



The United Methodist Church  
*of Greater New Jersey*

## Checklist of 2017 Church Conference Reports

The following reports are to be completed online via Arena at <http://member.gnjumc.org/>:

	REPORT	COMPLETED BY
<input type="checkbox"/>	Pastor Profile	Pastor
<input type="checkbox"/>	Report of the Pastor	Senior Pastor
<input type="checkbox"/>	Church Profile	SPRC Chair
<input type="checkbox"/>	Directory of Officials	Nominations Chair/Pastor
<input type="checkbox"/>	Report of the Trustees	Trustees Chair/Member
<input type="checkbox"/>	Parsonage Evaluation	Trustees Chair/Member
<input type="checkbox"/>	Deacon Annual Report (if applicable)	Deacon
<input type="checkbox"/>	Certified Lay Servant/Speaker Report	Certified Lay Servant/Speaker
<input type="checkbox"/>	Certified Lay Minister Report	Certified Lay Minister

The following reports are available for download from the conference website at <https://www.gnjumc.org/2017-church-conference/>:

	REPORT	COMPLETED BY
<input type="checkbox"/>	2018 Clergy Compensation Report	SPRC Chair
<input type="checkbox"/>	2018 Clergy Housing Exclusion Form	SPRC Chair
<input type="checkbox"/>	Congregational Evaluation Form	Church Council Chair

For helpful information and for instructions on completing these two reports, please see the *Instructions for Clergy Compensation Report* and *2018 Minimum Equitable Salaries*, also available at the above website.

The following reports are created by the local church and are submitted by email to your Regional Administrative Assistant at the same time as all the previously named reports:

	REPORT
<input type="checkbox"/>	2018 Nominations Report
<input type="checkbox"/>	2017 Year-to-Date Treasurer's Report
<input type="checkbox"/>	2018 Budget Draft
<input type="checkbox"/>	2016 Church Conference Minutes