



ADJOURNED SESSION | ANNUAL CONFERENCE 2021

# FORWARD

In everything, acknowledge God, who makes straight our paths. - Proverbs 3:6

THE UNITED METHODISTS OF GREATER NEW JERSEY  
**ADJOURNED ANNUAL CONFERENCE SESSION WORKBOOK**

October 14, 2021



*In everything, acknowledge God, who makes straight our paths. -Proverbs 3:6*

Friends in Christ,

With God's help and your steadfast prayers and leadership, the church continues to move *forward*, making disciples and transforming lives and even the world. Our mission is impacting people throughout GNJ and the world. Essential to our ministry and mission is a budget that stewards the resources to have the greatest impact. The budget is supported through the weekly tithes and offerings through our congregations. Thank you for your generosity.

As we gather virtually for the 2021 Adjournment Annual Conference Session on October 14, 2021, 8:30 a.m., we will take action on our budget to fund the mission, and we will vote on vital legislation referred from the previous session that will allow us to move forward with God leading us.

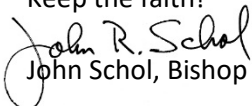
We will also take advantage of our time together to worship and sing so that we may renew for the journey ahead and restore our relationship with God and one another. We will also take part in a learning session from the Leadership Academy.

To prepare for our conferencing together I invite you to:

1. Start with prayer. Pray that God will bless our time together. Pray for healing and renewal of the Wesleyan Path and pray for our ministry together and for those who are suffering throughout the world.
2. Share with your congregation. Use the reports in this workbook to share about our ministries and to access the prayers and the songs that will be part of our worship.
3. Engage with your congregation the legislation that will be before us, including that legislation related to the consolidated budget for 2022 and the FAQs available on the GNJ website.

I look forward to joining with you in holy conferencing as we make straight our paths following Christ Jesus.

Keep the faith!

  
John Schol, Bishop



**Adjourned Session**  
**22<sup>nd</sup> Annual Conference Session**  
**for United Methodists of Greater New Jersey**  
October 14, 2021

## **Agenda**

- 8:30 a.m.      Opening Worship
- 9:00 a.m.      2022 Consolidated Budget p.25 | CFA Presentation and Legislation
- 10:00 a.m.      Learning Moment | Resource Presentation from Leadership Academy
- 10:20 a.m.      Legislation:
- Designated Funds Balances p. 28
  - Itemized Shared Ministries Statements and Remittance Forms p. 31
  - Trustees Enabling Resolutions Amendment: Adding Conflict of Interest Statements p. 33
  - Retiree Health Plan Amendment p. 35
  - Rules Amendment: Nominations for General and Jurisdictional Delegates p. 41
- 12:15 p.m.      Closing | Song, Blessing and Adjournment

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We are committed to the long-term recovery  
our communities need.

Join the Ida Relief Effort to  
support your neighbors.

Details at <https://www.gnjumc.org/afwh/ida-relief-effort/>

Give directly at <https://pushpay.com/g/gnjidarecovery>



**A FUTURE WITH HOPE**

UNITED METHODISTS  
OF GREATER NEW JERSEY

# Rules of Order

Paragraph (¶) references are to the 2016 Book of Discipline as corrected by Errata notations issued by the General Conference. Portions in “quotation marks” are Disciplinary wording.

## GENERAL

These Rules (hereafter called the "Rules") shall be standing rules for the governance of the Greater New Jersey Annual Conference. At all times, the Rules shall be subject to the provisions of the applicable provisions of the Book of Discipline of The United Methodist Church (hereafter called the "Discipline". Unless otherwise indicated, all paragraph references below shall refer to the paragraph numbers and letters indicating provisions of the Discipline). Except as they may be inconsistent with applicable provisions of the Discipline, the Rules shall remain applicable unless and until modified or suspended as set forth below.

## I MEMBERSHIP

- 1) **Composition** – “The annual conference shall be composed of clergy and lay members. The clergy membership shall consist of deacons and elders in full connection, provisional members, associate members, and local pastors under appointment. The lay membership shall consist of professing lay members elected by each charge, the diaconal ministers, the active deaconesses, and home missionaries under episcopal appointment within the bounds of the annual conference, the conference president of United Methodist Women, the conference president of United Methodist Men, the conference lay leader, district lay leaders, the conference director of Lay Speaking Ministries, conference secretary of Global Ministries (if lay), the president or equivalent officer of the conference young adult organization, the president of the conference youth organization, the chair of the annual conference college student organization and one young person between the ages of twelve and seventeen and one young person between the ages of eighteen and thirty from each district. Each charge served by more than one clergy shall be entitled to as many lay members as there are clergy members.” (¶ 32) Each church shall elect a lay member and an alternate lay member as outlined in Rule 3a. Additional lay members, as provided in Rule 6, shall be members under the lay equalization formula.
- 2) **Clergy Membership** – “The clergy membership of an annual conference (¶ 370) shall consist of deacons and elders in full connection (¶ 333), provisional members, associate members (¶ 327), affiliate members (¶¶ 344.4, 586.4), and local pastors under full-time and part-time appointment to a pastoral charge (¶ 317). (See also ¶ 32).” (¶ 602.1)
  - a) “Clergy members in full connection shall have the right to vote in the annual conference on all matters except in the election of lay delegates to the general and jurisdictional or central conferences, and shall have sole responsibility for all matters of ordination, character, and conference relations of clergy.” (¶ 602.1a)
  - b) "Provisional clergy members shall have the right to vote in the annual conference on all matters except constitutional amendments, election of clergy delegates to the General and jurisdictional or central conferences, and matters of ordination, character, and conference relations of clergy. (¶ 602.b) Provisional clergy members who have completed all of their educational requirements may vote to elect clergy delegates to General and jurisdictional or central conferences. (See Judicial Council Decision #1181 and ¶ 35, Article IV)."
  - c) Associate clergy members shall have the right to vote in the annual conference on all matters except constitutional amendments, and matters of ordination, character, and conference relations of clergy. When associate members are members of the conference Board of Ordained Ministry, they have the right to vote at clergy session on matters of ordination, character, and conference relations of clergy. (¶ 602.c) Affiliate clergy members shall have the right to vote in the annual conference on all matters except the constitutional amendments, election of clergy delegates to the General, jurisdictional or central conferences, and matters of ordination, character, and conference relations of clergy. (See Judicial Council Decision #1181 and ¶ 35, Article IV).

- d) Full-time and part-time local pastors under appointment to a pastoral charge shall have the right to vote in the annual conference on all matters except constitutional amendments; election of delegates to the General and jurisdictional or central conferences and matters of ordination, character, and conference relations of clergy. When local pastors are members of the Conference Board of Ordained Ministry, they have the right to vote at clergy session on matters of ordination, character, and conference relations of clergy. (§ 602.d). Local pastors who have completed course of study or an M.Div. degree and have served a minimum of two consecutive years under appointment before the election may vote to elect clergy delegates to General and jurisdictional or central conferences. (See Judicial Council Decision #1181 and § 35, Article IV).

**3) Election and Qualifications of Lay Members**

- a) Lay members and one or more alternate lay members for each church shall be elected quadrennially at the regular meeting of the charge conference following the meeting of the general conference. "Both the lay members and the alternates shall have been professing members in good standing of The United Methodist Church for at least two years and shall have been active participants for at least four years next preceding their election (see § 32), except in a newly organized church, which shall have the privilege of representation at the annual conference session." (§ 251.2) There shall be no restriction as to the number of terms for which a qualified person may be elected a lay member or alternate lay member.
- b) District youth and young adult representatives may be elected annually by the Ministries with Young People Team (or its successor, however named).

- 4) **Seating of Lay Members** – Lay members and alternate lay members shall take office as of January 1 following their election, and the term of office shall be for the ensuing quadrennium. If the regular meeting of a Charge Conference is delayed beyond the year of the meeting of the General Conference, the lay member and alternate lay members shall take office immediately upon election. If the office of lay member or alternate lay member of any church becomes vacant during the quadrennium, a replacement for the unexpired term shall be elected at the next regular meeting of the Charge Conference or at a special meeting thereof. Each District Superintendent shall provide the Conference Secretary with a correct list of lay members from charges within the district by January 15 prior to the first meeting of the Annual Conference in the quadrennium. It shall be to the lay members so listed that credentials shall be issued for seating at sessions of the Annual Conference.

- 5) **Lay Representation of a Local Church** – If the church's lay representative to the Annual Conference "shall cease to be a member of the charge or shall for any reason fail to serve, an alternate lay member in the order of election shall serve in place." (§ 251.2) If there is no alternate lay member who can attend, another lay member or alternate lay member may be elected by the Charge Conference.

- a) The pastor may request the District Superintendent to authorize a special session of the Charge Conference for the purpose of electing a lay member or alternate lay member. A special session of the Charge Conference requires the written consent of the District Superintendent in his/her absence, and at least ten days advance notice to its members. (§ 250)
- b) The pastor shall report to the District Superintendent and the Conference Secretary, in writing, the name and address of the elected lay member or alternate lay member.
- c) Under no circumstances shall a person who is not duly elected as stated above be seated at sessions of the Annual Conference.

- 6) **Equalization of Lay Members** – "If the lay membership should number less than the clergy members of the annual conference, the annual conference shall, by its own formula, provide for the election of additional lay members to equalize the number of lay and clergy membership of the Annual Conference." (§ 32) Members will be added in the order nominated or recommended for selection until the required number of additional lay members is reached. All terms will be for the quadrennium with the exception of category "i" below which shall be annually.

- a) The following persons shall be named as additional Lay Members to Annual Conference:

- i. The Conference Secretary, Conference Treasurer, and Conference Statistician, when persons elected to these offices are lay persons who meet the disciplinary requirements for Conference membership and are not otherwise elected.
  - ii. Elected Lay Delegates to General and Jurisdictional Conferences not otherwise elected as Lay Members of the Annual Conference.
  - iii. Lay Chairpersons of the following agencies not otherwise elected as Lay Members of the Annual Conference: Council on Finance and Administration, Commission on Archives and History, Commission on Equitable Compensation, Committee on the Episcopacy, Board of Pensions, Board of Trustees, Board of Church and Society, Board of Discipleship, Board of Global Ministries, Board of Higher Education and Campus Ministry, Commission on Camps and Conferences, Commission on Christian Unity and Interreligious Concerns, Commission on Religion and Race, Commission on the Status and Role of Women, Commission on Communications, and Commission on the Ethnic Local Church.
  - iv. The past conference Lay Leaders not otherwise elected as Lay Members of the Annual Conference. This includes the former Northern New Jersey and Southern New Jersey Conferences as well as the Greater New Jersey Annual Conference.
  - v. Laity members of the Council on Finance and Administration not otherwise elected as Lay Members of the Annual Conference.
  - vi. Laity members of the Sessions Committee not otherwise elected as Lay Members of the Annual Conference.
  - vii. The District Presidents of United Methodist Women and District Presidents of United Methodist Men not otherwise elected as Lay Members of the Annual Conference.
  - viii. Lay Missionaries not otherwise elected as Lay Members of the Annual Conference.
  - ix. The District Directors of Lay Speaking Ministries not otherwise elected as Lay Members of the Annual Conference.
  - x. The co-secretaries of the Ministries with Young People Team, the Youth Service Fund Chairperson and one additional Youth and Young Adult from each District not otherwise elected as Lay Members of the Annual Conference.
- b) Nominations for additional Lay members from local churches: In the year preceding the beginning of the quadrennium, the Laity Council shall solicit nominations for additional Lay Members from local churches through Administrative Boards or Councils. The Laity Council will receive the nominations and elect those who will serve as additional Lay Members for the succeeding quadrennium. Vacancies that occur during the quadrennium shall be filled by the action of the Laity Council.
- 7) Lay Membership** – “The lay members of the annual conference shall participate in all deliberations and vote upon all measures except on the granting or validation of license, ordination, reception into full conference membership, or any question concerning the character and official conduct of ordained ministers, except those who are lay members of the Board of Ordained Ministry and the committee on investigation.” (§ 602.6)
- 8) Seated Without Vote** – The following shall be seated without vote in the Annual Conference and shall be given the privilege of the floor without vote: student local pastors, lay missionaries regularly appointed by the Board of Global Ministries in fields outside the United States, and the Conference Chancellor(s) “if not otherwise a voting member of the annual conference” (§602.10) The following shall be invited to attend the Annual Conference, without voice or vote, on the same financial basis as members of the Annual Conference: spouses of deceased clergy members, persons not officially eligible for appointment who have been assigned by the District Superintendents between sessions of Annual Conference as pastors in charge with the intention of appointment or reassignment for the ensuing conference year, and persons to be presented for consecration as Diaconal Ministers or ordained as Deacons or Elders. Staff and clerical personnel necessary for the conducting of the Annual Conference Session shall attend at conference expense.
- 9) Attendance of Members** – “It is the duty of every member and all provisional members and local pastors of the annual conference to attend its sessions and furnish such reports in such form as the Discipline may require. Any



such person unable to attend shall report by letter to the conference secretary, setting forth the reason for the absence. Should any ordained minister in active service be absent from the session of the annual conference without a satisfactory reason for the absence, the matter shall be referred by the conference secretary to the Board of Ordained Ministry.” (§ 602.8)

## II ORGANIZATION

**10) Presiding Officer** – The bishop assigned shall preside over the annual conference, or “in case of inability, shall arrange for another bishop to preside. In the absence of a bishop, the conference shall by ballot, without nomination or debate, elect a president pro-tempore from among the traveling elders. The president thus elected shall discharge all the duties of a bishop except ordination.” (§ 603.6)

- a) The Presiding Officer shall see that all business pertaining to the Conference shall be brought forward and conducted in a proper manner, according to the provisions of the Discipline and Rules for the Conference.
- b) The Presiding Officer shall decide all questions of order, subject to the right of appeal by any member of the Conference.
- c) The Presiding Officer shall appoint all committees and officers not otherwise designated to the Nominating Committee, unless otherwise directed by the Conference.
- d) The Presiding Officer shall appoint an elder to preside at the Conference during any temporary absence.

**11) Conference Secretary** – At the session following the General Conference, the Annual Conference shall elect a Secretary to serve for the succeeding quadrennium. The Nominating Committee, in consultation with the Bishop and Cabinet, shall present the nomination. Term of office shall not exceed two consecutive quadrennia. “In the case of a vacancy in the interim of the sessions, the bishop, after consultation with the district superintendents, shall appoint a person to act until the next session of the annual conference.” (§ 603.7) Term limits of Rule 58a. shall apply.

- a) The Secretary shall keep a correct record of the proceedings of the Conference, authenticating by signature all acts of the Conference.
- b) The Secretary shall handle all notification and communications directed by the Conference.
- c) Unless otherwise directed, the Secretary shall handle all other matters that normally come under the Secretary’s responsibility.
- d) The Secretary shall have the responsibility for editing, publishing and distributing the Journal, Yearbook and Minutes of the Annual Conference.
- e) The Secretary shall nominate any staff that require election by the Conference.

**12) Conference Statistician** – At the first session following the General Conference, the Annual Conference shall elect a Statistician to serve for the succeeding quadrennium. “In the case of a vacancy in the interim of the sessions, the bishop, after consultation with the district superintendents, shall appoint a person to act until the next session of the annual conference.” (§ 603.7)

**13) Conference Treasurer** – The “annual conference, on nomination of its council on finance and administration, shall at the first session of the conference after the quadrennial session of the general conference or jurisdictional conference, or at such other times as a vacancy exists, elect a conference treasurer/director of administrative services. If a vacancy shall occur during the quadrennium, the council shall fill the vacancy until the next session of the annual conference.” (§ 619)

**14) Conference Chancellors** – The Annual Conference may designate as Chancellor one or more laypersons, each of whom is a member in good standing of one of the local churches or a clergyperson who is a member of the Annual Conference in the Episcopal Area, and who is a member of the appropriate bar or bars in the Episcopal Area. Each chancellor, who shall be nominated by the Bishop and elected by the Annual Conference, shall serve as legal advisor to the Bishop and the Annual Conference. (§ 603.8)

**15) Conference Parliamentarian** – There shall be a Parliamentarian at each Plenary Session of the Annual Conference. The Bishop shall select the Parliamentarian(s).

**16) Rules of Order Committee** –

- a) There shall be a standing Rules of Order Committee of eight (8) members, four (4) clergy and four (4) lay, nominated by the Committee on Nominations. The Conference Parliamentarian, if not already a member, shall be an ex-officio member of this committee with vote.
- b) Prior to the consideration of any other business of an Annual Conference Session, the Rules of Order Committee shall present, for informational purposes only, any changes to the Rules mandated by changes in the Discipline.
- c) The Rules of Order Committee shall also present for adoption by the Conference any other changes to the Rules that the Committee recommends. If any member of the Annual Conference desires to propose any other change to the Rules, the member shall submit a resolution setting forth the proposed change in accordance with the deadline for submitting proposed legislation. See Rule 19b. Upon its submission, the proposed legislation shall be referred to the Rules Committee for its review and response, prior to any vote on the legislation by the Conference.

### III BUSINESS PROCEDURES

- 17) Roll Call** – The Conference Secretary shall take the roll of all members of this Annual Conference, both clergy and lay, by card registration while the Conference is in session, and the attendance shall be recorded in the Journal. Upon registration, members shall receive a name badge which shall state name, church, or position, and which shall also indicate voting rights.
- 18) The Bar of the Conference** – The bar of the Conference shall be fixed at the beginning of each Annual Conference on motion of the Secretary. All members of the Conference, lay and clergy, must be within the bar of the Conference to have the privilege of the floor and to vote. Other persons shall be seated outside the bar of the Conference as indicated by the ushers.
- 19) Pre-Conference Reports and Recommendations –**
  - a) Reports –
    - i. There shall be a Pre-Conference Workbook which shall contain all reports of Conference, Jurisdictional and General agencies, boards, commissions, committees, councils or teams received at the Conference offices by the first business day of March (or such other deadline as the Conference Secretary may establish). Such reports are to identify how the agency or other body has helped the Conference make disciples of Jesus Christ for the transformation of the world, how the agency has furthered the goals of the Conference, and the goals of the agency or other body for the coming year. Any such report may be included in the Journal of the Annual Conference, subject to editorial corrections, at the discretion of the Conference Secretary. Any recommendations from such an agency or other body must be submitted separately as legislation for consideration by the Annual Conference, in accordance with applicable procedures and deadlines for legislation.
    - ii. Except as provided in (b) below, no reports or recommendations of any Conference agency excepting the Board of Ordained Ministry and the Committee on Nominations, and then only with the consent of the Bishop, shall be acted upon unless (1) they shall have been correctly and timely submitted to be included in the Pre-Conference Workbook as reports or legislation (as indicated above).
  - b) Recommendations –
    - i. The Pre-Conference Workbook shall contain all proposed legislation and all reports of agencies, boards, commissions, committees, councils or teams that have been received by the Annual Conference offices by the first business day in March (or such other deadline as the Conference Secretary may establish).
    - ii. All proposed legislation and reports received after March 1 shall be submitted to the agenda committee for review. Upon the agenda committee's recommendation and the bishop's consent, such items may be included in the agenda where urgent and appropriate.
- 20) Program** – The program as contained in the Pre-Conference Workbook shall be the official program of the session of the Annual Conference, subject to necessary modifications by the Chairperson of the Session Agenda Subcommittee.

- 1 **21) Official Journal** – The Conference Journal, signed by the Presiding Officer and the Secretary, shall be the official  
2 Journal of the conference. Among other materials included by the Conference Secretary, the Conference Journal  
3 shall contain all legislation and recommendations agreed to by the Annual Conference.
- 4 **22) Copy for the Journal** – All materials for publication in the Conference Journal shall be in the hands of the Editor  
5 of the Journal (who shall be the Conference Secretary, or a person selected by the Conference Secretary) by the  
6 close of the Conference Session. Exceptions to this rule shall be at the discretion of the Editor.
- 7 a) All substantive actions of the Conference shall be indicated in the Conference Journal. The Editor of the  
8 Journal shall have authority to make all appropriate, non-substantive editorial and conforming changes and  
9 corrections. Where explicitly so authorized by the Conference, the Editor of the Journal and the author of  
10 the action shall also be empowered to edit the contents of a given action together, to reflect the intent of  
11 the Conference. Rationales, preambles or supporting statements shall not be printed except in the case of  
12 complimentary resolutions.
- 13 b) Memoirs shall be limited to five hundred (500) words.
- 14 c) Addresses delivered to the Conference Session shall not be included in the Conference Journal, except for  
15 those of the Bishop, the District Superintendents and Conference Lay Leader(s). A motion to so include shall  
16 be out of order unless prior permission to make the motion shall have been received in writing by a  
17 committee composed of the Secretary of the Conference, the Editor of the Journal, the Chair of the Council  
18 on Finance and Administration, the Chair of the Conference Sessions Committee and the Dean of the  
19 Conference Cabinet.
- 20 **23) Distribution** – The Journal shall be distributed according to the following formula:
- 21 a) One mailed paper copy for each surviving spouse of clergy or laity member in the year the Memorial is  
22 printed in the Journal at no cost.
- 23 b) One paper copy to each conference officers, agency chairpersons, and general and jurisdictional agencies as  
24 required by the Discipline.
- 25 c) One mailed paper copy upon request to retired clergy.
- 26 d) A hard copy printed journal will be produced and available to all members upon request. A minimum fee for  
27 production and mailing costs will be assessed to each hard copy journal request. The amount to be paid for  
28 the journal will be published in advance.
- 29 e) An online version of the journal will be available on [www.gnjumc.org](http://www.gnjumc.org) and available for download and  
30 review.
- 31 f) All Annual Conference reports will be made available on the conference website.
- 32 g) The Conference Journal will not be produced in CD format.
- 33 **24) Copyright** – In order to protect its directories and contents from unauthorized use, the Conference Secretary  
34 shall copyright the Journal on behalf of the Annual Conference.
- 35 **25) Mail Ballot** – In an emergency situation as declared by the Council on Finance and Administration, a mail ballot  
36 may be taken of the Annual Conference. All members of the Annual Conference immediately preceding the  
37 emergency will receive ballots. The vote will be confidential with the outside envelope requiring the signature of  
38 the member.
- 39 **26) Remote Participation Annual Conference** – In a situation which a state of emergency has been declared by the  
40 Governor of New Jersey or other applicable governmental authority, or in extraordinary circumstances as  
41 declared by the Bishop, Cabinet, Conference Trustees and CFA, the regular Annual Conference session, or a  
42 Special Annual Conference session, or parts of either, can be held by means of remote participation. Notice of  
43 such a session and all such means of remote participation shall meet all requirements of the Discipline,  
44 applicable state law, and the Rules of Order, including without limitation:
- 45 a) authorization and prior notice of the meeting and means of participation;
- 46 b) verification of membership and voting credentials.
- 47 c) reasonable opportunity to concurrently see, read or hear, participate and vote; and
- 48 d) record and maintain a record of any votes or other actions.
- 49

## IV PARLIAMENTARY PROCEDURES

### 27) Order of Precedence of Motions –

#### a) Not debatable

##### Privileged

Fix time at which to adjourn (when compared to other privileged)\*#

Adjourn (when compared to other privileged)

Take a recess (when compared to other privileged)\*#

Raise a question of privilege

Call for the orders of the day

##### Subsidiary

Lay on the table (2/3)

Previous question (2/3)

Limit or extend time of debate (2/3)

*\* Can be amended; the others cannot be amended. (from Robert's Rules of Order)*

*# Is privileged only when other business is before the Conference. (from RRO)*

#### b) Debatable

Postpone to a certain time

Commit or refer

Amend

Postpone indefinitely

Main motions

**28) Main Motion** – A main motion is a proposal that the Conference take certain action, or that it express itself as holding certain views. Any member may make a motion.

**29) Motions Which Are Not Debatable** – The following motions shall be acted upon without debate:

a) To adjourn, when unqualified, except to adjourn the conference.

b) To suspend the rules. (2/3 vote)

c) To take from the table.

d) To call for the previous question. (2/3 vote)

e) To reconsider a non-debatable motion

f) To limit or extend the limits of debate. (2/3 vote)

g) To call for the order of the day.

**30) Precedence of Secondary Motions** – If any one or more of the following motions are pending, the order of precedence in relation to one another shall be the same as the order of their listing below:

a) To fix the time at which the Conference shall adjourn. (This motion is subject to amendment or it may be laid on the table.)

b) To adjourn.

c) To take a recess.

d) To order the previous question.

e) To lay on the table.

f) To limit or extend the limits of debate.

g) To postpone to a certain time.

h) To commit or refer.

i) To amend or substitute.

j) To postpone indefinitely.

**31) When a Second is not required** – The following do not require a second, pursuant to latest edition of Roberts Rules of Order.

a) To raise a question of privilege.

b) Question of order.

c) Objection to the consideration of a question.



- d) Call for the order of the day.
- e) Call for the division of the question.
- f) Call for the division of the Conference (for voting).
- g) Call for the motion to reconsider.
- h) Filling blanks.
- i) Nominations.
- j) Leave to withdraw a motion.
- k) Inquiries of any kind.
- l) Presentation of a report or recommendation by a Conference agency.

**32) Division of Question** – Before a vote is taken, any member has the right to call for the division of the question as the member indicates, if it is subject to division. If no member objects, the division shall be made; but if there is objection, the Chair, not waiting for a second, shall put the division to a vote.

**33) Tabling Related Motions** – No motion that adheres to another motion or has another motion adhering to it can be laid on the table by itself. If they are laid on the table, such motions carry with them the motions to which they respectively adhere or which adhere to them.

**34) Motions After Speaking on a Pending Question**

- a) A member may make a motion after a speech, although strict parliamentary practice requires motion to be made and seconded before a speech is made so the Conference may determine if it wishes to hear the matter.
- b) No member who has spoken on a pending question shall at the close of the speech have the right to call for the previous question, to move for indefinite postponement, or to lay the motion on the table.

**35) Previous Question** – To move the previous question is to move that the vote now be taken on the motion or motions pending.

- a) When moving a previous question, a member shall indicate to what such action applies if any secondary motion or motions are pending. If the member does not so indicate, the chair may regard it as applying only to the immediate pending question. This vote shall be taken without debate and if, in the judgment of the chair, two thirds (2/3) of those present vote for its adoption, the vote shall be taken on the motion or motion to which it applies.
- b) It shall not be in order to move the previous question in cases involving character or Conference relations, or where the Rules otherwise expressly limit when it is in order to move the previous question.

**36) Reconsideration of a Question** – A motion to reconsider an action of the Conference shall be in order at any time during the prevailing session if offered by a member who voted with the majority. If the motion it is proposed to reconsider is not debatable, the motion to reconsider may not be debated.

**37) Suspension of Rules** – The application of any of the provisions of these Rules of Order may be suspended at any time by a two-thirds (2/3) vote of the Conference.

**38) Motions and Resolutions are to be Written** –

- a) All motions, resolutions and reports shall be submitted in writing to the Secretary, properly signed by the movers thereof.
- b) Motions made on the floor shall be written on forms provided by the Secretary.

**39) When a Motion is in Possession of the Conference** – When a motion is made and seconded, or a resolution introduced and seconded, or a report presented and/or read before the Conference or stated by the Chair it shall be deemed in possession of the Conference. But any motion may be withdrawn or altered by the mover with the consent of the Conference at any time before voting has commenced.

**40) Amendments and Substitutions** –

- a) Only one amendment to an amendment shall be in order.
- b) It is in order to move a substitute for the main motion. In such case, the Chair shall proceed to perfect the original motion. When the main motion has been perfected, the Chair shall state the question on the substitute. If the substitute is adopted, it shall replace the original main motion and become the main

1 motion. The Chair will then state the question on the (new) main motion. The new main motion can be  
2 amended only by addition. If the substitute does not carry, the Chair shall state the question on the original  
3 main motion as it has been perfected.

4 **41) Order of Amendments** – When a main motion, report or resolution is under consideration, only one  
5 amendment and one amendment to that amendment are permissible. While there can be only one  
6 amendment of each degree pending at the same time, any number of amendments can be offered in  
7 succession. A substitute and one amendment to the substitute may be offered while amendments of the first  
8 and second degree are pending. The permissive order then is: 1) main motion, 2) amendment, 3) amendment  
9 to the amendment, 4) substitute, and 5) amendment to the substitute. The voting in this order is 3, 2, 5, 4, 1.  
10 If the substitute becomes the main motion, it shall be treated as such.

11 **42) Appeal** – An appeal from the decision of the Chair shall be taken without debate, provided that after the  
12 Chair shall have stated the reason for the decision, the appellant may give the grounds for the appeal. (§ 51)

13 **43) The Question of Consideration** – The question of consideration may be raised by any member upon the  
14 presentation of any matter that shall be deemed irrelevant, unprofitable, or contentious, and shall be  
15 decided without debate by majority vote. This applies only to the main motion.

16 **44) Method of Voting** – Voting shall be by voice vote and/or show of hands, or by standing count (provided that  
17 in such a count those who cannot stand may vote by raising hands), or by ballot, at the discretion of the  
18 Presiding Officer, unless otherwise ordered by the Conference. It shall be in order for any member to call for  
19 a vote by count on any question before the Conference, and, if the call be sustained by one-third (1/3) of the  
20 members present and voting, a vote shall be taken as called for.

21 **45) Robert's Rules of Order, Supplemental Authority** – In any parliamentary situation not covered in these Rules  
22 of Order, the Conference shall be governed in its action by the appropriate provisions of the latest revision of  
23 Robert's Rules of Order.  
24

## 25 **V SPEAKING ON THE FLOOR**

26

27 **46) Securing the Floor** – Before speaking in debate or delivering any matter to the Conference, a member shall  
28 approach and wait at a microphone provided for addressing the Conference from the floor or shall raise a  
29 card provided for the purpose of gaining recognition. When the member has been recognized by the Bishop,  
30 the member shall proceed to speak at a designated microphone. Before addressing the purpose of speaking,  
31 members shall state their names and local church or affiliation.

### 32 **47) Limitations on Debate** –

- 33 a) The chairperson of the agency that originated the report or recommendation(s) shall present them  
34 as the main motion before the plenary session and shall have five (5) minutes for comment, except  
35 as provided under h) below.
- 36 b) If there is a (are) minority report(s) or recommendation(s) from members of the agency, a  
37 representative shall be allowed five (5) minutes for a presentation.
- 38 c) All debate on the floor of the Conference shall follow the principle of alternate debate, that is, a  
39 speaker for, then a speaker against. When no speaker on the side opposed to the last speaker is  
40 ready, the President may recognize one who desires to speak on the same side as the prior speaker.
- 41 d) No person shall speak more than once on the same question without permission of the Conference,  
42 except as provided under g) below.
- 43 e) No person shall speak more than three (3) minutes at one time without permission of the  
44 Conference, except as provided under a) or h).
- 45 f) The initiator of the main motion shall in all cases be entitled to three (3) minutes to either  
46 i. oppose the motion to lay the report or recommendation(s) on the table.  
47 ii. close the debate before the report or recommendation is voted upon.

- 1 g) An agency presenting Special Reports at the direction of the Conference shall have sufficient time as  
2 determined by the Sessions Committee to present such reports and recommendations.
- 3 h) Except for non-debatable motions, no report or motion shall be put to the question without the  
4 opportunity having been given for at least two (2) speeches for and two (2) speeches against the  
5 pending question. After two (2) speeches pro and two (2) speeches con and provided no secondary  
6 (subsidiary, privileged--other than "previous question"-- or incidental) motions come to the floor  
7 and no other member seeks the floor to speak on the pending question, the question shall  
8 automatically be put to the question.
- 9 i) The motion for the previous question shall not be in order on the pending question until opportunity  
10 has been given for at least two (2) members to speak on each side of the pending question. If, after  
11 reasonable opportunity has been offered by the chair, no member has requested to speak against a  
12 resolution, motion or amendment, any member may move the previous question, to close debate.  
13 Likewise, if one member has spoken against a resolution, motion or amendment, but, after  
14 reasonable opportunity has been offered by the chair, no second member has requested to speak  
15 against the measure, any member may move the previous question, to close debate.

16 **48) Representation of Committees** – When the chairperson of a Conference agency is not in harmony with  
17 a report or recommendation adopted by the agency, it shall be the chairperson's duty to state the fact  
18 to the agency. The agency may then elect one of its members to represent it in the presentation of the  
19 report or recommendation in Conference. If the committee fails to elect such a representative, the  
20 chairperson may designate a member to represent the committee.

21 **49) To Limit or Extend Debate** – To move to limit or extend the limits of debate is in order at any time,  
22 except when a member has the floor, except as otherwise specifically provided elsewhere in the Rules.

23 **50) Interrupting the Speaker** – No one shall interrupt a member who has the floor except for a breach of  
24 order, a misrepresentation, a departure from the question, to direct the attention of the Conference  
25 that the time has arrived for a special order of the day, or to raise a very urgent question of high  
26 privilege.

27 **51) Questions of Privilege** – All requests from the floor to be recognized for matters of privilege must be  
28 made in writing to the Conference Secretary. They shall state the reason for the request to address the  
29 conference and the purpose of the request. The requests will be reviewed by a committee composed of  
30 the Conference Lay Leader, Conference Secretary, and the Chair of Conference Sessions. The committee  
31 shall recommend to the Presiding Bishop whether or not to recognize the requestor for the purpose of  
32 presenting the matter of privilege. The Presiding Bishop shall have sole authority in receiving and acting  
33 upon the recommendation of the committee.

34 **52) Announcements, Courtesy Presentations and Distribution of Papers** –

- 35 a) Announcements of matters of information to the Conference shall be submitted on the  
36 Announcement Authorization Form to the Conference Secretary before the conclusion of the  
37 plenary session prior to the plenary session when the announcement will be made unless it is an  
38 emergency matter which may be submitted as soon as possible after the matter is known.
- 39 b) Requests to make Courtesy Presentation speeches during a plenary session by a person not a  
40 member of Annual Conference or by a member are subject to the discretion of the bishop. As a  
41 general rule, no presentations or speeches will be made to the Conference outside the agenda.
- 42 c) Papers or other materials may not be distributed to the members during the Conference sessions,  
43 except with express prior permission by the bishop.

44 **53) Privilege of the Floor for Lay Members of Conference Agencies** – Laypersons not members of the  
45 Conference but currently serving on Conference agencies shall have the privilege of the floor without  
46 vote.

1       **54) Lay Officers of a Conference Agency** – Any Lay Officer of any Conference agency, who is not a lay  
2       member of the Conference, shall have the privilege to move and defend the report of the group such  
3       Lay Officer represents, without vote.  
4

## 5       **VI NOMINATIONS**

6

7       **55) The Committee on Nominations and its Ministry** – The Committee on Nominations will consist of the  
8       District Lay Leaders, the Conference Lay Leader, the Director of Connectional Ministries, and the District  
9       Superintendents. The Committee shall nominate the appropriate number of people each year to the  
10      Annual Conference Session for election.

- 11      a) The Committee on Nominations will develop and use a system to identify nominees based on their  
12      gifts, experience, and skills that will help the Conference achieve its vision, mission and goals as  
13      adopted by the Annual Conference, particularly leadership evidenced in making and maturing  
14      disciples, growing vital congregations and transforming lives and communities. Additionally, the  
15      Committee shall ensure the nominations reflect the diversity of the Conference.
- 16      b) Agency members shall be elected and placed into four staggered classes and each class will serve for  
17      a term of two years. An agency member may serve for four terms for a maximum of eight years.  
18      Nominations and elections will follow the rotation schedule unless otherwise mandated by the Book  
19      of Discipline.
- 20      c) In order to aid the Committee on Nominations in its work, it is requested that any member of the  
21      Conference who has a personal preference to serve on any particular agency communicate such  
22      personal preference to the chairperson of the Committee on Nominations on the appropriate form  
23      prior to January 1.
- 24      d) Nothing herein shall exclude additional nominations from the floor of the Conference. All  
25      nominations from the floor must be submitted on forms supplied in the pre-conference mailing or  
26      secured from the Chairperson of Nominations prior to placing the name in nomination. The  
27      signatures of the nominator and nominee must be on the form or it will be declared invalid.

## 28      **56) Chairpersons and Officers** –

- 29      a) For the sake of empowering diverse leadership, the Committee on Nominations shall nominate, and  
30      the Annual Conference elect, all chairpersons and officers for agencies, boards, commissions,  
31      committees, councils, and teams except where the Book of Discipline instructs differently. All terms  
32      shall be for the quadrennial, or such other period as specified by the action of the Conference.
- 33      b) The Committee on Nominations shall nominate all chairpersons and officers for agencies, boards,  
34      commissions, committees, council, and teams [hereinafter Agency/Agencies] that the Book of  
35      Discipline requires to select its own chair and officers. These nominations shall not come before  
36      Annual Conference but shall be presented directly to the respective Agencies for vote at their first  
37      meeting after Annual Conference. In the absence of a duly elected Chair, whose term has not yet  
38      expired, the District Superintendent assigned to the agency either permanently, or for the election  
39      process, shall chair the meeting until the new chair is elected.<sup>1</sup>
- 40      c) In all nominations, special attention shall be given to seeking diversity of inclusion by gender, age,  
41      racial and ethnic background, and to inclusion of people with disabilities and from all size churches.  
42      (See Discipline paragraph 610.5)

## 43      **57) To Fill Vacancies** –

- 44      a) The Committee on Nominations is to recommend to the Connectional Table Executive Committee  
45      any persons to fulfill an unexpired term of any agency vacancy between Annual Conference Sessions  
46      except where the Discipline instructs differently.

<sup>1</sup> See Judicial Council decision 1328



- b) Preference will be given to members of the Annual Conference to serve on conference agencies when they have the skills, experience and qualities being sought for an agency.
- c) The Connectional Table Executive Committee shall approve the appointments or request additional nominations, in which case the Committee on Nominations is to submit new nominations. These individuals serve until they or someone else is elected at the next Annual Conference Session.
- d) When a person duly nominated and elected to any Conference agency does not attend three (3) consecutive meetings of the agency, it shall be the responsibility of the chairperson to attempt to contact that person by mail or telephone with a view to activation or resignation. The chairpersons shall report in writing annually to the Chairperson of the Committee on Nominations regarding contact with all non-participants and the results of such contacts. This information shall be provided by January 31 of each year.

**58) Elections –**

- a) The report of the Committee on Nominations shall be distributed in the Pre-Conference mailing and/or the packet received at the seat of the Annual Conference. The report shall be presented without reading. Upon adoption of a motion to close nominations, the Chairperson of the Committee on Nominations shall move the election of all nominees whose elections are uncontested.
- b) When the number of persons nominated exceeds the vacancies on an agency or when more than one person is nominated for a specific office, there shall be a secret ballot listing only those persons where a contest exists. The ballot will be taken at a time subsequent to the election in a) above. The ballot shall be distributed, collected, and tallied by tellers selected by the Conference Secretary, who shall report the results listing only those elected. Election shall be by a majority of those voting. Lacking a majority, there shall be another ballot listing only those receiving 25% or more of the votes.

**59) Quadrennial Agencies -**

- a) An elected member of a conference or district committee, board or agency shall be eligible for not more than two consecutive four year terms unless specified otherwise in the Book of Discipline. Service of two years or more in filling an unexpired or vacated position shall be counted as a full four-year term. For this purpose, annual conference to annual conference shall be considered one year, regardless of the actual dates of the conferences.
- b) Persons elected by the Annual Conference to serve in an affiliated organization\* may serve in accord with the by-laws of the organization in which they are elected to serve, except that no term of office may exceed five years. All persons elected or reelected to serve in an affiliated organization shall be elected in accord with the Annual Conference rules on nomination and election.

\*An affiliated organization is one that wishes to maintain a connectional relationship with the United Methodist Church through the Greater New Jersey Annual Conference.

- c) Members of the Annual Conference who are voting members of a general agency shall serve as ex-officio (with vote) members of the corresponding annual conference agency or its equivalent structure (§¶610.6, 710.4 and 710.6).

**60) Quorum –** The members present and voting at any duly announced meeting of a Conference agency, board, commission, committee, council, or team shall constitute a quorum.

**61) Limitations of Service –** No person shall be elected to more than two conference agencies, boards, commissions, committees, councils, or teams, except for persons who are ex-officio members by virtue of an office or as a member of a general agency.

**62) District Superintendent Voting –** A District Superintendent regularly assigned to any Conference agency by the Cabinet shall have a vote in that agency and shall be the only District Superintendent who shall have the right to vote in such agency, except where the Discipline provides otherwise.

## VII PETITIONS AND ELECTIONS TO GENERAL AND JURISDICTIONAL CONFERENCE

**63) Petitions to General Conference** – All petitions to General Conference shall be presented as prescribed in ¶ 507 of the Discipline. Petitions for endorsement by the Annual Conference to General Conference will only be considered in the year in which General Conference delegates will be elected.

**64) Nominations** – In a year in which elections to the General and Jurisdictional Conferences are to be held, the Conference Secretary shall open nominations for lay and clergy delegates on December 15 and nominations will be closed on February 15. An individual who desires to be a delegate shall download and complete a candidacy nominations form from the web page. On the bottom of nominations for Lay Delegates shall be the names of two Lay Members of the Annual Conference who endorse the nomination of the candidate. On the bottom of nominations for Clergy Delegates shall be the names of two Clergy Members who are eligible to vote for such delegates, and who endorse the nomination of the candidate.

a) Nominees may address their respective sessions for no more than one minute each, provided that no more than forty five minutes shall be allotted for speeches. If more than 45 lay persons or clergy persons are nominated, the allowed times for individual speeches will be adjusted accordingly. No speeches regarding nominees will be in order after the original time allotted for such speeches.

**65) Balloting** – The Conference Secretary shall announce the number of clergy delegates to be elected. A like number of lay delegates will be elected.

a) The time of initial balloting shall be set by the agenda committee.

b) Balloting shall be by electronic or mechanical means.

c) The Secretary shall announce a Chief Clergy Teller and a Chief Lay Teller, and two lists each of clergy and lay assistants.

**66) Voting** – All members, lay and clergy, must be within the bar of the Conference to be eligible to vote.

a) Before each ballot, the President shall announce the number of delegates each ballot shall elect. To be effective, a ballot must list the exact number of names of lay or clergy delegates to be elected.

b) The intent of the voter shall be allowed regardless of mistakes in spelling.

c) Where there is more than one member with the same family name, the Christian name or identifying initials shall precede the family name.

d) A majority of valid votes cast shall be necessary for election, except on the ballot to elect reserve delegates pursuant to Rule 68.

e) Only those nominated are eligible for election. If a ballot lists someone who has not been nominated, the ballot will be disqualified.

**67) Counting and Reporting** –

a) After a ballot has been counted, the chief teller, either clergy or lay, shall furnish a written report to the bishop, which shall contain (a) the number of ballots cast; (b) the number of ballots not valid; (c) the number of valid ballots counted; (d) the number of ballots necessary to elect; and (e) the list of names of persons voted for, including the number of votes received by each. The results will be disclosed or displayed before the next ballot is taken.

b) Minimum Votes. On the first ballot for both General Conference and the jurisdictional conference, the presiding officer shall read or distribute all names receiving 5 or more votes, together with the number of votes cast for each. Thereafter, the minimum number of votes received to be included in the next ballot shall be increased by five for each delegate elected (that is, on the first ballot a minimum of 5 votes to be included in the next ballot; after the election of the first delegate, a minimum of 10 votes to be included in the next ballot; after the election of the second delegate, a minimum of 15 votes, etc.). After the ballot in which the last delegate is elected to the General Conference, all the names that were originally nominated are available for election to Jurisdictional conference. Those elected to General Conference will not be listed.

- c) If necessary, another ballot shall be taken in like manner, and so on, until the proper number of delegates has been chosen.

**68) Qualifications –**

- a) Clergy Delegates – The Discipline, ¶ 35 (Article IV), permits any active or retired member of the Annual Conference in full connection to be eligible for election to the General or Jurisdictional Conferences.
- b) Lay Delegates – The Discipline, ¶ 36 (Article V), asserts that lay delegates shall be elected “without regard to age, provided that such delegates shall have been professing members of the United Methodist Church for at least two years next preceding their election, and shall have been active participants in the United Methodist church for at least four years next preceding their election, and are members thereof within the Annual Conference electing them at the time of holding the General and Jurisdictional Conferences.”

- 69) Reserve Delegates –** After the authorized numbers of delegates have been elected, 3 clergy and 3 lay reserve delegates shall be elected on a single ballot, with the 3 persons receiving the greatest number of votes in each category being elected in the order of the number of votes received.

**VIII CONCERNING FINANCIAL OPERATIONS**

- 70) Budget –** The Annual Conference shall adopt at each Annual Session a budget for each of the following: Clergy Support, Administrative Costs of the Annual Conference, World Service, Conference Benevolences, and other Apportioned Funds. These budgets become effective for the fiscal year beginning on January 1st following the session. Apportionments of these budgets shall be sent to the several churches as soon after the session as is feasible.

- 71) Apportionments –** The Conference Shared Ministry Budget shall be apportioned annually among the churches of the Conference according to a formula recommended by the Conference Council on Finance and Administration and adopted by the Annual Conference. Following adoption, the formula will remain in effect until such time as changes are recommended by the CF&A and adopted by the Annual Conference. The formula shall be outlined on a Shared Ministry data sheet, which shall be distributed to the churches as soon as practical after the end of each year’s annual conference, but in no event later than the end of the fiscal year.

- 72) Prior Action by Council on Finance and Administration –** Every motion, recommendation, resolution, or other legislative act having to do with budgeting, apportionments, allotments, or expenditure of funds shall first be submitted to the Council on Finance and Administration. After adequate time is allowed for investigation and study, the council shall report its recommendation to the Conference. This report shall be received before such legislation may be acted upon by the Annual Conference.

- a) No agency or member of the Conference shall commit the Conference financially for the support of programs within or beyond the Greater New Jersey Annual Conference without first obtaining the approval of the Annual Conference after study and recommendation of the Council on Finance and Administration, and not until funds are available or have been allocated to meet such commitments.
- b) Any person or agency requesting an emergency offering should contact one of the Team Coordinators, who will present the matter to the Cabinet and the Council on Finance and Administration. Any funds received as a result of such an offering will be held by the treasurer and administered by a task force established by the Cabinet for that particular appeal.

**73) Time Limit on Submitting Budget Requests –**

- a) Requests for inclusion of an item in the Clergy Support Budget and/or the Administrative Costs of the Annual Conference Budget to be acted on by an Annual Conference shall be submitted to the Treasurer’s office by the third Monday of January preceding the date of the Annual Conference, except in cases of unavoidable emergency.

- b) Requests for inclusion of an item in the World Service Budget and/or the Conference Benevolences Budget to be acted on by an Annual Conference shall be submitted to the Connectional Table by January 15 preceding the date of the Annual Conference, except in cases of unavoidable emergency.

**74) Amending Allotments** – An agency shall not attempt to amend its allotment in a proposed budget submitted to an Annual Conference unless it has previously presented an appeal to the Council on Finance and Administration at a meeting held preceding the date of the Conference.

**75) Increased Asking by Amendment** – In amending a proposed budget on the floor of the Annual Conference, no item shall be increased above the amount originally requested by the responsible agency in its asking to the Council on Finance and Administration, except when the consent of both the agency and the Council on Finance and Administration has been obtained.

**76) Proper Use of Budgeted Funds** – No agency of the Conference shall spend budgeted funds for any purpose other than the general purpose for which the funds were originally requested, unless the consent of the Council on Finance and Administration and the Ministries Team has been obtained for such a reallocation. An expenditure item shall be budgeted for the year when it is expected to be spent, and it shall be spent only in the year for which it is budgeted. When uncontrollable circumstances warrant, an emergency request may be directed through the Ministries Team to the Council on Finance and Administration for a budget adjustment.

**77) Financial Appeals to the Churches** – Any agency planning to send a communication or appeal to the churches requesting contributions to any agency or fund shall first submit its proposed communication or appeal to the Council on Finance and Administration. The Council shall ascertain if the procedure is in accord with existing legislation and shall make certain that remitting instructions are correct. Any contribution received by the Conference Treasurer in response to a communication which has not been cleared as herein provided shall be credited automatically to World Service and Conference Benevolences through the remitting church.

**78) Customary Draft** – When presented and endorsed, the customary draft from the United Methodist Publishing House shall be turned over to the Conference Treasurer for pensions for clergy of the central conferences.

**79) Bonding** – All persons who hold or disburse conference funds shall be bonded in such amounts as may be deemed wise by the Council on Finance and Administration.

**80) Fiscal Year** – The fiscal year shall coincide with the calendar year unless another fiscal year is designated by the Conference Treasurer after approval by the Conference. All payments to be credited to a given fiscal year shall be in the hands of the Conference Treasurer not later than the following January 20th. All local church financial reports shall be forwarded to the Conference Treasurer by a deadline to be announced annually.

**81) Audit** – The Council on Finance and Administration shall be responsible for arranging that a Certified Public Accountant shall audit the accounts of the Annual Conference. The Council on Finance and Administration shall publish a statement of Certification of each audit in the Journal.

## **IX CONSENT CALENDAR**

### **82) Consent Calendar –**

- a) The Conference Agenda Committee may present to the Annual Conference a proposed consent calendar, including those items which the Annual Conference may approve with one vote of approval by the Conference membership.
- b) A written list of items on the consent calendar, including the name of the motion, name of the author, and page number in the Pre-Conference Workbook will be presented to all members of the Conference upon check-in at the Conference session.



- c) The consent calendar list will include a space where Conference members may check any item(s) which they would like to see removed from the consent calendar.
- d) To vote to remove an item from the consent calendar, Conference members must:
  - i. Check the item(s) they wish to see removed from the list, or
  - ii. Write in an item which has been added subsequently by Conference action.
  - iii. Print his or her name and church on the list and sign the list.
  - iv. Bring the list to the Conference Secretary's table and give the list to the Conference Secretary or one of the Assistant Secretaries.
- e) If any item on the consent calendar receives ten (10) or more such votes in favor of removing it from the consent calendar, that item will be removed and placed on the Conference agenda by the Agenda Committee.
- f) All requests for items to be removed from the consent calendar shall be delivered to the Conference Secretary as early as possible, but no requests will be received within the last twenty-four (24) hours before the stated time of adjournment of the Conference session. During this last twenty-four (24) hour period, items may only be removed from the consent calendar by a  $\frac{3}{4}$  vote of the Conference.

## **NOMINATION OF EPISCOPAL CANDIDATES**

**83) Nomination of Episcopal Candidates** - The procedure for nomination of Episcopal Candidates to the Jurisdictional Conference as permitted by ¶405 of the Book of Discipline shall be as follows:

- a) In a year in which one or more Episcopal Candidates are to be nominated by the Annual Conference, the Conference Secretary shall provide for the receiving of nominations until the deadline for submission of proposed legislation for that year's annual conference. Each proposed nomination shall be submitted on one side of an 8 1/2 by 11 inch sheet of paper or by electronic means designated by the Conference Secretary. Only eligible persons may be nominated. The Bishop shall, before the ballot is taken, remind the Annual Conference of the eligibility requirements for election to the office of the episcopacy.
- b) The Jurisdictional Conference delegates (acting as a group) shall have the privilege to speak to the Annual Conference on behalf of the person(s) they have endorsed for nomination to the episcopacy (provided they have submitted such nomination in the manner described in Rule 82(a) above). If no other nominations have been submitted as indicated in Rule 82(a) above, the Bishop shall call for a vote of the body. A majority vote will be sufficient for this person (these persons) to be recognized as the episcopal nominee(s) of the Annual Conference.
- c) If there are additional nominations submitted in accordance with Rule 82(a) above, the Bishop shall call for a written or electronic ballot following this procedure.
  - i. Nominees may each give a three minute speech. There shall be no seconding speeches.
  - ii. If any ballot contains the name of an ineligible person, that name shall not be tallied, but other names on the ballot shall be tallied.
  - iii. Conference members may vote for one such nominated individual. An individual must receive 60% of those voting to be nominated by the Annual Conference. If an individual does not receive 60% of the vote by the fifth ballot there will be no nominee. If someone is nominated, the conference will take up to three ballots to see if a second person is nominated. If no one receives 60% of the vote by the third ballot there will not be a second nominee. Those who do not wish to see anyone nominated may so indicate that desire on their ballots (in the manner prescribed by the Conference Secretary) and the ballot shall be counted as cast.
- d) Only the persons selected in the foregoing manner shall be deemed Nominees of the Greater New Jersey Annual Conference.
- e) This procedure shall not foreclose efforts by individuals or groups in the Annual Conference to promote the candidacy for the episcopacy of other persons.

## XI RULES OF ORDER RESOLUTIONS

### 84) Resolutions to Change the Rules of Order –

- a) Any resolution or proposed change, by addition or deletion to the Rules of Order, with the exception of ***Concerning Financial Operations***, shall first be referred to the Committee on Rules of Order for its recommendation. The Committee shall submit its recommendation to the body prior to any action by the body. The initiator of any proposed change to be included in the Pre-conference mailing shall at the same time submit a copy of said proposed change to the chairperson of the Committee on Rules of Order. The Rules Committee may request a meeting with the initiator prior to the convening of the Annual Conference.
- b) If the change is proposed at the site of the Annual Conference, it shall be referred to the Committee on Rules of Order and a report to the body will be made no later than the next plenary session.

## XII HOLY CONFERENCING PROCEDURE FOR CERTAIN GENERAL CONFERENCE PETITIONS

85) A procedure to facilitate holy conferencing shall be used, at the Bishop's discretion, to discuss petitions to General Conference regarding issues related to human sexuality or such other issues that would benefit from the same procedure.

A special order of the day will be established to provide for holy conferencing. The special order of the day shall proceed as follows:

- i. Representatives of the two primary positions selected by the Bishop will each make a twenty-minute presentation.
- ii. Upon conclusion of the opening presentations, the Bishop shall bring the Conference into silent prayer for two minutes.
- iii. Then ten minutes will be provided for delegates to share what they heard with their fellow Christians seated to their immediate left and right. This is not a time for debate, but rather to listen to what their neighbors heard.
- iv. The Bishop will then call the Conference to order. Delegates will then have the opportunity to share their thoughts with the Conference. The Bishop shall establish a total amount of time for discussion, not to exceed sixty minutes. No member may speak longer than two minutes. All speakers will be notified when ten seconds remain of their time. The speaker will be allowed to finish a sentence at the expiration of allotted time. Then, that microphone will be cut off and the next speaker will be recognized. This will continue until the total allotted minutes have elapsed or everyone who wished to be recognized had an opportunity to speak, whichever comes first. No subsidiary privileged or incidental motions will be in order during this time of discussion.
- v. The regular business of the Conference will then resume.

At a previously noted time during plenary session on the following session day, the petitions will be voted upon by secret written ballot. Thirty minutes will be allotted for this vote. No debate or motions will be in order at this time.

## XII HOLY CONFERENCING PROCEDURE FOR PROPOSED CONSTITUTIONAL AMENDMENTS

86) A procedure to facilitate holy conferencing shall be used at the Bishop's discretion to discuss proposed Constitutional amendments coming from the General Conference.

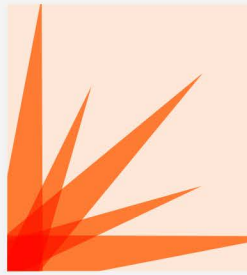
A special order of the day may be established to provide for holy conferencing. The special order of the day shall proceed as follows:

- i. The co-chairs of the delegation to General Conference will present the proposed amendments to the Conference in a fifteen-minute presentation.

- ii. Upon conclusion of the opening presentation, the Bishop shall bring the Conference into silent prayer for two minutes.
- iii. Then up to ten minutes will be provided for members to share what they heard with their fellow Christians seated to their immediate left and right. This is not a time for debate, but rather to listen to what their neighbors heard.
- iv. The Bishop will then call the Conference to order. Members will then have the opportunity to share their thoughts with the Conference. Sixty minutes will be allotted for this. No member may speak longer than two minutes. Each speaker will be notified when ten seconds remains of their time. The speaker will be allowed to finish a sentence at the expiration of their time. Then, that microphone will be cut off and the next speaker will be recognized. This will continue until sixty minutes have elapsed or everyone who wishes to speak has been recognized whichever comes first. No changes are permitted to be made to Constitutional amendments.
- v. The regular business of the Conference will then resume.

At a previously noted time during a subsequent plenary session, the amendments will be voted upon by secret ballot. Members will be able to vote in favor of or against each individual amendment. If a member wishes to abstain, the member will leave the ballot blank for that particular amendment.

Should any of the foregoing Rules of the Greater New Jersey Annual Conference be in conflict with the provisions of the current Book of Discipline, then the provisions of the Discipline shall take precedence.



**NEXT GENERATION**  
UNITED METHODISTS  
OF GREATER NEW JERSEY

We're Here To:  
**EQUIP, SUPPORT, & WALK ALONG WITH YOU**

**BE ON THE LOOKOUT FOR:**

- Weekly Newsletters For Youth Leaders
- Weekly Community Zoom Calls For Youth Leaders
- A Large Pool Of Resources Including:  
How To Guides, Trainings & Curriculum
- Coaching For Leaders In Youth Ministry



# Legislation

## 2022 Budget Legislation

**Whereas** in 2020, the world and GNJ went through an unprecedented COVID-19 pandemic that negatively impacted the ministry of our churches and their spending; and

**Whereas** normally the 2022 Shared Ministry Apportionment for each GNJ congregation is determined by multiplying the congregation's spending in 2020 (inputted by each congregation in the GCFA Ezra database) by a percentage set by the annual conference; and

**Whereas** the 2020 year spending was dramatically impacted by the pandemic and the spending is significantly different than normal trends; and

**Whereas** the strength of giving of a congregation for 2022 is not reflected in the 2020 Statistical Report numbers;

**Therefore be it resolved** that the 2022 Shared Ministry Apportionment for each congregation be calculated using the 2019 Statistical Report data and the same Shared Ministry Apportionment Percentage as was approved for 2021 so that the 2022 Shared Ministry Apportionment for each congregation will be the same as the 2021 Shared Ministry Apportionment for that congregation except for congregations that went from full-time to part-time in 2020 whose shared ministry will be adjusted for the appointment change; and

**Be it further resolved** A Journey of Hope equity shared ministry for qualifying churches as approved by previous annual conference legislation be apportioned according to the formula outlined in the A Journey of Hope report and legislation; and

**Be it further resolved** that the Greater New Jersey Annual Conference adopt the 2022 Budget that includes the following.

- A consolidated budget that includes all billings to congregations, GNJ ministry and mission and general church apportionments.
- 15.2% shared ministry apportionment, 12.3% for GNJ shared ministry and 2.9% for general church apportionment.
- Salary and support for six district superintendents.
- \$1.732 million from property sales to support congregations with their billings.

Additional property sale proceeds after the \$1.732 million, will be deposited into the approved designated funds according to the plan developed by CFA so that GNJ replenishes reserves by 2026 and at that time, or sooner, as funds are replenished continues with the annual conference policy to distribute property sale proceeds to the Harvest Mission Fund (50%), Strategic Disciple Making Fund (20%), Retiree Health Care Fund (15%) and Property Redevelopment Fund (15%).

For 2022, the incremental proceeds will be deposited as follows: 92% to Retiree Health Care Fund and 2% each to Harvest Mission Fund, Strategic Disciple Making Fund, Property Operational Reserve and Property Redevelopment Fund. \$578,535 from GNJ designated funds.

1 **Be it further resolved** that the monthly statements provided to congregations include the following.

- 2 • The total apportionment to the congregation for GNJ shared ministry.
- 3 • The total apportionment to the congregation on behalf of the general church.

4  
5 Direct billings to the congregation from GNJ, which include but is not limited to, blended rate for active  
6 healthcare, active pastor/lay employee's incremental contributions for self-elected benefits (health,  
7 dental, vision, and health reimbursement accounts), workers compensation, property insurance and  
8 back payments for past billings.

9  
10 Submitted by,

11  
12 Vasanth Victor, President, Council of Finance and Administration

## Proposed 2022

### Shared Ministry Formula

Apportionment Base	66,264,500
GNJ Shared Ministry Percent	12.3%
Total Apportioned Shared Ministry	8,147,254
Anticipated Giving rate	90%
Anticipated Giving \$'s	7,332,529
JOH Equity Shared Ministry Adjustment	(203,364)
Net GNJ Shared Ministry	<u>7,129,164</u>

### Income

GNJ Shared Ministry Apportionment	7,129,164
GNJ portion of General Church MEF	67,171
Local Church Billing Revenue	13,908,578
Centenary Fund	700,000
Designated Funds	578,535
Property Sale Revenue	1,732,000
Grants and Donations	110,470
Registrations	163,500
Shared Services	45,000
Total Income	<u>24,434,419</u>

### Expenses

Personnel	
GNJ Staff	4,590,398
Clergy Benefit Billings	9,139,736
Retiree Health Insurance	1,938,170
Total All Personnel	15,668,304
Leadership Development	185,800
Congregational Development	1,016,500
Mission and Justice Ministries	1,027,842
Agency Budgets	76,300
Administration	392,120
Communications	554,500
Property	5,457,270
Bridge Fund	50,000
Total GNJ Expenses	<u>24,428,636</u>
GNJ Income Over (Under) Expenses	<u>5,783</u>

### General Church Apportionments

Apportionment Base	66,264,500
General Church Apportionment \$'s	1,924,950
General Church Apportionment %	2.9%

## GNJ Designated Fund Legislation

**Whereas**, the world needs a strong GNJ to transform lives and communities as we recruit and develop transformational leaders to make disciples and grow vital congregations to transform the world. Key to this mission are strategic funds that help fund present vital ministry and ensure a sustainable future mission and ministry.

**Whereas**, the Council of Finance & Administration has adopted a Designated Fund Policies, Processes and Procedures (see p. 54 of this workbook) :

**Therefore, be it resolved** that the Greater New Jersey Annual Conference session adopt the following fund names, respective purpose and 2021 beginning balances in the chart below:

### GNJ Designated Funds

1. Operating Reserve Fund – each year, CFA will establish a surplus needed to manage cashflow during the year. It shall be set at 10% of the consolidated budget approved by the annual conference. If more than 10% is needed, CFA is to examine structural reasons why the problem exists and address it. The fund shall be invested in short term instruments as identified by the CFA Investment Committee.
2. Harvest Mission Fund – supports leadership and congregational development and mission engagement. Impact – meet current goals of 51% vital congregations, enable 150 congregations to engage in A Journey of Hope plan and allow GNJ to achieve a 98% giving rate for shared ministry and billables. May receive a 0-5% disbursement per year as set by CFA.
3. Strategic Disciple Making Fund – funds new faith communities (congregations, second sites, new worship services) so that we increase the number of new disciples and vital congregations. Impact – more new disciples and vital congregations. May use up to 80% of the fund balance.
4. St. John's Native American Historic Preservation Fund – fund the preservation of the St. John's building as a historical site and the Native American burial ground. Impact – preserve the only Native American Church in GNJ and serve as a cultural site for the people of New Jersey.
5. Next Gen Ministries Fund (formerly known as Tumetheca & Time is Now funds)– fund ministries of young people between 12 and 30 that may include camping, Ignite, youth ministries, campus ministries and other ministries to form and shape young people's commitment to and faith in Jesus Christ. Impact – increase in the number of young people participating in young people ministries in GNJ congregations. May receive a 0-5% disbursement per year as set by CFA.
6. Pension and Benefits Operational Fund – fund the administrative work of the Conference Board of Pensions and Health Benefits and up to \$ 30,000 billing gap shortfall in collections. May receive a 0-5% disbursement per year as set by CFA.
7. Retiree Health Fund – fund payments for retiree health care and secure retire health care. The fund will be funded with pre-82 pension surplus as available and property sales of 15% starting once the "fund allocation steady state" has been reached. Impact – we will ensure retiree health care funding and back the funds appropriately. May receive a 0-5% disbursement per year as set by CFA.



- 1 8. Property Operational Fund - funds maintenance and equipment purchases for the GNJ  
2 Mission and Resource Center, closed church property and cemeteries owned by the annual  
3 conference so that property is self-funded rather than funded through shared ministries and  
4 property sales. Impact – more shared ministry funding to mission and ministry and property  
5 sales to funds that will fund present ministry and sustain future mission and ministry. May  
6 receive a 0-5% disbursement per year as set by CFA.
- 7 9. Property Redevelopment Fund – funds redeveloping GNJ congregational property. Our first  
8 priority is for congregations in low-income communities to be able to increase income for  
9 ministry and mission in low-income communities. Impact – redeveloping church properties  
10 that can no longer be maintained by congregations so that they can continue to have a vital  
11 congregational ministry in GNJ’s low-income communities. May receive a 0-5%  
12 disbursement per year as set by CFA. Up to \$500,000 per project may be borrowed for  
13 viable redevelopment projects. At no time may more than 50% of the fund’s balance be in  
14 loans. When this fund is reported it must include the cash balance and the amount in loans.  
15 Loans may be approved by a majority vote of each of the following agencies: Board of  
16 Trustees, CFA and the Cabinet.
- 17 10. Superintendent Housing Fund – funds the purchase and maintenance of superintendent  
18 parsonages or provides a housing allowance for one or more district superintendents. The  
19 fund shall be adequate to purchase and maintain district parsonages or provide housing  
20 allowances for district superintendents. Impact – reduce the amount needed from shared  
21 ministries so that more funds are available for mission and ministry and/or eliminate the  
22 amount needed from church property sales so that more money may be added to the  
23 ministry funds. May receive a 0-5% disbursement per year as set by CFA or by a 75%  
24 approval of those present at each of the Board of Trustees and CFA for the amount needed  
25 to purchase of a district parsonage.
- 26 11. Episcopal Residence Fund – funds the purchase and maintenance of the bishop’s residence  
27 or provides housing allowance. Impact – reduce the amount needed from shared ministries  
28 so that more funds are available for mission and ministry and/or eliminate the amount  
29 needed from church property sales so that more money may be added to the ministry  
30 funds. May receive a 0-5% disbursement per year as set by CFA or by a 75% approval of  
31 those present at each of the Board of Trustees and CFA for the amount needed to purchase  
32 of an episcopal residence.
- 33 12. Episcopal Office Fund – funds discretionary fund and scholarships to the bishop’s clergy  
34 convocation. Impact – supports emergency needs of clergy and ministry and assists pastors  
35 who need financial support to attend the bishop’s convocation on ministry.

36  
37 **Be it further resolved,** in order to rebuild the funds, the distribution of the **Investable Property Proceeds**  
38 (proceeds above and beyond the operating budgeted amount) to the various funds will follow the plan  
39 established by CFA until the funds other than the four funds listed below have reached their targets  
40 (**“Funds allocation steady state”**). After that the allocation of property proceeds shall be as follows:

- 41 • Harvest Mission Fund – 50%
- 42 • Strategic Disciple Making Fund – 20%
- 43 • Retiree Health Care – 15%
- 44 • Property Redevelopment Fund – 15%

45  
46 Note: **“Fund allocation steady state”** will be reached after subsidies for billables are no longer  
47 needed and all funds other than the four above are fully funded at their targeted goal levels –  
48 we expect this will happen around 2026.

## GNJ Designated Fund Balance Summary

Fund Name	2020 Rebalanced \$ Amount (1)
Operating Reserve Fund	3,000,000
<b>Mission and Ministry Funds</b>	
Harvest Mission Fund	10,000
Strategic Disciple Making Fund	10,000
Episcopal Office Fund	150,000
<b>GNJ Funds to Other Organizations</b>	
St. John's Native American Historic Preservation Fund	1,000,000
Next Gen Ministries Fund	1,500,000
<b>Benefits Funds</b>	
Pension and Benefits Operational Fund	750,000
Retiree Health Fund	1,810,000
<b>Property Funds</b>	
Property Operational Fund	10,000
Property Redevelopment Fund	10,000
Superintendent Housing Fund	1,000,000
Episcopal Residence Fund	750,000
<b>Total</b>	<b>10,000,000</b>

(1) The rebalance amount is a onetime allocation of reserve funds based on the actual cash amount available for reserves, not the reported amount as of January 2021.

Submitted by,

Vasanth Victor, President, Council of Finance & Administration

## Council on Finance and Administration Report on the proposed “Shared Ministry Statements and Remittance Forms” Legislation

At the May 2021 Annual Conference Session, the proposed “Shared Ministry Statements and Remittance Forms” legislation (page 47, row 17 through page to 48, row 23 of the pre-conference journal) was referred to the Council of Finance and Administration (CFA). *This legislation is referring to the Itemized Shared Ministry Statements and Remittance Forms legislation in the 2021 AC Pre-conference workbook, p. 47, here <https://www.gnjumc.org/content/uploads/2021/04/2021-AC-PCWB-Legislation.pdf>.*

Statements and remittance forms are emailed each month to all church treasurers to enable them to properly make their remittances.

On reviewing the legislation, we note that the Book of Discipline paragraph 258.4 (f) referenced in the proposed legislation relates to the responsibilities of the local church committee on finance, not the responsibilities and requirements of CFA and the Annual Conference level. Paragraph 258.4 (f) specifically states, contributions designated for specific causes and objects shall be promptly forwarded according to the intent of the donor and shall not be used for any other purpose.

With respect to the responsibility of CFA and the Annual Conference, para 615.1 states: “The council on receiving from the General Council on Finance and Administration a statement of the amount or methodology for apportioning to the annual conference for the several general funds as authorized by the General Conference, shall apportion the same to the several districts, charges or churches **by whatever method the conference may direct.**”

Report number 8 of the 2016 General Conference also states: “4. If an annual conference decides to combine General Church apportionments with each other or with conference apportioned funds for apportioning to local churches, **the receipts on such combined funds will be allocated in direct proportion to the budgeted amounts for each fund or cause included in the combined fund budget,**”

The legislation approved by our Annual Conference in January said:

1. GNJ will give to the general church what it receives toward general church apportionments and CFA may add additional dollars if there is income over expenses in the shared ministry receipts and expenses.
2. Apportion churches \$1,850,316 for general church apportionments (one amount).

The new budget format recommended by CFA and passed for the 2021 budget separates General Church apportionments and the GNJ shared ministry apportionments.

The general church apportionments are assessed as one number for all of the seven general church funds. We also separately assessed the GNJ shared ministry amount as one number. We did not combine GNJ shared ministry funds and general church funds.

As a result of this, church treasurers only have to focus on two funds when remitting payments rather than detailing eight areas.

1 GNJ does provide the fund details of each congregation's apportionments on the GNJ website:

2 <https://www.gnjumc.org/shared-ministry/2021-shared-ministry-calculation/>

3  
4 If any church gives less than the assessed general church apportionment, the amount they pay will be  
5 sent to GCFA towards each of the funds in the proportion of the share of each of the funds to the total  
6 general church apportionment.

7  
8 This approach is consistent with the Book of Discipline requirements and General Church directives.  
9 Since A Journey of Hope churches are assessed less than what GCFA requires GNJ to assess them, GNJ  
10 has budgeted to make up the difference to GCFA on the amount by which the general church  
11 apportionment was reduced at the giving rate of the church since we believe A Journey of Hope  
12 program is a GNJ program.

13  
14 CFA believes our methodology is fully transparent and appropriately handles the Journey of Hope  
15 legislation.

16  
17 Recommendation: **CFA does not recommend approval of the proposed legislation.**

18  
19 Submitted by,

20  
21 Vasanth Victor, President, Council of Finance and Administration  
22

23  
24 ***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members***  
25 ***from GNJ Commission on Religion and Race.***

## Trustees Enabling Resolution, Annual Conference May 2021, Board of Trustees, Referred to CF&A Legislation

The following amendment to the *Trustees Enabling Resolutions* legislation (on p.17 in the 2021 AC Pre-conference workbook found here: <https://www.gnjumc.org/content/uploads/2021/04/2021-AC-PCWB-Legislation.pdf>) was submitted by Gyuchang Sim, Lay Member at Large, Tenafly UMC was referred to CF&A at the May 2021 Annual Conference session.

**(Amendment 1) Amendment to “Trustees enabling resolutions” by inserting words “except the presence of conflicts of interest” in every paragraph; line 44 on page 17 after “...taken”; line 2 on page 18 after “...empowered”; line 9 after “...authorized”; line 15 after “...empowered”; line 23 after “...effect”; line 36 after “...empowered”; line 43 after “...authorized” as words inserted in the resolution as above.**

In response to Mr. Sim’s amendment to insert the words “conflict of interest” in the Trustee’s Enabling Resolution, CFA has reviewed this proposed amendment and does not recommend moving forward with the amendment.

Administrative policy and procedure are governed by the agency for which the policy applies unless it involves the annual conference session.

However, since the May 2021 Annual Conference, CFA has reviewed, recommended updates and clarified the GNJ Conflict of Interest Policies printed on page 50.

Included in the United Methodists of Greater New Jersey Adjourned Session Workbook for the October 2021 Special Annual Conference are the updated GNJ Conflict of Interest Policies and Report.

The updated GNJ Conflict of Interest Policy obviates the need for the amendment for the Trustees Enabling Resolution Legislation.

Submitted by,

Iona Harding, GNJ Human Resource Committee Chair  
GNJ Council on Finance & Administration

# Annual Conference Session Conflict of Interest Policy Legislation

**Whereas** given the inherent conflict of interest in some discussions and decisions made at Annual Conference,

**be it resolved that** all members of Annual Conference, the bishop, employees, and laity, are asked to read the GNJ Conflict of Interest Policy and, when registering for Annual Conference or any special Annual Conference sessions to indicate *that they have read and understand the GNJUMC Conflict of Interest policy and agree to abide by it.*

Submitted by,

Iona Harding, GNJ Human Resource Committee Chair

GNJ Council on Finance & Administration

## Conference Board of Pension and Health Benefits / Council on Finance and Administration Joint Response on the Retiree Health Plan

In the 2021 budget, retiree health care costs were budgeted at \$2.9M, or 40% of the GNJ portion of Shared Ministry collections. The Conference Board of Pension and Health Benefits (CBOPH) was tasked by the Council on Finance and Administration to find savings in the healthcare programs to ensure the long-term sustainability of the plans and GNJ's ministries, especially in light of the billing challenge facing congregations and GNJ as it assists congregations. CBOPH presented their plan at the May 2021 Annual Conference Session. *The legislation can be found on p. 29 in the 2021 AC Pre-conference workbook here: <https://www.gnjumc.org/content/uploads/2021/04/2021-AC-PCWB-Legislation.pdf>.*

During the session, the amendment below was presented:

"Add to page 29, line 9: However, no modified plan design for annuitant health care that would increase the maximum out of pocket (MOOP) of participants by more than 10% shall be implemented without an affirmative vote of Annual Conference."

This amendment was referred to the Council of Finance and Administration (CFA) due to the potential budget impact.

You will note that the "2021 Health Insurance Guidelines" presented by the Conference Board of Pension and Health Benefits (page 29, row 16 through page 35, row 7 of the pre-conference journal) were passed in its entirety during the May Annual Conference Session; therefore, this proposed amendment would at the earliest potentially impact only the 2023 budget.

It is important to bear in mind that there have been concerns regarding Greater New Jersey's commitment to providing retiree health care benefits over the long run and GNJ's leadership has been wrestling with how to adequately fund the long-term liability associated with this program.

This joint report of the Conference Board of Pension and Health Benefits (CBOPH) and Council of Finance and Administration (CFA) will address both matters.

**Both CBOPH and CFA are committed to providing quality healthcare for our retirees for the long term. This requires prudent utilization of our limited resources to optimize the benefits provided to our retirees.**

We have compared our plan to plans of other Northeast Conferences and have confirmed that we remain competitive in terms of benefits offered, deductibles and maximum out-of-pocket costs. Further, our 2022 commitment per-retiree at \$3,111 is higher than the average spending by Northeast Conferences of approximately \$2,733 per retiree.

Two of the CBOPH's guiding principles when designing the plan and defining eligibility were:

1. Remain competitive and maximize benefits to members
2. Balancing the needs of Conference and participants

CBOPH and CFA agree that these guiding principles were adhered to.

The members of the CBOPH spent many hours in meetings with our subject experts at Wespath and Willis Towers Watson, educating themselves on the matter before recommending the changes submitted.

Here are some key points regarding the new plan:

- The Conference's annual premium savings realized by the design changes is estimated to be \$600,000 annually. If we didn't make these plan changes, the Shared Ministry rate would have to be increased to 16.2% vs. 15.2% or 7% increase to a congregation's shared ministry apportionment at current giving rates. CFA believes that raising

GNJ's rate to that level will negatively impact the sustainability of many of our congregations and would decrease the giving rate.

- The eligibility and plan design changes approved at the May 2021 Annual Conference session resulted in a \$19M reduction in GNJ's long-term liability, to \$37M from \$56M. This is important as the modelling used to monitor this liability (more below) indicates we have a realistic path of fully funding this liability over time.
- While it's impossible to predict future health care costs, CBOPH did the research with our subject expert partners to determine the impact of the new plan on our retirees:
  - With the 2021 retiree health care plan design, less than five retirees exceeded the out-of-pocket maximum (for parts A and B). While the cost of office visits and other services used by our retirees will increase with the 2022 plan (see comparative chart), their overall healthcare needs would have to dramatically change to reach the new out of pocket maximum of \$2,500 which implies an increase of \$1,250. For most, the cost increase will be much lower.
  - No retiree will be affected by the changes in Plan B drugs.
  - 86% of the retiree population will have no change in Part D prescription drugs (largest % of prescription drug use).
  - An individual's health care needs will vary person to person and year to year. The out-of-pocket maximum may be a concern one year, but not the next.
- While CBOPH regrets any negative impact on a few, their obligation is to the entire conference. As part of the CBOPH process, they did communicate with the Centenary Fund who indicated that they budget funds each year to assist retired clergy with any financial hardships.

For informational purposes, you will find attached as an appendix to this report a comparison of the old plan vs. the new plan.

Importantly, to honor our commitment to our retirees, GNJ now has a viable plan to fund the projected long-term liability associated with this benefit. With recent eligibility and plan design changes, GNJ has been able to reduce the current retiree health care liability to \$37M, from the previous level of \$56M. CBOPH, CFA, Board of Trustees, Centenary Fund, the Cabinet and Wespeth have been working together to grow retiree healthcare reserve funds to match this liability, including the addition of funding via a percentage of property sales. We have updated and refined a financial model to confirm that GNJ has a realistic plan that will fully fund the Retiree Health Care liability within twenty years. The model makes reasonable assumptions that will be reviewed annually. There are "triggers" that can be altered as necessary if either the return on investments or if the health care inflation rates vary significantly from our assumptions.

Variables in our model are:

- % of Property sales proceeds
- Centenary Fund contribution
- Annual draw from fund to cover current year health care costs (the less is drawn from the fund, the more will have to be met from shared ministry).
- Healthcare Inflation rate
- Investment return assumption

In the spirit of transparency, the model is shown in the Appendix.

In respect to the amendment, both CBOPH and CFA affirm that the matter of funding and providing quality sustainable healthcare to our retirees is a complicated one that requires CBOPH to balance the needs of the retirees over the long term while maintaining fiscal responsibility to the Conference.



1 Placing a constraint like that envisaged by the legislation reduces the flexibility for CBOPH to manage the plan holistically  
2 and achieve the goals that we all share over the long term.  
3

4 **Therefore, CFA recommends the amendment not be adopted.**  
5

6 Submitted by,  
7

8 Jennifer Cho, Chair, Conference Board of Pension and Health Benefits  
9

Vasanth Victor, President, Council of Finance and Administration

1 **Appendix:**  
2 **2021 vs. 2022 Retiree Healthcare Plan Summary Comparison**

	2021 Plan	2022 Plan
Annual Deductible (See Deductible List)	\$0	\$0
Annual Out-of-Pocket Maximum Combined In and Out of Network	\$1,250	\$2,500
Deductible Applies To Out-of-Pocket Maximum	NA	NA
<b>PHYSICIAN SERVICES</b>		
Primary Care Physician Office Visit (includes Non-MD office visits)	\$5	\$20
Specialist Office Visit	\$10	\$40
Virtual Visit Preferred Provider Cost Share (AmWell and Doctor on Demand)	\$0	\$0
Telemedicine	\$0	\$20
<b>INPATIENT SERVICES</b>		
<b>Inpatient Hospital Stay - Facility</b> Cost Share for Day Range 1 or Per Admit (includes Inpatient Substance Abuse)	<b>\$0</b>	<b>\$250</b>
Per Day/Per Admit	Per Admit	Per Admit
Skilled Nursing Facility Care Day Range 2 - Cost Share	NA	\$75
<b>Inpatient Mental Health in a Psychiatric Hospital - Facility</b> Cost Share	<b>\$0</b>	<b>\$250</b>
Per Day/Per Admit	Per admit	Per Admit
<b>OUTPATIENT SERVICES</b>		
Outpatient Surgery - Facility Component	\$0	\$200
Outpatient Surgery - Professional Fees	Included	Included
Outpatient Hospital Services	\$0	\$200
Outpatient Hospital Services - Professional Fees	Included	Included
Occupational Therapy	\$0	\$40
Physical Therapy and Speech/Language Therapy	\$0	\$40
Cardiac/Pulmonary Rehabilitation	\$0	\$30
Kidney Dialysis	\$0	10%
<b>Medicare-covered Specialist Visits</b>		
Chiropractic Visit (Medicare-covered)	\$10	\$20
Podiatry Visit (Medicare-covered)	\$10	\$40
Eye Exam (Medicare-covered)	\$10	\$40
Hearing Exam (Medicare-covered)	\$10	\$40
<b>AMBULANCE/EMERGENCY ROOM/URGENT CARE</b>		
Ambulance Services	\$0	\$150
Emergency Room (includes Worldwide coverage)	\$0	\$90
Urgently Needed Care (Contracted Providers) Cost Share	\$0	\$40

	2021 Plan	2022 Plan
<b>PART B DRUGS AND BLOOD</b>		
Part B Drugs - Immunosuppressives, Anti-nausea, Inhalation Solutions, Hemophilia Clotting Factors, Antigens, Outpatient Injectable Medications Administered in a Physician's Office Cost Share	\$0	10%
<b>DURABLE MEDICAL EQUIPMENT (DME) AND SUPPLIES</b>		
Durable Medical Equipment	\$0	10%
Prosthetics Cost Share	\$0	10%
Orthotics Cost Share	\$0	10%
Diabetic Shoes and Inserts	\$0	10%
Medical Supplies	\$0	10%
Diabetes Monitoring Supplies	\$0	\$0
Insulin Pumps and Supplies	\$0	10%
<b>LABORATORY / X-RAY / RADIOLOGY</b>		
All Laboratory/Radiology Services	\$0	\$20
<b>ADDITIONAL BENEFITS/PROGRAMS (Non Medicare-covered)</b>		
Routine Podiatry (Non Medicare-covered), 6 visits	\$10	\$40
Routine Eye Exam Refraction every 12 months	\$10	\$40
Eyeglasses allowance (\$999.00 = Unlimited)	\$130	\$130
Contact Lenses allowance (\$999.00 = Unlimited)	\$175	\$175
Wigs Annual Allowance (after Chemotherapy Treatment)	\$300	Not Covered
Private Duty Nursing	20%	Not Covered
Private Duty Nursing Annual Allowance	\$5,000	Not Covered

1  
2

1 Retiree Healthcare Liability Funding Model

2 *Note, Retiree health care is a liability of GNJ and its congregations and will be included in payments of any*  
3 *congregation that disaffiliates from the UMC.*  
4

Return on Investment Assumption:	5.5%	Centenary Fund Raising	\$50,000.00	Return on Investment Assumption:	5.5%	Steady state property sales	3,000,000
Draw Assumption:	5.0%			Draw Assumption:	5.0%		
Centenary Fund				GNJ Retiree Health Care Fund			
Year	Beg. Balance	Contribution towards Retiree Healthcare (Year Beg) (1)	Investment Returns for year	Fund Raising Happens During Year But Assumed To Occur At Year End	Ending Balance	Excess Property Proceeds	Allocation % to Retiree Health Fund (2)
2020					\$13,670,156		
2021	\$13,670,156	-\$770,000	\$709,509	\$0	\$13,609,665		
2022	\$13,609,665	-\$680,483	\$711,105	\$50,000	\$13,690,286	1,881,630	92%
2023	\$13,690,286	-\$684,514	\$715,317	\$50,000	\$13,771,089	2,337,030	92%
2024	\$13,771,089	-\$688,554	\$719,539	\$50,000	\$13,852,074	3,158,820	92%
2025	\$13,852,074	-\$692,604	\$723,771	\$50,000	\$13,933,242	3,000,000	15%
2026	\$13,933,242	-\$696,662	\$728,012	\$50,000	\$14,014,591	3,000,000	15%
2027	\$14,014,591	-\$700,730	\$732,262	\$50,000	\$14,096,124	3,000,000	15%
2028	\$14,096,124	-\$704,806	\$736,522	\$50,000	\$14,177,840	3,000,000	15%
2029	\$14,177,840	-\$708,892	\$740,792	\$50,000	\$14,259,741	3,000,000	15%
2030	\$14,259,741	-\$712,987	\$745,071	\$50,000	\$14,341,825	3,000,000	15%
2031	\$14,341,825	-\$717,091	\$749,360	\$50,000	\$14,424,094	3,000,000	15%
2032	\$14,424,094	-\$721,205	\$753,659	\$50,000	\$14,506,548	3,000,000	15%
2033	\$14,506,548	-\$725,327	\$757,967	\$50,000	\$14,589,188	3,000,000	15%
2034	\$14,589,188	-\$729,459	\$762,285	\$50,000	\$14,672,014	3,000,000	15%
2035	\$14,672,014	-\$733,601	\$766,613	\$50,000	\$14,755,026	3,000,000	15%
2036	\$14,755,026	-\$737,751	\$770,950	\$50,000	\$14,838,225	3,000,000	15%
2037	\$14,838,225	-\$741,911	\$775,297	\$50,000	\$14,921,611	3,000,000	15%
2038	\$14,921,611	-\$746,081	\$779,654	\$50,000	\$15,005,184	3,000,000	15%
2039	\$15,005,184	-\$750,259	\$784,021	\$50,000	\$15,088,946	3,000,000	15%
2040	\$15,088,946	-\$754,447	\$788,397	\$50,000	\$15,172,896	3,000,000	15%
2041	\$15,172,896	-\$758,645	\$792,784	\$50,000	\$15,257,035	3,000,000	15%

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		Retiree Healthcare Cost Inflation		2%		Liability Decay Due to Reduced Retiree Cohort Reduction		-1.0%	
GNJ Funding Of Retiree Health Care Annually						Shortfall Summary			
Year	Centenary Contribution to Retiree Healthcare	GNJ Retiree Health Care Fund Contribution To Retiree Healthcare	Actual Retiree Program Cost to GNJ Netted with Payments made by Early Retirees (6)	Required GNJ Budgetary Contribution For Year (3)		Combined	FAS #158 Liability (7)		
	Inflow +ve Outflow -ve	Inflow +ve Outflow -ve	Inflow +ve Outflow -ve	In Order To Balance		Combined Centenary Fund and GNJ Retiree Health Fund	FAS 158 Liability	Net Plan Shortfall	
2021	\$770,000	\$90,500				\$15,423,737	\$37,000,000	-\$21,576,263	
2022	\$680,483	\$90,704	-\$1,887,741	\$1,116,554		\$17,239,540	\$36,630,000	-\$19,390,460	
2023	\$684,514	\$177,463	-\$1,925,496	\$1,063,519		\$19,478,397	\$36,263,700	-\$16,785,303	
2024	\$688,554	\$285,365	-\$1,964,006	\$990,086		\$22,478,337	\$35,901,063	-\$13,422,726	
2025	\$692,604	\$431,313	-\$2,003,286	\$879,369		\$23,028,914	\$35,542,052	-\$12,513,139	
2026	\$696,662	\$454,784	-\$2,043,352	\$891,906		\$23,580,729	\$35,186,632	-\$11,605,903	
2027	\$700,730	\$478,307	-\$2,084,219	\$905,182		\$24,133,785	\$34,834,766	-\$10,700,980	
2028	\$704,806	\$501,883	-\$2,125,903	\$919,214		\$24,688,086	\$34,486,418	-\$9,798,332	
2029	\$708,892	\$525,512	-\$2,168,421	\$934,017		\$25,243,635	\$34,141,554	-\$8,897,919	
2030	\$712,987	\$549,195	-\$2,211,789	\$949,608		\$25,800,433	\$33,800,138	-\$7,999,705	
2031	\$717,091	\$572,930	-\$2,256,025	\$966,004		\$26,358,484	\$33,462,137	-\$7,103,653	
2032	\$721,205	\$596,719	-\$2,301,146	\$983,222		\$26,917,790	\$33,127,515	-\$6,209,725	
2033	\$725,327	\$620,562	-\$2,347,169	\$1,001,279		\$27,478,355	\$32,796,240	-\$5,317,885	
2034	\$729,459	\$644,458	-\$2,394,112	\$1,020,194		\$28,040,182	\$32,468,278	-\$4,428,096	
2035	\$733,601	\$668,408	-\$2,441,994	\$1,039,985		\$28,603,272	\$32,143,595	-\$3,540,323	
2036	\$737,751	\$692,412	-\$2,490,834	\$1,060,671		\$29,167,629	\$31,822,159	-\$2,654,530	
2037	\$741,911	\$716,470	-\$2,540,651	\$1,082,269		\$29,733,257	\$31,503,938	-\$1,770,681	
2038	\$746,081	\$740,582	-\$2,591,464	\$1,104,801		\$30,300,156	\$31,188,898	-\$888,742	
2039	\$750,259	\$764,749	-\$2,643,293	\$1,128,285		\$30,868,332	\$30,877,009	-\$8,677	
2040	\$754,447	\$788,969	-\$2,696,159	\$1,152,742		\$31,437,785	\$30,568,239	\$869,546	
2041	\$758,645	\$813,244	-\$2,750,082	\$1,178,193		\$32,008,521	\$30,262,557	\$1,745,964	

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## Inclusive Nomination Process to the General and Jurisdictional Conference

**Be it resolved** that the GNJUMC amends the Rules of Order VII. Petitions and Elections to General and Jurisdictional Conference. 63) Nominations by inserting a sentence after the first sentence as followed: “In the event that there are an insufficient number of nominations to elect a full delegation, no nominations from every ethnic group, or women are under-represented in the nominations received by the deadline, the conference secretary has the permission of the annual conference to extend the nomination period until March 31st of said calendar year.”

63) Nominations – In a year in which elections to the General and Jurisdictional Conferences are to be held, the Conference Secretary shall open nominations for lay and clergy delegates on December 15 and nominations will be closed on February 15. In the event that there are an insufficient number of nominations to elect a full delegation, no nominations from every ethnic group, or women are under-represented in the nominations received by the deadline, the conference secretary has the permission of the annual conference to extend the nomination period until March 31st of said calendar year. An individual who desires to be a delegate shall download and complete a candidacy nominations form from the web page. On the bottom of nominations for Lay Delegates shall be the names of two Lay Members of the Annual Conference who endorse the nomination of the candidate. On the bottom of nominations for Clergy Delegates shall be the names of two Clergy Members who are eligible to vote for such delegates, and who endorse the nomination of the candidate.

**Rationale:** The GNJUMC already approved this amendment during the Special Annual Conference in March 2019 whereas the conference leadership proposed to extend the nomination period to be inclusive to all & every ethnic groups and women represented in the nomination process. This amendment is putting the language in the rules of order permanently.

Submitted by,

Gyuchang Sim, Lay member at large, Tenaflly UMC

# Miracles Everywhere

**For three years, your generosity has  
been a catalyst for Miracles to happen  
Everywhere around us.**

Through the pandemic, Summer Camps, the Tanzania Pastors School and Hope Centers, your investment has led to transformation. As the new normal emerges, we need your help to finish strong. Let's make the impossible possible together.



<https://www.gnjumc.org/miracleseverywhere>



**UNITED METHODISTS**  
OF GREATER NEW JERSEY

# 1 Reports

## 2 2022 Budget Supporting reports

### Income Details

	<u>Budget</u>
<b>SHARED MINISTRY</b>	
Apportionment Base	66,264,500
GNJ Shared Ministry Percent	12.3%
Total Apportioned Shared Ministry	8,147,254
Anticipated Giving rate	90%
Anticipated Giving	7,332,529
JOH Equity Shared Ministry Adjustment	(203,364)
Net GNJ Shared Ministry	<u>7,129,164</u>
<b>GNJ PORTION OF GENERAL CHURCH MINISTERIAL EDUCATION FUND (MEF)</b>	
Total Ministerial Education apportionment	298,539
GNJ Portion %	25%
GNJ Portion	74,635
Anticipated Giving rate	90%
Net GNJ MEF Portion	<u>67,171</u>
<b>LOCAL CHURCH BILLING REVENUE</b>	
Assumed collection rate	95%
Healthcare blended rate	18,000
Health & Dental	5,043,132
Pension	3,606,202
Property / Workers Comp	5,259,244
	<u>13,908,578</u>
<b>CENTENARY FUND CONTRIBUTION</b>	<u>700,000</u>
<b>DESIGNATED FUNDS</b>	
Forecasted 2021 year-end balance	13,452,330
Exclude 2021 deposits	(1,881,630)
Net eligible for disbursement	11,570,700
Disbursement %	5%
Designated funds disbursement	<u>578,535</u>
<b>PROPERTY SALES REVENUE</b>	
Forecasted 2022 total sales income	3,700,000
Allocated to budget %	47%
Allocated to budget	<u>1,732,000</u>
<b>GRANTS AND DONATIONS</b>	
Misc. grants	25,000
GCFA Episcopal Office	85,470
	<u>110,470</u>

## Income Details

	<u>Budget</u>
<b>REGISTRATIONS</b>	
Annual Conference	152,500
Local Pastor School	4,000
Certified Lay Minister Course	800
Lay Servant Ministries Courses	6,200
	<u>163,500</u>
<b>SHARED SERVICES (UM FOUNDATION)</b>	<u>45,000</u>
<b>TOTAL INCOME</b>	<u><u>24,434,419</u></u>



## Personnel

	<b><u>Budget</u></b>
<b>GNJ STAFF</b>	
Salary	3,393,021
Benefits	998,417
Travel / Continuing Ed	148,960
GNJ elected leadership & staff development	50,000
	<u>4,590,398</u>
<b>CLERGY BENEFITS BILLINGS</b>	
Congregations' Clergy and Lay Health & Dental	5,263,087
Congregations' Clergy and Lay Pension	3,876,649
	<u>9,139,736</u>
<b>RETIREE HEALTH INSURANCE</b>	
Retirees under 65 (Healthflex plan)	381,600
Retirees over 65 (United plan)	1,661,402
Retirees income (only from those who do not qualify for maximum benefit because of years of service)	(104,832)
	<u>1,938,170</u>
<b>TOTAL PERSONNEL</b>	<u><u>15,668,304</u></u>

## Leadership Development

	<u>Budget</u>
<b>BOARD OF LAITY</b>	
Board Ministry Expenses	4,000
<b>LAY SERVANTY MINISTRY</b>	
Certified Lay Ministry Training	800
Lay Servant Expenses	6,000
	<u>6,800</u>
<b>BOARD OF ORDAINED MINISTRY (Discernment of Clergy)</b>	
Adm/General Exp.	2,000
Conference Relations	1,000
Board Meeting Expenses	1,000
Candidacy Process	1,000
BOOM Retreats/Interviews	25,000
Psych. Evals.	30,500
Special Training (includes Intro to Ministry)	10,000
DCOM Expenses	3,000
RIM Expenses	13,000
Fellowship/Orders	1,000
Cont. Ed: individual and group (includes RIM Retreat)	12,829
Local Pastor Licensing School	7,000
Career/Family Counseling	500
	<u>107,829</u>
<b>MINISTERIAL EDUCATION</b>	
Course of Study/Scholarships	40,000
Continuing Education: Individual and group	27,171
	<u>67,171</u>
<b>TOTAL LEADERSHIP DEVELOPMENT</b>	<u><u>185,800</u></u>

## Congregational Development

	<u>Budget</u>
<b>CLERGY, LAITY, CONGREGATIONAL DEVELOPMENT</b>	
Leadership Academy	102,500
Regional Resourcing	60,000
Breakthrough	8,000
Mission School	5,000
Bishops Convocation	50,000
Bishop's Retreat with those to be ordained and commissioned	4,000
<b>CABINET</b>	
Leadership/Congregational Dev Grants	300,000
Strategic Disciple Making Fund Grants	100,000
Mosaic Grants	20,000
Circuit Elders	165,000
Recruitment	2,000
Equitable Clergy Compensation Grants	100,000
Strategic Clergy Salary Support Grants	100,000
<b>TOTAL CONGREGATIONAL DEVELOPMENT</b>	<u><u>1,016,500</u></u>

## Mission & Justice Ministries

	<b><u>Budget</u></b>
Disaster Response	5,842
Justice for Our Neighbors	10,000
Rise Against Hunger	50,000
Tanzania Pastors School GNJ Travel	12,000
Drew School of Theology	100,000
Community Outreach Grants	230,000
Journey of Hope Consultant	110,000
Journey of Hope Equity Grants	270,000
Facilitators and GNJ Leader Training for A Journey of Hope	30,000
NEJ Conference	30,000
Next Gen	170,000
NJ Interfaith Coalition/NS Council of Churches	10,000
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	1,027,842
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## Agency Budgets

	<b><u>Budget</u></b>
Board of Global Ministries	100
Board of Church and Society	250
Board of Higher Education and Campus Ministry	42,000
Board of Discipleship	250
Commission on Archives and History	6,000
Commission on Christian Unity	2,000
Commission on Religion and Race	1,000
Commission on Small Membership Church	100
Commission on Status and Role of Women	250
Committee on Disability Concerns	100
Committee on Ethnic Local Church Concerns	100
Korean American Plan	10,000
Strengthening the Black Church	5,000
Hispanic Plan	5,000
Committee on Native American Ministry	250
Council on Young Adult Ministry	500
Council on Youth Ministry	500
United Methodist Men	200
United Methodist Women	200
Connectional Table	2,500
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	76,300
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## Administration

	<b><u>Budget</u></b>
Superintending Admin Expenses	38,000
Episcopal Office Admin Expenses	20,500
Audit	40,000
Chancellor and legal work	100,000
Postage/Supplies	21,500
Conference Secretary	10,500
Conference Journal	33,000
Information Technologies	46,500
Copier lease/usage	32,000
Other Administration	50,120
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	392,120
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## Communications

	<b><u>Budget</u></b>
Annual Conference Session	437,000
Relay	50,000
Photography	3,500
Tanzania translation services	-
Hosting/Licensing Fees	35,000
Website Maintenance/Updates	7,000
Website Redesign	15,000
Studio/Equipment Maintenance	7,000
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	554,500
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## Property

	<b><u>Budget</u></b>
<b>CONGREGATIONS' PROPERTY INSURANCE &amp; WORKERS COMP</b>	<b><u>5,032,770</u></b>
<b>GNJ MRC PROPERTY</b>	
Maintenance	85,000
Utilities	63,000
Cleaning Service	4,000
Phone	19,000
Property Insurance	18,000
Misc. Expenses	8,000
	<b><u>197,000</u></b>
<b>SUPERINTENDENT PARSONAGES</b>	
Maintenance	17,500
Utilities	30,900
Property Insurance	4,100
	<b><u>52,500</u></b>
<b>CLOSED CHURCH PROPERTY MAINTENANCE &amp; REPAIRS</b>	<b><u>175,000</u></b>
<b>TOTAL PROPERTY</b>	<b><u>5,457,270</u></b>



## General Church Apportionments

World Service	953,182
Ministerial Education	298,539
Black College	137,964
Africa University	31,017
Episcopal	382,738
General Administration	117,384
Interdenominational Cooperation	4,127
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	1,924,950
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# GNJ Designated Fund Policies, Processes and Procedures

The world needs a strong GNJ to transform lives and communities as we recruit and develop transformational leaders to make disciples and grow vital congregations to transform the world. Key to this mission are strategic funds that help fund present vital ministry and ensure a sustainable future mission and ministry.

The Council of Finance & Administration will ensure funds are invested in accordance with the social principles of the UMC and prudently to maximize gains so that balances keep pace with present AND future ministry needs. Further the funds are overseen so that funds are only used for the designated or restricted purpose.

Funds are created to sustain the long-term health of the mission and ministry of GNJ. By investing wisely and making prudent disbursements, they will continue to grow and provide financial support for the important ministry and mission of GNJ. Healthy fund levels spur innovation and longevity of core ministry especially during financially challenging times. Appropriate levels enable GNJ to do more with less support from shared ministry giving.

Therefore, the Council of Finance & Administration has adopted the following Designated Fund Policies, Processes and Procedures:

## I. Two types of Funds shall be categorized:

**A. Donor *Restricted funds*** shall be contributions from an individual, or group of individuals, with a restricted purpose that can only be changed by the individual(s) or their estate when so designated or by the state's attorney general. GNJ must use restricted funds for the purpose designated by the donor. Only the donor may restrict funds, not GNJ. All restricted funds will be managed and dispersed according to the donor's restriction.

**B. GNJ *Designated* funds** are designated by the annual conference and are overseen by a designated body. The annual conference session may change the designated purpose as needed. **GNJ Designated Funds are the focus of this report.**

## II. CFA will establish a GNJ Fund Committee as follows:

**A.** There shall have an eight-member **Fund Committee** made up of at least three persons from the CFA investment committee, the CFO/Treasurer and one person from each of the following agencies – the Board of Trustees, the Board of Pensions and Health Benefits, the Connectional Table and the Cabinet. CFA will endeavor with the help of Nominations to ensure that this committee includes both gender and ethnic diversity. The Fund Committee is to report **at least twice a year** to each of the above agencies the state of each GNJ designated fund including balances and disbursements made toward approved uses (as defined in this policy), progress towards the fund goal amount, and recommend to the Board of Trustees and CFA policy updates as needed.

**B. Every March and September**, the five agencies (CFA, Board of Trustees, Board of Pensions and Health Benefits, Connectional Table and Cabinet) and any GNJ mission partners who have funds invested shall meet jointly with the investment institution(s) to hear about each fund's short, medium and long-term performance, their expectations for the market based on the trends observed and their economic forecasts and a report on the social impact our funds are making to create a more just and socially responsible world.

**C.** Each GNJ designated fund will have a goal. The goal is a target balance the GNJ fund committee sets that should be attained over time. When the goal is reached, CFA and the Board of Trustees will review the goal and see if it is adequate or if it needs to be adjusted.

**D.** The CFA investment committee shall be responsible to make the investment decision for each fund. These decisions should be communicated to the CFO in writing or by email who shall then be responsible for executing the necessary trades at Wespath and reporting back the executions to the CFA Investment Committee in a

timely manner. The investment committee's charter, policies and investment guidelines are to be incorporated into CFA's policies.

### **III. Fund Procedures**

#### **A. Fund Purpose Designation**

The Annual Conference shall identify and state the purpose of each fund. Any proposed changes in purpose shall be submitted as legislation according to the date set by the conference rules. If an amendment is made to the purpose or designation of a particular fund, CFA will have the opportunity to review its impact on the annual conference or a particular ministry prior to any vote being taken and make its recommendation to the annual conference session.

#### **B. Fund Oversight**

The Annual Conference shall identify who has oversight of the fund. The group or individual with oversight shall ensure the policies governing the fund are followed and the use of the funds is achieving the desired purpose and impact. Any use outside the fund purpose and policy is to be reported to the chairperson of CFA and the bishop. For example, in the case of the Harvest Mission Fund, the Connectional Table has been currently assigned the oversight of this fund and is to ensure the proceeds of the fund are being used for the stated purpose.

#### **C. Fund Administrator**

The Annual Conference shall identify who administers the use of the fund for the intended purpose of the fund. The administrator(s) is to evaluate the impact and report the use and impact of the fund to the oversight group. All disbursements from the fund are to be itemized in the budget that uses the fund. For example, in the case of the Harvest Mission Fund, the cabinet is currently responsible to administer the fund. Further note, the Fund Administrator has no direct access to the investment company to designate investment mix nor to the funds to initiate withdrawals. Only the CFA investment committee can designate investment mix and only the CFO, with approvals outlined in the policy in writing via email or letter, can execute the investment mix and withdrawals.

#### **D. Fund Disbursements**

In consultation with the fund's administrator(s), in the last quarter of the year, the investment committee of CFA will review market performance of the last year and recommend between a 0-5% disbursement (with a minimum 3% disbursement if the administrator requests it) to the Board of Trustees and CFA to be disbursed and used for mission and ministry for the coming year. The Board of Trustees and CFA are to vote on the recommendation and the CFO/Treasurer is to make the disbursement as approved from the fund by December 15th.

No further amounts are to be disbursed during the course of the year unless a need arises and then, as approved by CFA, for a fund that didn't take a disbursement on December 15th of the previous year.

If a disbursement is not made in a particular year, they cannot be cumulatively disbursed in subsequent years - only the 0-5% set by CFA for that year may be disbursed.

In the next five years when subsidies are still being provided to the churches in the annual conference for billables and benefits, disbursements that will be made from GNJ funds for the budget will be approved by Annual Conference.

## E. Emergency Use of Funds

Emergency use of designated funds may be approved if there is **insufficient** cash available for critical mission and ministry. An emergency is not defined as poor budgeting or overspending or under raising of income for the budget. These issues must be addressed in the budgeting process. Before taking an emergency disbursement, spending reductions and fundraising shall be applied first.

An emergency use requires a 75% approval of those present at each of the board of trustees and CFA meetings. The emergency usage is to be reported at the next annual conference session.

To the extent resources become available later, paying back the emergency disbursement should be a priority of the Treasurer, board of trustees and CFA.

## F. Borrowing from Funds

Borrowing from GNJ designated funds is not recommended but can be considered for capital projects if it is in the best interest of the ministry and mission of GNJ.

Note: Only up to 20% of the fund may be borrowed and only with the approval of 75% of those present at each of the Board of Trustees and CFA meetings. The annual conference must be notified of any borrowings at the next session. These borrowings are to be paid back within five years at the market interest rate.

For example, borrowing may be requested to purchase a new district parsonage. Before approval is given to borrow, careful consideration must be given as to whether borrowing the money commercially is more advantageous to the mission and ministry of GNJ. Specifically, the opportunity cost of not being invested in the market as a result of making the loan should be considered.

## G. Property Sales and Funds

Once a property is sold and debt and fees have been deducted, 100% of the remaining proceeds shall be distributed as follows:

- To the extent the current year consolidated budget anticipates the need for property proceeds to balance the budget, the CFO/Treasurer is authorized to use up to the budgeted amount towards operating expenses.
- Proceeds above and beyond the operating budgeted amount (**Investable Property Proceeds**) are to be invested with the investment institution within 5 days unless the CFA investment committee recommends waiting because of volatility in the market. During the waiting period, the property sale proceeds may not be spent for other purposes.

Example: The 2021 Consolidated Budget includes \$3,182,000 of property sales proceeds to balance. Net proceeds over this amount are to be invested.

In order to rebuild the funds, the distribution of the **Investable Property Proceeds** to the various funds will follow the plan established by CFA until the funds other than the four funds listed below have reached their targets ("**Funds allocation steady state**"). Assuming the accompanying GNJ Designated Fund Legislation is passed by this Annual Conference the Fund allocation steady state will be as follows:

- Harvest Mission Fund – 50%
- Strategic Disciple Making Fund – 20%
- Retiree Health Care – 15%
- Property Redevelopment Fund – 15%

Note: “Fund allocation steady state” will be reached after subsidies for billables are no longer needed and all funds other than the four above are fully funded at their targeted goal levels – we expect this will happen around 2026.

#### H. Audit

Each year the investments and fund balances are to be audited during the GNJ regular audit to ensure compliance with GNJ policies and the accuracy of fund balances.

#### IV. GNJ Designated Funds<sup>2</sup>

Below is summary of the Greater New Jersey Annual Conference designated fund names and respective purpose:

1. Operating Reserve Fund – each year, CFA will establish a surplus needed to manage cashflow during the year. It shall be set at 10% of the consolidated budget approved by the annual conference. If more than 10% is needed, CFA is to examine structural reasons why the problem exists and address it. The fund shall be invested in short term instruments as identified by the CFA Investment Committee.
2. Harvest Mission Fund – supports leadership and congregational development and mission engagement. Impact – meet current goals of 51% vital congregations, enable 150 congregations to engage in A Journey of Hope plan and allow GNJ to achieve a 98% giving rate for shared ministry and billables. May receive a 0-5% disbursement per year as set by CFA.
3. Strategic Disciple Making Fund – funds new faith communities (congregations, second sites, new worship services) so that we increase the number of new disciples and vital congregations. Impact – more new disciples and vital congregations. May use up to 80% of the fund balance.
4. St. John’s Native American Historic Preservation Fund – fund the preservation of the St. John’s building as a historical site and the Native American burial ground. Impact – preserve the only Native American Church in GNJ and serve as a cultural site for the people of New Jersey.
5. Next Gen Ministries Fund (formerly known as Tumetheca & Time is Now funds)– fund ministries of young people between 12 and 30 that may include camping, Ignite, youth ministries, campus ministries and other ministries to form and shape young people’s commitment to and faith in Jesus Christ. Impact – increase in the number of young people participating in young people ministries in GNJ congregations. May receive a 0-5% disbursement per year as set by CFA.
6. Pension and Benefits Operational Fund – fund the administrative work of the Conference Board of Pensions and Health Benefits and up to \$ 30,000 billing gap shortfall in collections. May receive a 0-5% disbursement per year as set by CFA.
7. Retiree Health Fund – fund payments for retiree health care and secure retire health care. The fund will be funded with pre-82 pension surplus as available and property sales of 15% starting once the “fund allocation steady state” has been reached. Impact – we will ensure retiree health care funding and back the funds appropriately. May receive a 0-5% disbursement per year as set by CFA.
8. Property Operational Fund - funds maintenance and equipment purchases for the GNJ Mission and Resource Center, closed church property and cemeteries owned by the annual conference so that property is self-funded rather than funded through shared ministries and property sales. Impact – more shared ministry funding to mission and ministry and property sales to funds that will fund present ministry and sustain future mission and ministry. May receive a 0-5% disbursement per year as set by CFA.
9. Property Redevelopment Fund – funds redeveloping GNJ congregational property. Our first priority is for congregations in low-income communities to be able to increase income for ministry and mission in low-income communities. Impact – redeveloping church properties that can no longer be maintained by congregations so that they can continue to have a vital congregational ministry in GNJ’s low-income communities. May receive a 0-5% disbursement per year as set by CFA. Up to \$500,000 per project may be borrowed for viable redevelopment projects. At no time may more than 50% of the fund’s balance be in

<sup>2</sup> Each of the designated funds will experience a 0-5% disbursement each year as explained in the Fund Disbursements section.

- 1 loans. When this fund is reported it must include the cash balance and the amount in loans. Loans may be  
2 approved by a majority vote of each of the following agencies: Board of Trustees, CFA and the Cabinet.
- 3 10. Superintendent Housing Fund – funds the purchase and maintenance of superintendent parsonages or  
4 provides a housing allowance for one or more district superintendents. The fund shall be adequate to  
5 purchase and maintain district parsonages or provide housing allowances for district superintendents.  
6 Impact – reduce the amount needed from shared ministries so that more funds are available for mission and  
7 ministry and/or eliminate the amount needed from church property sales so that more money may be  
8 added to the ministry funds. May receive a 0-5% disbursement per year as set by CFA or by a 75% approval  
9 of those present at each of the Board of Trustees and CFA for the amount needed to purchase of a district  
10 parsonage.
- 11 11. Episcopal Residence Fund – funds the purchase and maintenance of the bishop’s residence or provides a  
12 housing allowance. Impact – reduce the amount needed from shared ministries so that more funds are  
13 available for mission and ministry and/or eliminate the amount needed from church property sales so that  
14 more money may be added to the ministry funds. May receive a 0-5% disbursement per year as set by CFA  
15 or by a 75% approval of those present at each of the Board of Trustees and CFA for the amount needed to  
16 purchase of an episcopal residence.
- 17 12. Episcopal Office Fund – funds discretionary fund and scholarships to the bishop’s clergy convocation. Impact  
18 – supports emergency needs of clergy and ministry and assists pastors who need financial support to attend  
19 the bishop’s convocation on ministry.

20  
21 Submitted by,

22  
23 Vasanth Victor, President, Council of Finance and Administration

24  
25 ***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members from GNJ***  
26 ***Commission on Religion and Race.***

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1 **GNJ Designated Fund Balance Summary**

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Fund Name	2020 Rebalanced \$ Amount (1)	Goal \$ Amount
Operating Reserve Fund	3,000,000	10% of Expenses
<b>Mission and Ministry Funds</b>		
Harvest Mission Fund	10,000	25,000,000
Strategic Disciple Making Fund	10,000	20% of Prop
Episcopal Office Fund	150,000	500,000
<b>GNJ Funds to Other Organizations</b>		
St. John's Native American Historic Preservation Fund	1,000,000	1,000,000
Next Gen Ministries Fund	1,500,000	1,500,000
<b>Benefits Funds</b>		
Pension and Benefits Operational Fund	750,000	750,000
Retiree Health Fund	1,810,000	Actuarial (2)
<b>Property Funds</b>		
Property Operational Fund	10,000	6,000,000
Property Redevelopment Fund	10,000	5,000,000
Superintendent Housing Fund	1,000,000	1,000,000
Episcopal Residence Fund	750,000	1,000,000
<b>Total</b>	<b>10,000,000</b>	<b>N/A</b>

(1) The rebalance amount is a onetime allocation of reserve funds based on the actual cash amount available for reserves, not the reported amount as of January 2021.

(2) At least every other year, GNJ will have a third-party complete an actuarial analysis to determine the retiree health fund goal, based on plan design and participant population. This amount is reported in the annual audited financial statements.

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# Conflict of Interest Report and Policy

## What is a Conflict of Interest?

From a legal perspective, a potential conflict of interest arises within an organization when a key individual (either an employee or volunteer) or a relative of that individual (a) stands to gain a financial benefit by personally influencing the action taken by the organization or a transaction entered into by the organization; or (b) has another interest that impairs, or could be seen to impair, the independence or objectivity of the key individual in discharging their duties within the organization.

Within the Greater New Jersey Annual Conference of The United Methodist Church (GNJ), a conflict, potential conflict or the appearance of conflict of interest occurs when an individual, be it the bishop, clergy, staff or laity, or a member of their family, business associate, significant other, domestic partner, any additional employer or employee of a staff member, has a direct or indirect financial, personal, legal or equitable interest in the outcome of a particular decision that they can influence.

## What are the Issues Surrounding Conflict of Interest in GNJ

Concerns have been raised by members of the Annual Conference about potential conflicts of interest within GNJ. Recognizing, understanding and managing conflicts of interest are fundamental to trust and good, fair, ethical and just decision-making and sound financial management.

Whenever an instance of conflict of interest is self-identified or identified by a member of the Annual Conference, members of GNJ should seek to be ethical, transparent and act with integrity, committed to our mission in all decision making. Employees and laity are expected to self-identify all conflicts of interest or potential conflicts of interest and, where feasible and practical, excuse themselves from decisions from which they will financially benefit. Questions of conflict of interest will be investigated by the appropriate parties as defined in the GNJ Conflict-of-Interest Policy in accordance with the Book of Discipline Paragraph 702.2 which calls for the establishment of a Conflict-of-Interest Policy.

While GNJ is committed to operating with integrity and transparency in making decisions, there are some inherent potential conflicts of interest within the way we operate. In The United Methodist Church, clergy and lay persons are financial beneficiaries of employment, benefit programs and grants offered by GNJ and on which they have voting power. Likewise, clergy and lay members of the annual conference vote on issues that affect their congregation's budget and programming.

**GNJ expects that our clergy and lay members of the annual conference will vote based on what is best for all members and all churches and in the best interest of meeting the overall mission, vision and financial goals of GNJ.**

An example of such a potential conflict of interest is voting on lay and clergy benefit programs. The majority of clergy voting are directly affected by the benefit program they are voting on, and a lay person's congregational budget is affected by the type and the dollar amount of the benefit program. It is estimated that more than 90% of those voting at annual conference have such a conflict of interest when voting on clergy and lay employee benefit programs.

United Methodists are also generational with respect to membership and employment of both clergy and laity. GNJ has benefited from generations of clergy and lay employees from the same family. Presently there are more than 40 clergy who are related by marriage and birth. Sometimes a family member sits on an agency that has responsibility for clergy including family members. Additionally, there are lay employees of GNJ and congregations who are related to GNJ clergy. Also, clergy have friendships or are seminary classmates of other clergy that potentially present conflicts of interest. The ability to influence matters relating to salary, benefits, housing, etc. can all result in situations where there is a conflict of interest.



Agencies of GNJ have also hired or used United Methodists who own or work for businesses for contracts and services for GNJ and its congregations. All such contractual relationships must follow the Trustee's Contracting Procedures.

In all of these examples, GNJ recognizes there are inherent conflicts of interest in our system and expects that everyone (clergy, staff and laity) will recommend, vote, approve and act based on what is in the best interest of meeting the overall mission and financial goals of GNJ.

## **CONFLICT OF INTEREST POLICY**

### **INTRODUCTION**

GNJ United Methodists should always seek to put God and the mission and vision of GNJ first when making decisions. This includes making decisions that ensure the financial stability of GNJ, thus positioning GNJ to achieve that mission and vision. It is important to have policies and procedures that identify, monitor and manage conflicts of interest so that, to the best of our ability, the mission and vision of GNJ are always put first. The Conflict-of-Interest Policy is used to manage these conflicts.

The Conflict-of-Interest Policy guides our decision making so that our decisions are made based on what is best for all members and all churches and in the best interest of meeting the overall vision and mission of GNJ.

The GNJ Conflict of Interest Policy is published in the GNJ Employee Handbook and on the GNJ Website under the "Administration" tab, "Finance and Administration" subtab. Further, a policy and procedures handbook is being prepared for all policies and procedures of GNJ and it will be published there as well.

All GNJ policies and procedures are reviewed to insure there is no implicit bias in said policies and procedures before they are implemented.

All GNJ employees (clergy, laity and staff) and the bishop are required to review and sign the Conflict-of-Interest Policy annually. All GNJ volunteers (lay members of agencies, boards, commissions and committees) are required to review and indicate their understanding and agreement to abide by the Conflict of Interest prior to serving on any GNJ agency.

#### GNJ Vision:

We see transformational leaders cultivating passionate disciples of Jesus Christ in congregations with:

- Passionate Faith – Shape mature and fearless disciples that others want to emulate
- Boundless Hope – Inspire positive vision of current and future ministry
- Courageous Spirit – Connect with the community through risk-taking relevant mercy and justice ministries
- Transformational Leadership – Difference-makers who transform people's lives, the congregation and the community
- Congregational Vitality – Vibrant and life changing congregations
- Regenerative Resources – Extravagant generosity that inspires new giving and resources

#### GNJ Purpose/Mission:

Transform the world by recruiting and developing transformational leaders who make passionate disciples of Jesus Christ and grow vital congregations

### **DEFINITIONS**

For the purpose of this policy, the term "employee" refers to all clergy, laity and staff who are employed by GNJ as well as the bishop, even though the bishop is not a direct employee of GNJ.

For the purpose of this policy, the term "volunteer" refers to all laity who voluntarily participate and serve as a voting member on any of the GNJ boards, agencies, commissions or committees.

For the purpose of this policy, the term “agency(ies)” refers to any and all of the agencies, boards, commissions or committees that are part of GNJ.

## **POLICY**

It is the policy of the Greater New Jersey Annual Conference of the United Methodist Church that it conducts all staff, volunteer and agency-related business and duties free from conflict of interest or a substantial appearance of a conflict of interest.

No employee, volunteer or agency member of the Greater New Jersey Annual Conference of the United Methodist Church may participate in any decision or cause GNJ to act upon any dealing in which they may have either a conflict, a potential conflict or a substantial appearance of a conflict of interest and, in such circumstances, must use their judgment to excuse themselves from the decision-making process whenever appropriate.

The only exception is at annual conference sessions in which votes are necessary to approve budgets, benefits and other matters that affect participants and their congregations. In these cases, annual conference members are to participate in speaking and voting based on the interests of the mission, vision and financial health of GNJ rather than their own interest or benefit.

A conflict of interest or substantial appearance of a conflict of interest shall be deemed to exist when an individual or a member of their family, business associate, spouse, significant other, domestic partner, any additional employer or employee of an employee has a direct or indirect financial, personal, legal or equitable interest in the outcome of a particular decision that they influence.

If any such conflict or appearance of a conflict of interest exists, the employee or volunteer, or another GNJ employee or volunteer who believes there is a conflict, must fully disclose such conflict or appearance of a conflict of interest and use their judgment to excuse themselves from the decision-making process whenever appropriate.

Employees must report a conflict of interest to the Director of Human Resources who is then obliged to report the conflict of interest to the Bishop and the CFO. The Director of Human Resources and the CFO will coordinate any required investigation and resolution. If the CFO has the conflict, they must report the conflict to the Director of Human Resources, Bishop and CFA Chair and the CFA Chair will coordinate any required investigation and resolution with the Director of Human Resources. If the Director of Human Resources has the conflict, they must report to the Bishop, CFA Chair and CFA’s HR Committee Chair who will coordinate any required investigation and resolution. If the bishop has a conflict of interest, they must report the conflict to the CFA Chair and Episcopacy Chair who will coordinate any required investigation and resolution.

Lay volunteers must report a conflict of interest to the chair of the agency on which they serve, who is then obliged to report the conflict of interest to the Director of Connectional Ministries, the CFO and the Bishop, and the Director of Connectional Ministries and the CFO will coordinate the investigation and resolution.

All investigations for employees, staff and volunteers will be coordinated and conducted in such a way as to ensure that said investigations are free of racial and gender bias.

All employees of GNJ are required to review and sign the Conflict-of-Interest Policy annually.

## **Individual Agency Conflict of Interest Policies**

### **Cabinet Policy**

A conflict of interest occurs when an individual's personal interests or relationships – family, friendships, financial, or social relationships – could compromise their judgment, decisions, or actions in employment or as a voting member of GNJ.

Members of the cabinet, including the appointment and extended cabinets, from time to time will have family members, friends, classmates and other relationships that present both real and perceived conflicts of interest. It may include but is not limited to cabinet, extended cabinet, regional, resource, funding, task force, and supervisory meetings.

The cabinet in its work of spiritual and temporal oversight of the conference that includes but is not limited to appointing pastors, nominating clergy and laity for boards and agencies and supervising clergy and congregations is to notify the cabinet or extended cabinet or appointment cabinet in all instances when the cabinet member has a real or potential conflict of interests in any matter. When there is a conflict of interest, the individual and group is to monitor the conversation to ensure decisions are made in the best interest of the GNJ mission and not an individual's preference.

No cabinet or extended cabinet member is to supervise a family member nor participate in any conversation that involves a family member. If a cabinet member fails to disclose a conflict of interest, another cabinet member is to disclose the conflict of interest.

If there is a conflict of interest that is not disclosed, the bishop will take appropriate action and ensure it does not occur in the future. In January of each year the cabinet is to review, state any conflicts with family members and sign the conflict-of-interest policy.

In addition to this policy, the cabinet will abide by all conflict-of-interest policies and procedures of GNJ.

### **Board of Trustees Policy**

All contracts, purchases, repairs and any improvements to conference-owned property must be made in accordance with the GNJUMC Conflict of Interest Policy and be authorized in advance by the Board of Trustees, or its Trustee designee. As such, all bidding and contracting for consultants, professional services, repairs and any other services must be in compliance with the Conflict-of-Interest Policy and in compliance with the Board of Trustees' contracting procedures.

#### Procedures for Sale of Property:

The board of trustees avoid conflicts of interest and, when the sale is to an individual or organization associated with GNJ, an appraisal shall be conducted and the property be sold at the appraised price, or at the highest offer on the property. The Board of Trustees looks favorably to make sales to GNJ endorsed entities that will continue the use of the property as a house of worship, church plant, church related agency or a non-church body within the UMC, and in all such cases with the approval of the Board of Trustees and the Cabinet, the property may be sold at a below market price or donated to the entity.

### **Board of Pension Policy**

There is a conflict inherent in our United Methodist process, as members of Annual Conference, both clergy and laity, will vote on any changes to healthcare, pension and other insurance plans. Such decisions affect the individual clergy and their family as well as affect the budget of local churches represented by laity members to Annual Conference.

All members of GNJ Annual Conference, employees and laity, are expected to vote on these and all financial matters based on what is best for the mission and ministry of GNJ and will attest to such when registering for Annual Conference.

GNJUMC Conflict of Interest Policy meets the standards of the Book of Discipline, Section 1508, which applies to the financial administration of annual conference pension and pension-related funds.

**Connectional Table Grant-Making Policy**

In accordance with the overall GNJ CFA and Human Resources Conflict of Interest Policy, any employee or volunteer who is a member of an agency within GNJ that has grant-making approval authority, that employee or volunteer must excuse themselves from the grant-making approval decision process if they or a member of their family, spouse, significant other, domestic partner, business partner or employer is a member of the church under consideration for the receipt of a grant.

**Connectional Table Policy**

All employees and volunteers serving on any of the various boards, committees, agencies, and commissions of the Greater New Jersey UMC are required to read the GNJ Conflict of Interest policy and indicate their understanding of the policy and agree to abide by the policy during their time of service by signing the following:

*By signing, I indicate that I have read and understand the GNJUMC Conflict of Interest policy and will abide by this policy during my term of service on \_\_\_\_\_ (name of committee, agency, or commission).*

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Vital Mission Partners Policy**

All employees and volunteers serving on the boards of Vital Mission Partners of the Greater New Jersey UMC are required to read the GNJ Conflict of Interest policy and indicate their understanding of the policy and agree to abide by the policy during their time of service by signing the following:

*By signing, I indicate that I have read and understand the GNJUMC Conflict of Interest policy and will abide by this policy during my term of service on \_\_\_\_\_ (board).*

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

CFA also recommends that the Board of Ordained Ministry develop a conflict of interest policy for its ministry and work.

***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members from GNJ Commission on Religion and Race.***

## Trustees, Board of Report

The board of trustees follows all disciplinary requirements when disposing property and may use any or all of the following.

1. A licensed realtor.
2. Multiple Listing Service (MLS).
3. Contacting interested parties or churches in the area.
4. Contacting developers in the area.
5. Contacts made with the property staff
6. A price set in consultation with the realtor and approved by the board of trustees.
7. When a sale price is offered lower than the asking price, final sale price is approved by the board of trustees.

When a property is sold to another United Methodist Church, or an individual or organization affiliated with GNJ, an appraisal is developed using comparable properties in the area to set a price that will maximize income for the mission and ministry of the conference except in some cases when the property is sold or donated to another United Methodist Church. When a sale is made or the property donated, all disciplinary mandates are followed and the trustees review the sale to ensure that the sale or donation is in the best interest of the GNJ mission.

The board of trustees has listed the sale prices of church property sold since 2015 as requested at the 2021 annual conference session.

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Property Name	Year	Gross Sales Price
Hilton Maplewood	2015	\$520,000.00
Highland park UMC	2015	\$155,500.00
		<u>\$675,500.00</u>
Mt Hermon UMC	2016	\$58,000.00
Carney's Point UMC	2016	\$129,000.00
Finesville UMC	2016	\$45,000.00
Central Bridgeton UMC	2016	\$75,000.00
Riverside UMC	2016	\$120,000.00
		<u>\$427,000.00</u>
Westfield Parsonage	2017	\$650,000.00
Frances Childs UMC	2017	\$340,000.00
Goshen UMC	2017	\$100,000.00
Allerton UMC	2017	\$340,000.00
Elim UMC	2017	\$800,000.00
Martinsville Parsonage	2017	\$550,000.00
		<u>\$2,780,000.00</u>
Salem UMC	2018	\$9,000.00
Avon UMC	2018	\$1,250,000.00
Gladstone UMC	2018	\$65,000.00
Cadwalder Asbury UMC	2018	\$275,000.00
Highlands UMC	2018	\$475,000.00
		<u>\$2,074,000.00</u>
Wrightstown UMC	2019	\$250,000.00
Delaware Bay Parsonage	2019	\$185,000.00
Capital Parsonage	2019	\$400,000.00
Cadwalder Parsonage	2019	\$164,900.00
Alpine UMC	2019	\$2,100,000.00
Fairview Village	2019	\$157,500.00
Windsor UMC	2019	\$249,900.00
		<u>\$3,507,300.00</u>
Morristown Parsonage	2020	\$435,000.00
Harrington Park Parsonage	2020	\$420,000.00
McCrea UMC	2020	\$25,000.00
West Portal	2020	\$55,500.00
Jonsonburg UMC	2020	\$72,000.00
Belmar UMC	2020	\$960,000.00
Memorial UMC Parsonage	2020	\$345,000.00
Wenonah UMC	2020	\$400,000.00
Trinity UMC	2020	\$1,275,000.00
Anderson UMC	2020	\$88,000.00
Port Republic Parsonage	2020	\$210,000.00
		<u>\$4,285,500.00</u>

Note regarding the sale of Belmar: *The congregation entered into an agreement of sale for 1/3 of the Belmar property in 2016 for \$700,000. The remaining 2/3's of the property was sold in 2020 for \$960,000.*

# Council of Finance and Administration Five-Year Fund Report

At the May 2021 Annual Conference, the Designated Fund Legislation was postponed by the following motion:

I move to postpone this legislation until the next called session of the annual conference to allow the treasurer to provide a full accounting of the receipts, disbursements, and balances for the last five years of all funds listed on pages 41 – 43 of the pre-conference journal as required by paragraph 619.1(c)(2) of the Book of Discipline and to allow the conference trustees to provide a full report of its holdings and conference property transactions over the same time as required by paragraph 2512.6 of the Book of Discipline.

Regarding the 619.1 (c) (2) request, the Council of Finance and Administration recognizes the importance of providing this information and commits to do so annually going forward.

Regarding 2512.6, we again fully support providing the information requested and the Trustees are providing a response to the property information requested in a separate report.

In the following pages, we have provided a roll-forward of the general ledger balances of all of GNJ funds from 2015 through 2019. In addition, we have provided the roll-forward of all GNJ's investment accounts. As our 2020 financials have not been audited, this information will be provided at the next regular Annual Conference Session.

As there has been a lot of discussion over the past several months regarding GNJ's financial situation and the \$13M reduction in investments, we have attempted to provide a holistic recap of the sources and uses of GNJ's resources from 2015 to 2019. All of this information is derived from the audited financial reports for the years 2015 to 2019.

As the table below shows, we identified \$27.6M of resources that were consumed over the five years which need to be accounted for. This includes the \$13.1M of investment fund balance reduction plus \$5.7 M of investment earnings and \$8.9M from the proceeds of fixed assets (primarily consisting of the sale of closed churches). Against this, we identified some logical categories that has enabled us to explain 99% of the resource consumption over the five years. The remaining 1% is not easily categorized.

Of the \$27.3M we were able to explain, 34% or \$9.3M went towards local-church benefit billing subsidies; 32% or \$8.7M was the net operating deficit inclusive of \$13M of retiree healthcare costs; 27% or \$7.4M went towards the purchase/maintenance of fixed assets, which includes the MRC building, district parsonages and other capital improvements; the remaining 7% or \$1.9M was the result of paying 100% of General Church Apportionments while collecting less than 100%.

What resources were depleted?	2015 - 2019
Change in fair value of investments	13,116,435
Realized income	6,943,282
Change in unrealized income	(1,288,238)
Net proceeds from sales of fixed assets (GNJ/Closed church sales)	8,872,407
<b>Total</b>	<b>27,643,886</b>
How were resources consumed?	2015 - 2019
Pension and Disability subsidy	(361,039)
Healthcare subsidy	(8,475,021)
Comprehensive Insurance subsidy	(516,133)
Net operating deficit including retiree healthcare costs	(8,677,136)
Purchase/Maintenance of fixed assets	(7,405,994)
General church apportionments subsidy	(1,892,699)
<b>Total</b>	<b>(27,328,022)</b>
<b>Uncategorized</b>	<b>315,864</b>

#### **Resources to be accounted for:**

- Change in Fair Value of Investments – net change in investments balance.
- Realized income – the income earned on investment sales.
- Change in unrealized income – change in the unrealized gains on investment between beginning of period and end of period.

The above three items in total tell us how much investment related resources were used. This method is exactly equivalent to using the net sales of investments minus net purchase of investments over the five years.

- Net proceeds from sales of fixed assets – net proceeds received on the sale of property or other assets, after accounting for closing costs, initial purchase price and other expenses.

#### **How they were accounted for:**

- Benefit Subsidies (three listed) – the difference in each case between how much a program costs versus how much was collected via billings is the subsidy provided by GNJ.
- Net Operating Deficit – the net deficit (loss) of all operating income less all operating expenses excluding the subsidies captured separately (i.e., the actual spend exceeded the income). Income includes shared ministry income, program revenue, etc. Expenses include clergy/congregational support, retiree healthcare, mission & justice, administration, etc.
- Purchase/Maintenance of fixed assets – includes the purchases of conference owned properties (such as MRC Office and District Superintendent parsonages) as well as the maintenance & expenses for all closed churches (lawn mowing, major/minor repairs, current & past due billings, etc.).
- General Church apportionments subsidy – the net difference between how much was collected via Shared Ministry vs. what we paid the General Church (we paid 100% of our GCFA apportionments while collecting less than 100%).

Submitted by,

Vasanth Victor, President, Council of Finance and Administration

Team: Danielle Andrews - Controller, Pastor Rosario Quinones - CPA, Vasanth Victor - CFA Chair and Rob Zuckerman – CFO

***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members from GNJ Commission on Religion and Race.***



GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2015</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<u>GNJ Designated Funds</u>				
Operating Reserve Fund	2,785,851	601,107	259,448	3,127,510
<u>Mission and Ministry Funds</u>				
Harvest Mission Fund	8,716,304	920,908	606,974	9,030,238
Strategic Disciple Making	587,893	23,433	146,919	464,408
Episcopal Office Fund				
<u>GNJ Funds to Other Organizations</u>				
St. John's Native American Historic Preservation Fund				
Next Gen Ministries Fund	697,653	33,775	32,170	699,257
<u>Benefits Funds</u>				
Pension And Benefits Operational Fund	3,196,107	-	386,294	2,809,812
Retiree Health Fund	8,929,813	1,005,004	976,683	8,958,134
<u>Property Funds</u>				
Property Operation Fund				
Property Redevelopment Fund				
Superintendent Housing Fund	518,335	22,792	41,524	499,604
Episcopal Residence Fund	111,147	5,557	56,991	59,714

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2015</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix A</u></a> <a href="#"><u>GNJ Restricted Funds</u></a>				
<b>Mission and Ministry Funds</b>				
Mosaic Ministries Fund	50,902	123,209	125,810	48,301
Tanzania Mission Partnership Fund	-	-	-	-
Lily Grant Fund				
<b>Trustees - Donor Restricted</b>				
Goldsmith Estate Fund - 3rd Party	30,000	-	-	30,000
Deaconess Endow Fund Balance	10,000	-	-	10,000
Estate Funds (Drew & Kimble)- 3rd Party	130,839	(8,059)	-	122,780
Conf Scholarship Restricted Fund Balance	118,915	-	-	118,915
Glading Restricted Fund Balance	10,000	-	-	10,000
Seese Restricted Fund Balance	22,767	-	-	22,767
Goorley Restricted Fund Balance	5,000	-	-	5,000
Urban Scholarship Restricted Fund Balance	30,000	-	-	30,000
Kappler Restricted Fund Balance	20,000	-	-	20,000
Fullman Memorial Perm Restricted Fund	3,500	-	-	3,500
Augustin-Smith Endowment Fund	100,000	-	-	100,000
Nancy Belsky Perm Restricted Fund	6,365	-	-	6,365
Bard Trust - 3rd Party	-	113,705	-	113,705
Horner Trust - 3rd Party	-	-	-	-
<b>Trustees - without Donor Restricted</b>				
Goldsmith Estate Fund Balance	5,524	11	-	5,535
Deaconess Accumulated Income Reserve	37,040	2,352	-	39,392
Estate Funds - Drew/Kimble/Friedrich	105,010	3,224	-	108,234
Conf Scholarship Fund Balance	40	5,948	5,775	212
Glading Trust Fund Balance	2,701	635	-	3,336
Maddock Trust Fund Balance	125,005	6,250	-	131,255
Seese Scholarship Fund Balance	1,310	1,205	1,000	1,515
Goorley Fund Balance	4,129	456	-	4,586
Urban Scholarship Fund Balance	9,515	1,976	-	11,490
Ethel Snyder/Inez Irons Book Fund Balance	10,512	526	1,000	10,038
Frances Nelson Scholarship Fund Balance	71,405	3,120	9,000	65,525
Phyllis Jane Stetser Scholarship Bal	1,049	52	-	1,101
Fullman Memorial Temp for Sustentation	692	210	-	902
Augustin-Smith Fund	17,197	5,860	-	23,057
Nancy Belsky Temp Rest Fund	1,153	318	1,500	(28)

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2015</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix B</u></a> <a href="#"><u>GNJ Affiliate Funds</u></a>				
<b>Mission Partners</b>				
Centenary Fund	10,998,578	(22,729)	621,440	10,354,409
The United Methodist Foundation	218,474	108,703	9,084	318,093
A Future with Hope	1,913,291	3,290,711	4,150,359	1,053,643
<b>Other Affiliates</b>				
Ministerial Education (GCFA) Fund	60,276	427,405	480,478	7,202
Youth Service Fund Reserve	5,390	50	15	5,425
Christian Ed Sunday Fund	17,532	204	-	17,736
Disability Awareness Sunday Fund	1,024	50	-	1,074
Comm of Native American Min. Fund				
Trenton Initiative (Maker's Place) Reserve				
New Spaces -Dinner Church				
Miracles Everywhere Campaign				
National Hispanic Plan	48,752	29,277	3,560	74,469
GNJ Korean Partners in Ministry				
Skylands District Union	-	-	-	-
Palisades District Union	6,169	1,290	528	6,932
Northern Shore District Union	1,558	-	-	1,558
Capital District Union	1,100	-	-	1,100
Raritan Valley District Union	13,949	400	8,383	5,966
Cape Atlantic District Union	-	-	-	-
Delaware Bay District Union	200	-	-	200
Gateway North District Union	26,501	56,303	43,158	39,645
Cultivate Grant Fund	12,000	-	3,000	9,000
Conference Grants	49,200	35,000	30,000	54,200
Friends of Old Estellville Methodist Church	40,538	840	175	41,203
Educational Society	179,400	11,390	13,088	177,702
Project Nurture (Broad Street Millville) Fund	216,396	10,279	10,824	215,851
Bright Spots	7,394	-	-	7,394

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2016</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<u>GNJ Designated Funds</u>				
Operating Reserve Fund	3,127,510	-	1,797,211	1,330,299
<u>Mission and Ministry Funds</u>				
Harvest Mission Fund	9,030,238	592,732	616,500	9,006,469
Strategic Disciple Making	464,408	125,490	273,000	316,898
Episcopal Office Fund				
<u>GNJ Funds to Other Organizations</u>				
St. John's Native American Historic Preservation Fund				
Next Gen Ministries Fund	699,257	33,694	31,696	701,256
<u>Benefits Funds</u>				
Pension And Benefits Operational Fund	2,809,812	166,449	251,126	2,725,135
Retiree Health Fund	8,958,134	-	209,799	8,748,334
<u>Property Funds</u>				
Property Operation Fund				
Property Redevelopment Fund				
Superintendent Housing Fund	499,604	17,349	108,342	408,610
Episcopal Residence Fund	59,714	2,987	26,087	36,614

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2016</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix A</u></a> <a href="#"><u>GNJ Restricted Funds</u></a>				
<b>Mission and Ministry Funds</b>				
Mosaic Ministries Fund	48,301	154,468	149,682	53,087
Tanzania Mission Partnership Fund	-	-	-	-
Lily Grant Fund				
<b>Trustees - Donor Restricted</b>				
Goldsmith Estate Fund - 3rd Party	30,000	-	-	30,000
Deaconess Endow Fund Balance	10,000	-	-	10,000
Estate Funds (Drew & Kimble)- 3rd Party	122,780	4,783	-	127,563
Conf Scholarship Restricted Fund Balance	118,915	-	-	118,915
Glading Restricted Fund Balance	10,000	-	-	10,000
Seese Restricted Fund Balance	22,767	2,000	-	24,767
Goorley Restricted Fund Balance	5,000	-	-	5,000
Urban Scholarship Restricted Fund Balance	30,000	-	-	30,000
Kappler Restricted Fund Balance	20,000	-	-	20,000
Fullman Memorial Perm Restricted Fund	3,500	500	-	4,000
Augustin-Smith Endowment Fund	100,000	-	-	100,000
Nancy Belsky Perm Restricted Fund	6,365	-	-	6,365
Bard Trust - 3rd Party	113,705	940	-	114,645
Horner Trust - 3rd Party	-	-	-	-
<b>Trustees - without Donor Restricted</b>				
Goldsmith Estate Fund Balance	5,535	13	-	5,548
Deaconess Accumulated Income Reserve	39,392	2,470	-	41,861
Estate Funds - Drew/Kimble/Friedrich	108,234	3,968	-	112,201
Conf Scholarship Fund Balance	212	5,946	6,158	0
Glading Trust Fund Balance	3,336	667	-	4,003
Maddock Trust Fund Balance	131,255	6,563	-	137,818
Seese Scholarship Fund Balance	1,515	1,239	1,500	1,254
Goorley Fund Balance	4,586	479	-	5,065
Urban Scholarship Fund Balance	11,490	2,075	-	13,565
Ethel Snyder/Inez Irons Book Fund Balance	10,038	477	500	10,014
Frances Nelson Scholarship Fund Balance	65,525	3,126	3,000	65,651
Phyllis Jane Stetser Scholarship Bal	1,101	55	-	1,157
Fullman Memorial Temp for Sustentation	902	220	-	1,122
Augustin-Smith Fund	23,057	5,000	28,057	-
Nancy Belsky Temp Rest Fund	(28)	318	290	-

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2016</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix B</u></a> <a href="#"><u>GNJ Affiliate Funds</u></a>				
<b>Mission Partners</b>				
Centenary Fund	10,354,409	824,016	631,292	10,547,133
The United Methodist Foundation	318,093	70,092	27,164	361,021
A Future with Hope	1,053,643	4,199,462	3,808,213	1,444,892
<b>Other Affiliates</b>				
Ministerial Education (GCFA) Fund	7,202	505,046	455,680	56,569
Youth Service Fund Reserve	5,425	-	-	5,425
Christian Ed Sunday Fund	17,736	485	-	18,221
Disability Awareness Sunday Fund	1,074	-	-	1,074
Comm of Native American Min. Fund	-	79,239	13,388	65,851
Trenton Initiative (Maker's Place) Reserve				
New Spaces -Dinner Church				
Miracles Everywhere Campaign				
National Hispanic Plan	74,469	45,000	6,322	113,147
GNJ Korean Partners in Ministry				
Skylands District Union	-	-	-	-
Palisades District Union	6,932	1,000	6,200	1,732
Northern Shore District Union	1,558	-	-	1,558
Capital District Union	1,100	-	-	1,100
Raritan Valley District Union	5,966	2,000	478	7,488
Cape Atlantic District Union	-	4,033	-	4,033
Delaware Bay District Union	200	-	-	200
Gateway North District Union	39,645	1,250	20,400	20,495
Cultivate Grant Fund	9,000	-	3,000	6,000
Conference Grants	54,200	15,000	15,000	54,200
Friends of Old Estellville Methodist Church	41,203	910	100	42,013
Educational Society	177,703	15,981	23,500	170,183
Project Nurture (Broad Street Millville) Fund	215,851	10,250	10,820	215,281
Bright Spots	7,394	-	-	7,394

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2017</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<u>GNJ Designated Funds</u>				
Operating Reserve Fund	1,330,299	271,071	300,479	1,300,892
<u>Mission and Ministry Funds</u>				
Harvest Mission Fund	9,006,469	1,728,441	799,188	9,935,723
Strategic Disciple Making	316,898	303,279	266,340	353,838
Episcopal Office Fund				
<u>GNJ Funds to Other Organizations</u>				
St. John's Native American Historic Preservation Fund				
Next Gen Ministries Fund	701,256	127,675	31,607	797,323
<u>Benefits Funds</u>				
Pension And Benefits Operational Fund	2,725,135	3,431,537	3,935,595	2,221,077
Retiree Health Fund	8,748,334	-	1,006,983	7,741,352
<u>Property Funds</u>				
Property Operation Fund				
Property Redevelopment Fund				
Superintendent Housing Fund	408,610	1,043,575	52,665	1,399,520
Episcopal Residence Fund	36,614	56,909	-	93,523

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2017</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix A</u></a> <a href="#"><u>GNJ Restricted Funds</u></a>				
<b>Mission and Ministry Funds</b>				
Mosaic Ministries Fund	53,087	145,086	183,918	14,255
Tanzania Mission Partnership Fund	-	-	-	-
Lily Grant Fund				
<b>Trustees - Donor Restricted</b>				
Goldsmith Estate Fund - 3rd Party	30,000	-	-	30,000
Deaconess Endow Fund Balance	10,000	-	-	10,000
Estate Funds (Drew & Kimble)- 3rd Party	127,563	15,095	-	142,658
Conf Scholarship Restricted Fund Balance	118,915	-	-	118,915
Glading Restricted Fund Balance	10,000	-	-	10,000
Seese Restricted Fund Balance	24,767	4,000	-	28,767
Goorley Restricted Fund Balance	5,000	-	-	5,000
Urban Scholarship Restricted Fund Balance	30,000	-	-	30,000
Kappler Restricted Fund Balance	20,000	-	-	20,000
Fullman Memorial Perm Restricted Fund	4,000	500	-	4,500
Augustin-Smith Endowment Fund	100,000	-	-	100,000
Nancy Belsky Perm Restricted Fund	6,365	-	-	6,365
Bard Trust - 3rd Party	114,645	14,334	-	128,979
Horner Trust - 3rd Party	-	-	-	-
<b>Trustees - without Donor Restricted</b>				
Goldsmith Estate Fund Balance	5,548	4	-	5,552
Deaconess Accumulated Income Reserve	41,861	3,630	-	45,491
Estate Funds - Drew/Kimble/Friedrich	112,201	5,393	-	117,594
Conf Scholarship Fund Balance	-	8,324	6,000	2,324
Glading Trust Fund Balance	4,003	980	-	4,983
Maddock Trust Fund Balance	137,818	9,647	-	147,465
Seese Scholarship Fund Balance	1,254	1,961	2,400	816
Goorley Fund Balance	5,065	705	-	5,769
Urban Scholarship Fund Balance	13,565	3,050	-	16,615
Ethel Snyder/Inez Irons Book Fund Balance	10,014	701	6,000	4,715
Frances Nelson Scholarship Fund Balance	65,651	4,596	3,000	67,247
Phyllis Jane Stetser Scholarship Bal	1,157	81	-	1,238
Fullman Memorial Temp for Sustentation	1,122	394	-	1,515
Augustin-Smith Fund	-	7,000	7,000	-
Nancy Belsky Temp Rest Fund	-	446	-	446



GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2017</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix B</u></a> <a href="#"><u>GNJ Affiliate Funds</u></a>				
<b>Mission Partners</b>				
Centenary Fund	10,547,133	1,925,658	669,779	11,803,012
The United Methodist Foundation	361,021	168,422	145,593	383,850
A Future with Hope	1,444,892	1,358,713	1,916,618	886,988
<b>Other Affiliates</b>				
Ministerial Education (GCFA) Fund	56,569	613,586	495,265	174,890
Youth Service Fund Reserve	5,425	-	1,750	3,675
Christian Ed Sunday Fund	18,221	105	-	18,326
Disability Awareness Sunday Fund	1,074	-	-	1,074
Comm of Native American Min. Fund	65,851	14,768	19,867	60,752
Trenton Initiative (Maker's Place) Reserve				
New Spaces -Dinner Church				
Miracles Everywhere Campaign	-	3,000	-	3,000
National Hispanic Plan	113,147	-	6,315	106,832
GNJ Korean Partners in Ministry				
Skylands District Union	-	-	-	-
Palisades District Union	1,732	1,000	2,578	154
Northern Shore District Union	1,558	-	-	1,558
Capital District Union	1,100	-	-	1,100
Raritan Valley District Union	7,488	1,100	-	8,588
Cape Atlantic District Union	4,033	-	-	4,033
Delaware Bay District Union	200	-	-	200
Gateway North District Union	20,495	300	(300)	21,095
Cultivate Grant Fund	6,000	-	6,000	-
Conference Grants	54,200	40,000	43,708	50,492
Friends of Old Estellville Methodist Church	42,013	1,085	225	42,873
Educational Society	170,183	15,799	10,500	175,483
Project Nurture (Broad Street Millville) Fund	215,281	15,070	10,793	219,558
Bright Spots	7,394	-	-	7,394

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2018</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<u>GNJ Designated Funds</u>				
Operating Reserve Fund	1,300,892	678,027	856,200	1,122,718
<u>Mission and Ministry Funds</u>				
Harvest Mission Fund	9,935,723	668,775	390,370	10,214,128
Strategic Disciple Making	353,838	290,052	459,381	184,509
Episcopal Office Fund				
<u>GNJ Funds to Other Organizations</u>				
St. John's Native American Historic Preservation Fund				
Next Gen Ministries Fund	797,323	74	163,545	633,852
<u>Benefits Funds</u>				
Pension And Benefits Operational Fund	2,221,077	3,829,630	4,063,896	1,986,811
Retiree Health Fund	7,741,352	-	2,210,223	5,531,129
<u>Property Funds</u>				
Property Operation Fund				
Property Redevelopment Fund				
Superintendent Housing Fund	1,399,520	(351,979)	181,083	866,458
Episcopal Residence Fund	93,523	329,971	-	423,495

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2018</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix A</u></a> <a href="#"><u>GNJ Restricted Funds</u></a>				
<b>Mission and Ministry Funds</b>				
Mosaic Ministries Fund	14,255	1,076,942	127,651	963,547
Tanzania Mission Partnership Fund	-	-	-	-
Lily Grant Fund				
<b>Trustees - Donor Restricted</b>				
Goldsmith Estate Fund - 3rd Party	30,000	-	-	30,000
Deaconess Endow Fund Balance	10,000	-	-	10,000
Estate Funds (Drew & Kimble)- 3rd Party	142,658	(18,911)	-	123,747
Conf Scholarship Restricted Fund Balance	118,915	-	-	118,915
Glading Restricted Fund Balance	10,000	-	-	10,000
Seese Restricted Fund Balance	28,767	2,000	-	30,767
Goorley Restricted Fund Balance	5,000	-	-	5,000
Urban Scholarship Restricted Fund Balance	30,000	-	-	30,000
Kappler Restricted Fund Balance	20,000	-	-	20,000
Fullman Memorial Perm Restricted Fund	4,500	-	-	4,500
Augustin-Smith Endowment Fund	100,000	-	-	100,000
Nancy Belsky Perm Restricted Fund	6,365	-	-	6,365
Bard Trust - 3rd Party	128,979	(17,461)	-	111,518
Horner Trust - 3rd Party	-	-	-	-
<b>Trustees - without Donor Restricted</b>				
Goldsmith Estate Fund Balance	5,552	-	-	5,552
Deaconess Accumulated Income Reserve	45,491	3,329	-	48,821
Estate Funds - Drew/Kimble/Friedrich	117,594	3,575	-	121,169
Conf Scholarship Fund Balance	2,324	7,135	8,100	1,359
Glading Trust Fund Balance	4,983	899	-	5,882
Maddock Trust Fund Balance	147,465	8,848	-	156,313
Seese Scholarship Fund Balance	816	1,726	2,000	542
Goorley Fund Balance	5,769	395	-	6,164
Urban Scholarship Fund Balance	16,615	2,797	-	19,411
Ethel Snyder/Inez Irons Book Fund Balance	4,715	283	4,998	-
Frances Nelson Scholarship Fund Balance	67,247	4,035	12,000	59,281
Phyllis Jane Stetser Scholarship Bal	1,238	74	-	1,312
Fullman Memorial Temp for Sustentation	1,515	361	-	1,876
Augustin-Smith Fund	-	6,000	5,000	1,000
Nancy Belsky Temp Rest Fund	446	409	-	854

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2018</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix B</u></a> <a href="#"><u>GNJ Affiliate Funds</u></a>				
<b>Mission Partners</b>				
Centenary Fund	11,803,012	(570,179)	698,572	10,534,261
The United Methodist Foundation	383,850	143,723	282,959	244,614
A Future with Hope	886,988	352,873	883,699	356,162
<b>Other Affiliates</b>				
Ministerial Education (GCFA) Fund	174,890	445,030	474,233	145,687
Youth Service Fund Reserve	3,675	-	-	3,675
Christian Ed Sunday Fund	18,326	80	-	18,406
Disability Awareness Sunday Fund	1,074	-	-	1,074
Comm of Native American Min. Fund	60,752	12,341	10,005	63,088
Trenton Initiative (Maker's Place) Reserve	-	100,662	45,690	54,972
New Spaces -Dinner Church				
Miracles Everywhere Campaign	3,000	396,142	146,573	252,570
National Hispanic Plan	106,832	-	-	106,832
GNJ Korean Partners in Ministry	-	29,349	29,349	-
Skylands District Union	-	375	-	375
Palisades District Union	154	15,124	4,027	11,251
Northern Shore District Union	1,558	-	-	1,558
Capital District Union	1,100	-	-	1,100
Raritan Valley District Union	8,588	398	1,500	7,486
Cape Atlantic District Union	4,033	-	2,292	1,741
Delaware Bay District Union	200	-	-	200
Gateway North District Union	21,095	-	8,200	12,895
Cultivate Grant Fund	-	-	-	-
Conference Grants	50,492	75,000	125,492	-
Friends of Old Estellville Methodist Church	42,873	-	(1,251)	44,124
Educational Society	175,483	16,230	17,000	174,712
Project Nurture (Broad Street Millville) Fund	219,558	13,173	13,843	218,889
Bright Spots	7,394	-	-	7,394

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2019</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<u>GNJ Designated Funds</u>				
Operating Reserve Fund	1,122,718	372,183	795,317	699,585
<u>Mission and Ministry Funds</u>				
Harvest Mission Fund	10,214,128	1,243,336	816,388	10,641,075
Strategic Disciple Making	184,509	430,242	149,000	465,750
Episcopal Office Fund				
<u>GNJ Funds to Other Organizations</u>				
St. John's Native American Historic Preservation Fund				
Next Gen Ministries Fund	633,852	74,491	40,097	668,247
<u>Benefits Funds</u>				
Pension And Benefits Operational Fund	1,986,811	3,538,680	3,576,458	1,949,033
Retiree Health Fund	5,531,129	-	2,760,133	2,770,996
<u>Property Funds</u>				
Property Operation Fund				
Property Redevelopment Fund	-	499,215	-	499,215
Superintendent Housing Fund	866,458	678,756	953,748	591,466
Episcopal Residence Fund	423,495	25,410	-	448,904

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2019</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#"><u>Appendix A</u></a> <a href="#"><u>GNJ Restricted Funds</u></a>				
<b>Mission and Ministry Funds</b>				
Mosaic Ministries Fund	963,547	68,901	70,359	962,089
Tanzania Mission Partnership Fund	-	-	-	-
Lily Grant Fund				
<b>Trustees - Donor Restricted</b>				
Goldsmith Estate Fund - 3rd Party	30,000	-	-	30,000
Deaconess Endow Fund Balance	10,000	-	-	10,000
Estate Funds (Drew & Kimble)- 3rd Party	123,747	21,392	-	145,138
Conf Scholarship Restricted Fund Balance	118,915	-	-	118,915
Glading Restricted Fund Balance	10,000	-	-	10,000
Seese Restricted Fund Balance	30,767	2,000	-	32,767
Goorley Restricted Fund Balance	5,000	-	-	5,000
Urban Scholarship Restricted Fund Balance	30,000	-	-	30,000
Kappler Restricted Fund Balance	20,000	-	-	20,000
Fullman Memorial Perm Restricted Fund	4,500	-	-	4,500
Augustin-Smith Endowment Fund	100,000	-	-	100,000
Nancy Belsky Perm Restricted Fund	6,365	-	-	6,365
Bard Trust - 3rd Party	111,518	19,340	130,858	-
Horner Trust - 3rd Party	-	-	-	-
<b>Trustees - without Donor Restricted</b>				
Goldsmith Estate Fund Balance	5,552	-	-	5,552
Deaconess Accumulated Income Reserve	48,821	2,847	1,374	50,294
Estate Funds - Drew/Kimble/Friedrich	121,169	7,786	-	128,955
Conf Scholarship Fund Balance	1,359	7,735	7,382	1,712
Glading Trust Fund Balance	5,882	900	-	6,782
Maddock Trust Fund Balance	156,313	9,461	6,000	159,774
Seese Scholarship Fund Balance	542	1,846	-	2,388
Goorley Fund Balance	6,164	970	-	7,134
Urban Scholarship Fund Balance	19,411	2,965	-	22,376
Ethel Snyder/Inez Irons Book Fund Balance	-	283	230	53
Frances Nelson Scholarship Fund Balance	59,281	3,557	6,000	56,838
Phyllis Jane Stetser Scholarship Bal	1,312	79	-	1,390
Fullman Memorial Temp for Sustentation	1,876	270	-	2,146
Augustin-Smith Fund	1,000	6,000	5,000	2,000
Nancy Belsky Temp Rest Fund	854	382	-	1,236

GNJ General Ledger Fund Balance Roll Forward 2015 - 2019				
	<b>2019</b>			
	<u>Opening Balance</u>	<u>YTD Receipts</u>	<u>YTD Disbursements</u>	<u>Ending Balance</u>
<a href="#">Appendix B</a> <a href="#">GNJ Affiliate Funds</a>				
<b>Mission Partners</b>				
Centenary Fund	10,534,261	2,273,796	714,266	12,093,791
The United Methodist Foundation	244,614	227,349	256,829	215,135
A Future with Hope	356,162	245,208	542,665	58,705
<b>Other Affiliates</b>				
Ministerial Education (GCFA) Fund	145,687	440,835	551,230	35,292
Youth Service Fund Reserve	3,675	75	800	2,950
Christian Ed Sunday Fund	18,406	136	-	18,542
Disability Awareness Sunday Fund	1,074	-	-	1,074
Comm of Native American Min. Fund	63,088	12,956	11,743	64,301
Trenton Initiative (Maker's Place) Reserve	54,972	95,558	101,511	49,019
New Spaces -Dinner Church	-	25,000	650	24,350
Miracles Everywhere Campaign	252,570	509,414	695,584	66,399
National Hispanic Plan	106,832	-	28,274	78,558
GNJ Korean Partners in Ministry	-	64,848	64,848	-
Skylands District Union	375	480	-	855
Palisades District Union	11,251	7,000	7,028	11,223
Northern Shore District Union	1,558	-	-	1,558
Capital District Union	1,100	-	-	1,100
Raritan Valley District Union	7,486	500	841	7,145
Cape Atlantic District Union	1,741	-	-	1,741
Delaware Bay District Union	200	-	-	200
Gateway North District Union	12,895	450	4,000	9,345
Cultivate Grant Fund	-	131,747	57,500	74,247
Conference Grants	-	55,000	35,000	20,000
Friends of Old Estellville Methodist Church	44,124	865	1,207	43,781
Educational Society	174,712	16,228	4,600	186,340
Project Nurture (Broad Street Millville) Fund	218,889	13,133	10,978	221,044
Bright Spots	7,394	-	-	7,394

## GNJ Investment Accounts Roll Forward

<b><u>2015</u></b>					
	<b><u>Opening Balance</u></b>	<b><u>Receipts</u></b>	<b><u>Disbursements</u></b>	<b><u>Gain/(Loss)</u></b>	<b><u>Ending Balance</u></b>
Fund 34 (Trustees)	611,303		(4,109)	(8,406)	598,788
Fund 35 (Trustees)	1,495,571		(30,333)	(20,129)	1,445,109
Fund 88 (Treasurer & Trustees)	22,272,807	2,113,167	(7,295,475)	64,621	17,155,120
Fund 336 (Treasurer)	1,246,811	1,920,533	(1,601,757)	(44,249)	1,521,338
CD's (Ed Society)	87,632		(10,000)		77,632
Total Investments	25,714,124	4,033,700	(8,941,674)	(8,163)	20,797,987

<b><u>2016</u></b>					
	<b><u>Opening Balance</u></b>	<b><u>Receipts</u></b>	<b><u>Disbursements</u></b>	<b><u>Gain/(Loss)</u></b>	<b><u>Ending Balance</u></b>
Fund 34 (Trustees)	598,788	30,000	(32,409)	49,979	646,358
Fund 35 (Trustees)	1,445,109	-	(5,813)	121,186	1,560,482
Fund 88 (Treasurer & Trustees)	17,155,120	962,812	(3,405,000)	830,523	15,543,456
Fund 336 (Treasurer)	1,521,338	1,803,435	(1,853,144)	112,986	1,584,615
CD's (Ed Society)	77,632	-	-	-	77,632
Total Investments	20,797,987	2,796,246	(5,296,366)	1,114,674	19,412,542

<b><u>2017</u></b>					
	<b><u>Opening Balance</u></b>	<b><u>Receipts</u></b>	<b><u>Disbursements</u></b>	<b><u>Gain/(Loss)</u></b>	<b><u>Ending Balance</u></b>
Fund 34 (Trustees)	646,358	-	(2,442)	116,008	759,924
Fund 35 (Trustees)	1,560,482	-	(5,900)	280,075	1,834,657
Fund 88 (Treasurer & Trustees)	15,543,456	4,524,568	(6,122,077)	2,724,838	16,670,785
Fund 336 (Treasurer)	1,584,615	3,000,913	(3,580,389)	233,926	1,239,064
CD's (Ed Society)	77,632				77,632
Total Investments	19,412,542	7,525,481	(9,710,809)	3,354,846	20,582,061



## GNJ Investment Accounts Roll Forward

	<b><u>2018</u></b>				
	<u>Opening Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Gain/(Loss)</u>	<u>Ending Balance</u>
Fund 34 (Trustees)	759,924	-	(2,758)	(46,439)	710,727
Fund 35 (Trustees)	1,834,657	-	(1,005,181)	(38,431)	791,045
Fund 88 (Treasurer & Trustees)	16,670,785	6,287,833	(10,015,447)	(791,927)	12,151,243
Fund 336 (Treasurer)	1,239,064	3,917,607	(4,925,351)	14,899	246,219
CD's (Ed Society)	77,632				77,632
Total Investments	20,582,061	10,205,439	(15,948,737)	(861,898)	13,976,866

	<b><u>2019</u></b>				
	<u>Opening Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Gain/(Loss)</u>	<u>Ending Balance</u>
Fund 34 (Trustees)	710,727	710,727	(1,212,156)	50,933	260,230
Fund 35 (Trustees)	791,045	791,045	(1,292,815)	68,121	357,396
Fund 88 (Treasurer & Trustees)	12,151,243	18,507,080	(21,360,797)	2,245,042	11,542,569
Fund 336 (Treasurer)	246,219	3,833,316	(3,760,942)	41,269	359,862
CD's (Ed Society)	77,632				77,632
Total Investments	13,976,866	23,842,167	(27,626,709)	2,405,365	12,597,689

# Journey of Hope Report

In October 2020, GNJ adapted a bold Journey of Hope Plan to commit to dismantling the sin of racism. Despite the continuing COVID pandemic and GNJ's financial challenge, GNJ has pushed forward and continues to make progress on this important work. In this report, please find our progress on the 5 Keystone Measures and 10 Reporting Commitments of GNJ.

## 5 Keystone Measures

1. **50 trained GNJ trainers and facilitators who are actively engaged with 150 congregations that are developing and engaging in A Journey of Hope Plan by September 2022.** A diverse team of GNJ facilitators will be trained by the consultant, Fearless Dialogues. This began for GNJ staff in September and will continue with additional facilitators in January. We expect as many as 150 facilitators to be working with congregations by September 2022.
2. **At least 50% of GNJ agency chairpersons are People of Color by June 2023 and the number of African American/Black and Hispanic/Latino clergy elders are doubled, and the number of all Clergy of Color is increased by June 2025.** More than 50% of GNJ agency chairpersons are People of Color. Recruiting work needs to be continued.
3. **25 new ethnic congregations (at least 10 African American) by using new technologies and innovative strategies, and strengthen the worship, ministry, and finances of 10 existing congregations of color by December 2025.** This is an area which needs intentional work in the next year.
4. **A handbook of all existing GNJ policies and procedures that have been reviewed and updated to ensure GNJ's policies and procedures create a culture of racial justice, inclusion, and equity by February of 2022.** The handbook is in process and expected to be complete on time.
5. **\$4.1 million investment in the health and vitality of GNJ through debt forgiveness, equitable salary, and shared ministry apportionment and billables in low income communities by December 2023.** 66 qualifying congregations began receiving their decreased shared ministry apportionment and billables in July 2021. 44 congregations have entered the debt forbearance program.

In addition to the Keystone Metrics, GNJ identified 10 items which the Staff Executive Team would report on each year.

They are as follows:

1. **The number of congregations with A Journey of Hope Plan and highlight three exemplary plans.** The Journey of Hope Plan Guide will be completed after GNJ staff and leaders begin working with the consultant, Fearless Dialogues. They have been contracted and began work with GNJ staff in September 2021. We expect the guide to be complete in January 2022. After that time, we will begin to share the number of congregations with a plan and highlight exemplary plans.
2. **The number of African American clergy recruited and in process to be elders in GNJ.** Presently there are 10 active African American/Black clergy elders in GNJ with only two under 58 years of age. An additional two are candidates for ordination and 5 African American candidates for Provisional membership at this time. There are 8 retired African America clergy members.
3. **The number of African American churches that are part of a congregational development cohort and are being resourced to grow congregational vitality.** The first congregational development cohort begins in October 2021 and we will report on their progress next year.

4. **The percent of congregations that have A Journey of Hope Plan and the overall progress that is being made.** Because the Journey of Hope Plan Guide has not been completed, 0 congregations currently have a Journey of Hope Plan. We expect to launch a pilot group of 30 churches in January 2022.
5. **The number and amount of grants given to African American and other ethnic congregations.** From January 1 to September 15, 2021, GNJ has awarded 8 grants for a total of \$103,119. 5 of these grants were to African American or other ethnic congregations, for a total of \$60,343. For the 2022 Congregational Development Grant Program, the Journey of Hope Plan will not be available before the grant application deadline. However, all applicants will need to agree that: *Our pastor and leadership team supports and commits to work in alignment with the principles, desired outcomes, and goals of the GNJ Journey of Hope Plan that seeks to eradicate the sins of racism and sexism in the church and society and grow vital congregations who nurture passionate disciples of Jesus Christ and share faith, hope and justice in the community. We will complete a Journey of Hope Plan by April 1, 2022 and demonstrate progress by September 1, 2022.*
6. **Progress on equitable salary where there is income disparity in GNJ communities and what steps were taken to address income disparity.** This is an area which needs additional work.
7. **The number of churches that are receiving half billable and half shared ministry.** 66 Churches began receiving reductions in billables and shared ministries in July 2021.
8. **The number of Hope Centers and the percentage in ethnic communities.** Presently, there are 27 Hope Centers, 10 of which are within ethnic communities.
9. **Progress on the lawsuit to desegregate New Jersey public schools.** In January 2020, the Court denied the State's motion to dismiss the case, instead allowing the matter to proceed to discovery. We have a pending motion, asking the Court to rule that the schools are unconstitutionally segregated, and ordering the State to propose a remedial plan. Discovery on that motion is currently scheduled to conclude at the end of September, at which point we plan to ask the Court to rule on the motion.
10. **A census of the percentage of African American/Black, Asian, Hispanic/Latino and Native American congregations' vitality, as compared to Anglo congregations.** We are building the process and system in the Arena database to be able to obtain this info.

Submitted by,

GNJ Connectional Table

Journey of Hope Project Management Team

***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members from GNJ Commission on Religion and Race.***

# Cabinet Report | District And Resourcing Plan to Recruit and Equip Transformational Leaders to Make Disciples of Jesus Christ and Grow Vital Congregations for the Transformation of the World

## GNJ's 3 Priorities maximized through districts

1. Deepen Faith
2. Develop Leaders
3. Grow Vitality

COVID, financial challenges and future changes in The United Methodist Church, have required the cabinet to assess our districting, resourcing, and staffing to fulfill and grow the mission of GNJ. Over the past two years the cabinet has considered what is in the best interest of the mission and ministry of our congregations and the mission of GNJ. For seven years, we have been seeking to grow more vital congregations from 28% to 51%. Thanks be to God; the work has borne fruit. In 2019, the year prior to the pandemic, GNJ had 50% vital congregations. Just 1% away from our 2023 goal. Our clergy and congregations have been working together to increase congregational vitality and you are making progress. In 2020, we went from 50% to 46% vital congregations, and considering the challenges of the pandemic, you have stepped up and worked hard to maintain our commitment to making disciples and growing vital congregations for the transformation of the world. To God be the glory.

But all our congregations have not been able to take these next steps in their growth, vitality and sustainability, and the cabinet has supported and adjusted to address the financial challenges to grow vital congregations to 70% and even beyond. For example, we recommended and supported reducing how much we apportion churches for shared ministries from 17.4% to 15.2%. We surpassed the goal of 15.6% three years early. We are also providing more grants to congregations and outreach ministry and together the shared ministry giving rate has grown from 78% to 88%. To God be the Glory!

We have learned the following.

We find that churches make progress when resourcing (planning and training) is closely linked with follow up by staff, including superintendents. This follow-up includes consultation and coaching over a two-year period. Additionally, congregational development vitality workshops make a difference. We have learned that initiatives such as PaCE groups, team vital, clergy coaching, and Hope Center training have developed strong and forward-thinking leaders.

- We have a strong group of leaders who can set an inspiring and relevant vision and organize people and ministry to reach the vision.
- We have some leaders who want to lead the congregation toward vitality and are looking to grow their skills to increase congregational vitality and sustainability.
- And unfortunately, we have a group of leaders that are providing strong leadership and working toward change and vitality, but congregational leaders are not enthusiastic about making the changes necessary to grow the vitality of the congregation.

While there is much to celebrate, we have challenges. Based on these learnings, and that 50% of our congregations have identified the ministries to be more vital, and that 50% of our congregations are challenged to be more vital, and furthermore, based on the reduced membership, sustainability and financial challenges faced by as many as 35% of our congregations, we need to adjust finances and strategy at the GNJ leadership level to help more of our congregations become sustainable and vital. The superintendents supported and made a conscious decision to reduce superintendents and staffing to assist congregations with catching up on the underbilling of congregations. This will take five years.

The changes include the following.

1. Reducing districts and implementing a plan of redistricting.
2. A staffing plan that helps the next wave of congregations to become more vital and sustainable.

### **Rational for the Staffing plan**

The cabinet in consultation with conference leadership has already made changes to staffing.

1. The conference approved a reduction in superintendents for the 2021 budget and the 2022 recommended budget continues this reduction to six superintendents.
2. We have reduced other staffing including program staffing.
3. We have committed to end the sins of racism and sexism that calls for all superintendents, bishop, and program staff to work towards this Holy Spirit inspired vision.
4. We have committed to grow the vitality and sustainability of our congregations and this requires two or more years of intense work with congregations providing planning, consultation, and coaching, and assigning a staff person to a ready and willing congregation for two or more years.
5. Organizing all GNJ resources<sup>i</sup> under our Journey of Hope plan. Through planning, consultation, and coaching, GNJ will train and resource congregations, laity, and clergy to focus on developing leadership, growing the five markers of vitality, and ending the sins of racism and sexism.
6. There will be two regions<sup>ii</sup> and staffing patterns to implement the leadership academy and congregational development. Each region will have 3 superintendents, two full time equivalent resource directors<sup>iii</sup> (former connectional ministry staff) and 12-18 circuit leaders/elders<sup>iv</sup>. These regions will be led by a regional team leader (a DS) and will work together as a team to grow the leadership and congregations within a region. Each staff person will be assigned a group of churches to work with over a two-year period of time to grow vitality and end the sin of racism. We will evaluate progress every two years with a goal of reaching 70% vital congregations within five years building on our past success.

This model will grow the health of GNJ and save \$475,000 a year in shared ministries.

The Cabinet has reviewed the results of GNJ surveys and the results of regional superintendency committee meetings. Also, the Cabinet has consulted with General Council on Finance and Administration (GCFA) to look at the number of districts in comparison with other conferences in the Northeastern Jurisdiction and across the connection.<sup>v</sup> As a result, the Cabinet recommended a 6-district model to Bishop Schol.

The following are the new district names and their superintendents.

### **Metro-Highlands Region**

- Meadowlands District – Rev. William M. Williams III
- Skylands District – Rev. Dr. Eunice Vega Perez
- Raritan Shore District – Rev. Sang Won Doh

### **Coastal Plains Region**

- Central District – Rev. Héctor Burgos
- Cape Atlantic District – Rev. Brian Roberts
- Delaware Bay District – Rev. Glenn J. Conaway

Here are some frequently asked questions you might have. More FAQs can be found at <https://www.gnjumc.org/redistricting-plan/>.

### **Frequently Asked Questions**

#### **What are the suggested new districts?**

1. Meadowlands District – It covers most churches in the New York area, eastern part of Palisades District and most of Gateway North District churches.

2. Skylands District – It covers churches in western part of Palisades District, some churches from Raritan Valley District and all churches in the Skylands District.
3. Raritan Shore District – It covers most of churches in the Raritan Valley District and churches in the northern part of the Northern Shore District.
4. Central District – It covers churches in the southern part of the Northern Shore District and most of churches in the Capital District.
5. Cape Atlantic District – It covers some churches in the Delaware Bay, Capital, and Northern Shore Districts and all churches in the Cape Atlantic District.
6. Delaware Bay District – It covers most churches in the Delaware Bay District and some churches in the Gateway South District.

### **How do I find out which district my church is in?**

To find an interactive map and see a list of all the churches in the new districts visit the GNJ website.

<https://www.gnjumc.org/redistricting-plan/>.

### **How will these changes directly affect my local church or my role in district?**

Some churches will have a new District Superintendent. All churches will get a new identification number related to the new district numbers. Starting from Jan. 1, 2022, district superintendents will convene district committees within the region to discuss best ways to ensure advancement of the mission in ways that build on each other's strengths, are effective, and create efficiencies. Current district board and committee members expressed their intentions through survey whether they will continue to serve or not. No new members will be elected until the regular session of Annual Conference in 2022.

District Committees on Ordained Ministry will function in its current 9 district model until June 30, 2022, so as not to create confusion for clergy candidates. New District Committees on Ordained Ministry within the new 6 district structure will be formed through 2022 regular Annual Conference nomination process.

### **How were the new district boundaries decided?**

Attention was given to the historical and cultural differences and numbers of churches and clergy in each area. Every attempt was made to achieve balance so as to ensure effective and efficient superintending and resourcing within the districts. Consideration was given to culture, history, church size, distances, and traffic patterns as well as the guiding principles articulated by clergy and laity of GNJ.<sup>vi</sup> Under this new structure, each district has grown by approximately 25 churches.

We are grateful and humbled to serve,

Submitted by,

Héctor A. Burgos, District Superintendent  
Glenn J. Conaway, District Superintendent  
Sang Won Doh, Superintendent & Dean of Cabinet  
Brian Roberts, District Superintendent  
Eunice Vega-Perez, District Superintendent  
William M. Williams, III, District Superintendent

***\*All Policies and Procedures have been or will be subjected to implicit bias review, led by members from GNJ Commission on Religion and Race.***

<sup>i</sup> GNJ Resources. The Journey of Hope ACT plan is a congregational, laity, and clergy resource to assess, plan, organize and engage vital mission congregations to grow and transform the world through 3 Journey of Hope pathways:

The Journey of Hope plan will have 3 pathways:

- Journey to Transformational Leadership: Leadership Academy

- Journey to Fruitful Congregations: Congregational Development
- Journey to World Justice: Dismantling Racism, Sexism and Exclusion

These pathways will guide congregations so that they can focus on these areas

- Strengths - the assets, values, and gifts of your congregation.
- Sustainability - resources to sustain the mission, finances as well as disciples.
- Vitality - measuring disciple's engagement in the core ministries of the church.
- Community engagement - consider how your congregation reflects and engages your community.
- Ending the sin of racism - personal and congregational learning, growth and commitment in ending the sin of racism and engaging the community in ending racism through the acknowledgement, repentance of and addressing of past harm by word and deed, developing a process in partnership with the consultant Fearless Dialogues for two years to become trained at every level in engaging anti-racism work in ministry that builds on our 10-year intercultural competency plan to deepen understanding of racism and how to dismantle it.
- Organization - Creating appropriate organization of the congregation for vitality.

Based on consultation with the DS and the local congregation's resource guide, a congregation can pick and choose what focus area they are wishing to work on and in what order.

GNJ Leadership Academy is a comprehensive program for laity and clergy to develop as transformational leaders and grow vital congregations. As the academy is built over a period of years, it will become an umbrella that encompasses all resourcing. The Leadership Academy will offer a coordinated GNJ wide learning plan that reflects the necessary programs from the Discipline, as well as meets the missional needs of the Regions.

Programming development is a collaboration between the Leadership Development Team, and other teams within GNJ who provide resourcing such as the Regional Teams, Stewardship Foundation, Board of Ordained Ministry, and Board of Laity.

Built over time, programs residing under the Leadership Academy will include

- Residency in Ministry
- Local Pastor School
- Cohort Groups: i.e., Clergy Seminar, Regional Gathering of Top 25 pastors, etc.
- Short Term Courses of 4 – 6 weeks (Lay Servant Ministry will be integrated here)
- Foundational Leadership Training Videos (i.e., trustees, SPRC, role of lay leader, etc.)
- Coach Training

A trait of the above resources is that they are not "one and done" workshops, but each are a set of classes or a program that builds towards outcomes.

#### Short Term Course Development

Key Learning Focuses for a Short-Term Course

- UMC Tradition: Theology, Polity, History
- Bible
- The Five Markers of Vitality
- Leadership
- Cultural Competency

Courses should be of value to both clergy and laity to enroll.

2021 – 2022: Director of Leadership Development is Championing the Short-Term Course Development

- Courses will be offered synchronous (on ZOOM)
- Meet weekly for 1.5-hour session over 4 – 6 weeks
- Led by laity and/or clergy
- Content aligned and developed with the needs of each Region

2022 – 2023 Focus

- Evaluate courses from previous year that were effective
- Build 20-minute video segments of each of the courses to offer the course again
- Guest leaders beyond GNJ to offer pre-recorded learning segments for additional courses

- Build a certificate program

<sup>ii</sup> Regional Teams: For a full resourcing plan, which includes but is not limited to A Journey of Hope, Ending the Sin of Racism and Sexism, developing leaders, increasing vitality, developing sustainability, engaging congregations in the community for witness and mission, Regional Staff Teams need to be enhanced. In Regional Staff Teams, resourcing is coordinated, coaches and consultants are assigned to local churches, and the administrative work of DS and other team members is organized. By including DS, Circuit Elders/Leaders, Resource Directors for the resourcing of congregations, Regional Administrators and other contributors, Regional Staffing Teams carry out the resourcing and the Journey of Hope plan within the Region. The Regional Staff Team is led by one DS who is the Regional Team Leader.

Based on make-ups, synergetic team works and robust strategic conversations, 2 Regions will be more appropriate to locate the work of Journey of Hope more closely to local churches across the conference. Each of these Regional Staff Teams will implement and measure progress on the Journey of Hope plan within the Region.

The following recommendation outlines the make-up, roles, and responsibilities of team members on the Regional Staff Teams:

Regions: 2 regions

#### Regional Team Make-Up

- 3 District Superintendents, (6 total) Resource 20 churches each. One DS per region (2 total) is the Regional Team leader who convenes, guides, and evaluates the team
- 2 Full-Time Equivalent Resource Directors, (4 total) Resource 20 churches each.
- 24 to 36 Circuit Elders, (4 to 6 per DS which is 12 to 18 per Region). Resource 5 to 8 churches each.

*(Note: Each region will discern the number of circuit elder that will best help them move forward the mission and strategic goals, within their budget allocation.)*

- 1 Regional Administrators. (2 total) 1 dedicated per region.
- Visit <https://www.gnjumc.org/redistricting-plan/> to view job descriptions.

<sup>iii</sup> Resource Directors are champions for a particular resource. They are primarily responsible for resourcing congregations in the region; they also spend time working with their regional staff and clergy and laity within the region to develop and improve resources in the GNJ Leadership Academy. Resource Directors have demonstrated effective ministry across multiple areas of vitality and are able to resource churches as a “generalist;” however, they may be a specialist in one area of vitality and be charged with the creation of those specific resources. Focuses of Resource directors:

- With assigned churches, coach the clergy person and other leaders as may be identified by the pastor or congregation for coaching
- Lead/facilitate planning sessions with the assigned congregations.
- Follow up with each congregation who have completed plans, at least 1-2 times a month for 18 months with consultation, problem solving, plan evaluations, plan modification using 4DX approach.
- Work with and/or lead a resource planning team as assigned by the regional team leader to participate in the development of Leadership Academy classes and Journey of Hope ACT plan resources.
- Visit <https://www.gnjumc.org/redistricting-plan/> to view job description.

<sup>iv</sup> Circuit Leader (Elder) are effective clergy within a region that serve as part-time resource persons for 5-8 congregations within a district. Circuit Leaders (Elders) are assigned by the appointive cabinet to assist in fulfilling the vision, mission, and strategic direction of the annual conference. Circuit Leader (Elder) assignments may be based on geographical location, similar ministry contexts, or other factors. They assist the District Superintendent with the disciplinary responsibilities. The District Superintendent works through the Circuit Leader (Elder) and as appropriate continue to be in the consultative and appointment process with each local church and pastor. Circuit Leaders (Elders) are expected to take on an additional 20-25 hours/month in this role. Appointments of Circuit Leaders (Elders) are made on a yearly basis and are included as part of the consultative appointment process.

#### Essential Functions:

- Consult/Coach assigned congregations to ensure they have a clear and actionable Journey of Hope ACT ministry plan so that they are continually deepening faith, developing leaders, and growing vitality, sustainability, and fruitfulness.
- Regularly check-in with clergy and coach congregations so that they are addressing ministry challenges and making appropriate progress in their ministry plan.



- Preside regular and special Church/Charge Conferences as requested by their assigned District Superintendent. (UMC elders among Circuit Leaders can only preside Church/Charge Conference. ¶ 246.5)
- Assist District Superintendents in assessing the mission field of the churches assigned to the Circuit Leader.
- Visit <https://www.gnjumc.org/redistricting-plan/> to view job description

<sup>v</sup> Merged Conferences

Rio Texas Conference: 2015, Rio Grande/Southwest Texas

Michigan Conference: 2018, Detroit/West Michigan

Mountain Sky: 2018, Yellowstone/Rocky Mountain

District Reduction

Memphis Conference: 2015, 7 to 4 districts

Kentucky Conference: 2015, 10 to 9 districts

Missouri Conference: 2015, 12 to 9 districts

Wisconsin Conference: 2015, 8 to 5 districts

Oklahoma Conference: 2015, 12 to 8 districts

Upper New York Conference: 2015, 12 to 13 districts

Western Pennsylvania Conference: 2015, 9 to 10 districts with less DSes

Tennessee Conference: 2017, 7 to 5 districts

Eastern Pennsylvania Conference: 2017, 6 to 4 districts

California-Nevada Conference: 2017, 4 to 5 districts

New England Conference: 2020, 9 to 7 districts

District Realignment (change in district boundaries)

Rocky Mountain Conference: 2016

Florida Conference: 2017

Virginia Conference: 2017

Dakotas Conference: 2017

Central Texas Conference: 2019

<sup>vi</sup> Results of **Redistricting Survey on Guiding Principles**

1. Maximize disciple-making – districts have robust, vital, and sustainable churches that have the capacity to create and strengthen other vital and sustainable congregations in the region (47%)
2. Reflects GNJ diversity – culture, language, theology, etc. Moves GNJ closer to ending the sin of racism. (41%)
3. Mix of large and small churches in the same district - balance and create various models for ministry (38%)
4. Maintain as many churches as possible from a present district to be grouped together - minimize disruption (37%)
5. Considers natural boundaries – highways, counties, environment, etc. (30%)
6. New districts will help GNJ reach goals give greatest potential to address adaptive challenges

GNJ Redistricting Survey				As of June 14,
We develop transformational leaders to make disciples to transform the world				
Ques		All	Clergy	Laity
1	I am:	590	241	349
2	I serve in the following district:			
	Delaware Bay	10%	9%	11%
	Cape Atlantic	10%	10%	10%
	Gateway South	12%	12%	12%
	Capital	13%	13%	13%
	Northern Shore	13%	16%	10%
	Raritan Valley	9%	6%	10%
	Gateway North	11%	10%	11%
	Palisades	9%	10%	9%
	Skylands	12%	12%	13%
	Not sure	2%	2%	2%
3	As we look to create six districts, I believe the following are the primary principles to be considered. Select the four most important to you and to help us fulfill our mission.			
	Form districts to maximize disciple making and growing vital congregations for the transformation of the world - form districts based on our mission	47%	50%	46%
	Form districts to deepen faith - priority to meet our mission	28%	28%	29%
	Form districts to recruit and develop transformational leaders - priority to meeting our mission	20%	14%	24%
	Diversity - increase awareness, sensitivity, collaboration across differences and ending the sin of racism	41%	39%	42%
	Ensure ethnic churches have strong representation in a district - this ensures that ethnic congregations are not isolated	33%	36%	30%
	Equal number of churches/pastors appointed to congregations in each district - balanced workload for a superintendent	32%	29%	34%
	Districts with more complexity, urban areas and diversity should have fewer churches - complexity increases challenges and workload for superintendent	14%	16%	12%
	Maintain as many churches as possible from a present district to be grouped together - minimize disruption	37%	34%	40%
	Travel time across the district - minimize travel time	26%	32%	22%
	Mix of large and small churches in the same district - balance and create various models for ministry	38%	36%	39%
	Group like churches, size, urban, rural - congregations connect with other churches more like their ministry	19%	18%	20%
	Considers natural boundaries - highways, counties, environment, etc. - provides familiarity and rational for borders	30%	36%	26%
	New districts should stay in place for at least through 2030	8%	9%	8%
	Other principles or issues you would like considered (comments tab)	5%	6%	5%

# Appendix

## 2021 Adjourned Annual Session | Opening Worship

### **Same Power | #7031700 by Jason Ingram and Jeremy Camp**

#### *Verse 1*

*I can see the waters raging at my feet  
I can feel the breath of those surrounding me I can hear the sound of nations rising up  
We will not be overtaken We will not be overcome*

#### *Verse 2*

*I can walk down this dark and painful road I can face ev'ry fear of the unknown  
I can hear all God's children singing out We will not be overtaken  
We will not be overcome*

#### *Chorus*

*The same power that rose Jesus from the grave The same power that commands the dead to wake Lives in us lives in us*

*The same power that moves mountains when He speaks The same power that can calm a raging sea  
Lives in us lives in us It lives in us lives in us*

#### *Verse 3*

*We have hope that His promises are true In His strength there is nothing we can't do  
Yes we know there are greater things in store  
We will not be overtaken  
We will not be overcome*

#### *Bridge*

*Greater is He that is living in me*

*He's conquered our enemy (oh) No power of darkness  
No weapon prevails  
We stand here in victory oh (REPEAT)*

*In victory yeah*

### **Great Is Thy Faithfulness | #18723 by Thomas Obediah Chisholm and William Marion Runyan**

#### *Verse 1*

*Great is Thy faithfulness  
O God (Creator) my Father  
There is no shadow  
Of turning with Thee  
Thou changest not  
Thy compassions they fail not  
As Thou hast been  
Thou forever wilt be*

#### *Chorus*

*Great is Thy faithfulness  
Great is Thy faithfulness*

*Morning by morning  
New mercies I see  
All I have needed  
Thy hand hath provided  
Great is Thy faithfulness  
Lord unto me*

*Verse 2  
Summer and winter  
And springtime and harvest  
Sun moon and stars  
In their courses above  
Join with all nature  
In manifold witness  
To Thy great faithfulness  
Mercy and love*

*Chorus  
Great is Thy faithfulness  
Great is Thy faithfulness  
Morning by morning  
New mercies I see  
All I have needed  
Thy hand hath provided  
Great is Thy faithfulness Lord unto me*

*Verse 3  
Pardon for sin  
And a peace that endureth  
Thy own dear presence  
To cheer and to guide  
Strength for today  
And bright hope for tomorrow  
Blessings all mine  
With ten thousand beside*

*Chorus  
Great is Thy faithfulness  
Great is Thy faithfulness  
Morning by morning  
New mercies I see  
All I have needed  
Thy hand hath provided  
Great is Thy faithfulness  
Lord unto me*

### **Call to Celebration**

***(Enger Mutetke, Resourcing Director)***  
As people of God  
Born of the water and Spirit  
And reborn through Jesus Christ

We have gathered in front yards  
Side yards  
And backyards

We have gathered in person  
And we zoomed

Through it all, with God's help  
We stood up  
Stepped out  
And did not let the times deter us  
*We moved forward.*

***(Eunice Vega-Perez, Northern Region District Superintendent)***

In the midst of a pandemic  
*We moved forward.*

In the midst of financial challenges  
*We moved forward.*

In the midst of denominational uncertainty  
*We moved forward.*  
*We moved forward.*  
Recruiting and developing transformational leaders.

*We move forward.*  
Making new disciples.

*We move forward.*  
Growing vital congregations

*We move forward.*  
Transforming the world

*We move forward together.*

**Prayer**

***Sang Won Doh, Central Region District Superintendent & Dean of Cabinet***

Thank you, God, for leading us forward. Your grace has been sufficient for the journey. You have nurtured our wounds, healed our bodies, fed our souls, resurrected our loved ones, lit the way through our deepest challenges, and through it all offered us grace upon grace.

Forgive us when we allow worry to overtake us, challenges to rob our joy, differences to separate us and fear to bury our hope. Renew us for the journey ahead and restore our relationship with you and one another. In the strength and example of Christ, *together we move forward.* Amen.

**Song**

***Have Thine Own Way | #28225 by Adelaide Addison Pollard and George Coles Stebbins***

***Verse 1***

*Have Thine own way Lord have Thine own way  
Thou art the Potter I am the clay*

*Mold me and make me after Thy will  
While I am waiting yielded and still*

*Verse 2*

*Have Thine own way Lord have Thine own way  
Search me and try me Master today  
Whiter than snow Lord wash me just now  
As in Thy presence humbly I bow*

*Verse 3*

*Have Thine own way Lord have Thine own way  
Wounded and weary help me I pray  
Power all power surely is Thine  
Touch me and heal me Savior divine*

*Verse 4*

*Have Thine own way Lord have Thine own way  
Hold o'er my being absolute sway  
Fill with Thy Spirit till all shall see  
Christ only always living in me*

**Scripture**

**Message**

Bishop Mande Muyombo

**Song**

***You Are My Strength | #4869940 by Reuben Morgan***

*Verse 1*

*You are my strength  
Strength like no other  
Strength like no other  
Reaches to me*

*Verse 2*

*You are my hope  
Hope like no other  
Hope like no other  
Reaches to me*

*Chorus*

*In the fullness of Your grace  
In the power of Your Name  
You lift me up  
You lift me up*

*Verse 3*

*You are my peace  
Peace like no other  
Peace like no other  
Reaches to me*



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