



GNW Report of the Trustees

The trustees are amenable to the Charge Conference and, as such, are required to make an annual report

(¶ 2550). Additional reports should be made as requested by the Charge Conference or Church Council or equivalent. Numbers in parentheses refer to paragraphs in the 2020/2024 Book of Discipline.

Church

District

Charge

Annual Conference

For the period beginning

DATE OF PRIOR CHARGE CONFERENCE

, and ending

DATE OF CURRENT CHARGE CONFERENCE

1. Organization for the present conference year was effective _____ by electing the following officers (no less than three, and up to nine persons):

Name	Term Expires
President	
Vice President	
Secretary	
Treasurer	
Member	
Member	
Member	
Member	

2. Is the local church incorporated (¶2529.1a)?
☐ Yes - List the record locator/account number given to the organization by the state: _____
☐ No

b. Who is the custodian of deeds and other legal papers? _____
c. Where are they kept? _____

3. Are your state and federal corporate status and property tax exemptions current? ☐ Yes ☐ No

4. Name or names in which the title to each piece of property is recorded, as shown by civil land records (¶¶2536, 2538):

Name(s)	Office	Book	Page
Church Buildings			
Church Buildings			
Parsonages			
Parsonages			
Other			
Other			

5. Does each deed contain trust clause (¶2503)? ☐ Yes ☐ No

6. Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate? ☐ Yes ☐ No

7. a. Insurance (§2533.2, 2550.7) *If the Conference Umbrella Policy covers your church skip to question 7.b.

Item Insured/ Insurance	Replacement Value	Amount of Coverage/ Limits	Type of Coverage	Company	Restricted By Coinsurance (Yes or No and amount)		Expires When
Church Buildings					Y N	Amount:	
Parsonages					Y N	Amount:	
Church Furnishings and Equipment					Y N	Amount:	
Parsonage Furnishings and Equipment					Y N	Amount:	
Vehicle(s)/ Commercial Auto							
Hired and non-- Owned Auto Liability							
General Liability							
Medical Payments							
Umbrella/Excess Liability							
Workers' Compensation/ Employers Liability							
Employment Practices Liability							
Employee Benefits Liability							
Directors and Officers/ Errors and Omissions					Y N	Amount:	
Crime/Employee Dishonesty Coverage							
Professional Liability Coverage/ Pastoral Counseling							
Sexual Misconduct Coverage							
Cyber Coverage, if any							

b. Have the buildings been inspected for fire and other safety hazards within the past year? **Yes** **No**

c. Have you assessed the replacement value of the real property within the last 5 years? **Yes** **No**

d. Who performed the assessment? _____

e. Does your church have a current and enforced Safe Sanctuaries policy?? **Yes** **No**

Note: It is recommended that the Policy be reviewed every couple of years. Provide date last reviewed. _____

f. Are you doing national background checks & awareness training for volunteers and staff? **Yes** **No**

g. Is your insurance current and paid? **Yes** **No**

h. Is the amount of insurance adequate? **Yes** **No**

(To determine the adequacy of coverage, please use the GCFA Insurance Worksheet found at:

www.gcfa.org/resource/umc-minimum-insurance-requirements)

8. Has an annual evaluation been conducted in relation to the church buildings, grounds, and facilities, showing the impact on their ability to be carbon neutral and/or have net-zero greenhouse gas emissions (§ 2550.11)? **Yes** **No**

b. If needed, have you developed a plan/timeline for the renovation and development to achieve this? **Yes** **No**

9. If your church has incoming-producing or permanent funds, provide a detailed list of income-producing and permanent funds: (attach a report as needed)

Item	Date Received	Amount	Where invested	Income	Is used for

(Attach as a supplement a statement “clarifying the manner in which these investments made a positive contribution toward the realization of the goals outlined in the Social Principles of the church and showing the investments are socially responsible...” § 2533.5 and § 2550.9)

President of Trustees

Printed Name: _____

Date: _____

When completed, keep a copy of this report for your church records and submit a copy to your Conference via your church dashboard or give a copy to your District Administrator.