

ITEM #1SUBJECT: **Rules of Order.**

RESULT: Concurrence with amendment

MOTION: **We move that the following Rules of Order be adopted as the Rules of the Michigan Conference of The United Methodist Church, effective upon adoption.**§ 5 **RULES OF ORDER** – see section XIV, page ____.**ITEM #2**SUBJECT: **Plan of Organization.**

RESULT: Concurrence

MOTION: **We move that the following Plan of Organization be adopted for the Michigan Conference of The United Methodist Church, effective 7/1/2018.****PLAN OF ORGANIZATION OF THE MICHIGAN ANNUAL CONFERENCE**

The Michigan Conference equips and connects through:
 Christ-Centered Mission and Ministry;
 Bold and Effective Leaders;
 Vibrant Congregations.

§ 1 **AGENCIES RELATING TO CHRIST-CENTERED MISSION AND MINISTRY**1.1 **COMMISSION ON THE ANNUAL CONFERENCE SESSION**

1.1.1 Purpose – Arrange and plan the annual conference session.

1.1.2 Duties.

1.1.2.1 Manage the order and flow of the entire annual conference session, including business/plenary sessions, for all matters.

1.1.2.2 Facilitate the business sessions of the annual conference.

1.1.2.3 Coordinate the daily schedule of the annual conference business sessions.

1.1.2.4 Plan, coordinate, and implement the worship and program content of the annual conference session.

1.1.2.5 Appoint the following for the annual conference session:

1.1.2.5.1 Worship planning task force in consultation with the Worship Coordinator.

1.1.2.5.2 Any other persons or task forces as the commission may deem necessary.

1.1.2.6 Ensure the Committee on the Journal (§ 1.3, below), which is amenable to it, is fulfilling its responsibilities pursuant to *The Book of Discipline of The UMC - 2016* and the Plan of Organization and direction of the annual conference.

1.1.2.7 Executive Team duties: implement the actions of the full commission between sessions of the full commission; interface with all vendors; establish and monitor annual budget; assist chairperson as requested in setting agenda for full commission.

- 1.1.3 Membership.
- 1.1.3.1 Eight voting members shall be nominated by the Committee on Nominations, in consultation with the Executive Team, who shall be either clergy members of the annual conference or lay persons who are members of a local church within the annual conference.
- 1.1.3.2 Annual Conference Coordinator/Coordinator for Event Planning.
- 1.1.3.2.1 Gives project management assistance to the Commission.
- 1.1.3.2.2 Creates systems for event planning and assists conference-sponsored event planning teams in setting up their event registration processes.
- 1.1.3.2.3 Negotiates venue terms and options.
- 1.1.3.2.4 Reports directly to the Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
- 1.1.3.3 *Ex officio* with vote:
- 1.1.3.3.1 Resident bishop (or representative).
- 1.1.3.3.2 Conference lay leader (or representative).
- 1.1.3.3.3 Conference secretary.
- 1.1.3.3.4 Chair of the Committee on Rules.
- 1.1.3.3.5 A district superintendent designated by the cabinet.
- 1.1.3.3.6 Legislative Coordinator.
- 1.1.3.3.7 Conference facilitator.
- 1.1.3.4 *Ex officio* with voice, but no vote.
- 1.1.3.4.1 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
- 1.1.3.4.2 Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
- 1.1.4 Organization.
- 1.1.4.1 The Commission shall elect from among its membership the following:
- 1.1.4.1.1 Chairperson.
- 1.1.4.1.2 Vice chairperson.
- 1.1.4.1.3 Head Usher.
- 1.1.4.1.4 Worship Coordinator.
- 1.1.4.2 The Legislative Coordinator shall have the following duties:
- 1.1.4.2.1 Receive new business in accordance with the Rules of Order (§ 5, below).
- 1.1.4.2.2 Assign business to legislative committees as appropriate in consultation with the Executive Team.
- 1.1.4.2.3 Maintain and revise (as necessary) the schedule of legislative process for the annual conference session in consultation with the rest of the Executive Team (see § 1.1.4.5, below).
- 1.1.4.2.4 Manage the flow of the legislative work of the annual conference session in consultation with the Executive Team.
- 1.1.4.3 The conference secretary shall serve as the secretary of the commission.

- 1.1.4.4 Members shall serve four-year terms, renewable twice, in annually staggered classes.
- 1.1.4.5 The Executive Team shall be composed of the persons serving in the following capacities:
 - 1.1.4.5.1 Bishop.
 - 1.1.4.5.2 Clergy Assistant to the Bishop.
 - 1.1.4.5.3 Chairperson.
 - 1.1.4.5.4 Worship Coordinator.
 - 1.1.4.5.5 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 1.1.4.5.6 Legislative Coordinator.
 - 1.1.4.5.7 Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
 - 1.1.4.5.8 Conference Secretary.
 - 1.1.4.5.9 Annual Conference Coordinator.

1.2 COMMISSION ON COMMUNICATIONS

- 1.2.1 Purpose – Assist the conference Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609) in communicating (via various forms of media) news and information about the annual conference and its ministries to the local churches of the conference and to the wider world.
- 1.2.2 Duties.
 - 1.2.2.1 As determined by the Conference Director of Communications.
 - 1.2.2.2 Fulfill all other responsibilities enumerated in ¶ 650 of *The Book of Discipline of The UMC - 2016*.
- 1.2.3 Membership.
 - 1.2.3.1 Four persons who shall be clergy members or local pastors of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 1.2.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 1.2.3.3 *Ex officio* with vote.
 - 1.2.3.3.1 Bishop or clergy assistant to the Bishop (at the Bishop's discretion).
 - 1.2.3.3.2 Conference lay leader.
 - 1.2.3.3.3 Any board member of United Methodist Communications residing within the bounds of the annual conference.
 - 1.2.3.4 *Ex officio* with voice, but no vote.
 - 1.2.3.4.1 Senior editor of conference communications.
 - 1.2.3.4.2 I.T. data manager (or representative).
 - 1.2.3.4.3 Conference Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
 - 1.2.3.4.4 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 1.2.3.5 Members shall be nominated by the Committee on Nominations, in consultation with the Director of Communications.
- 1.2.4 Organization – The Conference Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609) shall chair the commission.

- 1.2.5 Amenability – The commission shall be amenable to the Conference Leadership Council (§ 2.1, below).
 - 1.2.6 Relationship – The board shall relate to United Methodist Communications.
- 1.3 COMMITTEE ON THE JOURNAL
- 1.3.1 Purpose – Compile and cause to be published the journal of the annual conference.
 - 1.3.2 Duties.
 - 1.3.2.1 Review the format and content of the conference journal, ensuring compliance with *The Book of Discipline of The UMC - 2016*.
 - 1.3.2.2 Prepare a report for inclusion in the conference journal reviewing that legislation that requires follow-up or implementation by the conference or any agency thereof.
 - 1.3.2.3 Cause the conference journal to be printed and distributed to all members (clergy and lay) of the annual conference and all local churches of the annual conference.
 - 1.3.3 Membership.
 - 1.3.3.1 Four persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 1.3.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 1.3.3.3 Members shall be nominated by the Committee on Nominations.
 - 1.3.3.4 *Ex officio* with vote – Conference secretary.
 - 1.3.3.5 *Ex officio with voice, but no vote* – Conference Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
 - 1.3.4 Organization.
 - 1.3.4.1 The conference secretary shall serve as chairperson and secretary.
 - 1.3.4.2 The committee shall elect from among its members a vice chairperson.
 - 1.3.5 Amenability – The committee shall be amenable to the Commission on the Annual Conference Session (§ 1.1, above).
- 1.4 BOARD OF JUSTICE
- 1.4.1 Purpose.
 - 1.4.1.1 Relate the gospel to the world by showing that the reconciliation of humans to God effected through Jesus Christ involves personal, social, and civic righteousness.
 - 1.4.1.2 Challenge and equip the agencies of the annual conference to a full and equal participation of racial and ethnic constituencies in the total life and mission of the church.
 - 1.4.1.3 Challenge the annual conference and its local churches and agencies to a continuing commitment to the full and equal responsibility and participation of women in the total life and mission of the church.
 - 1.4.1.4 Advocate for the role of persons with disabilities in ministry and the leadership of the annual conference.

- 1.4.2 Duties.
- 1.4.2.1 Division of Church and Society.
- 1.4.2.1.1 Implement the Social Principles and the annual conference's policy statements on social issues within the annual conference.
- 1.4.2.1.2 Provide forthright witness and action on issues of human well-being, justice, peace, and the integrity of creation.
- 1.4.2.1.3 Develop, promote, and distribute resources to inform, motivate, train, and organize people toward issues of social justice.
- 1.4.2.1.4 Fulfill all other responsibilities enumerated in ¶ 629 of *The Book of Discipline of The UMC - 2016*.
- 1.4.2.2 Division on Religion and Race.
- 1.4.2.2.1 Review and make appropriate recommendations for racial and ethnic inclusiveness and equity within the annual conference staff and on all annual conference agencies.
- 1.4.2.2.1.1 Review and make appropriate recommendations for total inclusiveness and equity among conference staff and on all conferences agencies, reporting annually to the annual conference.
- 1.4.2.2.1.2 Provide resources through collaboration and training to enable the work of the local church ministry area of religion and race, with particular emphasis placed on pastors and congregations involved in cross-racial/cross-cultural ministry.
- 1.4.2.2.2 Consult with the Board of Ordained Ministry and the cabinet to ensure racial/ethnic inclusion and equity in the recruitment, credentialing, and itineracy processes of the annual conference. The executive committee of the Board of Ordained Ministry and cabinet shall meet at least once per year in joint sessions with the Commission on Religion and Race to create and assess long-term plans for identifying and developing clergy leaders who will serve the growing racial and ethnic populations of the church.
- 1.4.2.2.3 Consult with local churches of the annual conference whose neighborhoods are experiencing changing racial/ethnic demographics in their neighborhoods and that desire to be in ministry with those changing neighborhoods, but coordinating conference leadership in support of racial and social justice movements impacting local communities, in consultation and partnership with other entities within and outside the boundaries of the annual conference.
- 1.4.2.2.4 Support and provide programs of education in areas of cultural competency and racial justice and reconciliation.

- 1.4.2.2.4.1 Support and provide programs of education in areas of intercultural competency, institutional equity, and vital conversation at every level of the conference.
- 1.4.2.2.4.2 Partner with the Board of Justice and other agencies as they seek to develop vital conversations, programs, and policies of racial/ institutional equity and intercultural competency.
- 1.4.2.2.5 Partner with appropriate agencies and entities, and denominational bodies to assist in the resolution of complaints of racial/ethnic discrimination made by clergy or laity.
- 1.4.2.2.6 Fulfill all other responsibilities enumerated in ¶ 643 of *The Book of Discipline of The UMC - 2016*.
- 1.4.2.3 Division on the Status and Role of Women.
 - 1.4.2.3.1 Be informed about the status and role of all women in the total life of the annual conference.
 - 1.4.2.3.2 Assist the resident bishop and cabinet in focusing on issues related to women such as sexual harassment.
 - 1.4.2.3.3 Fulfill all other responsibilities enumerated in ¶ 644 of *The Book of Discipline of The UMC - 2016*.
- 1.4.2.4 Division on Disability Concerns.
 - 1.4.2.4.1 Develop programs that meet the needs of persons with disabilities.
 - 1.4.2.4.2 Assist the resident bishop and cabinet in focusing on issues important to persons with disabilities.
 - 1.4.2.4.3 Provide resources to local churches seeking to develop ministries that are attitudinally and architecturally accessible.
 - 1.4.2.4.4 Fulfill all other responsibilities enumerated in ¶ 653 of *The Book of Discipline of The UMC - 2016*.
- 1.4.3 Membership.
 - 1.4.3.1 Division of Church and Society.
 - 1.4.3.1.1 Four persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 1.4.3.1.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 1.4.3.1.3 Members shall be nominated by the Committee on Nominations.
 - 1.4.3.1.4 *Ex officio* with vote:
 - 1.4.3.1.4.1 The mission coordinator for social action of the conference United Methodist Women.
 - 1.4.3.1.4.2 Any member of the General Board of Church and Society residing within the bounds of the annual conference.
 - 1.4.3.1.4.3 The conference peace with justice coordinator, who shall be named by the Di-

- vision of Church and Society and shall serve at the division's pleasure for up to eight years.
- 1.4.3.2 Division on Religion and Race.
- 1.4.3.2.1 Two clergy members of the annual conference.
- 1.4.3.2.2 Two laymen who shall be professing members of a local church within the annual conference.
- 1.4.3.2.3 Two laywomen who shall be professing members of a local church within the annual conference.
- 1.4.3.2.4 Members shall serve four-year terms, renewable once, in annually staggered classes.
- 1.4.3.2.5 Members shall be nominated by the Committee on Nominations.
- 1.4.3.2.6 *Ex officio* with vote – Any member of the General Commission on Religion and Race residing within the bounds of the annual conference.
- 1.4.3.3 Division on the Status and Role of Women.
- 1.4.3.3.1 Two clergy women who shall be members of the annual conference.
- 1.4.3.3.2 A clergyman who shall be a member of the annual conference.
- 1.4.3.3.3 Three laymen who shall be professing members of a local church within the annual conference.
- 1.4.3.3.4 Three laywomen who shall be professing members of a local church within the annual conference.
- 1.4.3.3.5 Members shall serve four-year terms, renewable once, in annually staggered classes.
- 1.4.3.3.6 Members shall be nominated by the Committee on Nominations.
- 1.4.3.3.7 *Ex officio* with vote – Any member of the General Commission on the Status and Role of Women residing within the bounds of the annual conference.
- 1.4.3.4 Division on Disability Concerns.
- 1.4.3.4.1 Four persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
- 1.4.3.4.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
- 1.4.3.4.3 Members shall be nominated by the Committee on Nominations.
- 1.4.3.4.4 At least one member of the division shall have a physical disability.
- 1.4.3.4.5 At least one member of the division shall have a mental disability.
- 1.4.4 Organization.
- 1.4.4.1 The board shall be organized in four divisions as enumerated above.
- 1.4.4.2 Each division shall elect from among its members a convener.
- 1.4.4.2.1 The convener of the Division on the Status and Role of Women shall be a woman.

- 1.4.4.2.2 One of the conveners shall serve as vice chairperson of the board. The conveners shall decide amongst themselves who this shall be.
 - 1.4.4.3 In addition to the members enumerated above, an additional person, nominated by the Committee on Nominations, shall serve as the chairperson of the board. This chairperson shall be a member of the annual conference (if clergy) or a professing member of a local church within the annual conference (if laity).
 - 1.4.5 Amenability – The board shall be amenable to the Conference Leadership Council (§ 2.1, below).
 - 1.4.6 Relationship – The board shall relate to the following general agencies:
 - 1.4.6.1 General Board of Church and Society.
 - 1.4.6.2 General Commission on Religion and Race.
 - 1.4.6.3 General Commission on the Status and Role of Women.
- 1.5 BOARD OF GLOBAL MINISTRIES
- 1.5.1 Purpose – Engage the annual conference and its local churches in ministry with persons and in places around the world.
 - 1.5.2 Duties.
 - 1.5.2.1 Act as a conduit for interpretation, support, and programming between the annual conference and the General Board of Global Ministries.
 - 1.5.2.2 Plan, promote, and develop a spirit of global ministry within the annual conference and its local churches.
 - 1.5.2.3 Encourage and support specialized urban and town and country ministries.
 - 1.5.2.4 Envision and develop new forms of mission appropriate to the changing needs of the world.
 - 1.5.2.5 Appoint and train conference disaster relief coordinators.
 - 1.5.2.6 Recruit and support missionaries.
 - 1.5.2.7 Promote Christian, financial, and professional standards in health and welfare ministries within the annual conference.
 - 1.5.2.8 Fulfill all other responsibilities enumerated in ¶ 633 of *The Book of Discipline of The UMC - 2016*.
 - 1.5.3 Membership.
 - 1.5.3.1 Twelve persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 1.5.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 1.5.3.3 Members shall be nominated by the Committee on Nominations.
 - 1.5.3.4 *Ex officio* with vote:
 - 1.5.3.4.1 Mission coordinator for education and interpretation of the conference United Methodist Women.
 - 1.5.3.4.2 The conference secretary of global ministries, who shall be appointed by the board and shall serve at its pleasure for up to eight years.
 - 1.5.3.4.3 Conference disaster response coordinator.

- 1.5.3.4.4 Any member of the General Board of Global Ministries residing within the bounds of the annual conference.
 - 1.5.3.4.5 Conference VIM Coordinator.
 - 1.5.4 Organization – The board shall elect the following officers from among its members:
 - 1.5.4.1 Chairperson.
 - 1.5.4.2 Vice chairperson.
 - 1.5.5 Amenability – The board shall be amenable to the Conference Leadership Council (§ 2.1, below).
 - 1.5.6 Relationship – The board shall relate to the General Board of Global Ministries.
- 1.6 COMMISSION ON ARCHIVES AND HISTORY
- 1.6.1 Purpose – Collect and preserve the records and historical data of the annual conference.
 - 1.6.2 Duties.
 - 1.6.2.1 Maintain a fire-safe historical and archival depository for the records and items of historical nature of the annual conference.
 - 1.6.2.2 Liaise with shrines, landmarks, and historical sites related to the annual conference and its churches and ministries.
 - 1.6.2.3 Work with the Commission on the Annual Conference Session in the planning of historical observances at the annual conference session.
 - 1.6.2.4 Encourage and assist local churches in the preservation and compilation of records and history.
 - 1.6.2.5 Fulfill all other responsibilities enumerated in ¶ 641 of *The Book of Discipline of The UMC - 2016*.
 - 1.6.3 Membership.
 - 1.6.3.1 Four clergy members of the annual conference.
 - 1.6.3.2 Four lay persons who shall be professing members of a church within the annual conference.
 - 1.6.3.3 Members shall be nominated by the Committee on Nominations.
 - 1.6.3.4 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 1.6.3.5 Any member of the General Commission on Archives and History shall serve as an *ex officio* member with voice and vote.
 - 1.6.4 Organization – The commission shall elect from among its members the following officers:
 - 1.6.4.1 Chairperson.
 - 1.6.4.2 Vice chairperson.
 - 1.6.4.3 Secretary.
 - 1.6.4.4 Treasurer.
 - 1.6.5 Amenability – The commission shall be amenable to the Conference Leadership Council (§ 2.1, below).
 - 1.6.6 Relationship – The board shall relate to the General Commission on Archives and History.

§ 2 AGENCIES RELATING TO BOLD AND EFFECTIVE LEADERS

2.1 CONFERENCE LEADERSHIP COUNCIL.

- 2.1.1 Purpose – The basic governing council of the annual conference.
- 2.1.2 Duties.
 - 2.1.2.1 Implementation of the vision and direction of the annual conference.
 - 2.1.2.2 Ensuring that the following agencies, which are amenable to it, are fulfilling their responsibilities pursuant to *The Book of Discipline of The UMC - 2016* and the Plan of Organization and direction of the annual conference:
 - 2.1.2.2.1 Board of Congregational Life (§ 3.5, below).
 - 2.1.2.2.2 Board of Global Ministries (§ 1.5, above).
 - 2.1.2.2.3 Board of Justice (§ 1.4, above).
 - 2.1.2.2.4 Board of Laity (§ 3.3, below).
 - 2.1.2.2.5 Board of Young People’s Ministries (§ 3.4, below).
 - 2.1.2.2.6 Commission on Archives and History (§ 1.6, above).
 - 2.1.2.2.7 Commission on Communications (§ 1.2, above).
 - 2.1.2.2.8 Committee on African-American Ministry (§ 3.9, below).
 - 2.1.2.2.9 Committee on Asian-American Ministry (§ 3.7, below).
 - 2.1.2.2.10 Committee on the Episcopacy (§ 2.4, below).
 - 2.1.2.2.11 Committee on Hispanic/Latino Ministry (§ 3.6, below).
 - 2.1.2.2.12 Committee on Human Resources (§ 2.5, below).
 - 2.1.2.2.13 Committee on Native American Ministry (§ 3.8, below).
 - 2.1.2.2.14 Protection Policy Implementation Team (§2.6, below).
 - 2.1.2.3 Ensuring that all agencies amenable to it (see § 2.1.2.2, above) are functioning with values and goals that are aligned with the vision for ministry set by the annual conference.
 - 2.1.2.4 Evaluation of the fruitfulness and effectiveness of the work of all agencies amenable to it (see § 2.1.2.2, above).
 - 2.1.2.5 Ensuring that all agencies amenable to it (see § 2.1.2.2, above) compile a list (that shall be published in the conference journal) of all non-conference entities to which they have provided funding (and which are thereby responsible for ensuring the appropriate use of such funding).
 - 2.1.2.6 At its discretion, the council may create and define the positions of additional conference directors (beyond those defined in *The Book of Discipline of The UMC - 2016*).
 - 2.1.2.7 The council may create task forces, work groups, and *ad hoc* committees as needed in order to ensure that its work is being done.
- 2.1.3 Membership.
 - 2.1.3.1 With voice and vote.
 - 2.1.3.1.1 Four clergy members of the annual conference, at least one of whom shall be a member of the Board of Ordained Ministry.

- 2.1.2.1.2 Five lay persons who are professing members of a congregation within the annual conference.
- 2.1.3.2 *Ex officio* with voice and vote.
 - 2.1.3.2.1 Conference lay leader.
 - 2.1.3.2.2 President of the Council on Finance and Administration.
 - 2.3.3.2.3 A representative of the Division on Religion and Race of the Board of Justice.
- 2.1.3.3 *Ex officio* with voice only.
 - 2.1.3.3.1 Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619).
 - 2.1.3.3.2 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 2.1.3.3.3 Director of Communications (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
 - 2.1.3.3.4 Bishop or clergy assistant to the Bishop (at the Bishop's discretion).
 - 2.1.3.3.5 Dean of the appointive cabinet.
 - 2.1.3.3.6 Any other directors whose position may be created by the Conference Leadership Council (see § 2.1.2.6, above).
 - 2.1.3.3.7 Any member of the Connectional Table residing within the bounds of the Annual Conference.
- 2.1.3.4 Members shall be nominated by the Committee on Nominations.
- 2.1.3.5 Members shall serve three-year terms, renewable thrice, in annually staggered classes.
- 2.1.3.6 Except for *ex officio* members listed hereinabove, chairpersons of conference agencies and employees of conference agencies shall be ineligible for membership on the council.
- 2.1.4 Organization.
 - 2.1.4.1 The council, in consultation with the Bishop, shall elect from among its voting members a president, vice president, and secretary.
 - 2.1.4.2 The Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619) shall be the council treasurer.
- 2.2 BOARD OF ORDAINED MINISTRY.
 - 2.2.1 Purpose – To counsel and guide the equipping and qualification of candidates for ordained ministry and conference membership.
 - 2.2.2 Duties.
 - 2.2.2.1 Assume the primary responsibility for the enlistment and recruitment of ordained clergy by working in consultation with the cabinet and the General Board of Higher Education and Ministry to study and interpret the clergy needs and resources of the annual conference.
 - 2.2.2.2 Renew a culture of call in the church by giving strategic leadership to the annual conference, local churches, and other ministry settings.

- 2.2.2.3 Seek from schools of theology information about the personal and professional qualities of candidates for ministry.
 - 2.2.2.4 Appoint and train clergy mentors.
 - 2.2.2.5 Examine all applicants as to their qualification and fitness for the following:
 - 2.2.2.5.1 Annual election as local pastor.
 - 2.2.2.5.2 Election to associate membership.
 - 2.2.2.5.3 Election to provisional membership.
 - 2.2.2.5.4 Election to full membership.
 - 2.2.2.6 Interview and make recommendations for applicants/those formally recommended for a change in conference relationship.
 - 2.2.2.7 Provide support services for the career development, continuing education, morale, and preparation for retirement of clergy.
 - 2.2.2.8 Provide means of evaluating the effectiveness of clergy in the annual conference.
 - 2.2.2.9 Provide continuing support and management of diaconal ministers.
 - 2.2.2.10 Administer the conference ministerial education fund.
 - 2.2.2.11 Collaborate with the director of clergy excellence in the development of bold and effective leaders.
 - 2.2.2.12 Fulfill all other responsibilities enumerated in ¶ 635 of *The Book of Discipline of The UMC - 2016*.
- 2.2.3 Membership.
- 2.2.3.1 With voice and vote.
 - 2.2.3.1.1 At least twenty-five full (*i.e.*, ordained) clergy members of the annual conference.
 - 2.2.3.1.1.1 At least one of whom shall be engaged in extension ministry.
 - 2.2.3.1.1.2 At least one of whom shall be age thirty-five or younger.
 - 2.2.3.1.1.3 At least two-thirds of who shall be graduates of theological schools listed by the University Senate.
 - 2.2.3.1.1.4 At least one of whom shall be retired.
 - 2.2.3.1.2 At least three clergy persons who are either associate members or local pastors who have completed course of study.
 - 2.2.3.1.3 At least twelve lay persons who are professing members of a local church within the annual conference.
 - 2.2.3.2 *Ex officio* with voice and vote.
 - 2.2.3.2.1 Chairpersons of the following:
 - 2.2.3.2.1.1 Order of Elders.
 - 2.2.3.2.1.2 Order of Deacons.
 - 2.2.3.2.1.3 Fellowship of Local Pastors and Associate Members.
 - 2.2.3.2.2 A district superintendent named by the Bishop.
 - 2.2.3.2.3 Director of Clergy Excellence.

- 2.2.3.3 Members shall be nominated by the Bishop.
- 2.2.3.4 Members shall serve four-year terms (starting at the close of the annual conference session following General Conference), renewable twice, with quadrennially staggered classes.
- 2.2.4 Organization.
 - 2.2.4.1 The board shall elect from among its members the following officers:
 - 2.2.4.1.1 Chairperson.
 - 2.2.4.1.2 Vice chairperson.
 - 2.2.4.1.3 Secretary.
 - 2.2.4.1.4 At least one registrar.
 - 2.2.4.2 The conference relations committee of the board shall be chaired by the vice chairperson of the board and shall be composed of as many members as the board shall decide. District superintendents may not serve on the conference relations committee.
 - 2.2.4.3 The board may establish further committees of itself as it may deem necessary.
- 2.3 COMMITTEE ON NOMINATIONS
 - 2.3.1 Purpose – Preparation and presentation to the annual conference a slate of nominees for the conference agencies, giving careful consideration to racial/ ethnic, geographic, demographic, age, and gender balance.
 - 2.3.2 Duties.
 - 2.3.2.1 Preparation of a slate of nominees for presentation to the annual conference. The committee shall have the duty, whenever necessary, to assign nominees to specific classes within an agency.
 - 2.3.2.2 Assist other agencies with the following:
 - 2.3.2.2.1 Identifying the skill sets and perspectives needed to perform the agency’s work.
 - 2.3.2.2.2 Auditing the skill sets of current and prospective members.
 - 2.3.2.3 Except as otherwise provided by *The Book of Discipline of The UMC - 2016*, filling agency vacancies that occur between sessions of the annual conference.
 - 2.3.2.4 By a three-fourths vote, the committee may remove from office any member of an agency for whose nominations it is responsible should that member fail to perform the duties required.
 - 2.3.3 Membership.
 - 2.3.3.1 Two persons nominated by the annual conference session.
 - 2.3.3.2 Ten persons nominated by the Conference Leadership Council.
 - 2.3.3.3 *Ex officio* with vote:
 - 2.3.3.3.1 A district superintendent designated by the cabinet.
 - 2.3.3.3.2 Conference lay leader (or designated representative).
 - 2.3.3.3.3 Chairperson (or representative) of the Committee on Rules.
 - 2.3.3.3.4 Secretary of the annual conference.

- 2.3.3.4 *Ex officio* with voice, but no vote – Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
- 2.3.3.5 Members shall serve four-year terms, renewable once, staggered annually.
- 2.3.4 Organization – The committee shall elect the following officers from among its members:
 - 2.3.4.1 Chairperson.
 - 2.3.4.2 Vice chairperson.
 - 2.3.4.3 Secretary.

2.4 COMMITTEE ON THE EPISCOPACY

- 2.4.1 Purpose – Provide personal support and counsel to the resident bishop.
- 2.4.2 Duties.
 - 2.4.2.1 Support the resident bishop in the oversight of the spiritual and temporal affairs of the church, with special reference to areas in which the bishop has presidential responsibility.
 - 2.4.2.2 Be available to provide counsel to the resident bishop.
 - 2.4.2.3 Make determinations and appropriate recommendations concerning the episcopal needs of the conference.
 - 2.4.2.4 Advise the bishop as to conditions within the annual conference.
 - 2.4.2.5 Interpret the nature and function of the episcopal office to the annual conference.
 - 2.4.2.6 Engage in annual consultation and appraisal concerning the balance of the resident bishop's relationship to and responsibilities within the annual conference and its agencies.
 - 2.4.2.7 Report the annual conference's needs concerning episcopal leadership to the jurisdictional committee on the episcopacy via the committee's representatives thereto. The committee's representatives to the jurisdictional committee on the episcopacy shall ensure that this report includes profiles of the annual conference's assets, limits, and strengths, and that it shall be used when the jurisdictional committee assigns bishops to episcopal areas.
 - 2.4.2.8 Ensure that the Committee on the Episcopal Residence (§ 4.7, below), which is amenable to it, is fulfilling its responsibilities pursuant to *The Book of Discipline of The UMC - 2016* and the Plan of Organization and direction and of the annual conference.
 - 2.4.2.9 Fulfill all other responsibilities enumerated in ¶ 637 of *The Book of Discipline of The UMC - 2016*.
- 2.4.3 Membership.
 - 2.4.3.1 Members nominated by the Committee on Nominations.
 - 2.4.3.1.1 Six clergy members of the conference.
 - 2.4.3.1.2 Six lay persons who shall be professing members of a local church within the conference, one of whom shall be the conference lay leader.
 - 2.4.3.2 Three members appointed by the resident bishop who, if laity, shall be professing members of a local church within the conference and, if clergy, shall be members of the annual conference.

- 2.4.3.3 Members of the jurisdictional committee on the episcopacy who reside within the bounds of the conference shall be *ex officio* members with vote.
 - 2.4.3.4 No staff person of the annual conference or any agency thereof, nor an immediate family member of such staff person shall serve as a member of the committee, except that this prohibition shall not apply to the conference lay leader nor to members of the jurisdictional committee on the episcopacy residing within the bounds of the conference.
 - 2.4.3.5 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 2.4.3 Organization – The committee shall elect from among its members the following officers:
 - 2.4.3.1 Chairperson.
 - 2.4.3.2 Vice chairperson.
 - 2.4.3.3 Secretary.
 - 2.4.4 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).
- 2.5 COMMITTEE ON HUMAN RESOURCES
- 2.5.1 Purpose – Provide adequate program and support staff to carry out the purposes, goals, and responsibilities of the annual conference.
 - 2.5.2 Duties.
 - 2.5.2.1 Consult and collaborate with director level staff and the appointive cabinet (as needed) on the hiring, evaluation, support, training, and termination of non-exempt and exempt staff.
 - 2.5.2.2 Guide the annual evaluation of director level staff.
 - 2.5.2.3 Oversee the implementation of conference human resources policies and procedures handbook.
 - 2.5.2.4 Oversee the editing and maintenance of the conference employee handbook.
 - 2.5.3 Membership.
 - 2.5.3.1 Eight persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 2.5.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 2.5.3.3 Members shall be nominated by the Committee on Nominations.
 - 2.5.3.4 *Ex officio* with vote:
 - 2.5.3.4.1 Bishop or clergy assistant to the Bishop (at the Bishop's discretion).
 - 2.5.3.4.2 A district superintendent chosen by the cabinet.
 - 2.5.3.5 *Ex officio* with voice, but no vote.
 - 2.5.3.5.1 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 2.5.3.5.2 Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 609).
 - 2.5.3.5.3 Any other conference director as may be directed by the Conference Leadership Council.

- 2.5.4 Organization.
 - 2.5.4.1 A chairperson chosen by the Committee on Nominations from among the members.
 - 2.5.4.2 A vice-chairperson chosen by the Committee on Human Resources from among its membership.
 - 2.5.4.3 A secretary chosen by the Committee on Human Resources from among its membership.
- 2.5.5 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).

2.6 PROTECTION POLICY IMPLEMENTATION TEAM

- 2.6.1 Purpose – Train and certify those who will work with children, youth, or vulnerable adults at conference events.
- 2.6.2 Duties.
 - 2.6.2.1 Propose changes to the conference protection policy (§ 8, below) as needed.
 - 2.6.2.2 In accordance with the policies and procedures of the conference protection policy (§ 8, below), train and certify volunteers to work with children, youth, and vulnerable adults at conference events.
 - 2.6.2.3 In accordance with the policies and procedures of the conference protection policy (§ 8, below), train volunteer certification trainers.
 - 2.6.2.4 In accordance with the policies and procedures of the conference protection policy (§ 8, below), process and certify (or decline, as appropriate) applications for protection policy certification.
- 2.6.3 Membership.
 - 2.6.3.1 Eight adults (at least 18 years of age) who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 2.6.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 2.6.3.3 Members shall be nominated by the Committee on Nominations.
- 2.6.4 Organization – The team shall elect the following officers from among its members:
 - 2.6.4.1 Chairperson.
 - 2.6.4.2 Vice chairperson.
- 2.6.5 Amenability – The team shall be amenable to the Conference Leadership Council (§ 2.1, above).

§ 3 AGENCIES RELATING TO VIBRANT CONGREGATIONS

3.1 UNITED METHODIST WOMEN

- 3.1.1 Purpose – To know God and to experience freedom as whole persons through Jesus Christ; to develop a creative, supportive fellowship; and to expand concepts of mission through participation in the global ministries of the church.

- 3.1.2 Duties.
 - 3.1.2.1 Work with the district and local units of United Methodist Women in developing programs to meet the needs and interests of women and the concerns and responsibilities of the global church.
 - 3.1.2.2 Promote the plans and responsibilities of the national office of United Methodist Women.
 - 3.1.2.3 Fulfill all other responsibilities enumerated in ¶ 647 of *The Book of Discipline of The UMC - 2016*.
 - 3.1.3 Membership.
 - 3.1.3.1 The membership shall be composed of all of the members of the local United Methodist Women units existing within the bounds of the conference.
 - 3.1.3.2 *Ex officio* with vote
 - 3.1.3.2.1 Resident bishop.
 - 3.1.3.2.2 Members of the board of directors of the national office of United Methodist Women residing within the bounds of the conference.
 - 3.1.3.2.3 Members of the United Methodist Women Program Advisory Group residing within the bounds of the conference.
 - 3.1.3.2.4 Members of the North Central Jurisdiction United Methodist Women leadership team residing within the bounds of the conference.
 - 3.1.4 Organization – The United Methodist Women shall elect from among its members the following positions:
 - 3.1.4.1 President.
 - 3.1.4.2 Treasurer.
 - 3.1.4.3 Secretary.
 - 3.1.4.4 A committee on nominations whose membership shall be determined by the membership of the United Methodist Women.
 - 3.1.4.5 Any other committees that the membership may create.
 - 3.1.5 Relationship – The conference United Methodist Women shall relate to the national organization of United Methodist Women.
- 3.2. UNITED METHODIST MEN
- 3.2.1 Purpose – A creative, supportive fellowship of men who seek to know God and Jesus Christ that meets the inspirational needs of men in evangelism, mission, and spiritual discipline.
 - 3.2.2 Duties.
 - 3.2.2.1 Promote the objectives and responsibilities of the General Commission on United Methodist Men.
 - 3.2.2.2 Establish, support, and maintain local church units of United Methodist Men.
 - 3.2.2.3 Empower personal witness and evangelism in men.
 - 3.2.2.4 Encourage the involvement of men in mission.
 - 3.2.2.5 Promote the scouting movement and other youth organizations recognized by the General Commission on United Methodist Men.

- 3.2.2.6 Fulfill all other responsibilities enumerated in ¶ 648 of *The Book of Discipline of The UMC - 2016*.
- 3.2.3 Membership.
 - 3.2.3.1 The membership of the United Methodist Men shall be made up of all men who are professing members of local churches within the bounds of the annual conference.
 - 3.2.3.2 *Ex officio* members.
 - 3.2.3.2.1 Any member of the North Central Jurisdiction United Methodist Men residing within the bounds of the conference.
 - 3.2.3.2.2 Any member of the General Commission on United Methodist Men residing within the bounds of the annual conference.
 - 3.2.3.2.3 Conference lay leader (or designated representative).
 - 3.2.3.2.4 Resident bishop.
- 3.2.4 Organization.
 - 3.2.4.1 The organization shall elect the following officers from among its members:
 - 3.2.4.1.1 President.
 - 3.2.4.1.2 Vice-president.
 - 3.2.4.1.3 Secretary.
 - 3.2.4.1.4 Treasurer.
 - 3.2.4.2 The resident bishop shall serve as the honorary president.
 - 3.2.4.3 The organization may elect additional officers and committees as its members may direct.
- 3.2.5 Relationship – The conference United Methodist Men shall relate to the General Commission on United Methodist Men.

3.3 BOARD OF LAITY

- 3.3.1 Purpose.
 - 3.3.1.1 Foster an awareness of the role of laity in the church.
 - 3.3.1.2 Develop and promote stewardship within the annual conference.
 - 3.3.1.3 Provide for the training of lay members of the annual conference.
 - 3.3.1.4 Provide support and direction for the ministry of the laity at all levels of the church.
 - 3.3.1.5 Provide organization and support for the development of local church leaders.
- 3.3.2 Duties.
 - 3.3.2.1 Develop and promote programs to cultivate the further understanding of the theological and biblical basis for the ministry of the laity.
 - 3.3.2.2 Give direction and guidance to lay programs within the conference.
 - 3.3.2.3 Give support and direction to the conference for local church leadership development.
 - 3.3.2.4 Advocate for the needs of lay persons within all levels of the church.
 - 3.3.2.5 Organize a conference committee on lay servant ministries in accordance with ¶¶ 266-268 of *The Book of Discipline of The UMC - 2016*.

- 3.3.2.6 Fulfill all other responsibilities enumerated in ¶ 631 of *The Book of Discipline of The UMC - 2016*.
 - 3.3.3 Membership.
 - 3.3.3.1 Conference lay leader.
 - 3.3.3.2 Conference associate lay leader.
 - 3.3.3.3 The district lay leaders.
 - 3.3.3.4 The associate district lay leaders.
 - 3.3.3.5 Conference director of lay servant ministries.
 - 3.3.3.6 President of the United Methodist Men (or representative).
 - 3.3.3.7 President of the United Methodist Women (or representative).
 - 3.3.3.8 Convener of the Division of Young Adult Ministry of the Board of Young People's Ministries.
 - 3.3.3.9 Convener of the Division of Youth Ministry of the Board of Young People's Ministries.
 - 3.3.3.10 Conference scouting coordinator.
 - 3.3.3.11 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 3.3.3.12 A district superintendent designated by the cabinet.
 - 3.3.4 Organization.
 - 3.3.4.1 The conference lay leader shall be the chairperson of the board.
 - 3.3.4.2 The conference associate lay leader shall be the vice chairperson of the board.
 - 3.3.5 Amenability – The board shall be amenable to the Conference Leadership Council (§ 2.1, above).
- 3.4 BOARD OF YOUNG PEOPLE'S MINISTRIES
- 3.4.1 Purpose.
 - 3.4.1.1 Strengthen youth ministry in the local churches of the annual conference.
 - 3.4.1.2 Strengthen young adult ministry in the local churches of the annual conference.
 - 3.4.1.3 Interpret and promote United Methodist ministries in higher education.
 - 3.4.2 Duties.
 - 3.4.2.1 Division of Youth Ministry.
 - 3.4.2.1.1 Initiate and support plans, activities, and projects that are of particular interest to youth.
 - 3.4.2.1.2 Support and facilitate the formation of youth caucuses.
 - 3.4.2.1.3 Recommend to the Committee on Nominations qualified youth for conference agency membership.
 - 3.4.2.1.4 Elect representatives to jurisdictional youth events.
 - 3.4.2.1.5 Assist graduating youth entering college with transition to campus ministries.
 - 3.4.2.1.6 Set policy and give direction for the conference Youth Service Fund.
 - 3.4.2.1.7 Recommend to the General and Jurisdictional Conference delegation qualified youth for general and jurisdictional agency membership.

- 3.4.2.1.8 Facilitate an Adult Workers network for designing training for workers with youth ministries in local churches.
- 3.4.2.1.9 Fulfill all other responsibilities enumerated in ¶ 649 of *The Book of Discipline of The UMC - 2016*.
- 3.4.2.2 Division of Young Adult Ministry.
 - 3.4.2.2.1 Initiate and support plans, activities, and projects that are of particular interest to young adults.
 - 3.4.2.2.2 Support and facilitate the formation of young adult caucuses.
 - 3.4.2.2.3 Recommend to the Committee on Nominations qualified young adults for conference agency membership.
 - 3.4.2.2.4 Assist graduating college students with transition to adult congregational life.
 - 3.4.2.2.5 Recommend to the General and Jurisdictional Conference delegation qualified young adults for general and jurisdictional agency membership.
 - 3.4.2.2.6 Fulfill all other responsibilities enumerated in ¶ 650 of *The Book of Discipline of The UMC - 2016*.
- 3.4.2.3 Division of Higher Education and Campus Ministry.
 - 3.4.2.3.1 Make recommendations concerning annual conference policies in the area of higher education.
 - 3.4.2.3.2 Train and provide resources for the local churches of the annual conference in the areas of higher education and campus ministry.
 - 3.4.2.3.3 Evaluate schools, colleges, universities, and campus ministries related to the annual conference, with concern for the quality of their performance, the integrity of their mission, and their response to the missional goals of the annual conference.
 - 3.4.2.3.4 Advocate for the financial needs of conference-related schools, colleges, universities, and campus ministries.
 - 3.4.2.3.5 Monitor the annual conference's fiduciary and legal relationships with United Methodist-related schools, colleges, universities, and campus ministries.
 - 3.4.2.3.6 Assist colleges and universities affiliated with the annual conference in raising funds and attracting students.
 - 3.4.2.3.7 Encourage participation in campus ministries.
 - 3.4.2.3.8 Provide resources and training for campus ministries.
 - 3.4.2.3.9 Fulfill all other responsibilities enumerated in ¶ 634 of *The Book of Discipline of The UMC - 2016*.
- 3.4.3 Membership.
 - 3.4.3.1 Division of Youth Ministry.
 - 3.4.3.1.1 Two clergy persons appointed in the annual conference, who shall serve four-year terms, renewable once, in biennially staggered classes.

- 3.4.3.1.2 Two adult (*i.e.*, age 18 or older) laypersons who shall be professing members of a local church within the annual conference, who shall serve four-year terms, renewable once, in biennially staggered classes.
- 3.4.3.1.3 Ten youth (age 13-17), who shall be professing members of a local church within the annual conference, who shall serve one-year terms, renewable as long as they are under age 18 at the start of a new term.
- 3.4.3.1.4 Members shall be nominated by the Committee on Nominations.
- 3.4.3.2 Division of young adult ministry.
 - 3.4.3.2.1 Two young adult (age 18-30) clergy persons of the annual conference who shall be nominated by the committee on nominations.
 - 3.4.3.2.2 Four young adults (age 18-30) who shall be nominated by the district council on ministry (or equivalent structure), and who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 3.4.3.2.3 Members shall serve one-year terms, renewable as long as they are age 30 or under at the start of the new term.
- 3.4.3.3 Division of Higher Education and Campus Ministry.
 - 3.4.3.3.1 Six persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 3.4.3.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 3.4.3.3.3 Members shall be nominated by the Committee on Nominations.
 - 3.4.3.3.4 *Ex officio* with vote – any member of the General Board of Higher Education and Ministry residing within the bounds of the annual conference.
- 3.4.4 Organization.
 - 3.4.4.1 The board shall be organized in three divisions as enumerated above.
 - 3.4.4.2 Each division shall elect from among its members a convener.
 - 3.4.4.3 One of the conveners shall serve as vice chairperson of the board. The conveners shall decide amongst themselves who this shall be.
 - 3.4.4.4 In addition to the members enumerated above, an additional person, nominated by the Committee on Nominations, shall serve as the chairperson of the board. This chairperson shall be a member of the annual conference (if clergy) or a profession member of a local church within the annual conference (if laity).

- 3.4.4.5 *Ex officio* with voice, but no vote – A representative of the Michigan Area Board of Christian Camping.
- 3.4.5 Amenability – The board shall be amenable to the Conference Leadership Council (§ 2.1, above).
- 3.4.6 Relationship – The board shall relate to the General Board of Higher Education and Ministry and Discipleship Ministries.

3.5 BOARD OF CONGREGATIONAL LIFE

- 3.5.1 Purpose.
 - 3.5.1.1 Lead and assist the local churches of the annual conference in their efforts to communicate and celebrate the redeeming love of God as revealed in Jesus Christ and to invite persons into discipleship through this love.
 - 3.5.1.2 Inform the conference and its agencies of the needs and opportunities of small membership churches.
 - 3.5.1.3 Interpret and advocate for the unity of the Christian church, while encouraging dialog and cooperate with persons of other religions, starting at the local church level.
 - 3.5.1.4 Promote and interpret ethnic local church concerns to the annual conference.
 - 3.5.1.5 Collaborate with the director of congregational vibrancy in overseeing any staff and processes related to the development of vital congregations and new church development.
- 3.5.2 Duties.
 - 3.5.2.1 Division of Congregational Vibrancy.
 - 3.5.2.1.1 Develop a unified and comprehensive program for leadership training to serve all age groups in the home, church, and community.
 - 3.5.2.1.2 Develop and promote a comprehensive program of Christian education for all ages.
 - 3.5.2.1.3 Provide training for local church confirmation leaders.
 - 3.5.2.1.4 Plan and promote an effective, comprehensive ministry of evangelism for persons of all ages.
 - 3.5.2.1.5 Promote the use of *The United Methodist Hymnal* and *The United Methodist Book of Worship* in all local churches of the conference.
 - 3.5.2.1.6 Promote seminars and training events in the area of worship, including music and other arts.
 - 3.5.2.1.7 Plan and promote a comprehensive program of stewardship for all age groups.
 - 3.5.2.1.8 Develop programming for the local church regarding ecology and the environment.
 - 3.5.2.1.9 Promote and provide training regarding spiritual formation and devotional life for persons of all ages.
 - 3.5.2.1.10 Fulfill all other responsibilities enumerated in ¶ 630 of *The Book of Discipline of The UMC - 2016*.
 - 3.5.2.2 Division on the Small-Membership Church.
 - 3.5.2.2.1 Assist the Committee on Nominations in ensuring that laity and clergy from small-membership churches are included in the decision-making agencies of the annual conference.

- 3.5.2.2.2 Assist the resident bishop and cabinet in focusing on issues related to small-membership churches.
- 3.5.2.2.3 Fulfill all other responsibilities enumerated in ¶ 645 of *The Book of Discipline of The UMC - 2016*.
- 3.5.2.3 Division on Christian Unity and Interreligious Relationships.
 - 3.5.2.3.1 Recommend to the annual conference goals, objectives, and strategies for the development of ecumenical relationships.
 - 3.5.2.3.2 Encourage participation by the local churches of the annual conference in ecumenical ministries and missions.
 - 3.5.2.3.3 Fulfill all other responsibilities enumerated in ¶ 642 of *The Book of Discipline of The UMC - 2016*.
- 3.5.3 Membership.
 - 3.5.3.1 Division of Congregational Vibrancy.
 - 3.5.3.1.1 Four persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 3.5.3.1.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 3.5.3.1.3 Members shall be nominated by the Committee on Nominations.
 - 3.5.3.1.4 *Ex officio* with vote – any member of Discipleship Ministries residing within the bounds of the annual conference.
 - 3.5.3.2 Division on the Small-Membership Church.
 - 3.5.3.2.1 Four persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity).
 - 3.5.3.2.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 3.5.3.2.3 Members shall be nominated by the Committee on Nominations.
 - 3.5.3.3 Division on Christian Unity and Interreligious Relationships.
 - 3.5.3.3.1 Six persons who shall be members of the annual conference (if clergy) or professing members of a local church within the annual conference (if laity), one of whom shall serve as the district coordinator for Christian unity and interreligious relationships.
 - 3.5.3.3.2 Members shall serve four-year terms, renewable once, in annually staggered classes.
 - 3.5.3.3.3 Members shall be nominated by the Committee on Nominations.
 - 3.5.3.3.4 *Ex officio* with vote – any United Methodists residing within the bounds of the annual conference who are members of the following:
 - 3.5.3.3.4.1 The Office of Christian Unity and Interreligious Relationships of the Council of Bishops.
 - 3.5.3.3.4.2 The governing board of the National Council of the Churches of Christ in the U.S.A.

- 3.5.3.3.4.3 The World Methodist Council.
 - 3.5.3.3.4.4 The United Methodist delegation to the most recent World Council of Churches Assembly.
 - 3.5.3.3.4.5 The United Methodist delegation to the most recent plenary meeting of Churches Uniting in Christ.
- 3.5.4 Organization.
- 3.5.4.1 The board shall be organized in four divisions as enumerated above.
 - 3.5.4.2 Each division shall elect from among its members a convener. One of the conveners shall serve as vice chairperson of the board; the conveners shall decide amongst themselves who this shall be.
 - 3.5.4.3 In addition to the members enumerated above, an additional person, nominated by the Committee on Nominations, shall serve as the chairperson of the board. This chairperson shall be a member of the annual conference (if clergy) or a professing member of a local church within the annual conference (if laity).
 - 3.5.4.4 The director of congregational vibrancy shall be an *ex officio* member of the board with vote.
- 3.5.5 Amenability – The board shall be amenable to the Conference Leadership Council (§ 2.1, above).
- 3.5.6 Relationship – The board shall relate to Discipleship Ministries.
- 3.6 COMMITTEE ON HISPANIC/LATINO MINISTRY
- 3.6.1 Purpose.
 - 3.6.1.1 Implement the National Plan for Hispanic Ministry within the bounds of the conference.
 - 3.6.1.2 Provide direction and leadership for Hispanic/Latino ministries within the conference.
 - 3.6.2 Duties – The committee shall, in keeping with its purpose (as set forth in § 3.6.1, above), define its duties in any way it sees fit, subject to the approval of the Conference Leadership Council.
 - 3.6.3 Membership – The committee shall define its membership in any way it sees fit, subject to the approval of the Conference Leadership Council.
 - 3.6.4 Organization – The committee shall organize itself in any way it sees fit, subject to the approval of the Conference Leadership Council.
 - 3.6.5 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).
- 3.7 COMMITTEE ON ASIAN-AMERICAN MINISTRY
- 3.7.1 Purpose.
 - 3.7.1.1 Develop and support leadership for Asian-American churches and communities within the annual conference.
 - 3.7.1.2 Train, support, and empower Asian-American clergy and lay leadership for effective ministry in their churches, their communities, and the world.
 - 3.7.2 Duties – The committee shall, in keeping with its purpose (as set forth in § 3.7.1, above), define its duties in any way it sees fit, subject to the approval of the Conference Leadership Council.

- 3.7.3 Membership – The committee shall define its membership in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.7.4 Organization – The committee shall organize itself in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.7.5 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).

3.8 COMMITTEE ON NATIVE AMERICAN MINISTRY

- 3.8.1 Purpose – Monitor and promote Native American ministries within the annual conference.
- 3.8.2 Duties.
 - 3.8.2.1 Manage the distribution of the Native American Ministries Sunday offering.
 - 3.8.2.2 Fulfill all other responsibilities enumerated in ¶ 654 of *The Book of Discipline of The UMC - 2016*.
 - 3.8.2.3 The committee shall, in keeping with its purpose (as set forth in § 3.8.1, above), define any other duties in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.8.3 Membership.
 - 3.8.3.1 Insofar as possible, the majority of the committee's members should be Native Americans.
 - 3.8.3.2 Taking into account the mandate of § 3.8.3.1, above, the committee shall define its membership in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.8.4 Organization – The committee shall organize itself in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.8.5 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).

3.9 COMMITTEE ON AFRICAN-AMERICAN MINISTRY

- 3.9.1 Purpose.
 - 3.9.1.1 Develop and support leadership for African-American churches and communities within the annual conference.
 - 3.9.1.2 Train, support, and empower African-American clergy and lay leadership for effective ministry in their churches, their communities, and the world.
- 3.9.2 Duties – The committee shall, in keeping with its purpose (as set forth in § 3.9.1, above), define its duties in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.9.3 Membership – The committee shall define its membership in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.9.4 Organization – The committee shall organize itself in any way it sees fit, subject to the approval of the Conference Leadership Council.
- 3.9.5 Amenability – The committee shall be amenable to the Conference Leadership Council (§ 2.1, above).

§ 4 ADMINISTRATIVE AGENCIES

4.1 COUNCIL ON FINANCE AND ADMINISTRATION.

- 4.1.1 Purpose – To develop, maintain, and administer a comprehensive and coordinated plan of fiscal and administrative policies, procedures, and management services for the annual conference.
- 4.1.2 Duties.
- 4.1.2.1 Cooperation with the Conference Leadership Council in the development of the conference benevolences budget pursuant to ¶ 612.7 of *The Book of Discipline of The UMC - 2016*.
- 4.1.2.2 Presentation to the annual conference of a budget, developed in conjunction with the recommendations of the Conference Leadership Council.
- 4.1.2.3 Development of a ministry share formula for approval by the annual conference.
- 4.1.2.4 Ensure that appropriate compensation is provided for Clergy Assistant to the Bishop, the district superintendents, and the director of connectional ministries.
- 4.1.2.5 Develop policies for clergy moves undertaken in connection with a change in appointment.
- 4.1.2.6 Make a recommendation to the annual conference regarding any request for a conference-wide financial appeal.
- 4.1.2.7 Ensuring that the Commission on Equitable Compensation (§ 2.14, below), is fulfilling its responsibilities pursuant to *The Book of Discipline of The UMC - 2016* and the direction of the annual conference.
- 4.1.2.8 Fulfill all other responsibilities enumerated in ¶¶ 613-618 of *The Book of Discipline of The UMC - 2016*.
- 4.1.3 Membership.
- 4.1.3.1 With voice and vote.
- 4.1.3.1.1 Six clergy members of the annual conference.
- 4.1.3.1.2 Seven lay persons who are professing members of a local church within the annual conference.
- 4.1.3.1.3 At least one of the thirteen members enumerated above shall be appointed to (in the case of a clergy person) or a member of (in the case of a lay person) a church with fewer than two hundred members.
- 4.1.3.2 *Ex officio* with voice and vote – Any member of the General Council on Finance and Administration who resides within the bounds of the annual conference.
- 4.1.3.3 *Ex officio* with voice only.
- 4.1.3.3.1 Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619).
- 4.1.3.3.2 Resident Bishop or clergy assistant to the Bishop (at the Bishop's discretion).
- 4.1.3.3.3 A district superintendent chosen by the Cabinet.
- 4.1.3.3.4 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
- 4.1.3.3.5 Any other conference directors as the Conference Leadership Council shall designate.

- 4.1.3.4 Members shall be nominated by the Committee on Nominations.
 - 4.1.3.5 Members shall serve four-year terms (starting at the close of the annual conference session following General Conference), renewable once, with quadrennially staggered classes.
 - 4.1.4 Organization.
 - 4.1.4.1 The council shall elect from among its voting members a president, a vice president, and a secretary.
 - 4.1.4.2 The Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619) shall be the council treasurer.
 - 4.1.5 Relationship – The council shall relate to the General Council on Finance and Administration.
- 4.2 BOARD OF PENSION AND HEALTH BENEFITS
- 4.2.1 Purpose – Have charge of the interests and work of providing pension benefits and health insurance coverage to the clergy and eligible lay employees of the annual conference.
 - 4.2.2 Duties.
 - 4.2.2.1 Provide retirement, disability, and death benefits for all clergy members of the annual conference, their surviving spouses, and their dependent children.
 - 4.2.2.2 Work with the Clergy Retirement Security Program of the General Board of Pension and Health Benefits.
 - 4.2.2.3 Provide health insurance coverage for all clergy members, full-time local pastors, and full-time lay employees of the annual conference.
 - 4.2.2.4 Continuously evaluate the quality and cost of the conference health insurance plan.
 - 4.2.2.5 Provide information regarding conference health insurance benefits to all persons upon request.
 - 4.2.2.6 Fulfill all other responsibilities enumerated in ¶ 639 of *The Book of Discipline of The UMC - 2016*.
 - 4.2.3 Membership.
 - 4.2.3.1 Six clergy members of the annual conference.
 - 4.2.3.2 Six lay persons who shall be professing members of a local church within the annual conference.
 - 4.2.3.3 Members shall be nominated by the Committee on Nominations.
 - 4.2.3.4 Members shall serve one non-renewable eight-year term, in annually staggered classes.
 - 4.2.3.5 *Ex officio* with vote:
 - 4.2.3.5.1 Any board member of Wespath Benefits and Investments residing within the bounds of the annual conference.
 - 4.2.3.5.2 A district superintendent designated by the cabinet.
 - 4.2.3.6 *Ex officio* with voice, but no vote.
 - 4.2.3.6.1 Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619).

- 4.2.3.6.2 Any other conference directors as the Conference Leadership Council shall designate.
- 4.2.4 Organization.
- 4.2.4.1 The committee shall elect from among its members the following officers:
- 4.2.4.1.1 Chairperson.
- 4.2.4.1.2 Vice chairperson.
- 4.2.4.1.3 Secretary.
- 4.2.4.2 The Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619) shall serve as the treasurer of the board.
- 4.2.4.3 The executive committee of the board shall be composed of the four officers enumerated above.
- 4.2.5 Relationship – The board shall relate to Wespath Benefits and Investments.
- 4.3 ADMINISTRATIVE REVIEW COMMITTEE
- 4.3.1 Purpose – To ensure that the disciplinary procedures for involuntary changes in conference relationship are followed.
- 4.3.2 Duties.
- 4.3.2.1 Review the entire administrative process leading to the action for a change in conference relationship.
- 4.3.2.2 Report to the clergy session on the finding of its review.
- 4.3.2.3 Fulfill all other responsibilities enumerated in ¶ 636 of *The Book of Discipline of The UMC - 2016*.
- 4.3.3 Membership.
- 4.3.3.1 Three full clergy members of the annual conference.
- 4.3.3.2 Two additional full clergy members of the annual conference who shall serve as alternate committee members.
- 4.3.3.3 None of the foregoing shall be a district superintendent (or a relative thereof) or a member of the Board of Ordained Ministry (or a relative thereof).
- 4.3.3.4 Members shall be nominated by the Bishop.
- 4.3.3.5 Members shall serve four-year terms, renewable once.
- 4.4 BOARD OF TRUSTEES
- 4.4.1 Purpose – Management of property owned by the annual conference.
- 4.4.2 Duties.
- 4.4.2.1 Receive and hold in trust for the benefit of the annual conference all donations and bequests of real property and tangible personal property made to the annual conference.
- 4.4.2.2 Maintain all conference property.
- 4.4.2.3 Sell any conference property as may be directed by the annual conference or allowed by *The Book of Discipline of The UMC - 2016*.
- 4.4.2.4 In conjunction with the conference chancellor, manage any legal affairs related to any conference property.
- 4.4.2.5 The Board of Trustees shall serve as the Board of Directors of the Michigan Conference of The United Methodist Church, a Michigan ecclesiastical corporation.

- 4.4.2.6 Fulfill all other responsibilities enumerated in ¶ 2512 of *The Book of Discipline of The UMC - 2016*.
 - 4.4.3 Membership.
 - 4.4.3.1 Six clergy members of the annual conference.
 - 4.4.3.2 Six lay persons who are professing members of a local church within the annual conference.
 - 4.4.3.3 *Ex officio* with voice, but not vote.
 - 4.4.3.3.1 Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619).
 - 4.4.3.3.2 Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 4.4.3.4 All board members must be at least eighteen years of age.
 - 4.4.3.5 All board members must fulfill any other criteria for serving on the board of directors of a corporation that the laws of the State of Michigan may require.
 - 4.4.3.6 Members shall be nominated by the Committee on Nominations.
 - 4.4.3.7 Except as otherwise required by law, members shall be elected to four-year terms, renewable once, with annually staggered classes.
 - 4.4.4 Organization.
 - 4.4.4.1 Except as otherwise required by law, the board shall elect the following from among its members:
 - 4.4.4.1.1 Chairperson.
 - 4.4.4.1.2 Vice chairperson.
 - 4.4.4.1.3 Secretary.
 - 4.4.4.2 Except as otherwise required by law, the Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619) shall serve as the board treasurer.
- 4.5 COMMITTEE ON INVESTIGATION
- 4.5.1 Purpose – Consideration of judicial complaints against clergy members of the annual conference, clergy on location within the bounds of the annual conference, local pastors, and diaconal ministers.
 - 4.5.2 Duties.
 - 4.5.2.1 Conduct an investigation into the allegations made in a judicial complaint made against any of the persons enumerated above.
 - 4.5.2.2 Issue a bill of charges and specifications against the respondent to a judicial complaint upon a finding of reasonable grounds.
 - 4.5.2.3 Fulfill all other responsibilities enumerated in ¶¶ 2703-2706 of *The Book of Discipline of The UMC - 2016*.
 - 4.5.3 Membership.
 - 4.5.3.1 Four ordained clergy members of the annual conference.
 - 4.5.3.2 Three lay persons who are professing members of a local church within the annual conference.
 - 4.5.3.3 Three ordained clergy members of the annual conference shall serve as alternate members.

- 4.5.3.4 Six lay persons – three of whom, if possible, shall be diaconal ministers – who are professing members of a local church within the annual conference shall serve as alternate members.
- 4.5.3.5 Members shall be nominated by the resident bishop.
- 4.5.3.6 Members shall serve a one-quadrrennium term.
- 4.5.3.7 Members of the following entities and their immediate family members shall be ineligible for membership of the committee:
 - 4.5.3.7.1 Cabinet.
 - 4.5.3.7.2 Board of Ordained Ministry.
- 4.5.4 Organization.
 - 4.5.4.1 The committee shall elect a chairperson from among its membership.
 - 4.5.4.2 Seven members (or alternate members seated as members) shall constitute a quorum.
 - 4.5.4.3 For the investigation of complaints against a diaconal minister, two alternate lay members shall be seated (bringing the total of lay members to five).

4.6 COMMITTEE ON RULES

- 4.6.1 Purpose.
 - 4.6.1.1 In consultation with the Conference Leadership Council, maintain the efficient functionality and disciplinary compliance of the annual conference plan of organization.
 - 4.6.1.2 Consult with the Commission on the Annual Conference Session to ensure the efficient and orderly flow of the legislative process in preparation for and at the annual conference session.
- 4.6.2 Duties.
 - 4.6.2.1 Initiate and propose revisions of the annual conference plan of organization as appropriate.
 - 4.6.2.2 Initiate and propose revisions of the rules of order (§ 5, below) as appropriate.
 - 4.6.2.3 Assign and train legislative committee chairs and recorders.
- 4.6.3 Membership.
 - 4.6.3.1 Eight voting members who shall be either clergy members of the annual conference or lay persons who are members of a local church within the annual conference.
 - 4.6.3.2 *Ex officio* with vote:
 - 4.6.3.2.1 Legislative Coordinator (Selected by the Commission on the Annual Conference Session)
 - 4.6.3.2.2 Annual Conference Facilitator.
 - 4.6.3.2.3 A district superintendent designated by the cabinet.
 - 4.6.3.2.4 Annual Conference Secretary.
 - 4.6.3.2.5 Conference parliamentarian (if one is appointed by the bishop).
 - 4.6.3.3 *Ex officio* with voice, but no vote – Director of Connectional Ministries (see *The Book of Discipline of The UMC - 2016*, ¶ 608).
 - 4.6.3.4 Members shall be nominated by the Committee on Nominations.

- 4.6.3.5 Members shall serve four-year terms, renewable twice, in annually staggered classes.
- 4.6.4 Organization.
 - 4.6.4.1 The committee shall elect from among its members the following officers:
 - 4.6.4.1.1 Chairperson.
 - 4.6.4.1.2 Vice-chairperson.
 - 4.6.4.1.3 Secretary.
- 4.7 EPISCOPAL RESIDENCE COMMITTEE
 - 4.7.1 Purpose – Give oversight in matters of upkeep, maintenance, improvements, and insurance for the episcopal residence.
 - 4.7.2 Duties.
 - 4.7.2.1 Make recommendations regarding the purchase or sale of an episcopal residence.
 - 4.7.2.2 Prepare a proposed annual budget for the cost of providing the episcopal residence.
 - 4.7.2.3 Supervise the expenditure of funds related to the maintenance and upkeep of the episcopal residence.
 - 4.7.2.4 Fulfill all other responsibilities enumerated in ¶ 638 of *The Book of Discipline of The UMC - 2016*.
 - 4.7.3 Membership.
 - 4.7.3.1 Chairperson of the Committee on the Episcopacy (or representative).
 - 4.7.3.2 President of the Council on Finance and Administration (or representative).
 - 4.7.3.3 Chairperson of the Board of Trustees (or representative).
 - 4.7.3.4 Others may be co-opted, with voice but without vote, as needed.
 - 4.7.4 Amenability – The committee shall be amenable to the Committee on the Episcopacy (§ 2.10, above).
- 4.8 COMMISSION ON EQUITABLE COMPENSATION
 - 4.8.1 Purpose – Recommend conference standards for pastoral support and administer funds used to supplement pastoral support in instances where a charge is unable to meet its support requirements.
 - 4.8.2 Duties.
 - 4.8.2.1 Submit to the annual conference session a recommended schedule of the required minimum salary for appointed pastors.
 - 4.8.2.2 Recommend to the annual conference standards and guidelines to be used in determining whether a charge qualifies for equitable compensation support.
 - 4.8.2.3 Administer the equitable compensation fund in accordance with the standards and guidelines adopted by the annual conference.
 - 4.8.2.4 Fulfill all other responsibilities enumerated in ¶ 625 of *The Book of Discipline of The UMC - 2016*.
 - 4.8.3 Membership.
 - 4.8.3.1 Four clergy members of the annual conference, at least one of whom shall be appointed to a church with fewer than 200 members.

- 4.8.3.2 Four lay persons who shall be professing members of a church within the annual conference, at least one of whom shall be a member of a church with fewer than 200 members.
- 4.8.3.3 Members shall serve four-year terms, renewable once, in annually staggered classes.
- 4.8.3.4 Members shall be nominated by the Committee on Nominations.
- 4.8.3.5 *Ex officio* with vote:
 - 4.8.3.5.1 A district superintendent appointed by the cabinet.
 - 4.8.3.5.2 A member of the Council on Finance and Administration.
- 4.8.3.6 *Ex officio* with voice, but no vote – Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619).
- 4.8.4 Organization.
 - 4.8.4.1 The commission shall elect from among its members the following officers:
 - 4.8.4.1.1 Chairperson.
 - 4.8.4.1.2 Vice chairperson.
 - 4.8.4.1.3 Secretary.
 - 4.8.4.2 The Director of Administrative Services and Conference Treasurer (see *The Book of Discipline of The UMC - 2016*, ¶ 619) shall serve as the treasurer of the commission.
- 4.8.5 Amenability – The board shall be amenable to the Council on Finance and Administration (§ 4.1, above).

§ 5 RULES OF ORDER

Found in Legislation Item #1. This section is pulled out of this document for AC 2017 voting purposes. The final Plan of Organization will include Rules of Order as Section 5.

§ 6 OFFICERS OF THE ANNUAL CONFERENCE

6.1 SECRETARY

- 6.1.1 Election.
 - 6.1.1.1 At the first session of the annual conference following General Conference, the annual conference shall elect a secretary, nominated by the Committee on Nominations in consultation with the Bishop, who shall take office immediately following the adjournment of that session of the annual conference.
 - 6.1.1.2 Notwithstanding the foregoing, the outgoing secretary shall still be responsible for the completion of that year's conference journal.
 - 6.1.1.3 The secretary shall serve a four-year term, renewable once.
 - 6.1.1.4 If the secretary wishes to retire after one term, he/she must notify the Committee on Nominations and the Bishop by January 1 of the year preceding General Conference.
- 6.1.2 The secretary, after certifying the number of lay members necessary for equalization with clergy members, shall determine the distribution of lay members (in accordance with the rules hereinabove) and shall notify the proper persons no later than January 10.

- 6.1.3 Duties.
 - 6.1.3.1 Serve as the chair of the Committee on the Journal.
 - 6.1.3.2 Receive all required agency annual reports and shall ensure that they contain no action items or budget proposals.
 - 6.1.3.3 Keep a fair and accurate record of the proceedings of the annual conference session.
 - 6.1.3.4 Preserve the journals and papers of the annual conference.
 - 6.1.3.5 Receive and review any written notices of corrections and additions to the conference journal as published, incorporating them into the permanent records of the annual conference as appropriate.
 - 6.1.3.6 Serve *ex officio* on the Commission on the Annual Conference Session and the Committee on Rules.

- 6.2 STATISTICIAN
 - 6.2.1 The statistician shall be elected, upon nomination of the Committee on Nominations in consultation with the Bishop, at the session of the annual conference immediately preceding General Conference.
 - 6.2.2 The statistician shall serve a four-year term, renewable once.

- 6.3 FACILITATOR
 - 6.3.1 The conference shall elect, upon nomination of the Committee on Nominations, a layperson to serve as facilitator.
 - 6.3.2 The facilitator shall serve a four-year term, renewable once.
 - 6.3.3 The facilitator shall be seated at an announced location on the floor of the annual conference session and shall have the duties of assisting anyone who needs assistance in understanding and using procedures and resources of the conference session.
 - 6.3.4 The facilitator shall serve as an *ex officio* member of the Commission on the Annual Conference Session and the Committee on Rules.
 - 6.3.5 Nominated by the Committee on Nominations and elected by the annual conference for a four-year term, renewable once.

- 6.4 PARLIAMENTARIAN
 - 6.4.1 The Bishop may, at his or her discretion, appoint a conference parliamentarian.
 - 6.4.2 The parliamentarian shall assist the Bishop in ensuring that the annual conference session is run in accordance with the rules of order set forth hereinabove.
 - 6.4.3 The parliamentarian, should one be chosen, shall serve at the Bishop's pleasure.

- 6.5 CHANCELLOR
 - 6.5.1 The conference shall designate a chancellor, who shall be nominated by the Bishop and elected quadrennially by the annual conference.
 - 6.5.2 The chancellor shall be a member of a local church within the annual conference and shall also be a member in good standing of the State Bar of Michigan.
 - 6.5.3 Except as prohibited by the Michigan Rules of Professional Conduct, the chancellor shall serve as legal advisor to the Bishop and to the annual conference.

6.6 DIRECTOR OF ADMINISTRATIVE SERVICES AND CONFERENCE TREASURER

- 6.6.1 Coordinates and collaborates with the Council on Finance and Administration regarding the conference budget process and the oversight of the treasury staff.
- 6.6.2 Coordinates with the Board of Trustees regarding facility contracts and concerns.
- 6.6.3 Oversees information technology (I.T.) contracts in consultation with the director of communications.
- 6.6.4 Elected by the annual conference at the first session following each General Conference.
- 6.6.5 Directly amenable to the Council on Finance and Administration (§ 1.2, above).
- 6.6.6 Fulfills all other responsibilities enumerated in ¶ 619 of *The Book of Discipline of The UMC - 2016*.

6.7 LAY LEADER

- 6.7.1 Fosters awareness of the role of the laity within the congregation and through their ministries in the home, workplace, community, and world.
- 6.7.2 Advocates for the role of the laity in the life of the church, encouraging laypersons in the general ministry of the church.
- 6.7.3 Meets with the cabinet when matters relating to the coordination, implementation, or administration of the conference program, or other matters as the cabinet may determine.
- 6.7.4 Fulfills all other responsibilities enumerated in ¶ 607 of *The Book of Discipline of The UMC - 2016*.
- 6.7.5 Nominated by the Bishop in consultation with the Board of Laity, and elected for one four-year term.

§ 7 FINANCIAL POLICIES

Found in Legislation Item #5. This section is pulled out of this document for AC 2017 voting purposes. The final Plan of Organization will include Financial Policies as Section 7.

§ 8 PROTECTION POLICY

Found in Legislation Item #12. This section is pulled out of this document for AC 2017 voting purposes. The final Plan of Organization will include the Protection Policy as Section 8.

§ 9 HUMAN RESOURCES POLICIES

Found in Legislation Item #8. This section is pulled out of this document for AC 2017 voting purposes. The final Plan of Organization will include the Human Resources Policies as Section 9.

§ 10 AFFILIATE ENTITIES OF THE ANNUAL CONFERENCE

- 10.1 AFFILIATED VIA THE BOARD OF GLOBAL MINISTRIES
 - 10.1.1 Bronson Health Group.
 - 10.1.2 Clark Retirement Community.
 - 10.1.3 Methodist Children's Home Society.
 - 10.1.4 United Methodist Community House.
 - 10.1.5 United Methodist Retirement Communities, Inc.

- 10.2 AFFILIATED VIA THE BOARD OF YOUNG PEOPLE’S MINISTRIES
 - 10.2.1 Adrian College.
 - 10.2.2 Albion College.
 - 10.2.3 Bay Shore Evangelical Association.
 - 10.2.4 Michigan Area Board of Christian Camping.
 - 10.2.5 Lake Louise Christian Community.

- 10.3 AFFILIATED VIA THE COMMISSION ON ARCHIVES AND HISTORY – Michigan Area United Methodist Church Historical Society, Inc.

- 10.4 AFFILIATED VIA THE COUNCIL ON FINANCE AND ADMINISTRATION
 - 10.4.1 Michigan Area Loan Funds.
 - 10.4.2 United Methodist Foundation of Michigan.

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