

**Council on Finance & Administration  
Moving Expense Reimbursement Policy  
2005 Petition AC05, Journal Page 256**

1 **ACTION TO BE VOTED ON:**

2 **WITHIN CONFERENCE MOVING EXPENSES:**

3 Itinerant clergy members (in full connection, probationers, or local pastors) of the annual  
4 conference serving as fully appointed pastors, and conference staff shall be entitled to the  
5 provision of the fund on the following basis:

6  
7 **ALLOWED:**

8 Moving of furniture, personal property, and equipment not to exceed 16,000 pounds.  
9 This same allowance for clergy couples will not exceed 20,000 pounds. Cost of  
10 additional insurance over and above the amount included in the regular rate will be  
11 allowed up to \$5.00 per pound (with a \$250.00 deductible) is included. Any additional  
12 insurance or change of deductible will be at the expense of the pastor making the move.  
13 However, a lump sum value for the entire shipment must be included at the time of  
14 shipment. \$100.00 will be allowed for cartons and packing materials. All above this  
15 amount will be charged to the pastor making the move.

16  
17 **NOT ALLOWED:**

18 Professional packing or unpacking (with the exception of the \$100 allowed for packing  
19 materials).  
20 Storage of any items other than transportation cost of moving furniture, personal property  
21 and equipment.  
22 Cost of transportation of persons.  
23 Appliance service.

24  
25 **ADDITIONAL PROCEDURES:**

26 Certified weights and a detailed bill of lading are required for payment by the conference  
27 treasurer.

28 One stop at the pastor's residence and one stop at the church will be allowed for pickup  
29 and delivery when necessary. Clergy couples, with multiple charge appointments, will be  
30 allowed an additional stop as necessary.

31 A recommended list of moving vendors will be maintained in the office of the conference  
32 treasurer. Payment of the conference share of moves should be based on a bid accepted  
33 by the conference treasurer. A minimum of two bids is required. The conference treasurer  
34 is available to assist in arrangements for moving and will receive copies of the bids prior  
35 to the move. The district superintendent and the clergy family will consult as to the  
36 requirements and needed assistance in the move. Claim for this benefit must be made  
37 within one year of appointment.

38 Pastors entering the retired relationship from itinerant appointments shall be entitled to  
39 their moving expenses within the conference one time. Moves outside the conference  
40 may be adjusted by an amount to be determined by the chairman of the Council on  
41 Finance and Administration and the conference treasurer. These expenses will be paid

42 from the Conference Moving Expense Fund. Claim for this benefit must be made within  
43 five years of retirement. Any clergy who are currently retired and have not used this  
44 benefit will have five years from the adoption of this petition to claim the benefit.  
45 Each time that a pastor in retirement is reappointed, the clergy person is entitled to a  
46 conference paid move to the local church housing and then also to retirement housing  
47 upon completion of that appointment. These expenses will be paid from the Conference  
48

49 **MOVING EXPENSE FUND**

50 The local church will reimburse the Rocky Mountain Conference \$500.00 for  
51 moving/transportation cost of each incoming pastor.

52 A surviving spouse of a pastor who is in active service at the time of the pastor's death  
53 shall be entitled to moving expenses as for a retired pastor. Claim for this benefit must be  
54 made within five years of the clergy's death.  
55

56 **OUT OF CONFERENCE EXPENSES:**

57 A. Moving expenses of pastors moving into this conference and full time approved  
58 supply pastors from outside the bounds of the conference accepting their first  
59 appointment shall be eligible for a refund from the Conference Moving Expense Fund for  
60 an amount not to exceed \$2,000.00. The refund shall be paid after providing certified  
61 weight slips and bills of lading.

62 B. Funding for inter-conference moves between Yellowstone and Rocky Mountain  
63 Conference will be determined on an individual basis.  
64

65 **ADMINISTRATION OF MOVING EXPENSE FUND**

66 The Conference Council on Finance and Administration shall be responsible for  
67 administering this moving expense fund and shall be authorized to make such  
68 adjustments within the structure of the plan as it may deem necessary. The Conference  
69 Council on Finance and Administration shall bring this petition forward once every  
70 quadrennium.  
71

72  
73 **RATIONALE:**  
74

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76 **PETITION INFORMATION:**  
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78 EFFECTIVE DATE: January 1, 2009

79  
80 TERMINATION DATE: December 31, 2012

81  
82 **FINANCIAL IMPACT:**

83 Yes, and these items are already included in the 2009 Budget Request.  
84

85 **ORIGINATOR OF THE PETITION**

86 Council on Finance and Administration

87

88 PERSON TO PRESENT PETITION TO CONFERENCE:

89 Name: Dennis Shaw

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