

INDIANA CONFERENCE UNITED METHODIST COMMITTEE & BOARD DESCRIPTIONS

ANNUAL CONFERENCE SESSIONS COMMITTEE

WHEN: weekdays (varies)

WHERE: Indianapolis Conf. Center some by on-line meeting

HOW OFTEN: 4-5 times per year

HOW LONG: 2 hours

TASK: *Work in cooperation with The Resident Bishop in preparing for the Annual Conference gathering*

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## ADMINISTRATIVE REVIEW COMMITTEE

**WHEN:** As needed

**WHERE:** at the Conference Center

**HOW OFTEN:** sporadically when called

**HOW LONG:** couple hours -- varies

**TASK:** *Fulfill the disciplinary mandates and maintain the connectional relationships described in ¶636 "to ensure that the disciplinary procedures for involuntary leave of absence... involuntary retirement... or administrative location ... are properly followed."*

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BOARD OF CAMPING

WHEN: Daytime weekdays varies

WHERE: in Central District or at camp location (no on line meetings)

HOW OFTEN: meets 4 times per year

HOW LONG: 4-6 hours – one two-day retreat overnight usually in the Fall

TASK: *Support the work of the Annual Conference and the mission of The United Methodist Church of making disciples of Jesus Christ for the transformation of the world in the areas of outdoor ministries, camping, and retreat facility support with attention to the responsibilities of camping ministries as assigned by The Book of Discipline. (¶630.1 b, c) This team works to establish annual priorities and performs their work either as a body or by developing task groups for specific activities.*

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## BOARD OF ORDAINED MINISTRY

**WHEN:** 2 days in early winter, 2 days in late winter, 2 days in Fall

**WHERE:** various locations for interviews and retreat

**HOW OFTEN:** 6 days per year plus additional assignments

**HOW LONG:** all day meetings – may require over night stays

**TASK:** *Shall inquire of each Conference District Superintendent about the life and official administration of each clergy member of his or her District and report such to the Annual Conference. (¶635.1) The Board of Ordained Ministry will discuss and take action as appropriate regarding proposals from its committees and shall organize itself into committees*

so as to carry out its responsibilities effectively and to fulfill the requirements of *The Book of Discipline*.

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BOARD OF PENSIONS

WHEN: Daytime meetings as needed

WHERE: Conference Center also zoom/phone

HOW OFTEN: as needed; approximately 6 times a year; some meetings conference call only

HOW LONG: 3 -4 hours; lunch usually included

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

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**BOARD OF TRUSTEES**

**WHEN:** Daytime meetings as needed; usually afternoons

**WHERE:** Mostly zoom/phone; in person at Conference Center as needed

**HOW OFTEN:** 2 - 3 times per year; some meetings conference call only

**HOW LONG:** approximately 2 hours

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

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CHURCH DEVELOPMENT

WHEN: Wednesdays, four times per year

WHERE: Conference Center and zoom access for those who live in remote areas of the state and beyond

HOW OFTEN: quarterly meetings, established with the committee members' calendars at the initial meeting of the new committee each year; typically in February (or early March, depending upon when Lent falls), May, August, and November

HOW LONG: the meetings last from 10:00 a.m. to 3:00 p.m.

TASK: *Support the work necessary to begin new congregations and to revitalize existing congregations in their ministries of outreach. Review grants and allocate financial support for project requests. Engage in strategic conversations with Church Development staff to enhance processes, policies, and procedures of the ministry.*

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**COMMISSION ON ARCHIVES & HISTORY**

**WHEN:** Thursdays during the day 10am-2pm with lunch provided

**WHERE:** at the Conf. Center Office

**HOW OFTEN:** about 3 times per year

**HOW LONG:** 2-4 hours each time

**TASK:** *Preserve the records and promote the stories of existing and antecedent Conferences of The United Methodist Church and its antecedent denominations in Indiana.*

*This commission fulfills the disciplinary mandates and maintains the connectional relationships described in ¶641.*

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COMMITTEE ON EPISCOPACY

WHEN: Daytime

WHERE: Held in the Bishop's Conference Room in Conference Center face to face, though some members have phoned in occasionally

HOW OFTEN: approx. 4 times per year

HOW LONG: 3 hours each meeting with periodic work to do outside meetings

TASK: *Fulfill the disciplinary mandates and maintain the connectional relationships of the Conference Committee on Episcopacy. (¶637)*

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**COMMITTEE ON INVESTIGATIONS – CLERGY**

**WHEN:** varies as needed

**WHERE:** Conference Center Indianapolis

**HOW OFTEN:** meets when needed

**HOW LONG:** Determined by need

**TASK:** ¶2703

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COMMITTEE ON INVESTIGATIONS – DIACONAL

WHEN: varies as needed

WHERE: Conference Center Indianapolis

HOW OFTEN: meets when needed

HOW LONG: Determined by need

TASK: ¶2703.3

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**COMMUNICATION TEAM**

**WHEN:**

***IN TRANSITION  
TO BE DETERMINED***

**WHERE:**

**HOW OFTEN:**

**HOW LONG:**

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

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CONFERENCE COORDINATING COUNCIL

WHEN: Saturday meetings daytime

WHERE: in Indianapolis

HOW OFTEN: 2-3 times per year

HOW LONG: usually from 10am-3pm about 5 hours

TASK: *There shall be a Coordinating Council so that there is alignment of the Annual Conference mission, vision and values with all ministries and activities of the Conference: To fulfill the requirements of ¶608.1-6*

“Each annual conference is responsible to focus and guide the mission and ministry of The United Methodist Church within its boundaries by:

- 1. envisioning the ministries necessary to live out the mission of the church in and through the annual conference;*
- 2. creating and nurturing relationships and connections among the local, district, annual conference, and general church ministries;*
- 3. providing encouragement, coordination, and support for the ministries of nurture, outreach, and witness in districts and congregations for the transformation of the world;*
- 4. ensuring the alignment of the total resources of the Annual Conference to its mission;*
- 5. developing and strengthening ethnic ministries including ethnic local churches and concerns;*
- 6. providing for advocacy and monitoring functions to ensure that the church is consistent with its stated values.”*

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

- 1. champion the mission, vision, and values of the Annual Conference;*
- 2. align all ministries to the mission, vision, values, policies, and decisions of the Annual Conference;*
- 3. act on legislative matters between Annual Conference Sessions consistent with the mission, vision, and values of the Annual Conference;*

communicate ministry alignment and accountability with the mission, vision, and values of the Annual Conference.

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### **COUNCIL ON FINANCE & ADMIN**

**WHEN:** Daytime - afternoons

**WHERE:** Conference Center, Zoom/phone available

**HOW OFTEN:** 6 – 8 times a year as needed; some meetings conference call only

**HOW LONG:** approximately 2 – 3 hours

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

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EMERGING LEADERS

WHEN: Day of the week varies

WHERE: 4 in person meetings & 2 online meetings

HOW OFTEN: Every other month / retreat in February over a weekend

HOW LONG: Typically 2 hours

TASK: *Create opportunities for emerging leaders across the Conference to develop as leaders in ministry and mission, as well as to participate in the governance of the life of the*

Annual Conference and other connectional opportunities. This team fulfills disciplinary mandates and maintains the connectional relationships described for the Council on Youth Ministry. (§649)

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**EPISCOPAL RESIDENCE COM.**

**WHEN:** As needed

**WHERE:** varies – episcopal parsonage or Conference Center

**HOW OFTEN:** when called as needed

**HOW LONG:** an hour

**TASK:** *Provide for the housing needs of The Resident Bishop and family and provide for the connectional relationship with the Jurisdiction.*

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INSTITUTIONAL RELATIONSHIPS TEAM

WHEN: When called -- sporadically

WHERE: Depends on need

HOW OFTEN: unspecified

HOW LONG: unspecified

TASK: *Cultivate and strengthen relationships with institutions with United Methodist affiliation in Indiana.*

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**JOINT ARCHIVES**

**WHEN:** Usually late Fall (end of Oct. or early Nov.)

**WHERE:** at DePauw Univ. Archives

**HOW OFTEN:** Once per year

**HOW LONG:** couple hours

**TASK:** *To provide oversight of the Indiana United Methodist Archives and to recommend an annual budget to the Indiana Conference and the Board of Trustees of DePauw University.*

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LAITY BOARD

WHEN: Saturdays

WHERE: Conference Center & online meetings

HOW OFTEN: monthly

HOW LONG: 6 hours 10am-4pm with lunch

TASK: *The Board of Laity shall be constituted and function in accordance with The Book of Discipline. (§631.1) The Lay Leadership Team (Board of Laity) is a way of providing a voice to the laity of the Indiana Conference. The Board of Laity shall be responsible for fostering an awareness of the role of the laity, developing the advocacy role for laity, increasing the participation of laity in the life of the church, encouraging laypersons in the general ministry of the church, developing and promoting programs to cultivate an adequate understanding of the theological and biblical basis for lay life and work, developing and promoting stewardship of time, talent and possessions, providing for the training of lay*

members to Annual Conference, providing support and direction for such lay programs as lay servant ministry, the observance of Laity Sunday, and the work of lay leaders on the local and district levels.

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**LAY SERVANT**

**WHEN:** Saturdays

**WHERE:** Conference Center and online meetings

**HOW OFTEN:** Monthly

**HOW LONG:** 6 hours 10am-4pm with lunch

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

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LEADERSHIP DEVELOPMENT TEAM

WHEN: Saturdays

WHERE: Conference Center & online meetings

HOW OFTEN: 4 times per year

HOW LONG: 5 hours 10am-3pm with lunch

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

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**MEDICAL LEAVE COM.**

**WHEN:** As needed day time

**WHERE:** at the Conference Center

**HOW OFTEN:** as needed

**HOW LONG:** hour

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

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MISSIONS & JUSTICE

WHEN: Saturdays daytime

WHERE: Central Indiana or on-line meetings

HOW OFTEN: Once or twice a year as called with resource teams meeting additionally

HOW LONG: 3-4 hours including lunch

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

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



NOMINATIONS

WHEN: daytime hours conference call/on-line mostly – one 3 hour meeting face-to-face

WHERE: On-line or face-to-face

HOW OFTEN: Monthly from September-May (less commonly in June, July, August)

HOW LONG: Usually, 1 hour meetings.

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



PETITIONS & RESOLUTIONS

WHEN: Dates vary depending on schedules of participants, but most work is done (meetings are held) from January to June each year

WHERE: One meeting at the Conf. Office each year face-to-face and the rest by conference call/on-line.

HOW OFTEN: Meet 2-3 times per year

HOW LONG: As long as necessary to complete the work (1-2 hours)

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



RULES & STRUCTURE

WHEN: Meet on Thursdays in the Winter & Spring

WHERE: On-Line

HOW OFTEN: 2 or 3 times

HOW LONG: 1 hour each time

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

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**THRIVE -- CLERGY SPOUSES' LEADERSHIP TEAM**

**WHEN:** Saturdays

**WHERE:** Location varies (sometimes on-line meeting)

**HOW OFTEN:** Spring and Fall

**HOW LONG:** 6 to 7 hours

**TASK:** *"We are called to support spouses and families of Indiana United Methodist Church Clergy by encouraging personal discipleship and empowering them to foster authentic community through advocacy and fellowship."*