

Committee on Rules and Structure

Chairperson/Leader: Greig D. Crowder
Information Only

The role of the Committee on Rules and Structure is to provide a connection for ministry for the orderly working and structure of the North Indiana Annual Conference in relationship with its local churches, the North Central Jurisdictional Conference and the General Conference. This is described in some detail in Section C, the Standing Rules and Rules of Order, Paragraph 4, on pages C-2 through C-3.

The North Indiana Conference Structure document has been included with this report. The Committee on Rules and Structure publishes this document in the Conference Journal at the beginning of each quadrennium. This may prove especially helpful as we consider the Imagine Indiana Report and the creation of a new conference.

The Committee on Rules and Structure would continue to support the following motion as was brought forth to the floor of the 2007 Annual Conference:

SUPPORTIVE MOTION CONTINENCY

1. The Rules and Structure Committee would support a motion brought to the floor of the 2007 Annual Conference to allow the Youth Council contingent voting rights as equalization members as needed to fill any equalization vacancies at the 2007 Annual Conference with further review for following years.

What ministries are you planning in the new year that will “equip the local church” and/or provide a connection for ministry?

By our action as an Annual Conference relative to the possibility of creating a new Indiana Conference, the Committee on Rules and Structure stands ready to work with all committees and agencies involved on the new, emerging structure that might need to be brought into being. That task is quite daunting. However, we look forward to the new possibilities in ministry effectiveness as we move forward into the future.

And, as 2008 will bring new rulings and interpretations from General and Jurisdictional Conferences, the Committee on Rules and Structure will be bringing any new changes or updates to our Conference Standing Rules, Rules of Order, and Structure that may be established by the actions of these Conferences.

**Structure of the North Indiana Conference
of the United Methodist Church**

Preamble

This document describes the structure of the North Indiana Conference as revised at the Annual Conference Session in June 2007.

Discipline - All Disciplinary paragraphs are from the **2004 Book of Discipline** unless otherwise stated. Words or sections in *italics* are actual quotes from the **2004 Book of Discipline**, unless otherwise noted.

¶ 609 *“The annual conference is responsible for structuring its ministries and administrative procedures in order to accomplish its purpose. In doing so it shall provide for the connectional relationship of the local church, district, and conference with the general agencies. It will monitor to ensure inclusiveness – racial, gender, age, and people with disabilities-in the annual conference.”*

Outline

Section I - Annual Conference

Officers of the Annual Conference

- Conference Secretary ¶603.7
- Conference Statistician ¶603.7
- Conference Lay Leader ¶603.9
- Chancellor ¶603.8

Committees of the Annual Conference

- Archives and History ¶640
- Annual Conference Session Committee ¶603.3
- Nominations Committee ¶605.3
- Rules and Structure Committee ¶604.1
- Personnel Committee
- Africa University
- Committee on Episcopacy ¶636
- Episcopal Residence Committee ¶637

Organizations of the Annual Conference

- United Methodist Men ¶647
- United Methodist Women ¶646
- Cabinet ¶417-¶425
- Conference Council on Youth Ministry ¶648
- Conference Council on Young Adult Ministry ¶649
- Conference Council on Older Adult Ministry ¶650

1 **Section II - Strategy Council ¶609.2**
 2

3 **Section III - Program Units**
 4

5 Director of Connectional Ministries ¶607
 6

7 Connectional Ministries Leadership Team

8 Committees of the Connectional Ministries Leadership Team

9 Communications Team ¶608
 10

11 Ministry Teams

12 Outdoor Ministry Leadership Team (Connected to ¶629.1c)
 13

14 Leadership Development Ministry Team (Connected to ¶629 Board of
 15 Discipleship; ¶630 Board of Laity and Lay speaking; ¶631 Board of Higher
 16 Education)

17 Conference Evangelist ¶629.3

18 Worship Formation ¶ 629.4

19 Grants and Scholarships ¶629.2,5

20 Discipleship Training ¶629.2,5

21 Spiritual Growth ¶629.6

22 Higher Education and Campus Ministry ¶631

23 Lay Leadership ¶630

24 Age Level Ministries

25 Older Adult Council ¶650

26 Young Adult Council ¶649

27 Youth Council ¶648
 28

29 Church Development Ministry Team (Connected to ¶632.5a,b,e,f,g,h;
 30 Parish and Community Development; ¶631 Ethnic Minority Local church;
 31 ¶271 Hispanic Ministry; ¶644 Small Membership Church)

32 Church Planting

33 Church Revitalization

34 Funding

35 Ethnic Local Church Ministry ¶631

36 Strengthening the Black Church

37 Black Methodists for Church Renewal

38 Hispanic/Latino Ministry ¶271

39 Small Membership Church ¶644
 40

41 Mission and Outreach Ministry Team (Connected to ¶632 Board of Global
 42 Ministry; ¶653 Native American Ministry; ¶ 654 Conference Advance
 43 Specials)

44 Mission Education ¶632

45 Mission Funding ¶653, ¶ 654

46 Mission Volunteers ¶632.6

Mission Personnel ¶ 632

Peace and Justice Advocacy Ministry Team (Connected to ¶628 Board of Church and Society; ¶642 Commission on Religion and Race; ¶643 Commission on the Status and Role of Women; ¶652 Disability Concerns; ¶641 Christian Unity and Inter-religious Concerns)

- Church and Society ¶628
- Commission on Religion and Race ¶642
- Commission on Status and Role of Women ¶643
- Disability Concerns ¶652
- Gambling Concerns
- Children and Poverty
- Christian Unity and Interreligious Concerns ¶641

Section IV –Financial /Administrative Support Ministry Units

- Council on Finance and Administration ¶610 -617
 - Director of Finance and Administration Services ¶618
- Commission on Equitable Compensation ¶624
- Board of Pensions, Group Insurance, and Moving Expense ¶638
- Board of Trustees ¶639
- Conference Foundation

Section V - Clergy Leadership Support Units

- Board of Ordained Ministry ¶301-369; ¶634
- Committees
 - Committee on Investigation - Clergy - ¶2703
 - Committee on Investigation – Diaconal ¶2703.3
 - Joint Committee on Incapacity ¶358; ¶651
 - Administrative Review Committee ¶635
- Ministry Development (Ministerial Education Funds)

Section VI – District Guidelines

- Representation
- District Conference
- District Lay Leader

1 Committee on Ordained Ministry
 2
 3 Committee on District Superintendency
 4
 5 United Methodist Women
 6
 7 United Methodist Men
 8
 9 Board of Trustees or District Union
 10
 11 Board of Church Location and Building
 12
 13 Committee on Lay Speaking
 14
 15 District Committee on Global Ministries
 16 District Strategy Committee
 17 District Secretary of Global Ministries
 18 Volunteer In Mission Coordinator
 19
 20 Other Structure
 21

22 Introduction

23
 24 The North Indiana Conference is organized into the following units:

- 25 1. Conference Ministry
- 26 2. Program Ministry
- 27 3. Strategy Council
- 28 4. Finance / Administrative Support Ministry
- 29 5. Clergy Support Ministry
- 30 6. District

31
 32 **The Conference Ministry Unit includes:** Archives and History, Annual Conference Session
 33 Committee, Nominations Committee, Rules and Structure, Personnel Committee, Africa
 34 University Committee, Committee on Episcopacy, Episcopacy Residence Committee, and Area
 35 Committees: Operation Classroom, Area Communication, and Area Finance and
 36 Administration.
 37

38 **The Strategy Council includes:** The Strategy Council chaired by the resident Bishop.
 39

40 **The Program Units** are coordinated by the Connectional Ministry Team and organized into **5**
 41 **Ministry Teams: Outdoor Ministry Leadership; Leadership Development; Church**
 42 **Development; Mission and Outreach; and Peace and Justice Advocacy.** Each Ministry
 43 Team has Resource Teams. The Outdoor Ministry Leadership Team. The Leadership
 44 Development Ministry Team includes: three age level Ministries (Youth, Young Adult, Older
 45 Adult) and 6 Resource Teams: Worship Formation, Scholarships and Grants, Discipleship
 46 Training, Spiritual Growth, Higher Education and Campus Ministry, and Lay Leadership. The

12-6

1 Church Development Ministry Team includes: Church Planting, Church Revitalization, Funding,
2 Ethnic Local Church Ministry, Small Church Resource and two resource teams: Strengthening
3 the Black Church Ministry and Hispanic/Latino Ministry. The Mission and Outreach Ministry
4 Team includes 4 Resource Teams: Mission Education, Mission Funding, Mission Volunteers,
5 Mission Personne. The Peace and Justice Advocacy Ministry Team has 7 Resource Teams:
6 Church and Society, Commission on Religion and Race, Commission on Status and Role of
7 Women, Disability Concerns, Christian Unity and Inter-religious Concerns, Gambling Concerns,
8 and Children and Poverty.

9
10 Action Teams may be developed to implement short-term ministries.

11
12 **The Finance/Administrative Support Ministry includes:** Council on Finance and
13 Administration; Board of Trustees, Board of Pensions, Health Insurance and
14 Moving Expense, Commission on Equitable Compensation, Conference
15 Foundation

16
17 **The Clergy Support Unit includes:** Board of Ordained Ministry, Committees on Investigation,
18 Joint Committee on Incapacity, Administrative Review Committee, and Ministry
19 Development

20
21 **Chairperson.** Unless otherwise noted, the chairpersons of the various units of the Annual
22 Conference are nominated by the Nominations Committee and elected by the Annual
23 Conference.

24
25 **Task Forces.** The various units of the Annual Conference may create short-term task forces to
26 help expedite their work. If they last longer than a year, they must have the approval of the
27 Annual Conference. Prior to the establishment of any task force that will receive its funding
28 from the Annual Conference Budget, a plan for the additional funding of the task force will be
29 submitted by the agency or body establishing the task force to the Council on Finance and
30 Administration. Task forces may not be established until the council or Annual Conference
31 approves a funding plan for the operations of the task force.

32
33 **Ex-Officio Members.** An ex-officio member, unless otherwise stated, has a vote. Persons who
34 represent groups not amenable to the group of which they are an ex-officio member, and persons
35 who are paid staff members of the Annual Conference have no vote, unless otherwise stated in
36 the **2004 Book of Discipline**. Ex-Officio members of a committee are not to be counted as
37 elected at-large members.

38
39 **General/Jurisdictional.** Persons serving on General or Jurisdictional agencies are ex-officio
40 members with vote of the corresponding agency in the Conference Structure.

41
42 **Membership Makeup.** *In the nomination and election of the membership on councils, boards,*
43 *and agencies of the Annual Conference, special attention shall be given to the inclusion of*
44 *clergywomen, youth (§256.2), young adults, older adults, persons from churches with small*
45 *memberships, people with disabilities, and racial and ethnic persons, in keeping with policies for*
46 *General Church agencies. It is further recommended that the membership of such agencies,*

1 *except for the Board of Ordained Ministry, include one-third clergy, one-third laywomen, and*
 2 *one-third laymen, who are professing members of local churches. (§609.5)*
 3

4 **Changes.** Any new structure proposal, or changes in the present structure, shall first be
 5 submitted to the Rules and Structure Committee for its review and recommendation to the
 6 Annual Conference Session, which makes the final decision.
 7

8 **Section I - Annual Conference**

9
 10 A. **Purpose:** *The purpose of the Annual Conference is to make disciples for Jesus Christ by*
 11 *equipping its local churches for ministry and by providing a connection for ministry*
 12 *beyond the local church; all to the glory of God. (§601)*
 13

14 B. **Membership:**

15
 16 1. **Membership:** *The Annual Conference shall be composed of clergy members as*
 17 *defined by the General Conference, together with professing lay members elected*
 18 *by each charge, the diaconal ministers, the active deaconesses under Episcopal*
 19 *appointment within the bounds of the annual conference, the conference president*
 20 *of United Methodist Women, the conference president of United Methodist Men,*
 21 *the conference lay leader, district lay leaders, the president or equivalent officer*
 22 *of the conference young adult organization, the president of the conference youth*
 23 *organization, the chair of the annual conference college student organization, and*
 24 *one young person between the ages of twelve (12) and seventeen (17) and one*
 25 *young person between the ages of eighteen (18) and thirty (30) from each district*
 26 *to be selected in such a manner as may be determined by the annual conference..*
 27 *(Section VI. Annual Conferences, §32. Article I., The Constitution)*
 28

29 2. a. A charge receiving appointment of an additional full-time
 30 minister, either in full connection or in associate
 31 membership, during the quadrennium, shall elect an
 32 additional lay member at the Charge Conference
 33 following such appointment. In case a charge, during the
 34 quadrennium, shall cease to be served by such minister,
 35 the number of lay members shall be reduced by placing
 36 the last elected lay member at the head of the list of
 37 alternates. If a lay member ceases to be a member of the
 38 charge, or for any reason fails to serve, an alternate
 39 member in the order of election shall serve.
 40

41 b. *Each annual conference having campus ministers,*
 42 *chaplains and Wesley Foundation directors shall include*
 43 *the same in its lay and clergy annual conference*
 44 *composition. In districts where United Methodist*
 45 *laypersons serve as campus ministers/directors of Wesley*
 46 *Foundations, they shall be added as district-at-large lay*

1 *members to the annual conference. In districts where*
2 *United Methodist Clergy serve as chaplains, campus*
3 *ministers and directors of Wesley Foundations, the*
4 *laypersons elected as their balancing counterpart shall*
5 *be elected from either the campus ministry board of*
6 *directors or a student from that ministry/foundation.*
7 *(¶602.e)*
8

- 9 c. To equalize the clergy and lay members, the following shall also be
10 members of the Annual Conference:
11
12 i. The Conference Director of Lay Speaking Ministries, district
13 presidents of the United Methodist Women; the district presidents
14 of the United Methodist Men; the district presidents of the United
15 Methodist Youth Fellowship; and including those:
16
17 (a) Elected as delegates to the most recent General or
18 Jurisdictional Conference
19
20 (b) Serving as members of General or Jurisdictional boards or
21 agencies and living within the bounds of the North Indiana
22 Conference
23
24 (c) Conference agency chairpersons
25
26 (d) Lay conference staff
27
28 (e) Members of the Strategy Council
29
30 (f) Members of the Board of Trustees
31
32 (g) Members of the Council on Finance and Administration
33
34 (h) Members of the Nominations Committee
35
36 (i) Members of the Annual Conference Session Committee
37
38 (j) Members of the Rules and Structure Committee
39
40 (k) Members of the Connectional Ministries Leadership Team
41
42 (l) Board of Ordained Ministry Registrar
43
44 (m) Members of the Board of Pensions, Insurance and Moving
45 Expense
46

- 1 (n) Ten additional lay persons, at least two of whom shall be
 2 between 18 and 35 years of age at the time of their election,
 3 may be elected for each quadrennium from each district.
 4
- 5 ii. The Rules and Structure Committee shall annually provide in the
 6 "Standing Rules and Rules of Order" for the election of laity to
 7 equalize the number of clergy and lay delegates.
 8
 9

10 **Officers of the Annual Conference**

11
 12 **Conference Secretary:** The Conference Secretary is responsible to carry out the duties outlined
 13 in the **2004 Book of Discipline**. These duties include taking minutes of the sessions of Annual
 14 Conference, being the general editor for the Conference Journal, taking care of connectional
 15 items and receiving and expediting correspondence from the Jurisdiction and General Church.
 16 For purpose of expenses the Conference Secretary is amenable to the Annual Conference Session
 17 Committee. Upon nomination by the Nominations Committee, the Annual Conference at the
 18 first session following the General Conference shall elect the Conference Secretary for the
 19 succeeding quadrennium. (§603.7)
 20

21 **Conference Statistician:** The Conference Statistician shall receive and maintain the financial
 22 and statistical records of the local churches and the Annual Conference according to the forms
 23 prepared by the General Council on Finance and Administration and any additions thereto as
 24 directed by the Annual Conference or the Council on Finance and Administration. Upon
 25 nomination by the Nominations Committee, the Annual Conference at the first session following
 26 the General Conference shall elect the Conference Statistician for the succeeding quadrennium.
 27 (§603.7) The Conference Statistician may be the same person who is serving as the Conference
 28 Treasurer and Director of Administrative Services.
 29

30 **Conference Lay Leader:** The Conference Lay Leader is the elected leader of the conference
 31 laity; is responsible for fostering awareness of the role of the laity both within the congregation
 32 and through their ministries in the home, work place, community, and world in achieving the
 33 mission of the Church, and enabling and supporting lay participation in the planning and
 34 decision-making processes of the annual conference, district, and local church in cooperation
 35 with the bishop, district superintendents, and pastors, (§603.9a) and other duties outlined in the
 36 **2004 Book of Discipline**. Upon nomination by the Board of Laity, the Conference Lay Leader is
 37 elected by the Annual Conference quadrennially.
 38

39 **Chancellor:** That there shall be an office of chancellor of the North Indiana Annual Conference
 40 to be filled according to Discipline §603.8. The chancellor shall be elected for the quadrennium.
 41 There shall be no limitation on the length of term by the eight-year rule. The chancellor, by
 42 election, shall be a member of the annual conference. The chancellor shall also serve as the
 43 conference attorney.
 44

1 **Director of Connectional Ministries:** The Director of Connectional Ministries shall focus and
2 guide the mission and ministry of The United Methodist Church within the annual conference.
3 (§607)
4

5
6 **Committees of the Annual Conference**
7

8 The Committees of the Annual Conference are amenable to the Annual Conference and
9 cooperate with other appropriate agencies within the Annual Conference.
10

11 **Commission on Archives and History**
12

13 A. Purpose: The Commission on Archives and History shall cooperate with and report,
14 when requested, to the General and Jurisdictional Commission on Archives and History;
15 preserve the records of the Annual Conference and of closed churches; collect and
16 preserve data relating to the organization and history of the conference; maintain a fire
17 safe historical and archival depository and see that all current items which obviously will
18 have value for future history are preserved therein; provide the ownership of real property
19 and receive gifts and bequests; provide liaison with shrines, landmarks and conference
20 historical sites within the bounds of the conference; assist the Annual Conference Session
21 Committee in planning for the historical hour and other appropriate historical
22 observances at Annual Conference sessions; establish retention and disposition schedules
23 for local church records under standards or guidelines established by the General
24 Commission on Archives and History; encourage and assist the local churches in
25 preserving their records and compiling their histories; engage with other Wesleyan,
26 Methodist or Evangelical United Brethren-related denomination in lifting up their joint
27 heritage. (§640.1)
28

29 B. Membership: The Committee shall be composed of five (5) persons, nominated by the
30 Nominations Committee, one (1) of whom shall be the chairperson. The Committee shall
31 elect its own chairperson.
32

33 **Annual Conference Session Committee**
34

35 A. Purpose: The purpose of the Annual Conference Session Committee is to plan,
36 coordinate and handle details of the program of the Annual Conference sessions; submit
37 annually to the Council on Finance the expense requests for the Conference Secretary.
38 The committee shall so plan that all disciplinary, legal, corporation and conference
39 requirements of the Annual Conference sessions are properly programmed and met. This
40 shall include the election of General and Jurisdictional Delegates. The Annual
41 Conference Session Committee shall have printed as a part of the Pre-Conference Reports
42 the program of the Annual together with additional information relative to the conduct of
43 the conference. (§603.3, ¶ 605.2)
44

45 B. Membership: The membership of the Annual Conference Session Committee shall
46 consist of the chairperson, the Bishop, the Director of Ministries, a representative from

1 the Cabinet (chosen by the Cabinet), the Conference Lay Leader, the Conference
 2 Secretary, a clergy from the Lafayette/West Lafayette area chosen by the Superintendent
 3 of the Lafayette District, and eight (8) additional members-at-large nominated by the
 4 Conference Nominations Committee and elected by the Annual Conference.

6 **Nominations Committee**

- 7
- 8 A. Purpose: The Nominations Committee shall make nominations for all positions
 9 designated in the structure document to the Annual Conference; shall make a report of
 10 their nominations to the Annual Conference; shall see that their report is printed in the
 11 Conference Journal. (This report may include for information purposes other
 12 nominations.)
- 13
- 14 B. Membership: The membership of the Nominations Committee shall consist of the
 15 Bishop; Executive Assistant to the Bishop; the Director of Connectional Ministries; two
 16 representatives from the Cabinet; the Conference Lay Leader or representative; the
 17 Conference President of the United Methodist Women or representative; the Conference
 18 President of the United Methodist Men or representative; one (1) representative from the
 19 Committee on Religion and Race; one (1) representative from the Commission on the
 20 Status and Role of Women; a representative from each district, who shall serve terms of
 21 four (4) years. Three (3) at large members two (2) of whom shall be ethnic minorities,
 22 nominated by the Nominating Committee and elected by the Annual Conference.

23

24 The district representatives shall alternate quadrennially from four (4) laity and five (5)
 25 clergy to five (5) laity and four (4) clergy.

27 **Rules and Structure Committee**

- 28
- 29 A. Purpose: The purpose of the Rules and Structure Committee is to recommend to the
 30 Annual Conference the Standing Rules and Rules of Order, which shall guide the
 31 procedures of each Annual Session; define and refine the conference structure, with any
 32 major changes subject to Annual Conference approval; review, during the year
 33 immediately following the General Conference, all conference agencies as to structural
 34 relationships and functioning; print a copy of the existing structure of the Annual
 35 Conference in the Conference Journal following the meeting of the North Central
 36 Jurisdictional Conference.
- 37
- 38 B. Membership: The Rules and Structure Committee shall be composed of nine (9)
 39 members-at-large nominated by the Nominations Committee, one (1) of whom shall be
 40 designated as chairperson, and elected by the Annual Conference; and the Director of
 41 Ministries. The Rules and Structure Committee shall have at least two (2) REM
 42 members.
- 43

1 **Personnel Committee**

2
3 A. Purpose: The Personnel Committee shall be responsible for recommendations related to
4 employment, evaluation and termination of all Connectional Ministries Leadership Team
5 professional staff personnel, for all contracts related to issues included in the "Staff
6 Handbook" and for recommendations related to salary, utilities, provision for housing or
7 housing allowance as the choice may be determined within Conference policy for
8 provision of housing, professional expense allowances, travel and continuing education
9 allowances, and shall report the same to the Council on Finance and Administration for
10 inclusion in the Conference budget. It shall report annually to the Annual Conference.

11
12 The Committee shall be responsible for preparing job descriptions, recommending to the
13 Annual Conference personnel policies, functioning as advocates for Connectional
14 Ministries Leadership Team staff personnel, development and regular up-dating of a
15 "Staff Handbook" and the implementation of its provisions as determined from time to
16 time. It shall be sensitive to the changing priorities and needs of the Annual Conference
17 and recommend staffing changes accordingly. In selection of the Director of
18 Connectional Ministries and the Conference Director of Administration and Finance, it
19 shall always function as provided by the **2004 Book of Discipline**.

20
21 B. Membership: The Committee shall consist of twelve (12) members: the Resident
22 Bishop; a representative from, and chosen by, the Cabinet; the chairperson or a
23 representative from the Council on Finance and Administration; the chairperson or a
24 representative of the Conference Foundation; the chairperson of the Connectional
25 Ministries Leadership Team; six (6) members-at-large nominated by the Nomination
26 Committee and elected by the Annual Conference following the following guidelines for
27 minority and inclusiveness, it is recommended that at least two (2) members shall be
28 racial and ethnic minority persons, at least two (2) of whom shall be lay persons and at
29 least two (2) shall be clergy, but none of whom shall come from any of the above groups
30 already provided representation.

31
32 The Committee elects its own chairperson from the members-at-large.

33
34 Terms shall be for four (4) years for the at-large members, and may be for no more than
35 an additional four (4) year term without at least a one (1) year interim. If a member
36 ceases to be a part of the agency from which elected, that term shall cease immediately
37 and shall be filled by an interim representative, selected by the respective agency, to
38 complete the unexpired term; a person so elected may succeed to no more than one
39 additional full term.

40
41
42 **Africa University Committee**

43
44 A. Purpose: The Purpose of the Africa University Committee is to publicize and promote
45 Africa University and financial support of the same.

- 1 B. **Membership:** The Committee shall consist of fourteen (14) members at large, one of
 2 whom is the chairperson, nominated by the conference nominating committee and elected
 3 by the Annual Conference.
 4

5 **Committee on Episcopacy**

- 6
 7 A. **Purpose:** The Committee on Episcopacy fulfills the responsibilities, which are outlined
 8 in ¶636 of the **2004 Book of Discipline**.
 9
 10 B. **Membership:** The Committee on Episcopacy shall consist of fifteen (15) members, one
 11 of whom is the Conference Lay Leader and three (3) of whom are nominated by the
 12 Bishop. Members of the Jurisdictional Committee on Episcopacy are ex-officio members
 13 with vote. It is recommended that the committee consist of the following: one-third
 14 laywomen, one-third laymen, one-third clergy.
 15

16 **Episcopal Residence Committee (Area)**

- 17
 18 A. **Purpose:** The purpose and responsibilities of the Episcopal Residence Committee are
 19 found in ¶637 of the **2004 Book of Discipline**.
 20
 21 B. **Membership:** The members of the Episcopal Residence Committee from the North
 22 Indiana Conference shall consist of members as designated in ¶637.2 of the **2004 Book of**
 23 **Discipline** and the Executive Assistant to the Bishop.
 24

25 The Chairperson shall be the representative of the Committee on Episcopacy of the South
 26 Indiana Conference (¶637).
 27
 28

29 **Organizations of the Annual Conference**

30
 31 **Conference Council on Youth Ministry** (see Leadership Development Team)
 32

33 **Conference Young Adult Ministry** (see Leadership Development Team)
 34

35 **Conference Older Adult Ministry** (see Leadership Development Team)
 36

37 **United Methodist Men**

38
 39 The United Methodist Men of the North Indiana Conference shall be organized and function in a
 40 manner consistent with ¶647 of the **2004 BOOK OF DISCIPLINE**.
 41

42 **United Methodist Women**

43
 44 The United Methodist Women of the North Indiana Conference shall be organized and function
 45 in a manner consistent with ¶646 of the **2004 Book of Discipline**.
 46

1 **Cabinet**

2
3 The Cabinet of the North Indiana Conference shall be organized and function in a manner
4 consistent with ¶429 of the **2004 BOOK OF DISCIPLINE**.

5
6
7 **Section II - Strategy Council**

- 8
- 9 A. Purpose: The purpose of the Strategy Council is to think and plan strategically for a
10 healthy Annual Conference. It shall be a strategy and coordinating committee to see that
11 the goals and directions of the Annual Conference are accomplished. The activities of
12 the Strategy Council are to be reported to the Annual Conference session.
13 Implementation of the recommendations of the Strategy Council is accountable to the
14 Annual Conference. Any responsibility, which is mandated in the 2004 Book of
15 Discipline to a specific unit within the Annual Conference, cannot be appropriated by the
16 Strategy Council.
- 17
- 18 B. Membership: The membership of the Strategy Council shall consist of the Resident
19 Bishop who is the chairperson; the Executive Assistant to the Bishop; the Chairperson of
20 the Cabinet or his/her representative; the Conference Lay Leader; and twelve (12)
21 members-at-large not serving on any major boards, agencies or other equivalent
22 structures, nominated by the Bishop and elected by the Annual Conference. The Spiritual
23 Director, The Director of Connectional Ministries and the Director of Finance and
24 Administration are ex-officio members.
- 25
- 26

27 **Section III - Program Units**

28
29 **The Connectional Ministries Leadership Team** fulfills the responsibilities of ¶607 of the 2004
30 Book of Discipline to ... “*guide the mission and ministry of the United Methodist Church within*
31 *Annual Conference boundaries” by envisioning the ministries necessary to live out the mission*
32 *of the church in and through the annual conference; creating and nurturing relationships and*
33 *connections among the local, district, conference and general church ministries; providing*
34 *encouragement, coordination, and support for ministries; ensuring the alignment of the total*
35 *resources of the annual conference to its mission; developing and strengthening ethnic*
36 *ministries; providing for advocacy and monitoring function.”*

- 37
- 38 A. Purpose - The Connectional Ministries Leadership Team has a coordinating, creating, and
39 evaluating function. This is a representative group that focuses on coordination,
40 communication, and holds the four ministry teams accountable to the NIC priorities,
41 effectiveness in ministry, spiritual formation, strategic planning that reflects the core
42 values and prayer. The Connectional Ministries Leadership Team will be a prophetic
43 voice that challenges us, a voice of advocacy, diversity and inclusivity, and determine the
44 appropriate use of resources. Between sessions of the Annual Conference, all Annual
45 Conference program agencies shall cooperate with, and be amenable to, the Connectional
46 Ministries Leadership Team of the Annual Conference in matters relating to the

1 development, implementation, and administration of the program. The Team may
 2 request district or Annual Conference agencies to implement a program for the entire
 3 Conference.

- 4
- 5 B. Membership – Eighteen (18) voting members consisting of five (5) members nominated
 6 by the Conference Nominating Committee for the following tasks: Chair, Conference
 7 Prayer Coordinator, Conference Communications Coordinator, and two (2) at-large; five
 8 (5) members – one from each Ministry Team who have been nominated by the
 9 Conference Nominating Committee: Outdoor Ministry Leadership, Leadership
 10 Development, Church Development, Mission and Ministry Outreach, Peace and Justice
 11 Advocacy; eight (8) ex-officio with voice and vote: Conference Secretary, Chair of
 12 HECM Resource Team, UMM president or representative, UMW president or
 13 representative, Conference Lay Leader, Conference Secretary of Global Ministry ¶630.3,
 14 Two (2) Cabinet Members; Ex-officio with voice but no vote: Director of Ministries,
 15 CMLT Staff , CFA representative, and a Spiritual Director

- 16
- 17 C. One Resource Team - Communications Team ¶645

18 *Purpose: The commission shall be a service agency to meet the communication,*
 19 *publication, multimedia, public and media relations, interpretation, and*
 20 *promotional needs of the annual conference. It may be responsible for providing*
 21 *resources and services to conference agencies, districts, and local churches in the*
 22 *field of communication. The commission shall have a consultative relationship*
 23 *with agencies and bodies within the Conference structure.*

24

25 **Ministry Tasks:** Promotion of Conference events, Create a network to educate
 26 and inform the local churches and to learn from the local churches; Web; e-mail –
 27 electronic communication, Connect with the Area Communication Office and
 28 services, Maintain a media library, Consultants with the local church in
 29 relationship to technology use, relating to local media, communication in the local
 30 church, Igniting Ministry Program – training

31

32 **Membership -** Thirteen (13) members nominated by the Conference Nominating
 33 Committee, including the Conference Communication Coordinator and one
 34 representative from each Ministry Team. Additional non-voting members include
 35 the Conference communication staff and the Area Director of Communication.
 36 Five members from this team will be selected by the team to represent North
 37 Indiana Conference on the Area Commission on Communication.

38

39 OUTDOOR MINISTRY

- 40
- 41 A. This Ministry Team is to fulfill the responsibilities and connection to ¶ 629.1b,c.
- 42
- 43 B. Purpose - The purpose is to foster and promote a holistic approach to the development of
 44 Christian disciples. This shall include such ministries as camping, retreat, and outdoor
 45 activities. To oversee the camping ministry including the use of the facilities for summer
 46 camp programs and year-long retreat and conference opportunities.

- 1
2 C. Membership – Twelve (12) people including the chair nominated by the conference
3 nominating committee, one (1) Ex-officio with voice and vote: Conference Youth
4 Coordinator; Ex-officio with voice and no vote CMLT Staff, one (1) Cabinet Member.
5

6 **LEADERSHIP DEVELOPMENT MINISTRY TEAM**
7

- 8 A. This Ministry Team is to provide a connectional relationship to the General Board of
9 Discipleship ¶1101-1127, The Board of Laity and Lay Speaking Ministries ¶1117, The
10 General Board of Higher Education and Campus Ministry ¶1401-1423. When needed
11 this team shall serve as the Conference Board of Discipleship ¶629.
12
13 B. Purpose - (Personal Discipleship) This Ministry Team will focus on providing resources
14 and training of individuals or small teams of individuals. Training and equipping will be
15 in areas of spiritual disciplines and leadership skills. This team will develop effective
16 ways to reach individuals in local churches and on college campuses in order to provide
17 opportunities for personal discipleship growth and the development of skills that will
18 make them effective disciples in and through local congregations.
19
20 C. Membership – Twenty-one (21) members with vote consisting of seventeen (17)
21 members elected by the Conference Nominating Committee: Chairperson, Secretary, ten
22 (10) members – one lay and one clergy to lead each of the following Resource Teams:
23 Worship Formation, Scholarship and Grants, Discipleship Training, Spiritual Growth,
24 Higher Education and Campus Ministry; three (3) people – one from each Age Level
25 Council, Communicator, Prayer Representative; Ex-officio with voice and vote:
26 Conference Evangelist, the Conference Lay Leader, two Cabinet members; Ex-officio
27 with voice and no vote: Director of Connectional Ministries, Connectional Ministries
28 Leadership Staff, Campus Ministry Director/Minister from Purdue Wesley Foundation
29 and Ball State College Connection and a Spiritual Director.
30

31 The person or persons serving as member(s) of the General Board of Discipleship shall
32 be members and may be granted voting privileges.
33

34 The Conference Evangelist shall direct the Next Steps Ministry that shall serve as the
35 Evangelism Team for the Annual Conference.
36

- 37 D. Six (6) Resource Teams
38

39 1. Worship Formation Team ¶629.4

40 Purpose – *“to be responsible for the concerns of worship for people of all ages*
41 *within the annual conference.”* by providing expertise and materials for local
42 churches looking at new or improved worship services that included training for
43 individuals involved in worship planning and implementation. Provide
44 networking of worship teams. Provide worship planning models. Provide video
45 series on various worship styles. Provide leadership for the Annual Conference
46 session for all worship experiences

1
2 Membership - Six (6) members, including team leaders nominated by the
3 Conference Nominating Committee with additional members recruited as needed
4 by the Resource Team.

5
6 2. Scholarships and Grants

7 Purpose - Coordinate application process, grant evaluation, awards, celebration,
8 follow-up reports for all grants available to local churches from the annual
9 conference. For training opportunities including but not limited to: Stewardship,
10 Christian Education; Evangelism.

11
12 Membership - Six (6) members, including team leaders nominated by the
13 Conference Nominating Committee with additional members recruited as needed
14 by the Resource Team.

15
16 Special Action Team for Resource Development

17 Purpose - Will search for additional fund development through grants,
18 gifts, and other resources for present, and future program development,
19 ministries and local church projects beyond the Annual Conference
20 budget.

21
22 Membership – Four (4) members nominated by the Conference
23 Nominating Committee.

24
25 3. Discipleship Training ¶629.1,2,5

26 Purpose - *To develop a unified and comprehensive program for leadership*
27 *training.*” ¶629.f Coordinate and create laity/clergy-training seminars including
28 area of cutting edge ministries, church growth, and personal spiritual maturity.
29 Oversee and coordinate Lay Speaking Program for the Annual Conference
30 through District networks, help develop resources asked for by local churches,
31 resource stewardship programs, cover areas of stewardship, evangelism, age level
32 coordinators, and Christian Education. Help coordinate the media library with
33 resources in consultation with the Communications Team.

34
35 Membership - Seven (7) members, a. Six members, including team leaders
36 nominated by the Conference Nominating Committee, Conference Coordinator
37 for Lay Speaking Ministries with additional members recruited as needed by the
38 Resource Team.

39
40 4. Spiritual Growth ¶629.6

41 Purpose – *To promote spiritual formation and the development of the devotional*
42 *life.* Nurturing of individuals (lay and clergy) and congregations in their
43 relationship with Jesus Christ, including the development of ministries in spiritual
44 disciplines. Creating sacred space at Annual Conference. Coordinate the Spiritual
45 Director program for the Annual Conference.

1 Membership – Six (6) members, including team leaders nominated by the
 2 Conference Nominating Committee with additional members recruited as needed
 3 by the Resource Team.

4
 5 Special Action Team – Prayer Ministry ¶629.6,b,d,e,f
 6 Led by the Prayer Coordinator, who is nominated by the Conference
 7 Nominating Committee.

8
 9 Purpose - To conduct seminars and training events in the areas of
 10 private and corporate prayer. *To encourage every local church to have*
 11 *a prayer coordinator to promote prayer and mobilize the local church*
 12 *to pray. To encourage every local church to have a prayer room or*
 13 *designated place for prayer and prayer resources. To encourage*
 14 *intentional prayer for pastoral leadership of the local church.*

15
 16 Ministry Tasks

- 17 1. Pray – Create prayer opportunities and sacred space for
 18 prayer
- 19 2. Create prayer network across the Conference (Conference,
 20 District and local church) and connect with The Upper Room
- 21 3. Resource Ministry Teams through prayer
- 22 4. Resource the local churches in development of prayer
 23 ministries.
- 24 5. Identify and utilize those with gifts of healing and prayer

25
 26 Membership – Seven (7) members, including the coordinator,
 27 nominated by the Conference Nominating Committee, including one
 28 representative from each Ministry Team.

29
 30 5. Higher Education and Campus Ministry ¶633

31 Purpose - “...provide for the connectional relationship between the Division of
 32 Higher Education of the General Board of Higher Education and Ministry and
 33 the conference, district, and local church and shall provide for a ministry in
 34 higher education related to the objectives and scope of work of the General Board
 35 of Higher Education and Ministry and the Division of Higher Education.”
 36 ¶1401-1423

37
 38 Membership - Six (6) members, including team leaders nominated by the
 39 Conference Nominating Committee, twelve (12) ex-officio members with voice
 40 and vote: two (2) - Appointed Campus Ministers to NIC Ministries, one (1) -
 41 Campus Minister from IUPFW, three (3) - Chaplains from UM Universities in
 42 Indiana, three (3) - One board rep each from three Campus Ministries within the
 43 bounds of NIC – Purdue Wesley Foundation; Ball State College Connection;
 44 IUPFW Campus Ministry, three (3) student leaders representing different
 45 campuses.
 46

1 The person or persons serving as member(s) of the General Board of Higher
2 Education and Ministry shall be members and may be granted voting privileges.

3
4 6. Lay Leadership – Shall serve as the Conference Board of Laity and Lay Speaking
5 Ministries. ¶ 630.

6
7 Purpose - Network for ministry needs, concerns, support, and advocacy for the
8 empowerment and equipping of laity in ministry. ... *”provide for the ministry of*
9 *the laity related to the objectives of the General Board of Discipleship...To foster*
10 *an awareness of the role of the laity both within the local congregation and*
11 *through their ministries in the home, workplace, community, and world in*
12 *achieving the mission of the Church... “To develop and promote stewardship of*
13 *time, talent, and possessions within the annual conference in cooperation with the*
14 *conference council on ministries or other appropriate conference bodies”.* ¶630

15
16 Membership – Ten (10) members, including nine Districts lay leaders and the
17 Conference Lay Leader.

18
19 E. Age Level Ministries

20 1. Older Adult Ministry ¶650

21 Purpose shall be to *“strengthen the older-adult ministries in the local churches*
22 *and districts of the annual conference”* by networking for ministry needs,
23 concerns, support, and advocacy.

24
25 Membership – Ten (10) members, including the Conference coordinator and one
26 representative from each District.

27
28 2. Young Adult Council Team- ¶ 649

29 Purpose – *“Its purpose shall be to strengthen the young adult ministry in the local*
30 *churches and districts of the annual conference. “*

31
32 Membership - The membership of the council shall be young adults (age nineteen
33 to thirty-five). There shall be one young adult elected by each district, Six at-
34 large members nominated by the Conference Nominating Committee, including
35 the chair and secretary, Conference Coordinator for Young Adult Ministry,
36 additional members may be added as needed.

37
38 3. Youth Council Team - ¶648

39 Purpose – *“To strengthen the youth ministry in the local churches and districts of*
40 *the annual conference.”* Focus on the Development of Ministry Opportunities for
41 Youth. Supervise Annual Conference Delegation. Promote Youth Service Fund.

42
43 Membership - Five (5) members, including the chair and secretary nominated by
44 the Conference Nominating Committee, Youth Representative from each District,
45 Youth Coordinator from each District, Conference Youth Coordinator(s)

1 **CHURCH DEVELOPMENT MINISTRY TEAM**

2
3 A. This team will fulfill the responsibilities and connection to ¶632.5 Parish and
4 Community; ¶271 Hispanic Ministry; ¶631 Ethnic Local Church Concerns; ¶644 Small
5 Church Advocacy
6

7 When this team meets it shall serve not only as the Church Development Ministry Team
8 but also as the Church Planting Team, the Church Revitalization Team, the Funding
9 Team, the Ethnic Local Church Ministry Team and the Small Church Resource Team
10 with the appropriate chairs leading the discussion.
11

12 B. Purpose – (Congregational Life) This ministry team will focus on providing resources
13 and training to local congregations, who are preparing to reach new population groups or
14 redeveloping their ministry and mission to be more effective in reaching people for Jesus
15 Christ and making disciples through nurture and worship. This ministry team will be
16 charged with giving emphasis to strengthening the Black Church, building Hispanic Faith
17 Communities, new church starts, local church redevelopment, and resourcing the small
18 church. This ministry will be responsible for conducting research, evaluation, planning
19 and strategic development, policy formation, program implementation, and being a
20 liaison between conference and general agencies.
21

22 C. Membership – Twelve (12) members nominated by the Conference Nominating
23 Committee to serve as: Chairperson, Church Planting Coordinator, Church Revitalization
24 Coordinator, Funding Chair, Ethnic Local Church Ministry Chair (ELCM), Strengthening
25 the Black Church Chair, Hispanic/Latino Ministries Chair, Black Methodist for Church
26 Renewal (BMCR) Chair, Small Church Resource Chair, Prayer Representative,
27 Communicator, ex-officio with voice and vote: one (1) at-large and three (3) cabinet
28 members; Ex-officio (with voice and no vote) – Director of Connectional Ministries,
29 CMLT Staff, Spiritual Director
30

31 D. Action Teams may be created, as needed by the coordinators of Church Planting, Church
32 Revitalization, and any other team chair.
33

34 E. Two Resource Teams
35

36 1. Strengthening the Black Church Team.

37 Purpose - This team is responsible to develop and implement a Conference
38 strategy for promoting the strengthening of Black Congregations and for
39 establishing new congregations to reach African Americans.
40

41 Membership – Five (5) members, including team leader, nominated by the
42 Conference Nominating Committee, CMLT Staff, additional members may be
43 added as needed.
44

45 Caucus Group - Black Methodist for Church Renewal
46 Membership – self selected

1
2 2. Hispanic/Latino Ministry Team ¶271.

3 Purpose - This team is responsible for assisting local churches, districts, and the
4 Conference in strengthening and growing their ministries to the Hispanic
5 population of the North Indiana Conference.

6
7 Membership – Six (6) members, including team leader nominated by the
8 Conference Nominating Committee, Conference Coordinator of Hispanic
9 Ministry, CMLT Staff, additional members may be added as needed

10
11
12 **MISSION AND OUTREACH MINISTRY TEAM**

13
14 A. This ministry team shall serve as the Conference Board of Global Ministry; ¶632 and as
15 the Committee on Native American Ministry; ¶653 It shall serve to oversee the
16 Conference Advance Program, ¶654. It shall provide a connectional relationship to the
17 General Board of global Ministry ¶1301-1303.

18
19 B. Purpose - (Transforming the world) This Ministry Team will focus on transforming
20 communities and making disciples in our communities, locally and globally, through
21 traditional mission work, relieving human suffering, and addressing community concerns,
22 and ecumenical partnerships.

23
24 C. Membership - Sixteen (16) members nominated by the Conference Nominating
25 Committee to serve as, Chairperson, Recording Secretary, Conference Secretary of
26 Global Ministry ¶632.3, Volunteer in Mission Coordinator ¶630, Communicator, Prayer
27 Representative, and ten (10) members at-large each serving on one of the Resource
28 Teams, Ex-officio with voice and no vote, Director of Connectional Ministries, CMLT
29 Staff, one Cabinet member and the Spiritual Director.

30
31 The person or persons serving as member(s) of the General Board of Global Ministry
32 shall be members and may be granted voting privileges.

33
34 D. Five (5) Resource Teams

35
36 1. Mission Education –¶632.3b2 chaired by the Conference Secretary of Global Ministry

37
38 Purpose - Maintain the connectional relationship between the objectives and
39 scope of the work of the General Board of Global Ministries and the Conference,
40 district, and local church. Provides mission leadership through education, events,
41 expertise, materials, reports, and any effective means of developing a spirit of
42 mission in individuals and churches of the annual conference. Provides
43 networking of district and local church mission initiatives.
44

1 Membership- Three (3) members, including the team leader, from the Mission
2 and Outreach Ministry Team, District chairs/secretaries of global ministries,
3 additional members may be added as needed by the Resource Team.
4

5 2. Mission Funding - ¶632, ¶654, ¶653
6

7 Purpose – To provide leadership in the evaluation of those direct ministries or
8 health & welfare institutions seeking funding from local churches and the Annual
9 Conference. Direct the administration of those funds as received for Conference
10 Advance Special programs and cultivate gifts for those special Sunday offerings
11 that are administered by the General Board of Global Ministries. This includes the
12 offering for Native American Ministries.
13

14 Membership – Three (3) members, including the team leader, from the Mission
15 and Outreach Ministry Team, additional members may be added as needed.
16

17 3. Mission Volunteers (VIM) - ¶ 632.6 - Chaired by the Conference VIM Coordinator
18

19 Purpose – Match volunteers with mission opportunities and respond to volunteers’
20 desire to serve. Develops effective Mission Team leadership and trains and
21 mobilizes volunteers. Maintains the relationship between local churches and the
22 Annual Conference with the Mission Volunteer program area of the General
23 Board of Global Ministries. The chair of this committee shall be the Conference
24 Volunteer in Mission Coordinator. Included in this task area will be the
25 Conference Disaster Coordinator (a position chosen by the Mission and Ministry
26 Outreach Team) who assists the United Methodist Committee on Relief by
27 encouraging the formation of a Conference disaster response team, networking
28 the Conference, and assisting local churches in disaster response. Included also
29 may be the Conference Refugee Coordinator (a position chosen by the Mission
30 and Ministry Outreach Team), who supports the United Methodist Committee on
31 Relief’s refugee ministry by promoting a refugee committee and supporting local
32 churches in their efforts to assist refugees.
33

34 Membership - Three (3) members, including the team leader, from the Mission
35 and Outreach Ministry Team, Ex-officio with voice and vote: Disaster
36 Coordinator, Refugee Coordinator. Additional members may be added as needed
37 by the Resource Team.
38

39 4. Mission Personnel
40

41 Purpose - Cooperates with the General Board of Global Ministries and the Annual
42 Conference in the recruitment and promotion of missionary personnel. Provides
43 leadership in the evaluation of career missionary candidates, promotes the persons
44 and programs of missionaries, links churches and individuals to missionaries in
45 the U.S. and abroad—particularly promoting those from the Annual Conference
46 or assigned to it.

1 Membership- Three (3) members, including the team leader, from the Mission
2 and Outreach Ministry, additional members may be added as needed.
3
4

5 PEACE AND JUSTICE MINISTRY TEAM

7 A. Purpose - The Peace and Justice Ministry Team will bring together all the groups that
8 have as their main function peace and justice advocacy issues. Together they shall
9 strategically create a plan for the North Indiana Conference that we may be faithful to our
10 “social gospel” heritage.
11

12 B. Membership - Eleven (11) members nominated by the Conference Nominating
13 Committee to serve as: Chair, Secretary, Communicator, Prayer Representative, seven (7)
14 Resource Team leaders; Ex-officio with voice and vote – one Cabinet; Ex-officio with
15 voice and no vote – Conference Director of Connectional Ministry, CMLT staff Spiritual
16 Director
17

18 C. Seven (7) Resource Teams
19

20 1. Church and Society ¶628

21 Purpose - Maintains the connectional relationship between the General Board of
22 Church and Society ¶ 1101-1011 and the conference, district, and local church.
23 Provide education and action on issues confronting the Church consistent with the
24 Social Principles and policies adopted by the General Conference. A Peace with
25 Justice Coordinator will be named by the group, who will be responsible for
26 administering the Conference Peace with Justice Special Sunday Offering receipts
27 and coordinating peace and justice ministries.
28

29 Membership – Five (5) people nominated by the Conference Nominating Committee,
30 including the chairperson, Peace and Justice Coordinator, Conference UMW Mission
31 Coordinator for Social Action, and Church World Service Representative.
32

33 2. Commission on Religion and Race ¶642

34 Purpose - Defined in ¶642
35

36 Membership – Twelve (12) people: three (3) people, including the team leader
37 coordinator, nominated by the Conference Nominating Committee with the majority
38 being ethnic minority persons and one person from each of the nine districts.
39

40 3. Commission on Status and Role of Women ¶643

41 Purpose – Defined in ¶643
42

43 Membership – Fifteen (15): Six (6) at-large including Team Leader nominated by the
44 Conference Nominating Committee and one (1) from each of the nine districts.
45

1 4. Disability Concerns - ¶652
2 Purpose – Defined in ¶652 *There shall be in each annual conference a Committee on*
3 *Disability Concerns or other structure to provide for the functions of this ministry*
4 *and maintain the connectional relationships.*

5
6 Membership – Nine (9) members including the Team Leader nominated by the
7 Conference Nominating Committee

8
9 5. Gambling Committee
10 Purpose - The purpose of the Committee on Gambling Issues is to monitor the
11 gambling industry and effectively challenge to their expansion efforts. The
12 Committee is accountable to the Connectional Ministries Leadership Team.

13
14 Membership – Eight (8) members nominated by the Conference Nominating
15 Committee. The committee shall elect their chair from the membership.

16
17 6. Children and Poverty
18 Purpose – Care for the General Church and Bishop’s Initiative on Children and
19 Poverty.

20
21 Membership - Chairperson is named by the Resident Bishop, members are recruited
22 by the Bishop and Chairperson

23
24 7. Church Unity and Interreligious Concerns (¶641)
25
26 Purpose - Maintain the connectional relationships with the General Commission on
27 Christian Unity and Interreligious Concerns. Interpret, advocate, and work for unity
28 and ecumenical relationships with other living faiths. Promote and interpret the
29 work of ecumenical bodies such as the World Council of Churches, World
30 Methodist Council, and others. It shall act in cooperation with the Annual
31 Conference Connectional Ministries Team, in coordination with the duties of the
32 General Commission on Christian Unity and Interreligious Concerns, as outlined in
33 ¶1902-1903, and as it may recommend, and to take initiative in ecumenical and
34 inter-religious concerns.

35
36 Membership - Three (3) members, including the team leader, from the Peace and
37 Justice Ministry Team. Additional members may be added as needed.

38
39
40 **Section IV - Administrative Units**

41
42 **Council on Finance and Administration**

43
44 A. Purpose: *The purpose of the council shall be to develop, maintain, and administer a*
45 *comprehensive and coordinated plan of fiscal and administrative policies, procedures,*
46 *and management services for the annual conference (¶610).*

1
2 B. Membership: The Board shall consist of fourteen (14) members-at-large, nominated by
3 the Nominations Committee and elected by the Annual Conference, placed in four (4)
4 classes; a Cabinet representative chosen by the Cabinet who is ex-officio without vote;
5 the Resident Bishop without vote; the Executive Assistant to the Bishop without vote; the
6 Director of Finance and Administration who is ex-officio without vote; the Director of
7 Ministries, who is ex-officio without vote; the Director of the Foundation who is an ex-
8 officio without vote, members of the General Council on Finance and Administration
9 who reside within the bounds of the conference, with vote, unless voting membership is
10 in conflict with another provision of the **2004 Book of Discipline**. (§611.2)

11
12 The Council shall elect their president from one of the fourteen (14) at-large members.
13 They shall choose their other officers from their voting membership.
14 (§611.3)

15
16 *There shall be at least one layperson more than clergy included on the Council* (§611.2).

17
18 It is recommended that at least two (2) members of the Council on Finance and
19 Administration shall be racial and ethnic minority persons.

20
21 *“Any vacancy shall be filled by action of the council until the next conference session, at*
22 *which time the annual conference shall fill the vacancy”* (§611.2b).

23
24 C. Director of Finance and Administration

25
26 The Conference Treasurer and Director of Administrative Services shall receive and
27 disburse, in accordance with the actions of the Annual Conference and the provisions of
28 the **2004 Book of Discipline**, remittances from local church treasurers for all duly
29 authorized general, jurisdiction, Annual Conference and district causes (§618).

30
31 Upon nomination of the Council on Finance and Administration the Annual Conference
32 *shall at the first session of the conference after the quadrennial session of the General*
33 *Conference...elect a conference treasurer or conference treasurer/director of*
34 *administrative services. ... shall serve for the quadrennium or until a successor shall be*
35 *elected and qualify* (§618).

36 37 **Commission on Equitable Compensation**

38
39 A. Purpose: *It is the purpose of the commission on equitable compensation to support full-*
40 *time clergy serving as pastors in the charges of the annual conference by: (a)*
41 *recommending conference standards for clergy support; (b) administering funds to be*
42 *used in base compensation supplementation; and (c) providing counsel and advisory*
43 *material on pastoral support to district superintendents and committees on pastor-parish*
44 *relations* (§624.2).

45

- 1 B. Membership: Three (3) members-at-large, one of whom is designated as the chairperson,
- 2 nominated by the Nominations Committee and elected by the Annual Conference (at least
- 3 one clergy and one layperson should be from churches of fewer than two hundred [200]
- 4 members); a staff person.

5
6 **Board of Pensions, Group Insurance, and Moving Expense**

- 7
- 8 A. Purpose: The purpose of the Board is to fulfill the requirements as outlined in ¶638 of
- 9 the **2004 Book of Discipline** and shall be responsible for the Conference programs of
- 10 Group Insurance and Moving Expense.
- 11
- 12 B. Membership: The Board shall consist of eighteen (18) members nominated by the
- 13 Nominations Committee and elected by the Annual Conference who are not indebted to
- 14 pension and benefit funds, plans, and programs; one-third laywomen, one-third laymen,
- 15 and one-third clergy, and in accordance with ¶605.3, elected for a term of eight (8) years
- 16 and arranged into classes. In addition, the following shall serve as ex-officio members:
- 17 Director of Finance and Administration; Director of Ministries; a Cabinet representative
- 18 chosen by the Cabinet; a representative of the Conference Foundation chosen by the
- 19 Foundation who is ex-officio without vote; any member of the General Board of
- 20 Pensions.

21
22 *The board shall organize by electing a chairperson, vice-chairperson, secretary, and*

23 *treasurer, who shall serve during the ensuing quadrennium or until their successors shall*

24 *have been elected and qualified. These officers shall constitute an executive committee;*

25 *provided, however, that three members may be added thereto by the board (¶637.3).*

26
27 **Board of Trustees**

- 28
- 29 A. Purpose: The responsibilities and authority of the Board are outlined in ¶2512 of the
- 30 **2004 Book of Discipline**.
- 31
- 32 B. Membership: The Board *consists of twelve (12) persons* one-third clergy, one-third
- 33 laywomen, and one-third laymen. *Said persons must be of legal age as determined by*
- 34 *law, and lay members shall be members in good standing of local churches within the*
- 35 *bounds of the conference. Such persons shall be the directors of the corporation. They*
- 36 *shall be elected by the conference for terms of four (4) years in classes of three (3) each*
- 37 *(PP2512.1).*
- 38
- 39 C. Organization: *The Board shall meet at least annually and organize by electing a*
- 40 *president, vice-president, secretary, and treasurer, whose duties shall be those usually*
- 41 *pertaining to such offices. They shall be amenable to the annual conference. Vacancies*
- 42 *shall be filled by the annual conference for the unexpired term (PP2512.2).*

43
44 **Conference Foundation**

- 1 A. Purpose: The Conference Foundation shall receive, collect, and hold in trust for the
 2 benefit of the annual conference any and all donations, bequests, and devises of any kind
 3 or character, real or personal, that may be given, devised, bequeathed, or conveyed to the
 4 Foundation or to the annual conference as such for any benevolent, charitable, or
 5 religious purpose, and shall administer the same and the income therefrom in accordance
 6 with the directions of the donor, trustor, or testator, and in the interest of the church,
 7 society, institution, or agency contemplated by such donor, trustor, or testator, under the
 8 direction of the annual conference. The Conference Foundation shall also promote
 9 planned giving programs; and, furnish counsel and guidance to local churches with
 10 regard to promotion and management of permanent funds. (§2513)
 11
- 12 B. Membership: The Conference Foundation shall be separately incorporated, the members
 13 of the corporation being the members of the North Indiana Annual Conference. The
 14 annual meeting of this corporation shall be held coincident with the regularly scheduled
 15 annual meeting of the Annual Conference at which time the members will elect the Board
 16 of Directors of the Conference Foundation. The Board of Directors shall be twenty-three
 17 (23) in number, consisting of the Resident Bishop of Indiana, the Executive Director of
 18 the Foundation (ex-officio without vote), the Director of Finance & Administration of the
 19 North Indiana Annual Conference (ex-officio without vote), and twenty (20) members
 20 divided into four (4) classes of five (5) members each. Each class shall consist of four (4)
 21 lay members and one (1) clergy member. Each elected director shall serve for a term of
 22 four (4) years or until his/her successor shall have been elected.
 23
 24

25 Section V – Clergy Support Units

26 Board of Ordained Ministry

- 27
- 28
- 29 A. Purpose: The purpose, duties and responsibilities of the Board are those described in
 30 ¶634 of the **2004 Book of Discipline**.
 31
- 32 B. Relationships: The Board is *directly amenable to the annual conference, notwithstanding*
 33 *its organizational relationship within any other program or administrative unit of the*
 34 *annual conference* (¶634.1b).
 35
- 36 C. Membership: The Board shall consist of forty (40) members nominated by the Resident
 37 Bishop after consultation with the chairperson of the Board of the previous quadrennium
 38 or with a committee of the Board, and with the Cabinet; plus two (2) Cabinet
 39 representative. Four (4) lay observers shall be elected by the Annual Conference to
 40 participate in the work of the Board, but without vote.
 41

42 Beginning in June 2005, the Board will add the Chairpersons of District Board of
 43 Ministry who are not currently serving on the Board. As members leave the Board, those
 44 persons will not be replaced until the membership returns to thirty persons as described
 45 above.
 46

1 The members shall be elected for a term of four years at the first session following
2 General Conference.

3
4 The board shall organize by electing from its membership a chairperson, registrars, and
5 such other officers as it may deem necessary. The board shall designate its executive
6 committee.

7
8 **Committee on Investigation - Clergy**

9
10 A. Purpose: The duties and responsibilities of the Committee are those outlined in ¶2703 of
11 the 2004 **Book of Discipline**.

12
13 B. Membership: The Committee shall consist of seven (7) clergy in full connection, two lay
14 observers, and six alternate members, five of whom shall be clergy in full connection and
15 one of whom shall be a lay observer. The committee shall be nominated by the presiding
16 bishop in consultation with the Board of Ordained Ministry (for clergy) and the
17 Conference Board of Laity (for lay persons) and elected quadrennially by the annual
18 Conference.. (¶2703.2 2000 Book of Discipline)

19
20 The committee shall elect a chair and organize at the annual conference.

21
22 **Committee on Investigation - Diaconal ¶2703.3**

23
24 A. Purpose: The duties and responsibilities of the Committee are those outlined in ¶2703.3
25 of the 2004 **Book of Discipline**.

26
27 B. Membership: The Committee shall consist of not fewer than four (4) diaconal ministers
28 or professing members of the church, three (3) clergy in full connection, and ten (10)
29 alternate members, five of whom shall be diaconal ministers or professing members and
30 five clergy in full connection, nominated by the presiding bishop in consultation with the
31 Board of Laity (for professing members) and with the Board of Ordained Ministry (for
32 clergy in full connection and diaconal ministers). Elected quadrennially by the annual
33 conference. The Committee shall elect a chair and organize at the Annual Conference.

34
35 Three (3) members or alternates seated as members of the Committee shall constitute a
36 quorum and a vote to adopt any charge or specification shall require two (2) votes.

37
38 **Joint Committee on Incapacity**

39
40 A. Purpose: The duties and responsibilities of the Joint Committee on Incapacity are those
41 outlined in ¶358, 651 of the **2004 Book of Discipline**.

42
43 B. Membership: The Committee shall be composed of two (2) representatives each from the
44 Board of Ordained Ministry and the conference Board of Pensions, who may be elected
45 by those boards at the beginning of each quadrennium and at other times when vacancies
46 occur, and a district superintendent appointed from time to time by the bishop to

1 represent the Cabinet. Unless and until other members are elected, the chairperson and
 2 registrar of the Board of Ordained Ministry and the chairperson and secretary of the
 3 conference Board of Pensions, or others designated by them, shall be authorized to
 4 represent their respective boards (§651).

5
 6 The committee shall organize at the beginning of each quadrennium by the election of a
 7 chairperson and a secretary.

8 9 **Administrative Review Committee §635**

- 10
 11 A. Purpose: The purpose of the Administrative Review Committee is *to ensure that the*
 12 *disciplinary procedures for involuntary leave of absence (§354.1b) involuntary*
 13 *retirement (§359.3), or administrative location (§362.3c) are properly followed.* It shall
 14 *report its findings to the clergy session of members in full connection with the annual*
 15 *conference (§635).*
- 16
 17 B. Membership: The Committee shall be composed of *three (3) clergy in full connection*
 18 *and two (2) alternates who are not members of the cabinet or the board of ordained*
 19 *ministry or immediate family members of the above. The committee shall be nominated*
 20 *by the bishop and elected quadrennially by the clergy session of members in full*
 21 *connection with the annual conference (§635).*

22 23 24 **Section VII - District**

25 26 **Guidelines**

27
 28 The United Methodist Church is a connectional church. The Local Congregation, the
 29 District, the Conference, and the General Church serve vital functions as parts of a total
 30 United Methodist ministry and mission. The District organization should reflect this
 31 connectionalism and be an effective link in it. It is a vital part of the total work the
 32 church seeks to fulfill.

33
 34 The nine (9) Districts of the North Indiana Conference shall have a similar core
 35 organization as mandated by the Conference Structure Document which would provide a
 36 unity among them and a continuing process for functioning.

37
 38 Each of the Districts may develop cluster or sub-district structures with appropriate lay
 39 and clergy leaders. These groups will provide communication between the needs of the
 40 local church and the District.

41
 42 The basic purpose of the District segment of the connectional structure is to strengthen
 43 the local church in its ministry and to enable the local church to have the important link
 44 to the larger church's support.

45

1 The District Superintendent shall give leadership to the entire program process and will
2 encourage the program at every phase.

3

4 **Representation**

5

6 The District shall select the following persons to serve on Conference Boards and
7 agencies:

8

9 Twelve (12) lay equalization members to the Annual Conference, two (2) of whom are
10 between the ages of 18 and 35. Additional lay equalization members may also be
11 selected as determined by the Annual Conference to balance the representation of Clergy
12 and Laity.

13

14 One (1) representative to the Nominations Committee, alternating between clergy and lay
15 as instructed by the Nominations Committee.

16

17 One (1) youth representatives and the District Coordinator of Youth Ministry to the
18 Conference Council on Youth Ministry.

19

20 District Lay Leader or Associate Lay Leader to the Lay Leadership Team.

21

22 The District Secretary of Global Ministries.

23

24

25 **District Conference**

26

27 A. Purpose: The District Conference (§653) shall:

28

29 Hear reports of the state of the local churches in the District.

30

31 Receive reports from the various District units and make any
32 necessary recommendations.

33

34 Elect members to District offices, and confirm recommendations to the Annual
35 Conference Nominations Committee for Annual Conference offices.

36

37 Approve District apportionment recommendation.

38

39 Consider other issues, proposals, resolutions, budgets, and matters of business for District
40 approval.

41

42 B. Membership: Membership shall include all clergy under appointment, retired clergy of
43 the North Indiana Conference whose Charge Conference relationship is with a church
44 within the bounds of the District, Diaconal Ministers serving in the District, all lay
45 members to Annual Conference, all lay leaders of the local church, all chairpersons of

1 Council on Ministry and Administrative Boards of the local church, plus others as
2 determined by the District Conference.

3
4 **District Lay Leader (101.0)**

- 5
6 A. Purpose: *The District Lay Leader is the elected leader of the district laity. The district
7 lay leader shall provide for the training of local church lay leaders for their ministries in
8 the local churches in relation to PP248. The district lay leader shall have responsibility
9 for fostering awareness of the role of the laity both within congregations and through
10 their ministries in the home, work place, community, and world in achieving the mission
11 of the Church, and supporting and enabling lay participation in the planning and
12 decision-making processes of the district and the local churches in cooperation with the
13 district superintendent and pastors. (PP655.1)*
- 14
15 B. Election: The district lay leader shall serve a term of four (4) years. (PP655.2).

16
17 **Committee on Ordained Ministry (102.0)**

- 18
19 A. Purpose: The duties and responsibilities of the Committee are those outlined in PP660.2-
20 11 of the **2000 Book of Discipline**.
- 21
22 B. Membership: The Committee shall consist of a representative from the Board of
23 Ordained Ministry, named by the board after consultation with the district superintendent;
24 the district superintendent who may serve as the executive secretary; at least five (5)
25 other ordained ministers in full connection in the district, including women and ethnic
26 clergy whenever possible, nominated annually by the district superintendent in
27 consultation with the chairperson of Board of Ordained Ministry and approved by the
28 Annual Conference; at least three lay persons with vote, except on matters prohibited by
29 PP31, Article II in the Constitution, nominated annually by the district superintendent and
30 approved by the Annual Conference (PP660.1)

31
32 The Committee shall elect its officers at the first meeting following the Annual
33 Conference session when the members are elected (PP660.2).

34
35 **Committee on District Superintendency (103.0)**

- 36
37 A. Purpose: *The purpose of the committee on district superintendency shall be to support
38 the district superintendent of the district in the oversight of the spiritual and temporal
39 affairs of the Church with special reference to the district where the superintendent has
40 responsibilities (PP662.4)*
- 41
42 B. Membership: *The committee shall be composed of eleven members, including the district
43 lay leader, and two persons appointed by the district superintendent. It is recommended
44 that the remaining members of the committee consist of two laywomen, two laymen, two
45 clergy, and two at-large members, all of whom should be selected with special attention
46 to representation of racial and ethnic persons, youth (P255.2), young adults, and older*

1 *adults, and people with disabilities. At least three of the eleven persons shall be clergy*
2 *and seven shall be lay persons (PP663.1).*

3
4 The members shall be selected in such manner as may be determined by the District
5 Conference.

6
7 **United Methodist Women (104.0)**

8
9 In each district there shall be a district organization named United Methodist Women which shall
10 be organized and function in a manner consistent with PP664 of the **2000 Book of Discipline**.

11
12 **United Methodist Men (105.0)**

13
14 In each district there shall be a district organization named United Methodist Men which shall be
15 organized and function in a manner consistent with PP665 of the **2000 Book of Discipline**.

16
17 **Board of Trustees or District Union (106.0)**

18
19 In each district there shall be either a Board of Trustees or a District Union which fulfills the
20 requirements of PP2517.2 of the **2000 Book of Discipline**.

21
22 **Board of Church Location and Building (107.0)**

23
24 A. Purpose: The duties and responsibilities of the Board are those indicated in PP2518 of
25 the **2000 Book of Discipline**.

26
27 B. Membership: *The board shall consist of the district superintendent; a minimum of six (6)*
28 *and a maximum of nine (9) additional persons nominated by the district superintendent in*
29 *consultation with the district nominating committee, if one exists, and elected annually by*
30 *the annual conference (PP2518)*

31
32 **District Committee on Lay Speaking (108.0)**

33
34 A. Purpose: *The purpose of the district committee on lay speaking shall be to plan and*
35 *supervise the lay speaking ministry within the district (PP662.1).*

36
37 B. Membership: *shall be the district lay leader, district superintendent, district director(s) of*
38 *lay speaking, an instructor of the lay speaking courses, and other resource persons as*
39 *desired (PP662.2). The majority of the members shall be laity.*

40
41 **District Committee on Global Ministries (109.0)**

42
43 A. Purpose: The District Committee on Global Ministries shall provide at the district for
44 global ministries responsibilities related to the objectives and scope of the General Board
45 of Global Ministries as set forth in PP1302-1303 and shall provide for necessary linkages
46 with the Conference Board of Global Ministries.

- 1
2 B. Membership: The Committee shall consist of at least the Chairperson, the District
3 Secretary of Global Ministries who may also serve as the Chairperson, the District
4 Volunteer in Mission Coordinator, the chairperson of the District Strategy Committee.
5 The District may add additional members as they deem necessary.
6

7 **District Strategy Committee (109.1)**
8

- 9 A. Purpose: Each of the Districts shall have a District Strategy Committee for Parish
10 Development. This committee shall serve as a single coordinating assessment and
11 enabling committee to assist local churches and to develop an overall parish development
12 strategy for the district. The strategy shall include all existing churches, new
13 congregations, and new church starts. This committee will act at the direction of, and as
14 an extension of the District Superintendent in developing a district strategy. The basic
15 mission and ministry strategy shall be owned by the district. This committee will allow
16 the district to better utilize the resources and processes available from all levels of
17 denominational support.
18
- 19 B. Membership:
20

21 **District Secretary of Global Ministries**
22

23 **District Volunteer in Mission Coordinator**
24

25 The District Volunteer in Mission Coordinator would:

- 26 1. Assist local churches in their district in making V.I.M. placements.
27 2. Promote V.I.M.
28 3. Provide for the Conference Volunteer in Mission Coordinator an evaluation of the
29 mission projects in which the churches in the district have been apart.
30

31 **District Audit Committee**
32

- 33 A. Purpose. The purpose of the District Audit Committee is to yearly conduct an audit of
34 the income and expenses of the District and to submit their report to the Council on
35 Finance and Administration. They shall use the standard audit format furnished by the
36 Council on Finance and Administration.
37
- 38 B. Membership. Each district may determine the membership of their audit committee, but
39 at least one member shall have expertise in accounting.
40

41 **Other Structure**
42

43 Each District may create additional structure to fulfill its mission and ministry. Such structure
44 must be consistent with the **2004 Book of Discipline**.
45