

BOARD OF TRUSTEES REPORT

Name of Church _____

Date of Charge/Church Conference _____

Report completed by _____

In the Trinity Conference of the Global Methodist Church, we are grateful for local church Trustees who provide oversight and care for all real property owned by the local church (Book of Doctrines and Disciplines ¶446.5.a). To transparently share the good stewardship of each church's Trustees with the whole church, the Board of Trustees is required to submit a written report to the annual church conference. According to ¶446.6, the report must include the following:

List of Property

- Legal description and reasonable valuation of any real estate or any other property owned (including all church-owned land, buildings, parsonage, etc.) (¶446.6.a).

PROPERTY OWNED	LEGAL DESCRIPTION	VALUATION (\$ estimate)

Grantor on Deed(s)

- Specific name of the grantor (one that conveys or grants) in each deed of conveyance (document transferring legal rights from seller to buyer) of real estate to the local church (§446.6.b).

PROPERTY OWNED	GRANTOR (NAME)

Inventory of Moveable Church Property

- Inventory and reasonable valuation of all personal property owned by the church (including movable property like furnishings and instruments; excluding land and buildings) (§446.6.c).

PERSONAL PROPERTY OWNED	VALUATION (\$ ESTIMATE)

Income Producing Property

- Amount of income received from any income-producing property (if any) and a detailed list of expenditures in connection therewith (§446.6.d).

INCOME-PRODUCING PROPERTY	INCOME RECEIVED	EXPENDITURES

Capital Projects

- Amount received for capital projects, including building, rebuilding, remodeling, and improving real estate, and in itemized statement of expenditures (¶446.6.e).

PROJECT (SPECIFY IMPROVEMENT)	AMOUNT RECEIVED FOR PROJECT	EXPENDITURES

Capital Debts

- Amount and payoff date for any outstanding capital debts (¶446.6.f).

DESCRIPTION OF DEBT	OUTSTANDING \$ (LEFT TO PAY)	PAYOFF DATE

Custodians of Legal Papers

- Name of custodian for all legal papers (charter, by-laws, deeds, titles, etc.) and location of papers (¶446.6.h).

DOCUMENT(S)	CUSTODIAN (NAME OR ROLE)	LOCATION

Trusts

- List of all trusts in which the local church is the beneficiary (if any), specifying where and how the funds are invested (¶446.6.i).

NAME OF TRUST	WHERE INVESTED	HOW INVESTED

Accessibility Evaluation

Evaluation of all church properties, including the chancel areas, to ensure accessibility to persons with disabilities, and when applicable a plan and timeline for resolving barriers to accessibility (§446.5.e and 446.6.j).

Check boxes below if the statements following are true for your church:

Marked handicapped parking space(s) are available with easy access to a church entrance (which is unlocked during worship services) which is accessible for people using wheelchairs, walkers, and canes.

At least one visible church entrance (which is unlocked during worship services) is easily accessible for people using wheelchairs, walkers, canes, and strollers.

The path from an accessible entrance to the sanctuary or main worship space is easily accessible for people using wheelchairs, walkers, canes and strollers.

Seating in the sanctuary or main worship space is available and convenient for people using wheelchairs, walkers, and canes and their families.

Handicapped accessible rest rooms are available, well-marked, and easily accessible from the sanctuary or main worship space.

The chancel area, stage, and/or choir loft in the sanctuary or main worship space is accessible to people using wheelchairs, walkers, and canes.

At least one rest room or private space with diaper changing table(s) is available, well-marked, and near the sanctuary or main worship space for families with infants and toddlers.

Private space for nursing mothers and their young children is available, well-marked, and near the sanctuary or main worship space for families with infants and toddlers.

Hearing devices or other hearing aids for the hearing impaired are available in the sanctuary or main worship space.

Screens, large print hymnals and worship guides, and/or other visual aids for the visually impaired are available in the sanctuary or main worship space.

Describe in the box following (or attach) any plans to improve church accessibility:

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Parsonage Evaluation

If a church possesses “a parsonage offered to the pastor for housing, the chairperson of the Pastor-Parish Relations Committee, the chairperson or designee of the Board of Trustees, and the pastor shall make an annual review of the church-owned parsonage to assure proper maintenance and to give immediate resolution to parsonage issues affecting the family’s health and well-being” (¶446.5.b). Please answer the following questions, yes or no:

If the church possesses a parsonage, has a Board of Trustees chairperson (or representative) participated in an annual parsonage review?

yes no not applicable

If the church possesses a parsonage, is it properly maintained?

yes no not applicable

If the church possesses a parsonage, have all the issues affecting the family’s health and well-being been resolved?

yes no not applicable

If the church possesses a parsonage, is it mutually respected by the pastor’s family as the property of the church and by the church as a place of privacy for the pastor’s family? (¶445.8.m)

yes no not applicable

Insurance

Statement of all property and liability insurance carried (Attach declarations or summary page from property and liability insurance policy or policies) (¶446.6.g).

Any additional information the Board of Trustees chooses to share with the church: