

1021-04

Request for episcopal rulings from a member of the Indiana Annual Conference [written submission]

*[exact wording set forth herein below in compliance with
the requirement added to ¶ 2608.1 by the 2012 General Conference]*

Given that our annual conference is entitled to set internal policies ONLY within the boundaries of *The Book of Discipline of The United Methodist Church*, and given that no other part of the *Discipline* may contradict that portion of the *Discipline* known as the Constitution, then in accordance with ¶¶ 51 and 2609.6 of *The Book of Discipline*, and in light of ¶¶ 32, 602.4, and 604.1, Judicial Council Decision 886, and other relevant church law, I respectfully request a bishop's decision of law on the following questions related to the consistency of *The Book of Discipline* and the proposed Indiana Conference Rules and Structure Document that has been put before this annual conference for a vote:

First Question

Does page 19, Section D.2.a.11, lines 49-50, which seems to authorize our annual conference to have only one "at-large" youth lay member and one "at-large" young-adult lay member (which would reduce by 90 percent the representation of such young persons from how Page 14, lines 4-11 of the Indiana Annual Conference's previous Rules and Structure Document authorized one of each such person from each of our ten districts), violate or negate ¶ 32 of the UMC Constitution and/or other relevant church law in defining annual conference membership?

Second Question [written submission]

Does Section D.2.a.17, found on lines 13-16 of page 20, which includes authorizations for exceptions to the requirements of how long laypeople must have been members and active participants in the United Methodist Church in order to be eligible to serve as lay members of the annual conference, even though our annual conference is not within any central conference, violate or negate Discipline ¶ 32 and/or other relevant church law?

Third Question [written submission]

When Sections D.4.b and D.4.c, found on page 28, lines 24-28, broadly grant voting rights "in ALL matters at district conferences" (emphasis added), without exception, to certain clergy who are retired or serving under appointment, and all matters voted on at district conferences include both ballots for district endorsements of laypeople willing to serve as General Conference delegates (Page 25, Section D.3.d.1, lines 37-44) and elections of equalizing lay members of the annual conference, who in turn are entrusted with electing lay delegate to General Conference (see Pages 21-22, Section D.2.d.3), then do these sections of the rules, which empower district operational teams to determine slates for district conference elections of laity and which authorize such significant numbers of clergy to vote in elections for lay representation, violate or negate Discipline ¶¶ 36, 249, and/or other relevant church law?

BISHOP'S RESPONSE to Request for a Ruling of Law

**Request for a Ruling of Law
Duly Submitted in the Indiana Annual Conference Session
August 15, 2020**

RULE OF LAW:

Given that our annual conference is entitled to set internal policies ONLY within the boundaries of the *Book of Discipline of The United Methodist Church*, and given that no other part of the Discipline may contradict that portion of the *Discipline* known as the Constitution, then in accordance with ¶¶ 51 and 2609.6 of the *Book of Discipline*, and in light of ¶¶ 32, 602.4, and 604.1, Judicial Council Decision 886, and other relevant church law, I respectfully request a bishop's decision of law on the following questions related to the consistency of the *Book of Discipline* and the proposed Indiana Conference Rules and Structure Document that has been put before this annual conference for a vote:

The following question has been asked of me by Mr. John Lomperis:

1. Does page 19, Section D.2.a.11, lines 49-50, which seems to authorize our annual conference to have only one "at-large" youth lay member and one "at-large" young-adult lay member (which would reduce by 90 percent the representation of such young persons from how Page 14, lines 4-11 of the Indiana Annual Conference's previous Rules and Structure Document authorized one of each such person from each of our ten districts), violate or negate ¶ 32 of the UMC Constitution and/or other relevant church law in defining annual conference membership?

Mr. Lomperis has identified an omission in the Conference document. I therefore rule that as written this rule violates ¶ 32 of the UMC Constitution.

The following question has been asked of me by Mr. John Lomperis:

Does Section D.2.a.17, found on lines 13-16 of page 20, which includes authorizations for exceptions to the requirements of how long laypeople must have been members and active participants in the United Methodist Church in order to be eligible to serve as lay members of the annual conference, even though our annual conference is not within any central conference, violate or negate *Discipline* ¶ 32 and/or other relevant church law?

Mr. Lomperis has identified an error in inclusion based on an exception only applicable to the Central Conference as found in ¶ 32 of the UMC Constitution. Upon further review, ¶ 602.4a acknowledges ¶ 32 and then provides the provision for exception "in the annual conference or central conferences, the four-year participation and two-year membership requirement may be waived for young persons under thirty years of age. Such persons must be members of the United Methodist Church and active participants at the time of election." I therefore rule that as written this rule is in compliance with the Book of Discipline.

The following question has been asked of me by Mr. John Lomperis:

When Sections D.4.b and D.4.c, found on page 28, lines 24-28, broadly grant voting rights "in ALL matters at district conferences" (emphasis added), without exception, to certain clergy who are retired or serving under appointment, and all matters voted on at district conferences include both ballots for district endorsements of laypeople willing to serve as General Conference delegates (Page 25, Section D.3.d.1, lines 37-44) and elections of equalizing lay members of the annual conference, who in turn are entrusted with electing lay delegate to General Conference (see Pages 21-22, Section D.2.d.3), then do these sections of the rules, which empower district operational teams to determine slates for district conference elections of laity and which authorize such significant numbers of clergy to vote in elections for lay representation, violate or negate *Discipline* ¶¶ 36, 249, and/or other relevant church law?

This question presents an interpretation of the following phrase in the rule, which Mr. Lomperis has stated only in part:

D.4 District Conferences

District conference membership with voting privileges shall consist of:

...

- b. All clergy appointed in the conference shall be, shall be eligible to vote in all matters at district conferences, in the district where their charge conference relationship resides.

- c. All clergy in retired status whether appointed to serve in a local church in retirement or not, shall be eligible to vote in all matters at district conferences, in the district where their charge conference relationship resides.

The foregoing is intended to delineate who has voting privileges in the district conference and is subject to any and all other provisions that might otherwise limit who may vote on certain issues as indicated by ¶¶ 26, 660.2, and other provisions of the Discipline. While I do not believe the quoted provisions are intended to, or, in fact, violate any provision of the Discipline *in practice*, I understand how the phrase “all matters at district conferences” could be taken out of context and misapplied by a person who is not familiar with other limitations in the Discipline. I therefore rule that the words “all matters at district conferences” may be applied to violate other provisions of the Discipline and should either be deleted from the rule or amended to read “all matters for which clergy are entitled to vote at district conferences under the Book of Discipline” or some similar modification to ensure compliance with the Discipline.

Proposed new language

Language to be deleted

PROPOSED

**INDIANA CONFERENCE UNITED METHODIST CHURCH
RULES & STRUCTURE DOCUMENT for AC2020**

(All Positions, Teams, Boards and Committees listed below are Indiana Conference groups)

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7 **INDIANA CONFERENCE RULES AND STRUCTURE DOCUMENT**
8

9 **A. DECLARATION**

10 The United Methodist Churches of Indiana declares itself to be a continuing entity of the larger Body of
11 Christ within the denomination known as The United Methodist Church. As that declared body, we are
12 defined and directed for purposes of organization and procedure by the most recent edition of *The Book of*
13 *Discipline of The United Methodist Church*. Our Organizational Structure, Standing Rules, and Rules of Order
14 as defined and written in this document continue in force from year to year, from one session of the Annual
15 Conference to the next, except as changed or amended from time to time as prescribed by *The Book of*
16 *Discipline* and this document.

17 This Rules and Structure document will be printed annually in the official *Journal of the Annual*
18 *Conference Session* and posted on the Indiana Conference website.
19

20 **B. BOUNDARIES**

21 The United Methodist Churches of Indiana includes the State of Indiana in its entirety. Ten Districts and
22 their respective boundaries are determined and set by the Cabinet of the United Methodist Churches of
23 Indiana.
24

25 **C. THE STRUCTURE OF THE CONFERENCE MINISTRY TEAMS AND COMMITTEES**

26 The mission of the United Methodist Churches of Indiana is *to make disciples of Jesus Christ for the*
27 *transformation of the world by equipping its churches for ministry and providing a connection for ministry*
28 *beyond the local church all to the Glory of God.* ¶601

29 The Indiana Conference fulfills this mission in part by structuring itself into groups or teams to better
30 focus our work. These groups or teams receive funding as necessary through the budget approved by the
31 Annual Conference.

32 The numbers of persons listed below represent a minimum either required by *The Book of Discipline* or
33 otherwise necessary to ensure that disciplinary mandates and Conference priorities are accomplished.

34 An attendance policy for members of boards, agencies and teams is included as an addendum to this
35 document.
36

37 **C.1 Leadership Positions / Individual Elections**

- 38 a. Conference Secretary (¶603.7)
- 39 b. Conference Lay Leader (¶607)
- 40 c. Conference Statistician (¶603.7)
- 41 d. Conference Historian (¶641.3)
- 42 e. Chancellor (nominated by the Bishop ¶603.8)
- 43 f. Conference Secretary of Global Ministries (¶633.3)
- 44 g. Prayer Coordinator
- 45 h. Wesleyan Theologian
46

47 **C.2 Institutional Ministry Teams**

48 All of these teams will be nominated with “special attention... to the inclusion of clergywomen,
49 youth, young adults, older adults, persons from churches with small memberships, people with
50 disabilities, and racial and ethnic persons” (¶610.5). Each of these teams shall designate one of its
51 members as a “coordinator of witness ministries” to fulfill the responsibilities assigned to this role in *The*
52 *Book of Discipline*. (¶610)

1 All persons elected for these teams serve one four-year term, corresponding with the quadrennial
2 calendar of the denomination, unless *The Book of Discipline* specifies a different length of service.
3

4 **C.2.a. Administrative Review Committee**

5 *Task:* Fulfill the disciplinary mandates and maintain the connectional relationships described
6 in ¶636 “to ensure that the disciplinary procedures for involuntary leave of absence...
7 involuntary retirement... or administrative location ... are properly followed.”
8

9 *Membership:* All nominated by the Bishop and elected by the Clergy Session of the Annual
10 Conference. None of these persons may be members of the Conference Board of Ordained
11 Ministry or immediate family members of other persons on the committee.

- 12 1. three clergy in full connection
 - 13 2. two alternate clergy who are not serving on the Cabinet
- 14

15 **C.2.b. Annual Conference Sessions Committee**

16 *Task:* Work in cooperation with The Resident Bishop in preparing for the Annual Conference
17 gathering.
18

19 *Membership:*

- 20 1. Bishop
 - 21 2. Executive Assistant to the Bishop
 - 22 3. Member of the Cabinet appointed by the Bishop
 - 23 4. Conference Secretary
 - 24 5. Conference Lay Leader
 - 25 6. Director of Connectional Ministries
 - 26 7. Other members to be determined by the committee
- 27

28 **C.2.c. Committee on Investigation – Clergy (¶2703.2, 2016)**

29 **C.2.d. Committee on Investigation – Diaconal (¶2703.2)**

30 **C.2.e. Communications Team**

31 *Task:* Strengthen communications within the United Methodist Churches of Indiana and
32 among all levels of the connection. This team fulfills the disciplinary mandates and maintains
33 the connectional relationships of the Commission on Communications. (¶646)
34

35 *Membership:* ~~six~~ seven members

- 36 1. Director of Communications
 - 37 2. Communications Specialist - District Services
 - 38 3. Five members at-large, selected for their skills in communications and their
39 representation of the diversity of the Conference
- 40
41
42

43 **C.2.f. Conference Coordinating Council**

44 *Task:* There shall be a Coordinating Council so that there is alignment of the Annual
45 Conference mission, vision and values with all ministries and activities of the Conference:
46 To fulfill the requirements of ¶608.1-6 “Each annual conference is responsible to focus and
47 guide the mission and ministry of The United Methodist Church within its boundaries by:
48 1. envisioning the ministries necessary to live out the mission of the church in and through the
49 annual conference;
50 2. creating and nurturing relationships and connections among the local, district, annual
51 conference, and general church ministries;

- 1 3. providing encouragement, coordination, and support for the ministries of nurture, outreach,
2 and witness in districts and congregations for the transformation of the world;
- 3 4. ensuring the alignment of the total resources of the Annual Conference to its mission;
- 4 5. developing and strengthening ethnic ministries including ethnic local churches and
5 concerns;
- 6 6. providing for advocacy and monitoring functions to ensure that the church is consistent with
7 its stated values.”

8 And support the direction and work of the Annual Conference to:

- 9 1. champion the mission, vision, and values of the Annual Conference;
- 10 2. align all ministries to the mission, vision, values, policies, and decisions of the Annual
11 Conference;
- 12 3. act on legislative matters between Annual Conference Sessions consistent with the
13 mission, vision, and values of the Annual Conference;
- 14 4. communicate ministry alignment and accountability with the mission, vision, and values of
15 the Annual Conference.

16
17 *Membership:*

18 1. Voice - No Vote

- 19 a. The Bishop who presides or his/her designee
- 20 b. Executive Assistant to the Bishop
- 21 c. Conference Communication Director
- 22 d. The President or representative of the United Methodist Foundation of Indiana

23
24 2. Voice and Vote

- 25 a. Conference Lay Leader (§603.9a)
- 26 b. Conference Secretary
- 27 c. one Superintendent
- 28 d. one Director
- 29 e. one person from each district operational team (see item 3 below, Selection Process).
- 30 f. Young Adult representative (§650.1)
- 31 g. Youth representative (§649.1)
- 32 h. Higher Education and Ministry representative (§634.3)
- 33 i. Presidents of Conference UMW and UMM

34
35 3. Selection process for district membership (2e):

36 Each district will recommend two people from the District Operational Team to the
37 Committee on Nominations. Persons from each district recommended for this position
38 should be able to think adaptively, be aware of the Conference mission, vision, and values
39 statement and not be a member of any conference board, agency or team. Each person
40 recommended should be familiar with and able to practice the principles of the Spiritual
41 Leadership, Inc. (SLI) processes for adaptive leadership. When identifying these
42 individuals, the district shall be sensitive to the diversity concerns of the Annual
43 Conference in accordance with *The Book of Discipline*. (§610.3)

44
45 It is the task of the Conference Committee on Nominations to ensure diversity and
46 balance among our teams, boards, and committees. They shall identify one person from
47 each district from the names provided to serve as a member of the Conference as
48 Coordinating Council, giving attention to diversity and inclusiveness.

49
50 4. Terms of office:

51 Membership from districts shall be nominated to serve for one quadrennium as follows:
52 Clergy from North, North Central, Southeast, West and South Laity from Northwest,

1 Northeast, Central, East and Southwest. This schedule would rotate after four years (lay /
2 clergy) and continue for each following quadrennium.
3

4 **C.2.g. Conference Committee on Episcopacy**

5 *Task:* Fulfill the disciplinary mandates and maintain the connectional relationships of the
6 Conference Committee on Episcopacy. (§637)
7

8 *Membership:*

- 9 1. seven members or more, up to a maximum of 17
- 10 2. Lay and clergy members of the North Central Jurisdiction Committee on Episcopacy who
11 reside in Indiana (ex-officio with vote)
- 12 3. Conference Lay Leader
- 13 4. 1/3 lay women, 1/3 lay men, 1/3 clergy (one lay person is the Conference Lay Leader)
- 14 5. One-fifth of the total membership to be appointed by the Bishop
- 15 6. Other persons as needed to achieve recommended balances and representation (§637.1)
16

17 **C.2.h. Episcopal Residence Committee (§638)**

18 *Task:* Provide for the housing needs of The Resident Bishop and family and provide for the
19 connectional relationship with the Jurisdiction.
20

21 *Membership:*

- 22 1. Chairperson or designee from the Conference Committee on Episcopacy shall serve as chair
- 23 2. Chairperson or designee from the Board of Trustees
- 24 3. Chairperson or designee from the Council on Finance and Administration and Equitable
25 Compensation
- 26 4. Consultants without vote with specific expertise related to the tasks of the committee
27

28 **C.2.i. Joint Committee on Clergy Medical Leave**

29 *Task:* Fulfill the disciplinary mandates and maintain the connectional relationships described
30 in §652 to “manage clergy medical leave.”
31

32 *Membership:* All may be ex-officio with vote.

- 33 1. Two persons from the Board of Ordained Ministry, the Chair or Registrar, or others they
34 may designate
- 35 2. Two persons from the Conference Board of Pensions and Health Insurance - its secretary
36 and chair, or others they may designate
- 37 3. One representative from the Cabinet appointed by the Bishop
- 38 4. One person with a disability, with a preference for a person under appointment, who may
39 be named by the Committee on Nominations if not otherwise represented.
40

41 **C.2.j. United Methodist Men**

42 The President of the Conference United Methodist Men (or designee) has a seat at the
43 Conference Coordinating Council. The President (or designee) will also serve as a member of
44 the Indiana Conference’s Board of Laity. All officers are nominated and elected within
45 the organization of United Methodist Men as described in The Book of Discipline (§648).
46

47 **C.2.k. United Methodist Women**

1 The President of the Conference United Methodist Women (or a designee) has a seat at the
2 Conference Coordinating Council. The President (or designee) will also serve as a member
3 of the Indiana Conference's Board of Laity. All officers are nominated and elected within
4 the organization of United Methodist Women as described in The Book of Discipline (¶647).
5
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9 **C.3 Administrative Ministry Teams**

10 **C.3.a. Board of Pensions and Health Insurance**

11 *Task:* Ensure that all employees related to the Annual Conference have access to appropriate
12 benefits. This board fulfills the disciplinary mandates and maintains the connectional
13 relationships of the Conference Board of Pensions (¶639).
14

15 *Membership:*

- 16 1. Qualifying members of the General Board of Pensions and Health Insurance
- 17 2. 12 other persons (recommended 1/3 lay women, 1/3 lay men, 1/3 clergy, with regard to
18 skills and representation, elected to eight-year terms (¶639.2) and arranged in alternating
19 classes of one or two members)

20 **C.3.b. Board of Trustees**

21 *Task:* Ensure wise stewardship of the real and monetary assets of the Annual Conference and
22 represent its legal interests. This group fulfills the disciplinary mandates and maintains the
23 connectional relationships described in ¶640 and ¶2512.
24

25 *Membership:*

- 26 1. 12 members (1/3 lay women, 1/3 lay men, 1/3 clergy) with due attention given to diversity
27 as described in ¶610.5
- 28 2. Director of Administrative Services (ex-officio member without vote)
- 29 3. Conference Chancellor (ex-officio member without vote)

30 **C.3.c. Council on Finance and Administration and Equitable Compensation**

31 *Task:* Ensure sound fiscal management of the funds entrusted to the Annual Conference and
32 care appropriately for the salary needs of any clergy whose appointed charge is unable to
33 provide at least Conference minimum compensation. This council fulfills the disciplinary
34 mandates and maintains the connectional relationships of the General Council on Finance and
35 Administration (¶611) and Equitable Compensation (¶625).
36
37

38 *Membership:* 11 members

- 39 1. Conference Treasurer/Director of Finance and Administrative Services, who may be the
40 convener and shall be treasurer of the council
- 41 2. Qualifying members of the General Council on Finance and Administration
- 42 3. Bishop (without vote)
- 43 4. **Conference Superintendent** selected by the cabinet (without vote)
- 44 5. Director of Connectional Ministries or representative of the Conf. Leadership Team
45 (without vote)
- 46 6. Up to six additional members to provide for diversity and to ensure that laity have at least
47 one more vote than clergy in the overall membership. (¶612.2)
- 48 7. Executive Director of the Indiana United Methodist Foundation, without vote. (¶612.2d)

49 **C.4 Connectional Ministries Teams**

50 **C.4.a. Board of Camps and Retreats**

51
52

1 *Task:* Support the work of the Annual Conference and the mission of The United Methodist
2 Church of *making disciples of Jesus Christ for the transformation of the world* in the areas of
3 outdoor ministries, camping, and retreat facility support with attention to the responsibilities
4 of camping ministries as assigned by *The Book of Discipline*. (§630.1 b, c) This team establishes
5 annual priorities and performs their work either as a body or through task groups.
6

7 *Membership:* Should be a minimum of twelve (12) and a maximum of fifteen (15).
8 Ex-officio (without vote) include: Associate Director of Camps and Retreats, Camp Business
9 Manager, and Director of Connectional Ministries.

10 **C.4.b. Conference Commission on Archives and History**

11 *Task:* Preserve the records and promote the stories of existing and antecedent Conferences of
12 The United Methodist Church and its antecedent denominations in Indiana. This commission
13 fulfills the disciplinary mandates and maintains the connectional relationships described in
14 ¶641.
15

16 *Membership:* Five persons skilled in this area and representing the diversity of the United
17 Methodist Churches of Indiana, one of whom may be designated as Conference Historian.
18

19 **C.4.c. Institutional Relationships Team**

20 *Task:* Cultivate and strengthen relationships with institutions with United Methodist affiliation
21 in Indiana.
22

23 *Membership:* Convener and one representative from each affiliated institution
24

25 **C.4.d. Mission and Justice Team**

26 *Task:* Connect local churches to resources for the purpose of consciousness-raising, missional
27 action, and institutional change for the transformation of the world through relationship
28 building that values each individual as a child of God; and maintain the connectional
29 relationships between the global, national, and general church priorities and the conference,
30 district, and congregations of the United Methodist Churches of Indiana.
31

32 This team fulfills the disciplinary functions and maintains the connectional relationships
33 assigned to the Board of Global Ministries (§633), the Advance program (§656), the Board of
34 Church and Society (§629), Christian Unity and Interreligious Concerns (§642), the Commission
35 on Religion and Race (§643), The Commission on the Status and Role of Women (§644), and
36 the Commission on Disability Concerns (§653). In addition, it fulfills the disciplinary
37 responsibilities and maintains the connectional relationships of the Conference Committee on
38 Ethnic Local Church Concerns (§632) and the Committee on Native American Ministry (§654).
39

40 *Membership:* Composed of clergy and lay members representing a minimum of nine
41 resourcing areas plus additional members from across Indiana with skills and passion to fulfill
42 Conference expectations. Resource team leaders in consultation with the Mission and Justice
43 Team may invite additional participants to the resource teams for specific duties, functions, or
44 support as needed. When identifying additional team members, the Leadership Team shall be
45 sensitive to the diversity concerns of the Annual Conference in accordance with The Book of
46 Discipline (§610.3).
47

48 Members of the Mission and Justice team include the following representatives or resource
49 team leaders: Commission on the Status and Role of Women, Creation Care, Disability
50 Advocacy, Disaster Response, Faith Community Nursing, National and International Mission
51 Partners (led by the Conference Secretary of Global Ministries), Immigration Rights, Jail and
52 Prison Ministries, Urban/Community Ministry, Native American Ministries, Volunteers In
53 Mission, Peace with Justice, Christian Unity Coordinator, and Commission on Religion and

1 Race. At-large members shall include the Associate Directors of Mission and Justice who have
2 the authority to convene the team.

3
4 Mission and Justice Team members will be listed and approved as part of the Nominations
5 report presented at the Annual Conference.

6
7 It is recommended that the Mission and Justice Team meet at least two (2) times a year, with
8 resource teams meeting additionally as needed.

9
10 **C.4.e. Nominations Committee**

11 *Task:* Identify, recruit, and support leaders for the committees, boards, and other structures
12 of the Indiana Conference.

13
14 *Membership:*

- 15 1. Chairperson
- 16 2. Lay Leader(s)
- 17 3. President of the UMW
- 18 4. Conference Secretary
- 19 5. Up to seven (7) additional members to meet requirements for diversity and inclusiveness
- 20 6. Director of Connectional Ministries (ex-officio without vote)
- 21 7. Assistant to the Director of Connectional Ministries (ex-officio without vote)

22
23 **C.4.f. Annual Conference Petitions and Resolutions Team**

24 *Task:* Receive, review and present to Annual Conference Session with recommendation all
25 petitions and resolutions appropriately submitted to the Annual Conference.

26 *Membership:* three (3) voting members and the Director of Connectional Ministries (ex-officio
27 without vote)

28
29 A **Resolution** is any request for the Indiana Annual Conference to make a change, take an
30 action, or recognize a formal expression of opinion on an issue. Any Indiana United Methodist
31 lay member, pastor, group or agency may submit for consideration a resolution to the Indiana
32 Annual Conference. Such resolutions must be submitted to the Indiana Annual Conference
33 Secretary and the Petitions and Resolutions Team no later than ninety (90) days prior to the
34 start of the Annual Conference Session.

35
36 A **Petition** is any request for the General Conference to take an action ¶1507.4, alter the
37 wording of The Book of Discipline ¶1507.2 or affirm a formal expression on an issue. "Any
38 Indiana United Methodist lay member, pastor, or agency may submit a petition directly to the
39 General Conference or may submit their General Conference petition to the Indiana
40 Conference asking for Indiana Conference affirmation (of the petition). If affirmed (by a simple
41 majority vote), the Indiana Annual Conference Secretary shall forward the petition to the
42 General Conference." All petitions must be submitted no later than ninety (90) days prior to
43 the start of the Annual Conference Session.

44
45 **C.4.g. Rules and Structure Committee**

46 *Task:* Review (and recommend revisions when necessary) the rules and structure of the
47 Annual Conference to best achieve its mission and its disciplinary mandates.

48
49 *Membership:*

- 50 1. Seven (7) persons who understand the structure of the Annual Conference. They should be
51 persons who communicate well with the leadership of the Conference. Membership shall
52 be selected from across Indiana with attention to lay/clergy, gender, age, and ethnic
53 diversity.

2. Conference Secretary or Assistant Conference Secretary
3. Director of Connectional Ministries
4. Assistant to the Director of Connectional Ministries (ex-officio without vote)

C.5 Church Development and Discipleship Team

C.5.a. Church Development Team

Task: Support the work necessary to begin new congregations and to revitalize existing congregations in their ministries of outreach.

Membership: The voting membership of this team shall be made up of a minimum of five lay and five clergy persons. At least two lay and two clergy members shall be female. The chairperson shall be elected by and from this team. At-large members shall include the Director of Church Development and may include other associate directors as appropriate. The Director of Church Development has the authority to convene the team.

C.5.b. Discipleship Team

Task: Support and resource local congregations and specialized ministries as they lead United Methodists in Indiana in making disciples of Jesus Christ for the transformation of the world. This fulfills the disciplinary mandates and maintains the connectional relationships of the Board of Discipleship (§630), the responsibilities of parish and community development (§633.5), the Conference Commission on the Small Membership Church (§645), the Council on Older Adult Ministries (§651), and scouting coordinator.

Membership: The voting membership of this team shall be made up of a minimum of five lay and five clergy persons. At least two lay and two clergy members shall be female. The chairperson shall be elected by and from this team. At-large members shall include the Director of Church Development and may include other associate directors as appropriate. The Director of Church Development has the authority to convene the team.

These persons shall organize themselves into working groups that supervise the appropriate disciplinary tasks and maintain the required connectional relationships. It is recommended that the Discipleship Team meet at least four times per year.

C.6 Leadership Development Teams

Leadership Development Operational Team

Task: The Leadership Development Operational Team will address the priority of discovering and developing and deploying fruitful lay and clergy leaders to accomplish the mission of the Conference. Leadership Development defines a fruitful leader as a passionate influencer, who empowers others for intentional transformation in Christ. Through the following groups, Leadership Development provides for the functions and maintains the connectional relationships required by *The Book of Discipline*: Council on Youth Ministry (§649), Young Adult Ministry (§650), and Board of Higher Education and Campus Ministry (§634), through designated task teams. Leadership Development will include the Board of Ordained Ministry (BoOM) which is required by *The Book of Discipline* (§635.1) and other BoOM sub-committees as determined by BoOM in collaboration with Leadership Development. It will also include the Board of Laity (§631) and the Committee on Lay Servant Ministries (§631.6). The Conference Board of Discipleship (§630) shall also be constituted through Leadership Development.

Membership: The voting membership of this team shall be comprised of six (6) persons: three (3) clergy – one of whom will be co-chair and three (3) laity – one of whom will be co-chair which shall include (1) representative from the Board of Ordained Ministry, and one (1) emerging leader, and (1) laity co-chair, lay and clergy persons (of which 2 will be emerging

1 leaders), with special attention given to the inclusion of women, racial and ethnic persons.
2 Included in the membership is a representative from both the Board of Ordained Ministry and
3 Board of Laity. The leadership will include co chairpersons, comprised of one lay and one
4 clergy person, and shall be elected by and from this team. At-large members shall include the
5 Director of Leadership Development and Associate Directors, Administrators of Leadership
6 Development, and a Conference Assistant. The Director of Leadership Development has the
7 authority to convene this team and will recommend the nomination of persons to be included
8 on the team.
9

10 C.6.a. Board of Ordained Ministry

11 *Task:* Inquire of each Conference Superintendent about the life and official administration of
12 each clergy member of his or her District and report such to the Annual Conference. (§1635.1)
13 The Board of Ordained Ministry will discuss and take action as appropriate regarding proposals
14 from its committees and shall organize itself into committees so as to carry out its
15 responsibilities effectively and fulfill the requirements of *The Book of Discipline*.
16

17 *Membership:* Consists of a chair and up to 53 members nominated and elected according to
18 The Book of Discipline and five seven ex officio members without vote as follows: two
19 Conference Superintendents to serve as the Appointive Cabinet Liaison; Registrar for the
20 Board, the Administrator of Leadership Development Ministerial Services who will serve as
21 registrar for the Board; the Associate Director of Leadership Development Ministerial Services;
22 Director of Leadership Development, and a psychological assessment representative. Persons
23 shall not be added to the Board of Ordained Ministry or its committees during the
24 quadrennium except to fill vacancies.
25

26 *Membership:* Consists of a chair and up to 53 members nominated and elected according to
27 The Book of Discipline and seven (7) ex-officio members without vote as follows: two (2)
28 Conference Superintendents to serve as the Appointive Cabinet Liaisons; the Director of
29 Leadership Development; the Associate Director of Leadership Development; the Director of
30 Local Pastor Education; a Ministerial/Psychological Assessment Specialist; and a GBHEM staff
31 liaison.
32

33 C.6.b. College/Campus Ministry Team

34 *Task:* Foster and maintain connection with The General Board of Higher Education and
35 Ministry, the Annual Conference, districts, local churches, campus ministries and the United
36 Methodist Student Movement and support discipleship ministries on, with, and for college
37 students and campus relationships in Indiana. This team fulfills disciplinary mandates and
38 maintains the connectional relationships described for the Conference Board of Higher
39 Education and Campus Ministry. (§1634)
40

41 C.6.c. Council on Intentional Discipleship

42 *Tasks:*

- 43 - Lead and assist the congregations and districts in the conference in their efforts to
44 communicate and celebrate the redeeming and reconciling love of God as revealed in Jesus
45 Christ.
- 46 - Foster and promote a holistic approach to the development of Christian disciples including
47 evangelism (new discipling relationships), Christian education, and spiritual formation. To
48 develop a unified and comprehensive program for leadership training to serve all age groups
49 in the home, church, and community.
- 50 - Support the prioritization and execution of intentional discipleship initiatives through the
51 Indiana Conference of the United Methodist Church (INUMC) by working with Leadership
52 Development to guide effective intentional discipleship programming and training.

1 - Maintain the connectional relationship between General Board of Discipleship and the
2 conference.

3
4 **Member Responsibilities:**

- 5 1. Knowledge and understanding of core INUMC goals
- 6 2. Discernment of emerging intentional discipleship needs
- 7 3. Evaluation of alignment of intentional discipleship goals with INUMC's missional
8 development
- 9 4. Assistance with prioritization of intentional discipleship focus
- 10 5. Review effectiveness of the intentional discipleship portfolio

11
12 **Participation Expectations:**

- 13 1. Attendance at all meetings (Quarterly)
- 14 2. Active participation in both in person and digital communications
- 15 3. Promotion and participation in intentional discipleship events and programs
- 16 4. Timely attention to the work of the council
- 17 5. Participate in accountable discipleship with the council

18
19 **Membership:**

20 The Council shall consist of ten (10) members plus ex-officio leaders:

- 21 • Minimum of five (5) clergy and five (5) laity
- 22 • Minimum of two (2) female clergy, two (2) female laity
- 23 • Minimum of three (3) ethnic/racial minority members
- 24 • Chairperson elected from the team
- 25 • *Ex-officio*: Director of Leadership Development, Assoc. Director of Leadership
26 Development– Discipleship
- 27 • Members serve a term of four (4) years and can serve a maximum of eight (8) consecutive
28 years.

29
30 **C.6.d. Emerging Youth Leadership Ministry Team**

31 *Task:* Create opportunities for youth across the Conference to develop as leaders in ministry
32 and mission, as well as to participate in the governance of the life of the Annual Conference
33 and other connectional opportunities. This team fulfills disciplinary mandates and maintains
34 the connectional relationships described for the Council on Youth Ministry. (§1649)

35
36 **C.6.e. Lay Leadership Team (Board of Laity)**

37 *Task:* The Board of Laity shall be constituted and function in accordance with *The Book of*
38 *Discipline*. (§1631.1)

39 The Lay Leadership Team (Board of Laity) is a way of providing a voice to the laity of the
40 Indiana Conference. The Board of Laity shall be responsible for fostering an awareness of the
41 role of the laity, developing the advocacy role for laity, increasing the participation of laity in
42 the life of the church, encouraging laypersons in the general ministry of the church, developing
43 and promoting programs to cultivate an adequate understanding of the theological and
44 biblical basis for lay life and work, developing and promoting stewardship of time, talent and
45 possessions, providing for the training of lay members to Annual Conference, providing
46 support and direction for such lay programs as lay servant ministry, the observance of Laity
47 Sunday, and the work of lay leaders on the local and district levels.

48
49 *Membership:* The Board of Laity consists of the Conference Lay Leader who serves as Chair of
50 the Board of Laity, the District Lay Leader(s), the Chair of the Conference Committee on Lay
51 Servant Ministry, District Lay Servant Ministry Directors, the Associate Conference Lay
52 Leader(s), United Methodist Women's President or designee (§1647), United Methodist Men

1 President or designee (§648) and the Associate Director of Leadership Development-Laity and
2 Director of Leadership Development with voice, but without vote.

3
4 *Selection of Annual Conference Lay Leader:* The current Conference Lay Leader will suggest no
5 more than three (3) people as the possible next Conference Lay Leader, then the Director of
6 Leadership Development, the Assistant to the Bishop and the Bishop will consult to discern
7 who to recommend as the Conference Lay Leader to Committee on Nominations.

8
9 The Board of Laity shall nominate Associate Lay Leader(s), who will help with the duties of the
10 Conference Lay Leader as set forth in the guidelines established by the Board of Laity.

11 12 **C.6.f. Lay Servant Ministry**

13 *Task:* The Conference Committee on Lay Servant Ministries is to set criteria and guidelines for
14 district committees on Lay Servant Ministries, to develop lay servant courses and approve
15 courses developed by district committees, and to organize conference-wide lay servant
16 events. The Conference Committee on Lay Servant Ministry shall be constituted and function
17 in accordance with The Book of Discipline. (§631.6.b).

18
19 *Membership:* The Conference Committee on Lay Servant Ministries will consist of the District
20 Directors of Lay Servant Ministries, along with the Conference Lay Leader, and the Associate
21 Director of Leadership Development-Laity, and Director of Leadership Development.

22
23 *Selection of Conference Lay Servant Ministries Director:* The current Conference Lay Leader, in
24 consultation with the Associate Director of Leadership Development-Laity will make a
25 suggestion for the Board of Laity to affirm, and recommend to Committee on Nominations.

26 27 **D. RULES**

28 29 **D.1 Annual Conference Session – General Information**

30 The Indiana Conference gathers as a representative body to address the mission and business of the
31 Conference once each year and may be called into session more frequently as the Bishop deems
32 necessary.

33 34 **D.1.a. Annual Conference Sessions Committee**

35 The Annual Conference Sessions Committee ensures that we are prepared for our work and
36 are fulfilling our disciplinary obligations as we conduct our work before and during each
37 annual gathering and special called session of the Indiana Conference.

38
39 **They do this by:**

40 41 **D.1.b. Oversight of Annual Conference Session**

42 After the Bishop has set the dates and times for the Annual Conference, the Annual
43 Conference Sessions Committee assumes oversight for the site, meeting rooms, lodging, food
44 service, communications, and other equipment and services needed are properly obtained
45 and executed.

46 47 **D.1.c. Assembling and Publishing Pre-Gathering Reports**

48 The Annual Conference Sessions Committee calls for, collects, and distributes to all
49 Conference members the reports of the mission groups, boards, and work areas of the Annual
50 Conference. Members will receive the first of these reports no later than 30 days before the
51 start of that year's Annual Conference. The report will include the latest version of the
52 projected agenda, the current Rules and Structure document of the Annual Conference, and
53 information needed to register and reserve lodging for the upcoming Annual Conference.

1 **D.1.d. Creating the Agenda**

2 The Annual Conference Sessions Committee creates a preliminary agenda for the upcoming
3 session of the Annual Conference and includes it in the pre-Conference report. The Annual
4 Conference Sessions Committee will regularly update the agenda, both before and during the
5 Annual Conference, and supply all Conference members with updated agendas as needed.
6

7 **D.1.e. Managing Registration**

8 The Annual Conference Session Committee **Secretary** supervises registration.
9

10 **D.1.f. Managing the Legislative and Referrals Process**

11 1. At Annual Conference and special called sessions, members of the Conference consider
12 several types of legislation, petitions and resolutions. Among them are those that have
13 *fiscal implications*, those that have *no fiscal implications*, those that *ask for specific*
14 *actions* of specific groups and those that *refer items to other groups, teams or boards*
15 *for review* prior to consideration by the members of the Annual Conference sessions.
16

17 2. Additionally, Conference members consider petitions/resolutions to the Annual
18 Conference or to the General Conference. Management of General Conference
19 petitions and resolutions are explained in the section titled: 'General and Jurisdictional
20 Conference Procedures' elsewhere in this document. **p.18 line 32.**
21

22 3. In order to manage these various types of legislation, the Annual Conference Sessions
23 Committee will:

- 24 a. Create a Consent Calendar (to be presented to the Annual Conference session) that
25 includes those items that have no fiscal implications and that do not need to be
26 referred to any teams or boards for discussion. They will provide opportunity and
27 oversight for the removal of any item from the Consent Calendar, requiring a
28 simple majority vote, at the time the Consent Calendar is presented.
- 29 b. Forward for review all items with fiscal implications to the Committee on Finance
30 and Administration prior to action.
- 31 c. Forward for review all items making requests of or relating to other groups, teams
32 or boards, to those groups, teams or boards.
- 33 d. Forward all petitions and resolutions to the Annual Conference Petitions and
34 Resolutions Team who will (see #6 for process):
- 35 e. Forward all petitions/resolutions that need discussion by (or that ask for specific
36 actions from) conference teams, boards, or committees to those specific groups for
37 comment and review prior to consideration by the members of the Annual
38 Conference session.
- 39 f. Review all petitions and resolutions and present them as properly submitted to the
40 Annual Conference Session.
- 41 g. Limit floor debate on all legislative items to three 2-minute speeches for and three
42 2-minute speeches against, after which the vote shall be taken.
- 43 h. Request and publicize that all submitted petitions or resolutions follow these
44 guidelines:
- 45 ■ Petitions/Resolutions for Annual Conference consideration must be submitted to
46 the Annual Conference Secretary no later than 90 days prior to the Annual
47 Conference Sessions opening.
 - 48 ■ Each petition/resolution must deal with only one issue or disciplinary paragraph
49 or concern.

- 1 ▪ Each petition/resolution must be signed by the submitter with appropriate
2 identification, including address, phone, email (if possible), and Indiana
3 Conference local church membership. If it is from an Indiana Conference
4 organization, the identification must be that of a responsible individual within
5 the submitting organization and include address and contact information for that
6 individual.
- 7 ▪ Each petition/resolution should state the requested action, the rational or
8 reason, as well as the financial implications for the Annual Conference.

9
10 NOTE: Submitted petitions/resolutions become the property of the Annual Conference.

11
12 **D.1.g. Nominations Process**

- 13 1. The Annual Conference's Committee on Nominations runs, develops, facilitates a process that
14 encourages persons, both lay and clergy, to make available to the Conference their gifts
15 and skills for boards, groups and committees at the Conference level. The Committee on
16 Nominations prepares and presents to the Annual Conference Session a leadership list for
17 all the appropriate groups as directed by *The Book of Discipline*. It also works with
18 affiliated groups to receive nominations that require Annual Conference confirmation.
- 19 2. The report from the Committee on Nominations is presented in written form at the first
20 business session of the Conference and will be voted on at a time recommended by the
21 Director of Connectional Ministries later in the Conference, allowing members time to
22 review the report prior to consideration and action.
- 23 3. The Committee on Nominations works to have all committees and boards reflect the
24 demographics of the state, with special attention given to gender, ethnicity, age and
25 geographic considerations, and a balance of lay and clergy representation (§1610.45).
- 26 4. The Committee on Nominations also ensures broad participation on Conference groups by
27 limiting individual membership to only one significant Conference committee unless
28 specified by *The Book of Discipline*. A person generally will not be elected as a member on
29 a Conference committee and have ex-officio membership status on another unless it is
30 directed by *The Book of Discipline*.
- 31 5. To enable full participation, Conference committees should schedule meetings with careful
32 consideration of the availability of the membership to be in attendance and with attention
33 given to locations within the shortest distance for most attendees. Groups should explore
34 alternative meeting formats whenever possible to limit expense and travel for Conference
35 meetings.
- 36 6. The Committee on Nominations also is responsible for:
 - 37 a. filling vacancies between sessions of Annual Conference;
 - 38 b. naming membership to new groups formed by Annual Conference action (unless that
39 task is specifically assigned to another group or to the Bishop);
 - 40 c. and reviewing the participation of elected members and replacing inactive members as
41 needed and recommended by the chairperson of the affected committee.
- 42 7. Persons elected or appointed to an office by the Annual Conference will assume their duties
43 immediately following the Conference (or at the time of their appointment if after a
44 regular session of the Conference).
- 45 8. The tenure for leadership and committee membership is normally four years and not more
46 than eight years unless directed otherwise by *The Book of Discipline*. A person can return
47 to a committee after having served a maximum term if that person is off the committee or
48 board for one Annual Conference year.

49
50 **D.1.h. Annual Conference Session Attendance Expectation**

1 1. It is the expectation that every lay member of the Annual Conference Session duly elected
2 at their local church Charge Conference or selected as an equalizing member (or their
3 alternates) will attend all days and sessions of the Annual Conference, representing their
4 local congregation and districts faithfully and fully.

5 2. All clergy are expected to attend all sessions of Annual Conference faithfully and fully.
6

7 **D.1.i. Conference Committee / Board Attendance Policy Addendum (May 2013)**

8 1. This An-attendance policy is intended to support the full contribution of all members of
9 boards, agencies or ministry teams. Many boards, agencies or teams have reduced
10 meeting frequency, especially face to face meetings. Given this, it is vitally important for
11 members to make every attempt to be present when meetings do occur. Full participation
12 by all members ensures the full expertise of each is reflected and the decisions made are
13 informed by the best expertise available.
14

15 2. Our attendance policy is as follows:

- 16 a. All members of boards, agencies or ministry teams are expected to be present at all
17 meetings.
18 b. Two (2) consecutive absences by any member without notifying the convener shall be
19 considered an automatic resignation.
20 c. Three (3) consecutive absences by any member with notification of the convener shall
21 be considered an automatic resignation.
22 d. The process to support this policy is as follows:
23 1. After a first absence by a member without notification or the second absence with
24 notification, the convener of the board, agency or ministry team shall contact the
25 absent member to discern whether the reasons for absence may be resolved and to
26 remind the absent member that the next such absence will trigger an automatic
27 resignation. If the absent member is a member “by virtue of office,” the leadership of
28 the body the member represents shall also be notified of the lack of attendance and
29 of efforts made to resolve the situation.
30 2. If resolution cannot be reached and subsequent absences occur, the absent member
31 shall receive notice of removal and the Committee on Nominations shall be notified
32 to fill the vacancy at the next Annual Conference. If the absent member so removed is
33 a member “by virtue of office,” the sending organization will also be notified of the
34 action to remove the absent member.
35 3. In all cases of vacancy created by absenteeism, the board, agency or ministry team
36 may select a replacement to serve *ad interim* until the end of the current year. *Ad*
37 *interim* service does not count toward total eligible years of service in a particular role
38 or office. Vacancies created by persons serving in a “by virtue of office” role may be
39 selected by the “sending organization.”
40

41 **D.2 The Voting Process at Annual Conference Sessions**

42 **D.2.a. Eligibility to Vote**

43 The following are eligible to vote:

- 44 1. one professing member elected from each charge in this Conference;
45 2. all active diaconal ministers, active deaconesses and home missionaries under episcopal appointment
46 within the bounds of the Annual Conference, the Conference president of United Methodist
47 Women, the Conference president of United Methodist Men, the Conference lay leader, the
48 Conference director of Lay Servant Ministries (§132), the Conference Secretary of Global Ministries
49 (if lay, §132), district lay leaders, the Conference scouting coordinator, the president or equivalent
50 officer of the Conference young adult organization, the president of the Conference youth
51 organization, one youth between the ages of 12 and 18 and one young adult between the ages of
52 18 and 30 from each district, and the chair of the Annual Conference student organization;

1 3. campus ministers, chaplains, and Wesley Foundations directors. In districts where laypersons serve
2 as campus ministers/directors of Wesley Foundations, they shall be added as district-at-large lay
3 members to the Annual Conference. In districts where UM clergy serve as chaplains, campus
4 ministers, and directors of Wesley Foundations, the laypersons elected as their balancing
5 counterparts shall be elected from either the campus ministry board of directors or a student from
6 that ministry/foundation (§602 e);

7 4. additional lay members needed to equalize lay and clergy membership of the Annual Conference;

8 5. clergy members, including deacons and elders in full connection, provisional members, associate
9 members, affiliate members, local pastors under full and part-time appointment and others
10 certified by the Board of Ordained Ministry (§346.2).

11 6. All lay members of the Annual Conference must have been active participants in The United
12 Methodist Church for at least four years and professing members for at least two years prior to
13 being elected to serve as lay members. Exception to this rule may be granted to persons under 30
14 years of age.

15
16 The following persons are eligible to vote:

- 17 1. One (1) professing member elected from each charge in this Conference
- 18 2. All active diaconal ministers, active deaconesses and home missionaries under episcopal
19 appointment within the bounds of the Annual Conference
- 20 3. Conference president of United Methodist Women
- 21 4. Conference president of United Methodist Men
- 22 5. Conference lay leader
- 23 6. Conference director of Lay Servant Ministries (§32)
- 24 7. Conference Secretary of Global Ministries (if lay, §32)
- 25 8. District lay leaders
- 26 9. Conference scouting coordinator
- 27 10. President or equivalent officer of the Conference young adult organization
- 28 11. One (1) youth between the ages of 12 to 18 years old and one (1) young adult between the
29 ages of 18 to 30 years old.
- 30 12. President of the Conference youth organization
- 31 13. Chair of the Annual Conference student organization
- 32 14. Campus ministers, chaplains, and Wesley Foundations directors (In districts where laypersons
33 serve as campus ministers/directors of Wesley Foundations, they shall be added as district-at-
34 large lay members to the Annual Conference. In districts where UM clergy serve as chaplains,
35 campus ministers, and directors of Wesley Foundations, the laypersons elected as their
36 balancing counterparts shall be elected from either the campus ministry board of directors or
37 a student from that ministry/foundation.) (§602 e)
- 38 15. Additional lay members needed to equalize lay and clergy membership of the Annual
39 Conference
- 40 16. Clergy members, including deacons and elders in full connection, provisional members,
41 associate members, affiliate members, local pastors under full- and part-time appointment
42 and others certified by the Board of Ordained Ministry. (§346.2)
- 43 17. All lay members of the Annual Conference must have been active participants in The United
44 Methodist Church for at least four (4) years and professing members for at least two (2) years
45 prior to being elected to serve as lay members. Exception to this rule may be granted to
46 persons under 30 years of age.

47
48 **D.2.b. Limits on Voting -- Not All Members May Vote On All Matters**

49 While all lay and clergy are equally members of the Conference, not all members may vote on
50 all matters. The following are the exceptions:

- 51 1. Only clergy members in full connection may vote on matters of ordination, character, and
52 Conference relations of clergy, unless otherwise noted.

- 1 2. Provisional clergy members may *not* vote on constitutional amendments, *or* on matters of
2 ordination, character, and Conference relations of clergy. They may vote on the election
3 of clergy delegates to the general or jurisdictional Conferences if they have completed all
4 of their educational requirements.
- 5 3. Associate and affiliate members may *not* vote on constitutional amendments *or* on
6 matters of ordination, character, and Conference relations of clergy *unless* they are
7 members of the Conference Board of Ordained Ministry. They may vote on the election of
8 clergy delegates to the General or Jurisdictional Conferences if they have completed all of
9 their educational requirements.
- 10 4. Full-time and part-time local pastors under appointment, may *not* vote on constitutional
11 amendments or on matters of ordination, character, and Conference relations of clergy.
12 They may vote on the election of clergy delegates to the general or jurisdictional
13 Conferences if they have completed the course of study or M.Div. degree and have served
14 a minimum of two (2) consecutive years under appointment immediately preceding the
15 election.
- 16 5. Lay members may *not* vote on granting or validation of license, ordination, reception into
17 full Conference relationship, *or* on any question concerning the character and official
18 conduct of ordained ministers *unless* they are lay members of the Board of Ordained
19 Ministry or the Committee on Investigation. They shall participate in all other deliberation
20 and vote upon all the other measures (§1602.6).

21 **D.2.c. Granting Voice Without Vote**

22 The following may be given voice without vote during sessions of the Annual Conference by
23 invitation of the Bishop or action of the Annual Conference:

- 24 1. Official representatives from other denominations invited by the Annual Conference
- 25 2. Missionaries assigned by the General Board of Global Ministries and serving within the
26 bounds of the Annual Conference
- 27 3. Lay missionaries appointed by the General Board of Global Ministries in nations other
28 than the United States but attending this Annual Conference
- 29 4. Certified lay missionaries from nations other than the United States serving within the
30 bounds of this Annual Conference
- 31 5. The chancellor of the Annual Conference unless the chancellor is otherwise a voting
32 member of the Annual Conference
- 33 6. Special guests of the Annual Conference

34 **D.2.d. Equalizing Lay and Clergy Membership**

- 35 1. The process by which the Indiana Conference will equalize lay and clergy membership of
36 the Annual Conference follows:
 - 37 a. Every charge elects one lay member and an alternate lay member for each clergy
38 member appointed to that charge (including Deacons in Full Connection in secondary
39 appointments) during the first charge Conference following the General Conference
40 in each quadrennium. The alternate lay member has neither voice nor vote unless the
41 lay member is unable to serve. Results of these elections and the number elected
42 must be reported to the Director of Connectional Ministries by February 1, prior to
43 the regular Annual Conference session.
 - 44 b. Additionally, district lay leaders, directors of lay servant ministries, district presidents
45 of United Methodist Women, district presidents of United Methodist Men, and
46 district presidents of United Methodist Youth are eligible to serve as equalization
47 members. Each district center must forward a complete list of the names of these
48 persons not already elected by their charge or the district to the Director of
49 Connectional Ministries by February 1, prior to the regular Annual Conference
50 Session.

1 c. Laypersons who served as General or Jurisdictional Conference delegates during the
2 previous and current quadrennium or who have served on the boards of General
3 Agencies of The United Methodist Church during the previous or current year, but
4 otherwise are not elected to serve, are expected to serve as equalization members.
5 Such persons should notify the Director of Connectional Ministries if they are not
6 willing to serve by February 1, prior to the regular Annual Conference Session.

7 d. Conference Directors and Associate Directors (who are lay persons) will serve as
8 equalization members to Annual Conference.

9 2. The Director of Connectional Ministries adds these names (1 through 3 above) until the
10 number of lay and clergy members is equalized for the coming session. As additional
11 laypersons are needed, the Director of Connectional Ministries notifies the Conference
12 Superintendent of each district of the number of additional persons needed from each
13 district equally (rounding up to the next ten) to equalize lay and clergy membership,
14 seeking in all selections to establish and maintain gender, race, age, and disabilities, in
15 accordance with the Call to Equality of The United Methodist Church (§140).

16
17 3. Instructions for Districts in the selection and election of Equalizing Members:
18 Annually, as the districts of the UM church in Indiana seek to create slates of nominees
19 to be elected Equalizing Members for the Annual Conference Session, the following
20 guidelines should be considered:

21 a. An intentional plan for diversity is expected – diversity in age, gender, urban/rural,
22 race, education, income, church and church size, etc.

23 b. Direct invitations to achieve a variety of persons (rather than simple general mass
24 appeals for anyone to volunteer) are recommended.

25 c. Districts may request, from district pastors, the suggestion of persons in the
26 congregations who might serve as Annual Conference Equalizing Members.
27 Additionally, persons who come forward voluntarily by using the Equalization
28 Member Willingness to Serve process and application form to serve are not
29 guaranteed the role but should be considered.

30 d. To maintain some sense of proportionality – larger churches may be allowed more
31 equalizing members than small member churches. No one congregation shall provide
32 more than 1/5 of the equalizing members from a district in a given year.

33 e. In districts where UM clergy serve as college/university chaplains, campus ministers,
34 and directors of Wesley Foundations, the laypersons elected as their equalizing
35 counterparts shall be elected from either the campus ministry board of directors or a
36 student from that ministry/foundation (§602 e);

37 f. It is recommended that District Operational Teams work the following equalizing
38 member election process in January and February (and on-going as needed) and
39 submit the elected names to the Conference by mid-March each year.

40 g. The election process, followed in each district, for providing Equalizing Members to
41 Annual Conference, will be the following:

42 1) Each district's Operational Team will vet the names of those from the district who
43 have submitted a *Willingness to Serve* form.

44 2) The Operational Team will then create a slate to be elected, composed of the
45 requested number of names. The slate of names for election is to be compiled
46 giving great care for diversity, i.e., diversity in age, gender, urban/rural, race,
47 education, income, church and church size, etc.

48 In order to allow informed decisions by voters in all elections, the Indiana
49 Conference shall make information available regarding persons who have
50 indicated their candidacy through submission of a Willingness to Serve form or
51 any other means for all positions for which an election is held no later than
52 fourteen (14) days prior to the election in question. This information shall be

1 posted online and available through the standard means of Conference and
2 District communications.

3) A District Conference is to be called in each district, sometime between March 1
4 and March 15.

4) At the District Conference, there will be a vote taken to affirm or reject the slate of
5 Equalizing Members established by the District Operational Team. The resulting
6 elected slate of equalizing members will be submitted to the Indiana Conference
7 by mid-March each year.

8) In the event that the slate is rejected, the Conference Superintendent will preside
9 over a vote to elect the number of members needed to fill the district's
10 equalizing total.
11

12 13 **D.2.e. Membership at Special Sessions**

14 The same lay members who served at the previous Annual Conference will serve at the special
15 session, except in cases of the death, serious illness, or cessation of professing membership by
16 those laypersons. In those instances, the charge affected shall elect the new lay member.
17

18 **D.2.f. Bar of the Conference**

19 The Annual Conference Secretary establishes the Bar of the Conference and ensures it is
20 clearly identified.

- 21 1. To vote, a member must be seated within the Bar of the Conference.
- 22 2. To be recognized by the presiding officer to address the Conference, a member must be
23 seated within the Bar of the Conference.
- 24 3. When not voting ~~by ballot electronically~~, members vote by displaying large, brightly
25 colored cards provided by the Conference.
- 26 4. **Except in the instance of electronic voting**, any member may request a *counted vote* that
27 will be granted if at least one-third of the members present and voting agree.
- 28 5. **Except in the instance of electronic voting**, any member may request a *vote by ballot* that
29 will be granted if a simple majority of the members present and voting agree.
30

31 **D.2.g. Distribution of Materials**

32 No person or group shall print or distribute material by any means within the bar of the
33 Annual Conference without the approval of the Sessions Committee.
34

35 **D.2.h. Voting**

36 Prior to the first session of the Indiana Conference, the Sessions Committee shall establish a
37 procedure for collecting **any ballots**, tabulating, and reporting the voting **results. This may be**
38 **done either manually or electronically. This will be done** ~~the results of such balloting as~~
39 quickly, fairly, and accurately as possible ~~to the Annual Conference.~~
40

41 **D.2.i. Parliamentary Procedures**

42 Sessions of the Annual Conference will be conducted by the Rules of Order of the preceding
43 General Conference and, as applicable, *Robert's Rules of Order*.

- 44 1. All main motions, amendments, and procedural motions must be presented in writing
45 upon forms provided by the Secretary, signed by the person submitting the motion, and
46 placed in the hands of the Conference Secretary immediately after being moved.
- 47 2. The Rules of Order may be suspended by a two-thirds vote of the members present.
- 48 3. Any proposed amendment to Rules and Structure must first be considered and reported
49 on by the Committee on Rules and Structure prior to a vote.
- 50 4. All material in the published reports of any agency to the Annual Conference will be
51 considered the property of the Conference and may not be altered or withdrawn without
52 approval of the Conference.
53

1 **D.2.j. Reporting of All Proceedings**

- 2 1. Environmental responsibility prompts the Annual Conference to be responsible in how it
3 reports its work. Helpful accountability **also** requires transparency with all publicly
4 available information, and requires that it be available in the most useful format. **We seek**
5 **to balance these important demands.**
- 6 2. The Conference Secretary will direct the editing **and distribution** of pre-Conference reports
7 as gathered by the Annual Conference Sessions Committee **and will distribute them in the**
8 **most appropriate form** to all members of the Annual Conference. These materials are
9 considered to be properly before the Conference when it assembles.
- 10 3. It is not necessary for presenters to read these reports aloud or otherwise present them in
11 detail, other than to note any significant changes that may have occurred between the
12 time of their publication and the current session of the Annual Conference.
- 13 4. Once adopted, these materials (along with additional materials that may be distributed no
14 later than the beginning of each plenary session) become the official business and agenda
15 of the Annual Conference. Any matters having financial implications must be approved by
16 a specific vote of the Annual Conference following the procedures established by the
17 Council on Finance and Administration.
- 18 5. All plenary sessions of the Annual Conference are recorded on audio and/or video devices
19 for the use of the Conference Secretary to provide an accurate accounting of the
20 proceedings. These recordings are maintained in the Conference office for a period of at
21 least four years, after which they may be disposed of in a secure and environmentally
22 responsible manner. The official record is printed and preserved at the archives.
- 23 6. Environmental responsibility assumes the reduction of paper and non-recyclable media
24 records. Therefore, complete hardcopy versions of the materials required by *The Book of*
25 *Discipline* (§606.3) will only be provided to those persons and agencies that require the
26 full contents in print, including the United Methodist Archives at DePauw University and
27 Drew University. An electronic version of the *Journal of the Conference* will be provided
28 on-line as soon after conference as possible.
- 29 7. To reduce the incidence of inappropriate use of member personal information (“spam”),
30 access to Internet posting of phone, address, and email addresses will be limited to
31 registered members of the Annual Conference and others authorized by *The Book of*
32 *Discipline* to access this material.
- 33 8. All versions of the *Journal* are compiled and checked for accuracy under the direction of the
34 Conference Secretary. At the first plenary session of the Annual Conference or special
35 session, the Conference may nominate and elect persons to act as assistant secretaries for
36 the duration of that Annual Conference.

37
38 **D.3 General and Jurisdictional Conference Procedures**

39 **D.3.a. Eligibility for Election**

- 40 **1. Lay delegates** to the General and Jurisdictional Conferences shall be elected by the lay
41 members of the Annual Conference without regard to age, provided such delegates shall
42 have been professing members of The United Methodist Church for at least two (2) years
43 preceding their election and shall have been active participants in The United Methodist
44 Church for at least four (4) years preceding their election, and are members thereof
45 within the Annual Conference electing them at the time of holding the General and
46 Jurisdictional Conference (§136). Lay delegates need not be voting members of the Annual
47 Conference to be elected.
- 48
49 **2. Ordained delegates** to the General and Jurisdictional Conferences shall be elected from the
50 ordained ministerial members in full connection **within** the Annual Conference (§135).
51 They shall be elected by ordained ministerial members in full connection, associate
52 members, provisional members who have completed all of their educational

1 requirements, and local pastors who have completed the course of study or an M.Div.
2 degree and have served a minimum of two (2) consecutive years under appointment
3 immediately preceding the election.
4

5 **D.3.b. Managing the Election**

6 The Annual Conference Sessions Committee shall provide general oversight of the election
7 process. In addition, the committee shall provide a *Willingness to Serve* form that shall include
8 pertinent biographical information, recent photo, reasons for wanting to be a delegate, and a
9 statement of three (3) areas crucial to the United Methodist Church's mission, and three (3)
10 issues emerging from those areas.
11

12 **D.3.c. Commitment of a Delegate**

13 Election to General and/or Jurisdictional Conference conveys the trust and respect of peers
14 within the Annual Conference. Those offering themselves for election need to make the
15 following commitments:

- 16 1) attend their respective conferences on a full-time basis (10 to 12 days for General and 3
17 days for Jurisdictional);
- 18 2) participate in all scheduled meetings of the delegation – prior to, during, and after the
19 conferences;
- 20 3) demonstrate familiarity with the ways in which the General and Jurisdictional Conferences
21 function;
- 22 4) study proposed legislation;
- 23 5) accept responsibility for expenses beyond the per diem;
- 24 6) exemplify a visionary outlook, a team spirit, and a disposition to conferencing; and
- 25 7) adhere to the qualities set forth in the "Guidelines for Christian Conferencing" (adopted by
26 the Annual Conference) throughout the entire time they are delegates.
27

28 **D.3.d. Procedure for Endorsement of Delegates**

29 In order to involve leadership from many parts of the conference, the election of delegates to
30 General and Jurisdictional Conferences shall begin in local congregations, continue in districts,
31 and conclude at Annual Conference.
32

33 In order to allow informed decisions by voters in all elections, the Indiana Conference shall
34 make information available regarding endorsed persons who have indicated their candidacy
35 through the following process no later than fourteen (14) days prior to the Annual Conference
36 election in question. This information shall be posted online and available through the
37 standard means of Conference communications.
38

- 39 1. Each local congregation may submit the name of a potential lay delegate to their district lay
40 leader by a specified date, together with a *Willingness to Serve* form. The district lay
41 leader shall bring all such names to the Fall District Conference meeting preceding the
42 Annual Conference in which delegates shall be elected. At that meeting, three laypersons
43 from the district may be endorsed (by a ballot overseen by the **Conference**
44 **Superintendent**). The **Conference Superintendent** shall forward the names of these
45 individuals (and their *Willingness to Serve* forms) to the chair of the Election Committee.
- 46 2. Potential clergy delegates may submit their names to their **Conference Superintendent** by a
47 specified date, together with a *Willingness to Serve* form. At the same meeting of the Fall
48 District Conference, three clergy from the district may be endorsed (by a ballot overseen
49 by the district lay leader). The district lay leader shall forward the names of these
50 individuals (and their *Willingness to Serve* forms) to the chair of the Election Committee.
- 51 3. The chair of the Election Committee shall forward the results of the district endorsements to
52 the convener of the Conference Coordinating Council by January 15 of the year when
53 elections shall be held. In order to monitor diversity, the Conference Coordinating Council

1 shall review the results and shall have the opportunity to add up to ten (10) additional
2 individuals (five lay and five clergy) by February 15 to the list of endorsed nominees. The
3 list of these additional nominees shall then be submitted to the Election Committee.

- 4 4. The finalized list of endorsed nominees – those coming from the districts and those added
5 by the Conference Coordinating Council – shall be communicated as clergy in alphabetical
6 order and as laity in alphabetical order. In a list to all members of the Annual Conference
7 by April 1, with a notation that any additional individuals who are qualified and who have
8 completed the *Willingness to Serve* form may add their names to the list of those who
9 have been endorsed. Included with that announcement shall be copies of all completed
10 *Willingness to Serve* forms that have been received by the Sessions Committee by March
11 15.

12
13 **Procedure for Election** – Lay and clergy delegates shall be elected at the Annual Conference in the calendar
14 year preceding the General and Jurisdictional Conferences and shall serve for the quadrennium. The General
15 Conference secretary shall provide the number of those to be elected (lay and clergy) to the Bishop and
16 Annual Conference secretary no later than December 2 prior to election. Persons elected to Jurisdictional
17 Conference shall, in the order of election, be reserve delegates to General Conference.

18 The Sessions Committee shall provide opportunity, prior to the first ballot, for members of the Annual
19 Conference to meet and talk with persons seeking election.

20 The Annual Conference secretary shall call attention to the “Guidelines for Christian Conferencing” at the
21 beginning of the election process, and shall arrange for a head teller and a sufficient number of tellers in each
22 order to support the election process. Ballots counted at the close of any session shall be sealed and the
23 results not known until reported at the next session.

24 Voting shall be on official ballots, with the number of names voted for each ballot being exactly the
25 number announced by the Bishop. If write-in ballots are permitted, only the names of those spelled correctly
26 will be counted, and only those who receive 12 or more votes will be announced. A majority of valid ballots
27 cast shall constitute an election. Balloting shall continue until the allotted number of delegates for General
28 Conference is elected. Following their completion, balloting shall begin for Jurisdictional Conference delegates
29 and shall continue until those delegates have been elected. Reserve delegates shall be elected by a minimum
30 of a simple majority of the ballots cast. There shall be 3 reserve delegates for clergy and 3 reserve delegates
31 for laity. These reserve delegates may act as reserve delegates to General Conference when it is evident that
32 not enough of the previously elected reserve delegates are in attendance at General Conference. (§134)

33 34 **D.3.e. Procedure for Election**

- 35 1) Lay and clergy delegates shall be elected at the Annual Conference in the calendar year
36 preceding the General and Jurisdictional Conferences and shall serve for the
37 quadrennium. The General Conference secretary shall provide the number of those to be
38 elected (lay and clergy) to the Bishop and Annual Conference secretary no later than
39 December 2 prior to election.
- 40 2) The Sessions Committee shall provide opportunity, prior to the first ballot, for members of
41 the Annual Conference to meet and talk with persons seeking election.
- 42 3) The Annual Conference secretary shall call attention to the “Guidelines for Christian
43 Conferencing” at the beginning of the election process, and shall assure that proper
44 secure arrangements have been made for accurate voting and reporting of the results.
- 45 4) Voting may be by official ballot or electronic means (as determined by the Annual
46 Conference Sessions Committee), with the number of persons to be elected for each
47 ballot being announced by the Bishop or a person designated by the Bishop.
- 48 5) All clergy meeting Disciplinary requirements (§135) will be assigned a number.
- 49 6) Any lay persons meeting Disciplinary requirements (§136) who wish to be elected as a
50 delegate may submit a write-in application by filling out the *Willingness to Serve* form
51 available through the Annual Conference registration booths. The deadline is the first day
52 of the Annual Conference Sessions.
- 53 7) During elections only the candidates who receive twelve (12) or more votes will be

1 announced.

2 8) A majority of valid ballots cast shall constitute an election.

3 9) Balloting shall continue until the allotted number of delegates for General Conference is
4 elected.

5 10) Following completion of General Conference elections, balloting shall begin for
6 Jurisdictional Conference delegates and shall continue until those delegates have been
7 elected.

8 11) General Conference reserve delegates (lay and clergy) shall be made up of the elected
9 Jurisdictional Conference delegates (lay and clergy) in the order they were elected. (§134).

10 12) Jurisdictional reserve delegates shall be elected by a minimum of a simple majority of the
11 ballots cast. For Jurisdictional Conference there shall be elected three (3) reserve
12 delegates for clergy and three (3) reserve delegates for laity.

13 13) Jurisdictional reserve delegates may act as reserve delegates to General Conference when
14 it is evident that not enough reserve delegates are in attendance at General Conference.
15 (§134)

16 14) The number of reserve delegates invited to attend General Conference is to be
17 determined by the Conference delegation.

18 19 **D.3.f. Leadership of Conference Delegation**

20 After delegates have been elected, the Bishop shall invite all elected delegates to an
21 organizational meeting, and shall preside until leaders of the delegation have been elected.
22 The following actions shall be included:

23 1) declaration by each delegate to follow the “Commitment of a Delegate” (as adopted by the
24 Indiana Conference) throughout the entire time they are serving as a delegate;

25 2) determination of leaders that need to be elected (i.e., chairperson, vice-chairperson,
26 secretary, and treasurer), with particular attention given to the qualities needed for effective
27 work to be accomplished—prior to the conferences, at the conferences, and subsequent to
28 the conferences;

29 3) following a time of prayer, nomination of persons for offices, followed by interactive
30 discussion, and casting of ballots (with the Bishop and two alternate delegates counting
31 ballots); and

32 4) continuation of the meeting led by the individual elected as chairperson.

33 34 **D.3.g. General and Jurisdictional Conference Petitions**

35 1) Petitions for General and Jurisdictional Conference provide all members of United
36 Methodist Churches, as well as organizations within the Indiana Conference, the
37 opportunity to engage the members of the Annual Conference and the larger church.
38 These petitions may be sent directly to the General Conference Secretary following the
39 rules and guidelines of the General Conference or if Indiana Annual Conference
40 affirmation is sought these petitions must be submitted to the Indiana Annual Conference
41 Secretary no later than ninety (90) days prior to the Annual Conference Session.

42 2) All General or Jurisdictional Conference petitions must deal with only one issue or
43 disciplinary paragraph, and must be signed by the submitter with appropriate
44 identification, including address and local church affiliation. If it is from an organization,
45 the identification must be that of a responsible individual within the submitting
46 organization and include address information for that individual.

47 3) All General or Jurisdictional petitions and resolutions appropriately submitted to the Indiana
48 Conference are referred to the Annual Conference Petitions and Resolutions Team for
49 review and will be presented to the Annual Conference Session.

50
51 NOTE: Petitions, as submitted, become the property of the Annual Conference, and as such,
52 may be amended by action of the Annual Conference. Petitions affirmed by the Annual
53 Conference will be forwarded to the appropriate entity.

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D.4 District Conferences

The Book of Discipline of the United Methodist Church (¶659) states that “a district conference shall be composed of members as determined and specified by the annual conference, giving attention to inclusiveness (see ¶¶ 124, 140).

District conference membership with voting privileges shall consist of:

- a. The district lay leader and any associate district lay leaders
- b. All clergy appointed in the conference, shall be eligible to vote in all matters at district conferences, in the district where their charge conference relationship resides.
- c. All clergy in retired status whether appointed to serve in a local church in retirement or not, shall be eligible to vote in all matters at district conferences, in the district where their charge conference relationship resides.
- d. One (1) person elected by the district as a secretary
- e. All local church lay leaders duly elected at their church charge conference
- f. All local church annual conference representatives duly elected at their church charge conference
- g. Persons chairing or leading ministry and missional work as organized by the district (¶661).
- h. Additionally, the Conference Superintendent is permitted to invite as voting at-large members of the district conference up to six (6) other persons who will assure the inclusion of diversity; such as but not limited to: youth, young adults, older adults, people with disabilities; and persons of racial, ethnic or gender groupings.

(END)

Docket 1021-4

Indiana Interested Persons & Persons To Whom Notice Should Be Given

Darlene White

Conference Secretary
Darlene.White@inumc.org

John Lomperis

Raised the Questions of Law
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Amy Land

Interested Person (motion to amend)
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Bishop Julius C. Trimble

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