											
Other											
Basement	1	1	1	1	1	2		1	1	2	
Attic	2	2	2	2	2	2		2	2		

NOTES ON CONDITION, REPAIRS NEEDED, OR UNRESOLVED ISSUES:  
 Front porch needs painting an light maintnenance; fiberglass panels in patio roof need replacement

- Excluding utilities, how much was expended on parsonage improvements & repairs since the last Church/Charge Conference?  
\$0
- What improvements or repairs were made?  
N/A
- What major appliances have been purchased this year?  
N/A
- If there is more than one church on the Charge, what formula do the churches use to share in the parsonage costs?  
N/A
- What are the plans for improvements and repairs in the future?
  - Short Term:  
Replacement of fiberglass roofing panels & front porch maintenance, Spring 2020
  - Long Term:  
TBD

6. Is there an inventory of parsonage furnishings?  Yes  No
7. If the parsonage is rented to a non-clergy person, is it registered as a taxable property?  Yes  No
8. When was the last time tests were performed in the parsonage for those marked with X (need to put dates test were done)
- a. State water purity standards (if well water) Date: N/A, Municipal water supply
- b. testing for lead in both paint and water be conducted every 5 years

Mechanicals	First Floor*	Second Floor*	Basement *	Attic*	Date of test	Appliances	First Floor*	Second Floor *	Basement*	Attic*
Heating						Range & Oven				
Plumbing						Refrigerator w/Freezer				
Smoke Detectors						Dishwasher				
CO Detectors					X	Garbage Disposal				
Fire Extinguisher					X	Washer				
Asbestos					X	Dryer				
Lead & Radon Testing					X	Garage Door Opener				
Deadbolt						Water Heater				
Locks/Window						Humidifier				
Locks/Security						Water Softener, if needed				
Telephone						<b>NOTES related to above items:</b>				
Television (Cable /Satellite)										
Internet Access										
<b>NOTES related to above items:</b>										

EXTERIOR	Parsonage*	Garage*	Date of test performed	EQUIPMENT
Siding				Lawn Mower
Paint				Snow Blower
Brick				Hoses, Rake, Shovel
Foundation Walls				Ladder
Roof				Combustible Storage
Gutter & Downspout				Other
Chimney			X	
TV Antenna				
Glass/Window Sash				
Trim				
Lighting				
Driveway				
Sidewalk				
Steps				
Landscape				
Lawn Condition				
General Appearance				
Other				

**For the protection of all, it is highly recommended that digital photos (both inside/outside) of the Parsonage be taken and placed in a dated file.**

**Exterior: Parsonage\* Garage\* Notes**

9. Are there conditions in the parsonage that could compromise the health of the parsonage family?  Yes  No  
If "yes" please specify what and how this will be resolved.

Is lead present?  Yes  No

If "yes", please list location of lead?

Is there mold or the odor of mold present?  Yes  No

If "yes", please list location of mold?

10. How is lawn care & snow removal cared for?

11. Has there been any damage, beyond normal usage, including but not limited to damage caused by pets?  Yes  No

12. Are there any other issues to note?

Parking Lot snow removal is via contractor; Lawn care & sidewalk snow removal is by members

Person Filling Out This Form( Print name) Thomas M. Hall

Date: 10/22/2019

Print Pastor's Name Michelle Bogue-Trost

Pastor's Signature Michelle Bogue-Trost

Print Trustee Chair's Name Thomas M. Hall

Trustee Chair's Signature Thomas M. Hall

Church: Central United Methodist Church

Date: 10/22/2019

Pastor Reporting: Michelle Bogue-Trost

13. Have you received a copy of this **Report** which accurately reflects the condition of the parsonage?  Yes  No Date of Inspection 10/25/2019

14. Have you been given clear information on how maintenance issues are to be addressed?  Yes  No

15. List any maintenance issues which have been brought to the attention of the trustees that are currently unresolved:

16. Do pets reside within the parsonage?  Yes  No

17. Is smoking permitted within the parsonage?  Yes  No

18. Are you aware of your responsibilities in relation to occupancy of a parsonage in accordance with the UNY Clergy Housing Policy?  Yes  No

REMINDER: Please provide one copies to: District Superintendent, Pastor, Trustees, and S/PPRC

THE UNITED METHODIST CHURCH  
DECLARATION OF CANDIDACY FOR ORDAINED MINISTRY  
CHARGE CONFERENCE RECOMMENDATION  
(or equivalent body)

I hereby declare my candidacy for licensed or ordained (circle one) ministry in The United Methodist Church and request the support and recommendation of the Charge Conference or equivalent body as specified by the district committee on ordained ministry for certification as a candidate for:

License as Local Pastor

Signed

*Alisyn Klock*  
Signature of the Declared Candidate

Date 11.3.19

**I. CHARGE CONFERENCE RECOMMENDATION (or equivalent body)**

Let those who consider recommending persons for candidacy as ordained ministers in The United Methodist Church ask themselves the following questions which were first asked by John Wesley at the third conference of Methodist preachers in 1746 (Discipline ¶310).

1. Do they know God as a pardoning God? Have they the love of God abiding in them? Do they desire nothing but God? Are they holy in all manner of conversation?
2. Have they gifts, as well as grace, for the work? Have they a clear, sound understanding; a right judgment in the things of God; a just conception of salvation by faith? Do they speak justly, readily, clearly?
3. Have they fruit? (Elder and Local Pastor) Have any been truly convinced of sin and converted to God, and are believers edified by their preaching? (Deacon) Are others edified by their service?

Believing that Alisyn Klock is called of God and is a suitable candidate for licensed or ordained ministry in The United Methodist Church, (the recommending body) Central UMC recommends him/her for certification as a candidate to the District Committee on Ordained Ministry. In making this recommendation, we attest to the fact that the declared candidate has been a professing member in good standing of The United Methodist Church or a baptized participant of a recognized United Methodist campus ministry or other United Methodist ministry setting for a minimum of one (1) year, has graduated from an accredited high school or received a certificate of equivalency, and has received by written ballot a two-thirds vote of this body.

Signed

*Michelle Roque - Trust*  
Signature of authorized elder, district superintendent, or bishop

Date 11.3.19

Conference

Upper New York

District

Binghamton

Further instructions on reverse side of page

Upper New York Annual Conference SAFE SANCTUARIES COMPLIANCE REPORT

Due two weeks prior to Charge/Church Conference. Will be reviewed by the DS and Safe Sanctuaries Team.

Congregation Centrd UMC District Birmingham

Appointed Pastor or Pastoral Leader Michelle Bogue-Trost

Check those groups with whom your congregations has ministries.

Children  Youth  Elderly/Shut-ins  Special Needs Adults  Other vulnerable populations

The Minimum Standards have been revised and can be found at

[http://www.unyumc.org/images/uploads/SS\\_Minimum\\_Standards\\_03242016.pdf](http://www.unyumc.org/images/uploads/SS_Minimum_Standards_03242016.pdf)

Directions: Check either YES or NO. If NO, please explain and include your plan to address this.

1. Have you and the church's Safe Sanctuaries team reviewed the revised Minimum Standards? Yes  No

2. Has the church's Safe Sanctuaries policy and procedures been revised to reflect the revised Minimum Standards? Yes  No

3. The frequency of background checks is a significant change – from 7 years to 2 years. Do you have a plan for meeting this standard for clergy and paid workers? Yes  No

Do you have a plan for meeting this standard for volunteers who have regular and direct contact with children, youth, and vulnerable adults? Yes  No

4. Is a current Safe Sanctuaries policy on file in the District office? Yes  No

5. Do workers (paid and volunteer) have knowledge of and access to your policy? Yes  No

6. Is the congregation following the two-adult rule or using a floater to oversee classes or events?

ushers are used as floaters Yes  No

7. Do adult volunteers have an active relationship with the church/charge for at least 6 months before having a supervisory role with children, youth or vulnerable adults? Yes  No

8. Are youth under age 18 used as assistants, not as an adult for the "two-adult rule?" Yes  No

9. Are there known sex offenders in your congregation? Yes  No  If yes, is there a covenant for constant shepherding in place? Yes  No

Signatures Pastor or pastoral leader Michelle Bogue-Trost Date 11.3.19

Lay Leader Lilly Shelby Date 11.3.19



Church Central United Methodist

District Binghamton

	YES	NO	Description / Guidelines	Explain "NO" Answers*
<b>GETTING INTO THE CHURCH</b>				
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Clearly visible signs direct people to accessible entrances	
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 or more ADA parking spaces are on level ground close to entrance	
3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chair users don't have to move behind parked cars or cross traffic	For certain parking spots
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement (# of accessible spaces: 8)	
5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Accessible spaces are 8' wide with adjacent 5' access aisle	For certain parking spots
6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At least one accessible space is van accessible: 11' wide with clearly marked adjacent 5' access aisle (or 8' space with 8' access aisle)	
7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	36" wide curb cuts (curb ramps) are provided close to parking	
8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Route (sidewalk) from accessible parking to accessible building entrance is smooth, flat, & at least 36" wide (width: at least 36")	but varies by route
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance is level <u>or</u> has exterior ramp with non-slip surface and minimum width of 36" between handrails (width: 54)	
10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ramp has max. incline of 1:12 (length: _____ rise: _____ ratio: 1:12) with no more than 30' between level landings, <u>or</u> entrance is level	
11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	34-38" handrails are on both sides of ramp/ stairs and extend 12", lower railing no higher than 4" above deck, <u>or</u> entrance is level	
12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is a 60"x 60" level platform at entry door (size: _____) and space on pull side of door (preferably 18") to allow door to open	
13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Automatic door opener is available, or doorbell to request assist	not provided
14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Entrance door is 36" wide; threshold no more than beveled ½" high	
<b>GETTING AROUND THE CHURCH</b>				
15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs in entrances/ halls direct visitors and help them locate rooms	
16	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Corridors are at least 36" wide and have non-glare floor surface	
17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No objects protrude more than 4", and lowest part of protruding object is no more than 27" above floor height to allow detection with a cane; no sign or high protrusion is lower than 80"	for most routes
18	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Multi-level buildings provide access to all common/ most program areas via elevator, lift and/ or ramp(s), <u>or</u> building is on one level	
19	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interior doorways have a minimum of 32" clearance and thresholds are level or are no more than ½" high and beveled	
20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Door handles (e.g. lever style) are easy to grasp and operate with one hand/single effort, using no more than 5 lbs. force	but force not measured
21	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Carpet pile is level, no more than ½" thick, w/ no or firm padding; floor mats have non-slip backing and are stable	
22	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fire alarm controls and extinguishers are no more than 48" (h: _____) from floor; visual and auditory fire alarms are in place	
23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	At least one accessible marked unisex/ family restroom ( <u>or</u> one stall in male and female restrooms) per floor has ~60"x 60" turning space with 33 – 36" high wall-mounted grab bar next to toilet extending 54" from back wall; toilet height 17 – 19" (h: _____)	no 60"x60" turning space
24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	29" sink clearance from floor (h: _____), easy to operate controls (lever style, automatic, etc.), hot water & drain pipes are covered	



25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Soap dispenser and paper towels are mounted no higher than 48" (h: _____) <i>or placed on counter for access</i>	
26	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bottom edge of at least one mirror is 40" or lower (h: _____)	
	YES	NO	<b>Description / Guidelines</b>	<b>Explain "NO" Answers</b>
27	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Drinking fountain is no higher than 36" with easy hand controls and wheelchair clearance, <i>or paper cup dispenser is provided</i>	
28	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stairs/ interior ramps have handrails on both sides, <i>or all one level</i>	
29	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Top/bottom step edges & ramp level changes marked, <i>or one level</i>	complince by 11//2019
<b>SANCTUARY, CLASSROOMS, AND FELLOWSHIP AREA</b>				
30	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Level pew cuts/ wheelchair spaces are next to aisles and distributed throughout the room for choice in seating	
31	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wheelchair spaces are 33"x48" forward or 33"x60" side approach (size: _____), with view of pulpit and screen when others stand	
32	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chancel area and choir loft are accessible, e.g. with ramp or lift	
33	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Handrails are provided for steps to the chancel, <i>or floor is level</i>	
34	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Aisles are at least 36" (w: _____) in common areas	
35	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fellowship - e.g. potlucks, coffee hour- is offered in accessible space	
36	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In fellowship area and classrooms at least one table has minimum of 29-30" clearance on underside	
37	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Some chairs have armrests and have seat heights ~18" from floor	
<b>COMMUNICATIONS AND ENVIRONMENT</b>				
38	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Members are sensitized about need to minimize use of fragrances	has not been an issue
39	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Soaps, cleaning products and other chemicals are fragrance free; candles are unscented and non-petroleum-based	
40	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If projection is used, large font and good contrast are provided	
41	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Large print bulletin, songbook, and/or Bible provided on request	
42	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Braille or alternative/ digital media provided upon request	request will be considered
43	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Microphone used by all speakers or comments are repeated at mic.	
44	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Assisted listening system (FM and/ or loop) and receivers available	
45	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ASL sign language interpreter is provided upon request	request will be considered
46	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Print copies of sermon are available prior to worship, upon request	
47	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Captions are used for videos and other media	
<b>ATTITUDES</b>				
48	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Accessibility/ accommodations and who to contact for questions are described in website, Find-A-Church site, and signage	
49	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pastor(s), ushers & greeters, and leaders are trained in disability awareness and etiquette, e.g. using on-line resources	not formally trained
50	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs, websites, or bulletin boards offer evidence that people with visible and hidden disabilities are welcome and included in the life of the congregation, e.g. through support group brochures, photos	
51	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Disruptions are accepted and incorporated into worship	
52	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Qualified service animals (e.g. guide dogs) are welcome within the church building(s) including the sanctuary and fellowship hall	
53	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Congregation works to use inclusive, person-first language in worship, e.g. people are invited to "rise in body or in spirit"	
54	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Classes and programs are adapted as needed to facilitate active participation of children and adults with disabilities	
55	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Disability Awareness Sunday ¶265.4 observed during past 1-2 years	
56	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gifts of persons with disabilities are identified and used in service, worship, and leadership roles, and to help to improve access	



57	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Needs of people on special diets are considered when food is offered, including gluten-free & alcohol-free communion elements	
58	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Transportation and valet parking or parking lot assistance is offered	
59	<input checked="" type="checkbox"/>	<input type="checkbox"/>	"Buddy" system offered for individuals needing 1:1 assistance	

GOALS FOR ACCESSIBILITY IMPROVEMENT FOR THE UPCOMING YEAR			Target Date
1.	Improve ADA compliance of at least one unisex bathroom		12/31/2020
2.	Overt Observance of Disability Awareness Sunday		6/1/2020
3.			
4.			

YES  NO  Request consultation from Conference Disability Concerns Committee

Comments (\* continue on additional pages if needed):

Signature of Pastor: <i>Michelle Bogue Trust</i>	Date <i>10.25.19</i>
Signature of Trustees Chairperson: <i>Thomas M. Hall</i>	Date <i>10-25-19</i>
Signature of District Superintendent:	Date

Date Form Completed 10/22/2019 Charge Conference Date 11/9/2019

**PLEASE PRINT NAMES AND PROVIDE PHONE NUMBER OR E-MAIL ADDRESS:**

Form completed by Thomas M. Hall Contact information 725.8775

Contact person for church \_\_\_\_\_ Contact information \_\_\_\_\_

**PLEASE NOTE:**

- This form is for use on existing buildings only; refer to current ADA & state regulations for construction or major remodeling projects: <https://www.ada.gov/regs2010/2010ADASTandards/2010ADAstandards.htm>.
- The survey should be completed by a team including a member of the trustees, and people with construction, architecture and rehabilitation backgrounds. Include persons with disabilities and family members, especially someone who uses a wheelchair and someone with low vision, in the process.
- Interview individuals with disabilities and family members of children and adults with disabilities to learn how welcoming your congregation is and to help set priorities.

- This is not an all-inclusive listing of ADA guidelines or appropriate accommodations, but rather represents basic first steps that a church may take to begin to implement accessibility measures.
- Resources are available through your conference Disability Concerns Committee (¶653) and through the DisAbility Ministry Committee of the UMC at <https://www.umdisministryministries.org/access/audit.html> to help you plan and carry out improvements.









