

**2006 ROCKY MOUNTAIN CONFERENCE JOURNAL**

**PETITIONS TO THE**

**2006 ROCKY MOUNTAIN ANNUAL CONFERENCE**

Petitions appear in the final approved form and in the order listed below. Petitions are not listed that were not approved.

<b>NUMBER</b>	<b>TITLE</b>
AC01	Health Insurance Programs and Funding
AC02	District Superintendent Compensation
AC03	Conference Apportionment Formula
AC04	Miscellaneous Council on Finance & Administration Policies & Procedures
AC05	Future Location for Annual Conferences
AC 06	Minimum and Equitable Compensation
AC 07	Clergy Pension Plans Funding Concept
AC 08	Funding of Active Clergy Benefits
AC 09	Retiree Benefit Programs and Funding
AC 10	2006-2007 Health as Wholeness in Mission Initiative
AC 11	Rocky Mountain Conference Ethics and Sexual Misconduct Prevention Training
AC 13	Programmatic Structure of the Rocky Mountain Conference
AC 14	Election Process for Rocky Mountain Conference Nominating Committee
AC 16	Bishop's Young Adult Initiative
AC 18	Clergy Affirmation of Professing Membership
AC 19	New Church Wider Mission Formula
AC 21	Addressing the Global HIV/AIDS Pandemic
AC 22	Restorative Justice Ministries in Our Local Congregations
AC 23	Permanency Connections for Children and Youth in Our Local Congregations
AC 24	Celebration of Social Justice Heritage
AC 25	Minimum Standards for Clergy Parsonages/Housing
AC 26	2007 Annual Conference Theme be on Diversity, Inclusiveness & Racism
AC 28	Morally Responsible Investment Related to Israel and Palestine
GC 41	Administrative Committees – Committee on Pastor-Parish Relations or Staff-Parish Relations
GC 42	Appointment-Making Responsibility
GC 47	Annual Conference, Power and Duties

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### AC 01 HEALTH INSURANCE PROGRAMS AND FUNDING

It is requested of the Annual Conference that the recommendations of the Conference Board of Pensions and Health Benefits concerning the health insurance plan and health insurance funding for 2007 be approved.

#### Section I – Health Insurance Provider and Participation

- A. The Conference will provide the HealthFlex health insurance plan in 2007.
- B. The anniversary date will be January 1.
- C. Eligibility will be established by the General Board of Pension and Health Benefits, HealthFlex, and the Conference Board of Pensions and Health Benefits.
- D. This plan is available for all clergy serving full-time in the local church. Clergy must have been in the active plan for five consecutive years immediately prior to their retirement to be eligible for the retired plan. The spouse's eligibility is determined by the participant, however, the spouse of a retiree who did not participate in the plan for five consecutive years prior to reaching Medicare eligible age will not receive the financial benefit as outlined in Section II below.
- E. This plan may also be available to clergy appointed beyond the local church, diaconal ministers, and full time lay employees of the Rocky Mountain Annual Conference and local churches, but may require the participation of the employing agency as plan sponsor and subject to eligibility rules as established by the General Board of Pension and Health Benefits and HealthFlex.

#### Section II - Participation and costs

- A. Every charge in the conference will be apportioned and then billed monthly for the insurance cost for single coverage for every elder, deacon in full connection, local pastor, or probationary member appointed full time serving that charge. This rate will be a blended rate of all the plans selected by the Board and will include dental coverage. If the clergy elects a more expensive plan, the charge will be billed at the higher rate and the charge and clergy will determine jointly how to fund the extra cost. The payment for single coverage is mandatory for all charges even if the appointed clergy elects not to participate. There is no financial impact upon the conference for this coverage.
- B. If the active clergy serving that charge wish to buy up to a more expensive plan and/or wish coverage for family members, the additional monthly costs will be billed to that charge, to be paid either by the clergy or the charge. There is no financial impact upon the conference for this coverage.
- C. If, due to Medicare D, the 2007 rates we are charged by HealthFlex remain the same as 2006 or go down, then retired elders, deacons, local pastors and probationary members, spouses and surviving spouses of Medicare age will continue to pay the \$85 per month per individual. If, however the rates increase, then the conference will pay 75% of the premium cost for the Medicare HMO or Supplement coverage. If the participant is eligible for a Medicare HMO but decides to buy up to a Supplement Plan, the participant will pay the full amount minus the conference's Medicare HMO contribution. The health insurance premium for the retired includes dental insurance if such coverage is included in the plan selected by the Conference Board. For those retiring after December 31, 2003, the clergy must have served for a minimum of ten (10) years of service or more to qualify for the conference support.

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D. For those retirees eligible to receive pensions, but not yet of Medicare age, the conference will pay 25% of the cost of the base plan with 20 years of service and 50% of the cost of the base plan with 35 or more years of service. Clergy retiring under the 20-year rule and not receiving pension benefits yet from the General Board of Pension and Health Benefits shall be eligible to remain in the conference health insurance program but shall not receive any conference funding until they are of Medicare age. The spouse's eligibility is determined by the participant, however, the spouse of a retiree who did not participate in the plan for five consecutive years prior to retirement will not receive the financial benefit. The cost to the conference (paragraphs C and D – all retirees' HealthFlex funding support) for the year is estimated to be \$1,202,000.

E. For the purpose of this petition, "years of service" shall be defined as years since original ordination/commissioning/licensing (if after 1981) or granting of pension credit (if ordained prior to 1982). Years of leave of absence or honorable location shall not be considered as "years of service."

F. The conference does not pay any of the cost of lay retirees' health insurance except in the case of employees of the annual conference, in which case they are treated the same as retired clergy, with no benefit for the spouse. The benefit is to be paid by the employing agency.

G. Health insurance for clergy (and their dependants) appointed to Incapacity Leave and receiving disability benefits from the General Board of Pension and Health Benefits will be provided through the selected provider and paid 100% by the conference. If the clergy wants coverage different than the basic coverage in their area, the increased cost (buy up) will be paid by the clergy. The cost to the conference is estimated to be \$165,500.

### Section III - Administration and clarification

A. The conference, working with HealthFlex, will process enrollments, collect premiums, reconcile funds and help to coordinate the plan.

B. The payment of the premium (paragraph II. A. above) is mandatory for all full time clergy appointed to serve the local church. If a church does not or cannot pay that amount for six (6) months, the Conference Board of Pensions and Health Benefits shall recommend to the bishop and the cabinet that the church not receive a full-time appointment at the next annual conference appointment session.

C. The 2007 insurance rates and the retirees' rates will be established in the fall of 2006 by the Conference Board of Pensions and Health Benefits after receipt of new premium rate information from HealthFlex.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

## AC 02 DISTRICT SUPERINTENDENT COMPENSATION

### PREAMBLE:

As expressed by vote of the 2002 Annual Conference Session, the base compensation of District Superintendents, which includes salary and housing, should be 1.7 times the Conference Annual Compensation (CAC – an amount calculated annually by the General Board of Pension and Health Benefits). In 2007, the CAC is \$48,388 so this would amount to \$82,260. In the last three years, budget constraints prevented us from being able to comply with that intention. Additionally, that

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2002 petition stated that any district superintendent serving more than six years would receive a total years-of-service increment of \$1,000 in that seventh year. For the eighth year, an additional annual years-of-service award of \$250 will be provided.

A. In continuing recognition of conference and local church budget constraints, the 2007 compensation for District Superintendents will be set at \$64,930 for salary plus either a parsonage or a \$16,232 housing allowance (this totals to \$81,162 instead of the \$82,260 as established in the Preamble above). Any district superintendent serving more than six years would receive a total years-of-service increment of \$1,000 in that seventh year. For the eighth year, an additional annual years-of-service award of \$250 will be provided.

B. A parsonage shall be provided for district superintendents who wish to live in conference owned housing, but it shall be allowable for them to live in their own homes.

C. A portion of the above base compensation may be designated parsonage and/or housing allowance, as appropriate, for purposes of tax exemption in accordance with Section 107 of the Internal Revenue Code. Any such designation shall be submitted to the office of the treasurer no later than January 1, 2007. Proper reporting of housing and/or parsonage expenses to IRS is the responsibility of the persons noted above.

D. Car expense shall be set at the year 2007 IRS business rate for basic automobile use. HealthFlex, CPP and MPP payments shall be made by the conference. \$1,000 for continuing education, from accountable reimbursement funds, shall also be allowed.

E. In consultation with the Board of Stewards, CF&A, Personnel and Episcopacy Committees, the Directors of Support Services and Mission and Ministry shall annually establish salaries for all non-disciplinary full-time conference staff (excluding camp managers) in tiered ratios to the salaries established for the District Superintendents; the ratios reflecting the scope of responsibility of each position and providing a range within which to reflect tenure and quality of employment.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

### AC 03 CONFERENCE APPORTIONMENT FORMULA

The 2007 Rocky Mountain Conference budget is to be apportioned to the local United Methodist churches as their share of our "Wider Mission." Each local church in the Conference will be apportioned using a formula based on their local net expenditures and their average weekly worship attendance.

The formula is:  $A = E \times (P+i)$

The formula elements are defined as follows:

"A" represents the local church's Apportioned amount for 2007.

"E" is the local church's Net Expenditures for the year from the 2005 annual report submitted in January 2006. It is the total of the following annual local church expenditures as reported on the Table II statistical report on lines 64 through 72. Those lines are as follows:

64 – Pastor's base compensation

65 – Associate's/Associates' base compensation

66 – All clergy housing allowances

67 – Reimbursements paid to pastor(s)

68 – Cash allowances paid to pastor(s)

69 – Deacon/diaconal compensation and expenses

70 – Other staff compensation and expenses

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71 – Program expenses

72 – Operating Expenses

“P” is the base apportionment percentage for each church in the Conference. It is calculated as the 2007 Conference Budget divided by the total of all local church Net Expenditures for all churches in the Conference as reported in the 2005 annual report. This value is the same for all churches in the conference.

“i” is an adjustment – either positive or negative – for each local church to account for differences in a local church’s ability to pay a share of the Conference budget. It is calculated by taking the ratio of the local church’s Clergy and Operating Expenses (sum of Table II - lines 64-69 and 72) per Worship Attendee (Table I - line 10) to the local church’s Net Expenditures (sum of Table II - lines 64-72) per Worship Attendee (Table I – line 10) and comparing this ratio to the average of all of our conference churches.

### MAXIMUM ANNUAL CHANGE

We limit the increase to a 12% (twelve percent) change and the decrease to a 12% (twelve percent) change, with the additional limitation that no church that received a decrease in 2006 will receive an additional decrease in 2007.

### CLARIFICATIONS OF TERMS AND VALUES USED:

The *i* Factor (*i* in the formula) –

For churches that have a higher than average value per attendee, this factor will increase their apportioned share of the total budget. Conversely, for those churches that have an average value per attendee that is less than the conference average, their apportioned share will be reduced. Note – this conference-wide ratio is capped to eliminate the impact of extreme values (unusual circumstances, data reporting errors, etc.).

Attendance (needed to calculate *i* in the formula) –

The average weekly worship attendance is defined and reported on line 10 of Table I. On that form, as defined by the General Council on Finance and Administration, it states: “The ‘principal weekly worship service(s)’ would include any services held on a weekly basis as the primary opportunity for worship. In many churches this will be the Sunday morning service(s). However, if the church has other worship services attended primarily by persons who do not attend on Sunday morning, attendance at those services should be reported also. Report the combined average attendance at all such services. Include children who participate in all or part of any such service.”

Capital Expansion, Church Debt and Benevolence Giving –

Apportionments paid and any other benevolence giving (Table I, lines 38-56), any debt costs (Table I, line 73) , and any capital costs for facilities expansion and/or major upkeep costs (Table I, line 74) are not factors in this apportionment calculation.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

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### AC 04 MISCELLANEOUS COUNCIL ON FINANCE & ADMINISTRATION POLICIES AND PROCEDURES

#### Travel

Travel allowance to Annual Conference will be paid to those lay members and clergy members noted in this section. Payment in the amount of 15¢ per mile, excluding the first 175 miles, with an additional 5¢ per mile for each additional conference member riding along, will be paid from an equalization travel pool, to be funded by an amount added to the registration fee of all Annual Conference members. Travel will be paid only to those who have paid a registration fee, and attend the full conference session, except in the case of emergency. The following are reimbursable members of the Annual Conference:

1. Elders, deacons, full time local pastors, part-time local pastors and student pastors serving churches in the conference under appointment by the Annual Conference, deacons, part-time local pastors and student pastors serving churches in the conference.
2. Retired or disabled clergy, military chaplains, and other full clergy members of the conference serving extension ministries who are within the bound of conference. Others shall be reimbursed for not more than a total of 500 miles.
3. Lay members or alternate lay members representing local churches and districts (only one person per local church unless the local church is entitled to more than one lay member). For the year 2007, travel expenses to all called meetings of the district/subdistrict, conference boards, agencies, committees or commissions will be paid to lay and clergy members who are not paid for such travel expense from other funds. The rate shall be 15¢ per mile, excluding the first 50 miles. For those traveling 200 miles or more, air coach fare is allowable. An additional 5¢ per mile shall be paid a driver for each additional participant riding to the meeting, thus encouraging car-pooling. Meals and housing will be paid as appropriate.

#### Budget Proposals

The Council on Finance and Administration shall present a proposed unified budget total stating projected income and expenses for the ensuing year for adoption by the Annual Conference. For purposes of information, the past year's expenses, and the present year's budget, may be displayed for various budget categories, including those for conference boards, committees and agencies, with the understanding that specific line items may be re-distributed with the total budget, following the approval of the budget.

All new propositions presented for action at the Conference session shall include the amount needed to fund said program or operation.

#### Conference Leadership Compensation

The base compensation for the conference staff positions of Conference Treasurer/Director of Support Services and Director of Mission and Ministry (or its equivalent), which includes salary, housing, and utilities allowance will be set at the same amount as that for the District Superintendents PLUS an incremental adjustment of \$250 per full year of service in the position, with a maximum adjustment of \$3,500 (equivalent to 14 years of service).

#### Financial Administration

All payments by local churches to the conference (with designation to the specific cause) shall be made by check or money order to the Rocky Mountain Conference UMC, and sent to the Office of the Conference Treasurer, 6110 Greenwood Plaza Blvd. Greenwood Village, CO 80111.

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Churches shall, to the maximum degree possible, send 1/12 of their total apportionment (Wider Missions) each month to the conference to ensure cash flow. Those churches, which are able, are encouraged to "tithe" their apportionment payments and send 1/10 of their apportionments each month January through October. It shall be the policy of the conference to have the conference treasurer send the General Church apportionments (Wider Mission) on a monthly basis within the guidelines of the budget recommendation.

The conference treasurer of the Rocky Mountain Conference of the United Methodist Church is hereby authorized to borrow such sums of money as may be necessary in conducting the business of the Conference, with the approval of the Council on Finance and Administration. The conference treasurer shall make an annual report in the Conference Journal of the amount of funds contributed during the year to each Conference Advance Special Project and Conference Approved Project.

All organizational units of the conference shall adhere to their budgets. Any expenditures over the budget will not be paid by the conference treasurer unless first approved by the Council on Finance and Administration. The Council on Finance and Administration is authorized and is responsible to see that actual expenditures stay within limits defined by the Council on Finance and Administration, annual conference and actual amounts received. Between annual conference sessions, the Council on Finance and Administration has authority to take actions it feels are appropriate in response to any unexpected events which impact the annual conference financially.

Balances from undesignated funds, including fund balances and reserves, cash management funds and income funds may be disbursed only on the authorization of the Council on Finance and Administration. It is understood that the Executive Committee of the Council on Finance and Administration is empowered to act in case of an emergency.

It shall be the policy of the Conference to designate part of the salary, house and utilities allowance of Conference clergy staff persons as parsonage allowance for purposes of tax exemption under Section 107 of the Internal Revenue Code. The portion of the total compensation must be specifically designated in advance of the new year (January 2007) by each person involved, to the conference treasurer using appropriate forms provided by the treasurer.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

### **AC 05 FUTURE LOCATION FOR ANNUAL CONFERENCES**

Annual Conference session shall be held in the Denver metropolitan area for three out of every four years. On the fourth year the Conference session shall be held in another location within the Conference.

In 2009, the Annual Conference session shall be held in Grand Junction, Colorado. In 2013, the Conference session shall be held in Southern Colorado. In the future, Utah and Wyoming locations shall be considered, as well as other locations within Colorado.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** Permanent

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### AC 06 MINIMUM AND EQUITABLE COMPENSATION

The Rocky Mountain Annual Conference defines the following compensation terms:

**Minimum Base Compensation** is the specific amount of cash salary, housing, benefits and reimbursable expense amounts set by annual petition for all clergy (Elders, Deacons and Local Pastors) who are in good standing and appointed to full-time service according to the provisions of the current Book of Discipline.

Effective January 1, 2007, this will be:

**Cash salary** of \$28,549, which is 59% of the 2007 Conference Average Compensation (CAC) of \$48,388. (This is the same percentage of the CAC as in 2006.) For clergy who are in good standing and appointed to less than full-time service in the local church, the minimum base compensation shall be adjusted in one-quarter increments.

**Housing** is provided either by a parsonage or a cash housing allowance that allows the clergy to obtain housing in their community that meets conference parsonage standards. In 2007, depending upon the location, the allowance should be an annual amount between \$10,000 and \$16,000.

**Benefits** are established by other annual conference petitions and by the current Book of Discipline and include health insurance, CRSP pension funding, and CPP death and disability funding.

**Reimbursable expenses** are those expenditures made by the clergy in the fulfillment of their responsibilities that are allowed, by IRS regulations, to be reimbursed as business expenses. These include travel (including to Annual Conference), continuing education, books and periodicals, and meeting expenses. These amounts should be agreed upon by the local church and the clergy. For full-time appointments, it is recommended that this amount be set at an annual minimum of \$2,500.

In addition, we define **Equitable Compensation** as the Minimum Base Compensation plus a consideration of the following factors:

- Experience and years of service
- Cost of living in the community
- Years of education
- Workload
- Attainment of goals agreed upon by clergy and SPPR
- Each clergy's housing equity goals

**Redistribution within the compensation package** – Because it affects both the Conference and the Denominational Average Compensation, as well as the pastor's pension funding, no more than 20% of the pastor's cash salary can be moved from taxable salary to tax-exempt reimbursable expenses. Student local pastors as defined in Para. 318.3 of the 2004 Book of Discipline under appointment are to receive base compensation, prorated for less than full time work as agreed between the local church, the student pastor, and the district superintendent. Professional expenses of the student or the actual costs incurred while working at the church are recommended to be reimbursed by voucher. For travel expenses student pastors are to be reimbursed by voucher at the 2007 IRS Business Rate.

**Vacation** – Pastors should be provided with four (4) weeks vacation every year. Churches are encouraged to discuss vacations with their pastor(s), particularly during the first year of re-appointment.

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### **Study Leave / Sabbatical**

1. Full time pastors, to continue their education, should be allowed study leave of at least one week each year and at least one month each quadrennium (§351.2, 2004 *Book of Discipline*). Such study leave shall not be considered vacation.

2. Full-time pastors (after 6 [six] years in the same appointment) be allowed up to 6 [six] months formation and spiritual growth leave. (2004 *Book of Discipline* §351.3)

### **Sick Leave**

Each local church policy for clergy sick leave is at the discretion of the local church in consultation with the District Superintendent.

### **Family Leave**

Pastors should be allowed up to a maximum of eight weeks of paid family leave. Such leave shall comply with the guidelines established in paragraph 355 of the 2004 Book of Discipline.

Each annual budget shall include an amount that is to be used for the purpose of pulpit and pastoral supply during family leave situations. During family leave, the local church is responsible for continuing all clergy compensation, and the conference is responsible for the pulpit/pastoral supply costs. The cabinet shall direct the use of these funds and normally, such assistance will provide only partial funding of the total costs that may be involved. For 2007, the budgeted amount shall be \$5,000.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

## **AC 07 CLERGY PENSION PLANS FUNDING CONCEPT**

Pre-1982 Pension Funding Plan

Funding Plan of the Rocky Mountain Conference For Supplement One to the Ministerial Pension Plan.

Funding Plan of the Rocky Mountain Conference

For Supplement One to the Ministerial Pension Plan

As of January 1, 2004 for 2006

The Past Service Rate (PSR) for the Rocky Mountain Conference is established annually by action of the Annual Conference. For the year 2006, our Annual Conference set this PSR amount at \$434.00.

Paragraph 1506.7 of 2004 The Book of Discipline mandates that this rate cannot be less than 0.8% of the Conference Average Compensation (CAC). For 2006, our CAC is \$46,937. \$434.00 is 0.92% of that amount – so we are in compliance with that mandate.

That same paragraph recommends that the rate be not less than 1% of the CAC. At 0.92%, we are short of that recommended goal.

We project, over a long time, earnings on our present assets to average 7.5%. We had been paying to fund that retiree benefit obligation every year from 1982 until 2001. In 2001, the General Board of Pension and Health Benefits (GBOPHB) reported to us that our conference moved from an underfunded situation to a very slight overfunded situation. In other words, following acceptable guidelines for investment growth and future payout requirements, we had enough money set aside to meet our future needs. This GBOPHB actuarial report is updated annually, and our current obligations, using the current Past Service Rate shown above (\$434.00), are now \$26,911,848 as of January 1, 2004 for 2006.

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The cornerstone of our conference Past Service Rate philosophy is to maintain a fully funded position. In other words, we will not attempt to raise that rate in any manner that re-establishes an unfunded liability. Along with that core concept, we will also try to match or exceed the cost of living, and move toward the Disciplinary recommendation of 1% of the CAC.

All of the assets dedicated to this pre-82 obligation are on deposit with the GBOPHB. Because our investment earning projections are identical to the General Board of Pension and Health Benefits assumptions, and since they also manage the funds, we feel confident that the investment growth of our assets will be sufficient to meet our PSR goals as stated above. Because the basis of our PSR philosophy is to avoid an unfunded position, we do not believe a long discussion of the GBOPHB investment philosophy, history and guidelines is relevant to the purposes of this document. We do, however, have two other funding sources available if there are any difficulties or shortfalls in the investments we already have on hand.

We have established a separate fund within the General Board of Pension and Health Benefits. The fund's purpose is to provide for the benefits of retired clergy. The current focus of that goal is to begin funding the future health insurance costs for our retirees, but the fund itself could be used – if required - to meet any new unfunded obligation in the pre-1982 plan. The value of that fund, as of January 1, 2006 was \$806,915.

Our conference has funded this plan by apportioning an amount every year from 1982 through 2001. This second alternative would be to put any unmet shortfall into the budget again and apportion the obligation to our local churches.

Our funding plan, as of January 1, 2004 for 2006, is summarized as follows:

Present Value of Benefits as defined by GBOPHB Funds in the plan	
\$26,911,848	\$31,504,334

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

### AC 08 FUNDING OF ACTIVE CLERGY BENEFITS

It is requested of the annual conference that the Clergy Retirement Security Plan (CRSP), the Comprehensive Protection Plan (CPP) and the optional, Basic Protection Plan (BPP), costs for active clergy and clergy retiring after Dec. 31, 1995 be paid for at the local level, and the optional, Basic Protection Plan (BPP), costs for retired clergy retired prior to Jan. 1, 1996 be shared by the retired clergy and the conference.

#### Section I – Clergy Retirement Security Plan (CRSP)

Current service funding of the Clergy Retirement Security Plan has been calculated by the General Board of Pension and Health Benefits and will be billed to the Pension office of the Rocky Mountain Conference. The Pension office will direct bill these costs to each local church as follows:

Each church/charge will be billed \$24 per month (\$288 annually) for every full-time pastor appointed to that church/charge.

Each church/charge will be billed \$18-\$12-\$6 per month (\$216-\$144-\$72 annually) for every three-quarter, half and one-quarter time pastor appointed to that church/charge.

Each church/charge will be billed 12.4% of actual compensation (using salary and housing as the contribution base) of each clergy for every pastor appointed to that church/charge.

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These contributions will be made to the Conference Pension office by the salary-paying unit of each clergy.

B. Eligibility and participation are established and defined by the General Board of Pension and Health Benefits.

C. The CRSP billing will be handled through the Conference Pension office.

### **Section II - Comprehensive Protection Plan (CPP)**

A. Current service funding of the Comprehensive Protection Plan will be calculated:

1. Using salary and housing as the contribution base, with 200% of the Denominational Average Compensation (DAC) being the maximum base amount, and
2. Using a contribution rate of 3.0%, and
3. Contributions will be made to the Conference Pension office by the salary-paying unit (i.e. the local church, the conference, or other employer in cases of special appointment / employment).

B. Eligibility and participation are established and defined by the General Board of Pension and Health Benefits.

C. The CPP billing will be handled through the conference.

### **Section III - Basic Protection Plan (BPP)**

A. The Basic Protection Plan is available as an optional benefit to active clergy, eligible retired clergy and lay employees of the conference (those employees working for the conference office). The Basic Protection Plan includes:

1. Additional death benefits for active and retired clergy, and
2. Death benefits for lay employees of the Conference, and
3. Disability coverage for lay employees, and
4. Eligibility and participation are already established and defined by the General Board of Pension and Health Benefits.

B. Current service funding of the Basic Protection Plan will be funded by:

1. Active clergy will pay 100% of the premium cost for all benefits, and
2. Retired clergy (retired prior to January 1, 1996) would pay 60% of their death benefit costs and the conference would pay 40%, and
3. Retired clergy (retiring after December 31, 1995) would pay 100% of their death benefit costs.

C. The total cost to the conference for the 40% support identified in III. B. 2. (above) is estimated to be about \$5,000, depending upon the level of participation.

D. Local church lay employees may also enroll in the Basic Protection Plan as an optional benefit to be provided by their local church (as the employer). The employer must enroll directly with the General Board of Pension and Health Benefits and all costs will be paid by the employee and/or the employer with no costs supported by the Conference Board of Pensions and Health Benefits.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

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### AC 09 RETIREE BENEFIT PROGRAMS AND FUNDING

It is requested of the Annual Conference that pre-1982 past service funding be provided for retired clergy as well as those requiring special grants.

#### **Section I - Past Service Funding (for service before January 1, 1982)**

- A. The rate for 2007 will be \$456.00 per service year
- B. The same rate will be set for local pastors
- C. The rate for a surviving spouse will be 70% of the member's rate as required by the new CRSP pension plan.
- D. The cost to the conference budget for 2007 for these rates is \$0

#### **Section II - Rental/Housing Allowance**

WHEREAS, the religious denomination known as The United Methodist Church, of which this conference is a part, has in the past and continues to function through ministers of the Gospel who were or are duly ordained, commissioned or licensed ministers of the church; and

WHEREAS, the practice of The United Methodist Church was and is to provide active clergypersons with a parsonage or a rental/housing allowance as part of the gross compensation; and

WHEREAS, pensions paid to active, retired and disabled clergypersons are considered as deferred compensation and are paid to active, retired and disabled clergypersons in consideration of previous active service; and

WHEREAS, the Internal Revenue Service has recognized the Rocky Mountain Annual Conference as the appropriate organization to designate a housing/rental allowance for clergypersons who are or were members of this Conference and are eligible to receive such deferred compensation;

NOW THEREFORE BE IT RESOLVED:

That an amount up to 100% (See NOTE at end of this section) of the pension or disability payments received from plans authorized under The Book of Discipline of The United Methodist Church which includes all such payments from the General Board of Pension and Health Benefits ("GBOPHB"), during the year 2007 by each active, retired, or disabled Clergy person who is or was a member of the Conference, or its predecessors, be and hereby is designated as a rental/housing allowance for each such Clergy person; and

That the pension or disability payments to which this rental/housing allowance applies will be any pension or disability payments from plans, annuities, or funds authorized under the *Discipline*, including such payments from the GBOPHB and from a commercial annuity company that provides an annuity arising from benefits accrued under a GBOPHB plan, annuity, or fund authorized under the *Discipline*, that result from any service a Clergy person rendered to this Conference or that an active, a retired, or a disabled Clergy person of this Conference rendered to any local church, annual conference of the Church, general agency of the Church, other institution of the Church, former denomination that is now a part of the Church, or any other employer that employed the Clergy person to perform services related to the ministry of the Church, or its predecessors, and that elected to make contributions to, or accrue a benefit under, such a plan, annuity, or fund for such active, retired, or disabled Clergy person's pension or disability as part of his or her gross compensation.

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*NOTE: The rental/housing allowance that may be excluded from a Clergy person's gross income in any year for federal income tax purposes is limited under Internal Revenue Code section 107(2) and regulations there under to the least of: (1) the amount of the rental/housing allowance designated by the Clergy person's employer or other appropriate body of the Church (such as this Conference in the foregoing resolution) for such year; (2) the amount actually expended by the Clergy person to rent or provide a home in such year; or (3) the fair rental value of the home, including furnishings and appurtenances (such as a garage), plus the cost of utilities in such year.*

### **Section III**

For 2007, the Conference Board of Pensions and Health Benefits will provide the following grants:

Widow's benefits to Patricia Vick

Benefits to Oscar P. Abers, 3 times adopted rate

Benefits to Dallas A. Bird, 83.5% of 7 years

Anticipated cost to conference - \$5,000

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** December 31, 2007

### **AC 10 2006-2007 HEALTH AS WHOLENESS IN MISSION INITIATIVE**

Whereas, we believe that our Covenant community deserves leaders, who are vitally aware of the importance of their health (mental, physical, and spiritual), and

Whereas, we are serious about maintaining bodies fit for faithfulness in service to God;

Let it be declared that an incentive program shall be continued by the Conference Board of Pensions and Health Benefits to encourage eligible full time both lay and clergy participants (active, retired, enrolled spouses & enrolled children over 18 years of age) in HealthFlex. This initiative aims for persons to take greater personal responsibility for their health by completing 3 meaningful steps toward better health stewardship.

These 3 simple steps include:

1. An annual Wellness exam (as provided for in HealthFlex).
2. A Blood Screening (Chem Screen & Lipid Profile, etc.)
3. Completion of the On-line Health Risk Assessment (HRA) accessed at [www.gbophb.org](http://www.gbophb.org).

Our goal is 100% participation of all eligible persons. Following submission of appropriate proof of completion documentation (to be determined by the Annual Conference Board of Pensions and Health Benefits) the Board shall pay \$150 to the HealthFlex participant and each eligible dependant for completion of these steps toward wellness. For those who received their reward last year, the above steps must be completed anew (after July 1, 2006) to receive this year's cash incentive.

Although not in HealthFlex, less-than-full-time clergy are also encouraged to embrace Health as Wholeness in Mission. To that end, we will pay \$50 to less-than-full-time clergy who complete steps 1 and 2 (lines 13 & 14 above) and provide documentation as defined and set by the Conference Pension office.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

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### AC 11 ROCKY MOUNTAIN CONFERENCE ETHICS AND SEXUAL MISCONDUCT PREVENTION TRAINING

Every person as identified in Schedule A must attend a Rocky Mountain Conference Ethics and Sexual Misconduct Prevention Training at least once every four years

Persons as identified in Schedule B must attend a Rocky Mountain Conference Ethics and Sexual Misconduct Prevention Training at least once every four years if the person is serving in a ministry setting either by appointment of the Cabinet or by arrangements with the ministry setting.

Persons as identified in Schedule C will be required to attend a Rocky Mountain Conference Ethics and Sexual Misconduct Prevention Training at least once every four years at the discretion of the respective district superintendent.

The annual Report Form received from each person as per Schedule A, Schedule B, and Schedule C shall include the following question: "When and where did you last attend a Rocky Mountain Conference Ethics and Sexual Misconduct Prevention Training?" The office of superintendent shall review each report to insure compliance.

When a person fails to meet this requirement the matter will be referred to the Bishop pursuant to THE BOOK OF DISCIPLINE, Par. 2702.1.d (Failure to perform the work of ministry), Par. 340 (Responsibilities and Duties), Par. 362 (Complaint Procedures).

#### Schedule A

- AF - Affiliate Member
- AM - Associate Member
- DM - Diaconal Member
- DP - Probationary Deacon from Another Conference
- FD - Deacon in Full Connection
- FE - Elder in Full Connection
- FL - Full-time Local Pastor
- OA - Associate Member, Other Conference
- OD - Deacon, Other Conference
- ODP - Probationary Deacon, other Conference
- OE - Elder, Other Conference
- OF - Full Member, Other Conference
- OP - Probationary Member, Other Conference
- OR - Retired Member Other Conference
- PD - Probationary Deacon
- PE - Probationary Elder
- PL - Part-time Local Pastor
- PM - Probationary Member (92 Bk of Discipline)

#### Schedule B

- RAF - Retired Affiliate Member
- RD - Retired Deacon
- RDIAC - Retired Diaconal Minister
- RE - Retired Elder
- RL - Retired Local Pastor
- RP - Retired Probationary Member

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### Schedule C

SLP - Student Local Pastor

SY - Supply Pastor

It is required in every ministry setting employees attend Rocky Mountain Conference Ethics and Sexual Misconduct Training at least once in every four years. Volunteers in leadership roles in a ministry setting should be encouraged to attend a Rocky Mountain Conference Ethics and Sexual Misconduct Training at least once in every four years.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** Permanent

### Ethical & Education Committee

#### Prevention - Intervention - Transformation

**History:** The Committee began its work in 1990 to develop a Conference Policy and Procedures Manual. In 1992, a "Design Team" was formed to develop for the conference an educational plan. For two years persons (two female laity, two male laity, and one male clergy) with staff support from the assistant to the bishop developed a plan. During our own education and training, the Committee was requested by the bishop to provide Response Team services and has continued to provide such services on request. During 1994 and 1995, the Team provided more than 40 full days of training across the Conference. A total of 26, 457 miles were traveled by the Team to provide one day training at 40 different sites. A total of 1,541 clergy and laity were trained at the 40 training sites.

As the work of the Committee became known to other conferences, denominations and the general church, request for services and information became a part of our task. An average of one call per day from within the conference boundaries, plus an average to two to three call a week from the outside the conference occurred. At the 1999 Annual Conference Session, a petition (AC07) that required all clergy (and strongly encouraged all lay leadership) to participate in a training update every four years. We are in the final year of the second cycle. In accordance with the Petition AC07, beginning in 1999 a total of 55, training have been held with attendance of 1,211, clergy and laity. Three training are schedule between April 2006 and June 2006.

Response team services have been requested on 22 separate occasions within the Conference. Violators were clergy and laity. All aggrieved parties have been laity. Duration of intervention and transformation (healing) varies with each case.

#### Prevention

##### Purpose

To provide education and training of clergy and laity in the Rocky Mountain Conference.

To create an awareness of the ethical standard as provided by THE DISCIPLINE of the United Methodist Church and standards as adopted by action of the Conference.

##### Process

All training are led by a two-member team. Training are schedule over a three year period throughout the Conference. The design is to accommodate persons in a 100-mile radius of the training site. All training is on Saturday.

#### Intervention

##### Purpose

To respond with care to a situation whereby the standards as set forth in the manual and THE BOOK of DISCIPLINE have been violated.

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To respond with care to the violator of such standards.  
To respond with care to the aggrieved person(s) of such violations.  
To care for any and all involved person(s) and effected institutions

### Process

To perform such response of care in accordance with and guidance of the bishop and cabinet.

### Transformation

#### Purpose

To assist in the healing process of all involved persons and effected institutions  
To educate and allow understanding for the transformation of the violator  
To provide care and sustaining recovery for all aggrieved parties

#### Process

To provide healing opportunities in accordance with guidance of the bishop and cabinet

## AC 13 PROGRAMMATIC STRUCTURE OF THE ROCKY MOUNTAIN CONFERENCE

There shall be a **Conference Connectional Table**. It's function shall be 1) to provide a clear connection between the General Conference agencies, annual conference program and administrative entities, and local congregations; and 2) to maintain the clear checks and balances regarding program functions and financial/administration functions within the annual conference and 3) other functions as delineated in ¶607 of *The 2004 Book of Discipline*.

The **Conference Connectional Table** shall make every effort to insure the inclusion of all persons giving special attention to race, gender, age, clergy-laity balance, persons with disabilities, and persons from small membership churches. In addition, local pastors are eligible to serve except on those agencies dealing with qualifications, orders, and status of clergy and local pastors.

### A. Membership

Membership of the **Conference Connectional Table** shall include the following:

1. Chairpersons\*
2. Conference Lay Leader
3. Associate Lay Leaders (as appropriate)
4. District Lay Leaders
5. Representatives of Youth Ministry Council\*\*
6. Representative of the Young Adult Council \*\*
7. Representative of Older Adult Ministries Council \*\*
8. Chairperson, Board of Church and Society
9. Chairperson, Committee on Communications
10. Chairperson, Board of Discipleship
11. Chairperson, Board of Global Ministries
12. Chairperson, Board of Higher Education and Campus Ministry
13. Chairperson, Board for a Racially Diverse and Inclusive Church
14. Chairperson, Commission on Christian Unity and Inter-religious Concerns
15. Representative, Board of Ordained Ministry \*\*
16. Representative, Commission on Religion and Race\*\*

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17. Representative, Commission on the Status and Role of Women\*\*
18. Representative, Committee on Ethnic Ministries Local Church\*\*
19. Representative, Asian Ministries National Plan\*\*
20. Representative, Hispanic/Latino National Plan\*\*
21. Representative, Native American Committee\*\*
22. Representative, South-Pacific Islanders Plan\*\*
23. Representative, Disabilities Concerns\*\*
24. Representative, United Methodist Foundation \*\* (without vote)
25. Representative, United Methodist Men\*\* (without vote)
26. Representative, United Methodist Women\*\* (without vote)
27. Bishop (ex officio, without vote)
28. Representative, Appointive Cabinet\*\*
29. Director of Mission and Ministry (ex officio, without vote)
30. Director of Administrative Services/Treasurer (ex officio, without vote)
31. Representative, Conference Council on Finance and Administration\*\* (ex officio, without vote)
32. Members of General Church agencies who hold membership within the Conference. (ex officio, without vote)

\* - To be nominated by the Conference Nominating Committee

\*\* - The respective entities will select their representatives

### B. Other Committees

The Conference Connectional Table may establish additional committees and task forces and define their duties and authority, as it deems necessary for fulfilling its purpose and responsibilities.

## GENERAL RULES

All Conference committees, boards, and agencies of the Annual Conference, shall be organized in accordance with the appropriate paragraphs listed in the most recent *Book of Discipline*. Their membership and leadership selected as determined by *The Discipline*. Where appropriate, terms of office for all committees except those directly related to The Board of Ordained Ministry are for four years with the opportunity for service limited to an additional four years (eight years maximum). Board of Ministry term limitations, are set by *The Discipline* as twelve years.

All other councils, committees, and boards determined by *The Book of Discipline* to be present and active within the Annual Conference shall be present in accordance with the appropriate paragraphs of the most recent *Book of Discipline*.

The **Conference Connectional Table** shall meet at least once each Conference year at a time and place determined by the chairpersons. At times when the **Connectional Table** is not meeting the **Board of Stewards** shall have the responsibility for providing for the functional connectional relationships and related ministries of the local church, district, and conference with the general agencies as described in paragraph 607, *The 2004 Book of Discipline*.

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The **Board of Stewards** shall be composed of an equal number of clergy and lay members, based upon diversity in gender, age, ethnicity, and geography. The Board of Stewards, as the representative body of the programmatic arm of the conference shall consist of a chair or designee of each of the following board, agencies or commissions.

At-Large Members:

1. Lay Co-Chair At-Large
2. Clergy Co-Chair At-Large
- 3,4,5. Three Additional At-Large persons
6. Board of Global Ministry
7. Board of Discipleship
8. Board of Laity
9. Church and Society
10. Communication
11. Religion and Race
12. Vision/Mission/Values Team

Members by Virtue of Office:

13. Lay Leader
14. Board of Ordained Ministry Representative (ex officio, without vote)
15. Bishop (ex officio, without vote)
16. Cabinet Representative (ex officio, without vote)
17. Director of Missions and Ministry (ex officio, without vote)
18. Committee on Finance and Administration (ex officio, with out vote)

The **Board of Stewards** Leadership Team shall consist of one Lay and one Clergy at-large members who shall serve as Co-Chairs. These Co-chairs shall alternate leadership of the Board of Stewards and the Connectional Table each year.

The Vision/Mission/Values team shall have a membership of six persons chosen by the **Board of Stewards** and **Cabinet**. Vision/Mission/Values members shall be divided into two classes with four-year terms each, and each class shall, as nearly as possible, consist of an equal number of members.

To enable communications and connections, these boards, agencies and commissions are assembled in the following way so they have representation on the **Board of Stewards**. This list is not exhaustive but includes those Boards, agencies, commission and/or functions currently engaged in programmatic ministries.

- Board of Discipleship (629)
- Youth Ministries (648)
- Young Adult Ministries (649)
- Older Adult Ministries 650
- Council on New Ministries (629)
- Spiritual Formation (629.6)
- Stewardship (629.5)
- Evangelism (629.3)
- Education (629.2)
- Worship (629.4)
- Camps and Retreats (629.1)
- Networking grants

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- Board of Global Ministry (632)
  - Committee on Parish and Community Development (655)
  - Town and Country (632)
  - Missions Personnel (632)
  - Africa Partnership (632)
  - School of Christian Mission (632)
  - Disaster Preparedness and Response (632)
  - Volunteers in Mission Coordinators (632)
  - Children and Poverty (632)
  - AIDS Task Force (632)
  - Advanced Specials (632)
  - Small Membership churches (644)
- Board of Laity (630)
  - Lay Speaking Ministries (630.6)
  - United Methodist Men (647)
  - United Methodist Women (646)
  - Conference Scouting Coordinator (630.3)
- Board of Higher Education and Campus Ministries (633)
- Church and Society (628)
  - Hispanic-Latino Ministry (633)
  - Ethnic Ministries (631)
  - Native American (653)
  - Christian unity and inter-religious concerns (641)
  - Religion and Race (642)
  - Commission on the Status and Role of Woman (643)
  - Asian Ministries (633)
  - Peace With Justice (628)
  - Disability Concerns (652)
  - Prison Ministry and Reform
- Communication (645)
  - Media Resources
  - Archive and History (640)
- Vision/Mission/Values Team

This programmatic structure assumes as conversation partners, the administrative entities as defined by the discipline, the Cabinet, the Board of Ordained Ministry and the Vision Missions and Value Team in fulfilling the mission and ministry of the Rocky Mountain Conference and the General Church.

In keeping with 609.1b this document does not affect the administrative functions of the Rocky Mountain Conference.

**EFFECTIVE DATE:** Immediately upon conclusion of the 2006 Annual Conference Session,  
June 25, 2006.

**TERMINATION DATE:** Permanent

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### AC 14 ELECTION PROCESS FOR ROCKY MOUNTAIN CONFERENCE NOMINATING COMMITTEE

The Rocky Mountain Conference Nominating Committee shall consist of two members (1 Lay and 1 Clergy) from each District. They shall represent all areas of diversity and be members of a United Methodist Church within the Rocky Mountain Conference. They shall be elected at the District/Sub-District Conference, to serve a four-year term and may be elected for a second four-year term. A replacement of any committee member is the responsibility of that District/Subdistrict's Nominating Committee. The Chairperson and Vice-Chairperson shall be elected from within the committee.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** Permanent

### AC 16 BISHOP'S YOUNG ADULT INITIATIVE

The Rocky Mountain Conference of The United Methodist Church establishes a minimum Conference Advance Special goal of raising an average of \$1.00 per member per church by special projects, offerings, or whatever way each local church deems best, by June 2008.

In addition, the Rocky Mountain Conference encourages each local church to identify ways to become involved in and provide support to GraceWorks Community: The Bishop's Young Adult Initiative, including but not limited to:

- encouraging young adults in the congregation with gifts and interest to apply as volunteer participants;
- providing spiritual support by praying for the program, staff, volunteer participants, and affiliated organizations and individuals;
- becoming a Covenant Congregation, pledging \$1000 per year for at least three years to support program and administrative expenses of the Initiative;
- providing support in the form of human or material resources in the areas of advisory or campaign committee involvement, volunteer training, household items for the volunteers, or connections with local agencies and funding sources;
- providing additional financial support through special projects, offerings, or whatever way each local church deems best over the next four years, beginning in 2006.

Additionally, the Rocky Mountain Annual Conference will provide office space and equipment to the Young Adult Initiative as a sign of its support and commitment to the Initiative. This shall include use of a computer and telephone, and access to printer, fax, and copier.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** July 1, 2008

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### AC 18 CLERGY AFFIRMATION OF PROFESSING MEMBERSHIP

The Rocky Mountain Annual Conference invites its pastors to affirm publicly that they voluntarily relinquish the new authority granted them by the judicial Council decision 1032 and that they agree to receive any person into professing membership who – after a reasonable period of instruction and training – affirms vows of membership and to accept any member in good standing as per paragraph #225 of the *Discipline*.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

### AC 19 NEW CHURCH WIDER MISSION FORMULA

The clergy and laity members of the Rocky Mountain Conference of the United Methodist Church agree that the Wider Mission Giving for newly charter churches should be phased in as follows:

Newly chartered churches will be granted a five-year period to step up to full apportionments as follows:

Year 1 - 20% of full apportionment

Year 2 - 40% of full apportionment

Year 3 - 60% of full apportionment

Year 4 - 80% of full apportionment

Year 5 - Full apportionment

At the same time, we highly encourage churches as they are able to move beyond these guidelines.

If the newly chartered church meets the above-described level of support, they will be considered to have met their wider mission commitment for that year. Provided however, that prior to the year a Fellowship Group applies to become a chartered church, they are encouraged to commit up to 10% of their staff and program budget to Wider Mission Giving.

**EFFECTIVE DATE:** January 1, 2007

**TERMINATION DATE:** Permanent

### AC 21 ADDRESSING THE GLOBAL HIV/AIDS PANDEMIC

The Rocky Mountain Annual Conference affirms the missional imperative of addressing the Global HIV/AIDS pandemic by (1) encouraging every local church to focus on the church and global AIDS by encouraging special study groups and emphasizing the challenges liturgically in worship, (2) urging persons to give more than the minimum \$1.00 over four years so the Rocky Mountain Conference might raise at least \$100,000 this quadrennium for the United Methodist Global AIDS Fund, and (3) asking the Planning Committee for the 2007 Rocky Mountain Annual Conference to allocate at least one hour of plenary or program time to help raise awareness of how United Methodists can be involved in the mission of combating global HIV/AIDS.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** December 31, 2008

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### AC 22 RESTORATIVE JUSTICE MINISTRIES IN OUR LOCAL CONGREGATIONS

The Rocky Mountain Conference of the United Methodist Church supports and encourages each local congregation to educate, equip, and empower ministries that provide restorative justice ministries for victims (and their families), offenders (and their families), and communities.

TOGETHER, with God's help, each local congregation is encouraged using resources such as those provided by Church and Society to take these action steps:

- 1 EDUCATE your congregation about restorative justice principles and ministries.
- 2 EQUIP your congregation through study and reflection on restorative justice ministry opportunities with victims, offenders, their families, and communities impacted by crime.
- 3 EMPOWER your congregation to be a local "mission station" for creative and supportive ministries that promote restorative justice and healing for victims (and their families), offenders (and their families), and community members to make things as right or as whole as possible.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** July 1, 2007

### AC 23 PERMANENCY CONNECTIONS FOR CHILDREN AND YOUTH IN OUR LOCAL CONGREGATIONS

The Rocky Mountain Conference of the United Methodist Church supports and encourages each local congregation to educate, equip, and empower ministries that provide permanent connections for children and youth.

TOGETHER, with God's help, each local congregation is encouraged to take these action steps:

- 1 EDUCATE your congregation about permanency connection ministries and opportunities such as these adoption initiatives, the traveling Heart Gallery and Project 1:27 (Based on James 1:27). (See Attachments)
- 2 EQUIP your congregation through study and reflection on the permanency connection options of adoption, kinship, guardianship, and foster care.
- 3 EMPOWER your congregation to be a local "mission station" for creative and supportive ministries that promote permanency connections for children and youth.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

### AC 24 CELEBRATION OF SOCIAL JUSTICE HERITAGE

Request that the 2007 Rocky Mountain Annual Conference Sessions Committee include in their planning of next year's Annual Conference an appropriate celebration of the 100th Anniversary of the Methodist Federation for Social Action and the Social Principles.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

## 2006 ROCKY MOUNTAIN CONFERENCE JOURNAL

### AC 25 MINIMUM STANDARDS FOR CLERGY PARSONAGES / HOUSING

Adoption of the following Minimum Standards for Clergy Parsonages/Housing, and the printing of these standards in the 2006 Conference Journal and at appropriate quadrennial intervals.

#### I. MINIMUM STANDARDS FOR CLERGY PARSONAGES/HOUSING

A very important part of the clergy compensation package is that of housing. The Commission on Equitable Compensation recommends that every charge provide either a parsonage that meets the following minimum requirements, or a housing allowance that will enable the rental or purchase of a suitable equivalent, for full time and part time clergy staff, unless a special exception is negotiated with the local church and conference by the District Superintendent.

##### A. Responsibility for clergy housing

1. Ultimate responsibility for clergy housing lies with the Church Council. (See paragraphs 252.4.e, 2004 Discipline.)
2. The church council may delegate administrative responsibility for clergy housing to the committee on pastor parish relations (staff parish relations) or a pastoral advisory committee. (See paragraph 259.2.16, 2004 Discipline.)
3. If a housing allowance is provided, it should be reviewed annually by the Pastor Parish Committee and provision made for an adequate allowance equal to a fair rental value for providing suitable housing and utilities in a specific geographical area.
4. If a Parsonage Committee is established, membership may be appointed by the church council or be nominated by the Committee on Lay Leadership and elected by the charge conference. Rotation of members is advised.
5. If a Parsonage Committee is established, it is recommended that its membership be:
  - one trustee (selected by the Board of Trustees)
  - one member from the Pastor Parish Relations Committee
  - three members at large
  - the pastor's spouse
  - the Pastor

Where there is more than one church on a charge, then the members at large and the Pastor Parish Relations Committee and Trustees representation should reflect members from each of the churches.

6. The Parsonage Committee should meet at least twice a year and shall report to the charge conference on the forms provided by the annual conference.
7. Responsibilities of the Parsonage Committee shall include:
  - a. Cooperate with the Pastor Parish Relations Committee in sensitizing the congregation to the fact that the parsonage is a part of the clergy compensation and should be considered as the private home of the parsonage family.
  - b. Follow the Parsonage Maintenance guidelines for a yearly checklist. (See II A)
  - c. Follow the Parsonage Maintenance guidelines "When There Is A Change in Pastors" (See II B)
  - d. Assure that all budget requests pertaining to the parsonage are submitted to the Finance Committee for recommendation to the church council.

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In the absence of a Parsonage Committee, the duties and functions described in the "Clergy Housing Policies and Standards" guidelines shall belong to the Pastor Parish Relations Committee.

### B. Minimum Parsonage/Housing Standards

If a parsonage is provided, it should be an adequate, comfortable and structurally sound home for the pastor and family built according to local building codes.

1. Recommendations Relating to Parsonage Planning/Size of Rooms/Furnishings
  - a. Location Item to be considered:
    - 1) Is, or will the location be conducive to good living on the part of the parsonage family and equivalent to the average family home of the area?
    - 2) Is, or will the location be in convenient relationship to shopping areas, schools, recreation and in an area conducive to property value appreciation?
    - 3) Location should not be such as to conceivably be a hindrance to future growth of the church plant and should be convenient to the ministry community which the church serves.
    - 4) While some parsonages are located next door to the church, the goal of the church should be to insure the privacy of the parsonage family. If there is to be a change in the parsonage location, it ought not be next to the church.
  - b. The Office of Architecture of the Board of Global Ministries, 475 Riverside Drive, New York, NY 10115 has recommended parsonage planning guides.
  - c. House/Parsonage Arrangement
    - 1) Bedrooms:  
There should be a minimum of three bedrooms each of adequate size and allowing for privacy.
    - 2) Closets:  
Adequate closet space should be provided.
    - 3) Bathrooms:  
One and three fourths bathrooms are considered essential.
    - 4) Study:
      - a) A pastor's study, (in addition to the three bedrooms) is desirable. The pastor's study in the parsonage is not to be utilized for counseling, nor is it to take the place of an office in the church or in some other facility outside the parsonage.
      - b) It is desirable that the study be located so that it can be protected from family and kitchen noises.
    - 5) Kitchen and laundry space:
      - a) There should be adequate kitchen and laundry space.
      - b) There should be adequate electrical outlets.
    - 6) Living area:
      - a) The parsonage is to be considered as home for the pastor and his or her family. A living room should be large enough so that entertaining or dining is possible.

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- b) Where possible, there should be an area where the family can “be at ease” whether it is a kitchen family room, a den, or a recreation room.
- 7) Closets and storage: Considering the fact that pastors acquire equipment and personal possessions not always usable in the present appointment and the possession of equipment not normally found in the average home, the need of average or more than average closet and storage space is recommended.
- 8) Heating and cooling: Adequate provision for these should be made in relationship to the area and the climate. Adequate insulation and storm windows should be installed where required for energy conservation.
- 9) Home grounds:
  - a) All permanent planting should be the responsibility of the church and planned by a landscape architect whenever possible.
  - b) Landscaping and exterior care of the parsonage should be such as to be a credit to the church in the community (Section II A #8 & 9)
  - c) An outdoor patio area and recreational space are useful additions.
- 10) Miscellaneous:
  - a) Adequate shelter sufficient to house two cars should be provided. Minimum requirement is a garage suitable to house one car.
  - b) Because the need for a type of TV antenna or basic cable varies with location, it is suggested that the church provide an adequate antenna or basic cable for the area.
  - c) One telephone should be provided with jacks installed for additional phones in the master bedroom, study, family room or where most convenient.
  - d) Internet should be provided with at least one jack.
  - e) Smoke alarms, fire extinguishers and safety ladders should be present.
- 2. Basic Parsonage Furnishings and Equipment  
It shall be the responsibility of the local church to furnish the parsonage with basic furnishings as listed below of good quality and to maintain them in good condition or replace when necessary. It is recommended that all furniture for the parsonage be purchased new.
  - a. Bedrooms  
Rugs or carpets and window coverings. Furnishings for all bedrooms shall be the responsibility of the parsonage family.
  - b. Study  
Carpets and draperies. It is recommended that the study include the following: desk, comfortable chair, filing cabinet, telephone, bookshelves, and typewriter, word processor, or computer. The room should have adequate light and storage.
  - c. Kitchen and laundry  
Range and oven, refrigerator/freezer, automatic washing machine and dryer, dishwasher, sink with garbage disposal where possible and water conditioner where needed or required.

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- d. Carbon monoxide detectors should be present and there should be grounded wiring throughout the parsonage, with ground fault protectors in the bathrooms.
3. Regarding Duplication of Furnishings and Equipment  
Where the church provides mutually acceptable furnishings as outlined above, but the pastor prefers to use his or her own, the pastor shall arrange for the storage of the parsonage furniture in cooperation with the parsonage committee.
- C. Joint Responsibility
  1. It should be remembered that a home expresses character and that the condition of the parsonage reflects on the relations of the clergy family and the church. Happy is the pastor who can be proud of his/her church for the kind of parsonage provided for them as good stewards. The church is encouraged to choose neutral colors for drapes, carpeting, furnishings, and so on when considering the decor of the parsonage. The tastes of the parsonage family should also be considered in choosing colors, furnishings and appliances. Clergy and families living in a church owned parsonage are expected to maintain the parsonage in conditions of reasonable cleanliness and repair avoiding the necessity of extensive cleaning or repair upon the change of pastors.
  2. When a pastor moves out of a parsonage, the Board of Trustees, upon recommendation of the chairperson of the S/PPR, may elect to withhold the pastor's final check, for a period not to exceed 10 days, and deduct from that paycheck (1) the cost of necessary repairs and replacement for any breakage or damage which exceeds normal wear and tear or (2) the cost of cleaning, if the parsonage is not left "broom clean" and ready for the next occupant. The amount of the paycheck exceeding those costs shall be sent to the pastor within 10 days of his/her last day of appointment to the church. At the same time, the church shall provide to the pastor and the pastor's district superintendent, a detailed accounting of the use of the funds. In the event there is a dispute between the pastor and the church concerning the amount needed for repairs, breakage, or cleaning, the district superintendent or a third party, agreed upon by both the church and the pastor, shall mediate the dispute. The decision of the district superintendent or the mediator shall be final.
- D. Options:

While we advocate these parsonage guidelines as outlined above, we recognize the need for options in specific situations as mutually agreed upon by the pastor and the Parsonage Committee, in consultation with the district superintendent.

### II. PARSONAGE MAINTENANCE GUIDELINES

- A. Yearly Check List for the Parsonage Committee
  1. Cooperate with the Pastor Parish Relations Committee in the annual review of the parsonage: "The chairperson of the Pastor Parish Relations Committee, the chairperson of trustees, and pastor shall make an annual review of the church owned parsonage to assure proper maintenance." 2004 Discipline, paragraph 2532.4.
  2. The parsonage committee should indicate replacing furniture, appliances, curtains, carpets, etc., when they can see it is needed rather than the family having to ask. However, the family should ask if this is not done. When things are to be replaced, the parsonage family should make selections in consultation with the Parsonage Committee.

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Furnishings should have a budget line. An inventory of the parsonage with annotated condition of things should be done yearly.

3. An inventory of furniture and appliances with original cost and expected life span should be maintained. An item in the church budget should provide funds each year on an accumulating basis to replace items as they are worn out.
  4. Emergency maintenance and repairs: An emergency fund (suggested minimum of \$100) should be available as an amount that could be spent without consultation with the committee in order to allow the parsonage family to deal with repairs.
  5. The exterior of the house should be inspected to see that it is properly maintained (paint, roof, etc.) in order to avoid costly repairs. Exterior painting, repairs, and roof maintenance should be the responsibility of the church.
  6. The parsonage should have a periodic termite and pest control inspection. Corrective measures should then be taken.
  7. The church should have the heating and cooling systems checked seasonally.
  8. Major renovation, repair, and replacements should be done by the church as they are needed, taking into consideration the church's financial ability to do these things. (The pastor, not the church, shall be responsible for correcting extreme or unusual damage beyond normal wear and tear to the parsonage and furnishings.) Changes in interior decoration should be done with the mutual consent of the church and the family.
  9. It is recommended either that basic lawn maintenance (including mowing, edging, fertilizing, and sprinkler system) be taken care of or paid by the church or that the church provide, maintain, and repair a power lawn mower and other tools required to maintain the grounds with ease.
  10. For the safety of the parsonage, property and the parsonage family, the church should carefully evaluate the overall security of the building and grounds. Attention should be given to screens, window and door locks, gates, and alarm systems. This should also include fire prevention measures such as smoke alarms, fire extinguishers, escape ladders and a fire escape plan. When possible, an annual inspection should be made by the fire department and utility companies.
- B. When There Is a Change in Pastor
1. The parsonage should be thoroughly cleaned when there is a change in pastor. The exterior of the parsonage and the grounds should be clean and present a good appearance. Walls, carpets, draperies, and floors should be clean and in good repair. Refrigerator, cook top, oven, disposal, dishwasher, washer, dryer, air conditioner, heater, water heater (50 gallon minimum), smoke alarms, fire extinguishers, TV antenna or cable, garden hoses, ladder, and trash cans where needed (minimum of four 30 gallon cans with covers) should all be in proper order. A thorough inspection of plumbing and electrical placements is also recommended. If requested by the new pastor, locks should be changed and new keys issued. A termite and pest control inspection is recommended, as well as necessary corrective treatment. The church has final responsibility to see that these things are adequately accomplished.

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2. The following suggestions are for creating a "Guide" to be completed by the Parsonage Committee and given to the parsonage family when it moves into its new home.
  - a. An up to date inventory of all parsonage furnishings including, if possible, the date purchased, cost, present condition, and a projected replacement time. See II A 3.
  - b. For each appliance:
    - 1) Operating instructions or manuals, etc.
    - 2) Repair instructions
      - service personnel to call
      - which, if any, parsonage committee member to call
      - service calls and repairs of major appliances owned by the church should be paid for by the church
  - c. Where to find:
    - 1) Turn off valve for gas
    - 2) Turn off valves for outside and inside water
    - 3) Meters
    - 4) Fuse or switch boxes, circuit breakers, and main switch all properly labeled
    - 5) Size and change intervals for heating and cooling filters  
Various permanent plants which are seasonal  
Any unusual appliances, equipment, or household peculiarities (such as hidden attic door)
    - 6) Sprinkler systems
    - 7) Sewer clean outs
  - d. Numbers to call in emergencies: Police, Fire, Ambulance, Insurance Company, etc.
  - e. Basic information for cleaning carpets and draperies. The local church is to establish the desired policy. For example: The church is responsible for a once a year cleaning to be determined by committee upon recommendation from the parsonage family. It may be simpler for a policy to be established that carpets and drapes be cleaned annually without the recommendation of the family but with the committee selecting the cleaning company and the church paying the bill.
  - f. It may be helpful, upon the arrival of a new parsonage family, for a member of the committee to conduct a tour of the parsonage, and point out that the committee is aware of certain needs (furniture that is wearing out, painting that is needed, etc.) and also point out the good maintenance that has been done in the past. This conveys to the parsonage family that the church is proud of their home and wants them comfortable, but might also convey that the church expects something from the parsonage family in maintaining the parsonage. The parsonage family should also be reminded to treat the parsonage as if it were their own home.
  - g. When it is possible, the parsonage should be open for visitation by the newly appointed clergy family prior to the effective date of appointment. If this is not possible, pictures of the parsonage (outside and inside) could be taken when a change is expected, and those pictures might be taken or sent to the new family ahead of moving time, providing added rapport between the church and the new parsonage family

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### C. Energy conservation

1. The church and parsonage family should make every effort possible to conserve energy. This should include:
  - a. Inviting utility companies (gas, electric, and water) to inspect, provide an energy audit, and make recommendations
  - b. More efficient lighting
  - c. Insulation in attic and walls
  - d. Weather stripping
  - e. Investigating possible use of solar energy or other energy saving devices.
  - f. Water saving devices.

### III. PARSONAGE UTILITIES

A. The local church shall provide utilities: water, electricity, gas and basic telephone (not including personal toll calls), sewage fee, trash and garbage collection, internet and cable and/or antenna where required for TV reception.

B. Those congregations with church owned rented homes should take into account the actual cost of the above-mentioned utilities when providing a housing allowance.

C. Parsonage families should be conscious of the high cost of utilities, and should practice cost and energy saving measures at all times. This should include regular self-monitoring, analysis, and comparing against previous usage.

### IV. RECOMMENDATIONS FOR PARSONAGE INSURANCE

A. Insurance on real and personal property is the responsibility of the owner of that property and should be provided with adequate liability coverage.

B. Insurance should be reviewed annually and when there is a change of pastor(s).

C. It is recommended that a renter's Insurance Policy be obtained by the parsonage family residing in the parsonage to insure the parsonage family's personal property, including clergy library.

### V. REVIEW OR REVISION OF STANDARDS

These standards are to be reviewed and/or revised by the Equitable Compensation Commission on a quadrennial basis after publication of the most recent Book of Discipline.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** July 1, 2009

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### **AC 26 2007 ANNUAL CONFERENCE THEME BE ON DIVERSITY, INCLUSIVENESS & RACISM**

The Rocky Mountain Conference of the United Methodist Church lift up and adopt Diversity, Inclusiveness & Racial Acceptance as the theme of the 2007 Annual Conference and support this theme by taking the first step of providing educational workshops on Diversity, Inclusiveness & Racial Acceptance at the 2007 Annual Conference and, in that particular year; to aid in the transition and lessen unintended slights and incidents between cultures and aid those who are feeling oppressed; or feel they have little or no voice; or feel so, "different"; at odds with; or at a loss in this ever increasing modern and globalized world. This new start of inclusive education will give every opportunity for the Conference and individuals to succeed in their interactions and cross-cultural missions and church life by strengthening relations; providing rules; and traditions for better understanding in cross-cultural communication.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

### **AC 28 MORALLY RESPONSIBLE INVESTMENT RELATED TO ISRAEL AND PALESTINE**

The Rocky Mountain Conference of the United Methodist Church calls upon the United Methodist General Board of Pensions and Health Benefits and the General Council on Finance and Administration to review the investments of the church and undertake a process of phased selective divestment from any multinational corporations profiting from Israel's occupation of the Palestinian territory including:

- I. demolition of Palestinian homes,
- II. construction of the wall
- III. institutions and multinational corporations that perpetrate and/or perpetuate or support violence against Israel, or any violence in the area;

following United Methodist guidelines which require a period of information gathering and evaluation of alternative means of economic intervention.

**EFFECTIVE DATE:** July 1, 2006

**TERMINATION DATE:** June 30, 2007

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### GC 41 ADMINISTRATIVE COMMITTEES - COMMITTEE ON PASTOR-PARISH RELATIONS OR STAFF-PARISH RELATIONS

#### Amend Paragraph 259.2(e) of the Book of Discipline

¶ 259.2(e) The committee shall meet at least quarterly. It shall meet additionally at the request of the bishop, the district superintendent, the pastor, any other person accountable to the committee, or the chairperson of the committee. To fulfill his or her obligation under ordination, his or her connectional responsibility under appointment, and his or her duty as a pastor, the pastor ~~should~~ **shall** be present at each meeting of the committee on pastor-parish relations or staff-parish relations except where he or she voluntarily excuses himself or herself. The committee shall meet only with the knowledge of the pastor and/or the district superintendent. It may meet with the district superintendent without the pastor being present. However, the pastor or any member of the staff under consideration shall be notified prior to such meeting at which pastor's or clergy staff member's continued appointment or a lay staff member's employment is discussed and be brought into consultation immediately thereafter. The committee shall **always** meet in closed session, and information shared in the committee shall be confidential.

### GC 42 APPOINTMENT-MAKING RESPONSIBILITY

#### Amend paragraph 430.1 of *The Book of Discipline*

##### ACTION TO BE VOTED ON:

¶ 430.1 *Responsibility* – 1. Clergy shall be appointed by the bishop, who is empowered to make and fix all appointments in the Episcopal area of which the annual conference is a part. Appointments are to be made with consideration of the gifts and evidence of God's grace of those appointed, to the needs, characteristics, and opportunities of congregations and institutions, and with faithfulness to the commitment to an open itineracy. Open itineracy means appointments are made with regard to race, ethnic origin, gender, color, disability, marital status, or age, except for the provisions of mandatory retirement. The concept of itineracy is important, and sensitive attention should be given in appointing clergy with physical challenges to responsibilities and duties that meet their gifts and graces. Sensitive attention should be given to clergy when there are family members with physical or mental challenges.

### GC 47 ANNUAL CONFERENCE, POWER AND DUTIES

#### Amend Paragraph 604.1 of *The Book of Discipline*

¶ 604.1 *Power and Duties* - 1. The annual conference, for its own government, may adopt rules and regulations not in conflict with the *Discipline* of the United Methodist Church: *provided* that in exercise of its powers, each annual conference shall act in all respects in harmony with the policy of the United Methodist Church with respect to elimination of discrimination. (See ¶ 4, Article IV.) **In instances where discrimination is apparent, alleged or suspected the annual conference shall conduct a complete investigation. Particular attention and ongoing monitoring should be part of a cross-racial appointment.**

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