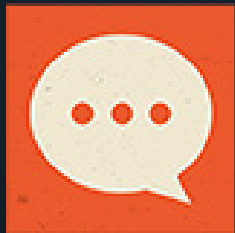


PRAISE!



"Heal me, O Lord, and I shall be healed;
save me, and I shall be saved,
for you are my praise."

J E R E M I A H 1 7 : 1 4 N R S V U E

**ADJOURNED SESSION
SEPTEMBER 20, 2025**

EASTERN PENNSYLVANIA ANNUAL CONFERENCE

EPA Special Session
Tindley Temple United Methodist Church
Saturday, September 20, 2025
9:45 AM - 12:30 PM

A Special Session of the Eastern Pennsylvania Annual Conference has been called according to ¶1603.5 Book of Discipline to act on the following legislation:

2026 Budget Legislation – Presented by the Council on Finance and Administration.

Parental Leave Resolution – Addressing budgetary implications.

Table of Contents

Legislation	2
2026 Budget	2
Pertaining to the establishment of an EPA Parental Leave Policy	11
Rules of Order	18

Agenda

- 8 – 9:45 AM** . . . Registration Open
- 9:15 AM** Pre-Conference Praise & Worship
- 9:45 AM** Praise & Worship; Bishop Moore-Koikoi, Preaching
- 10:30 AM** Welcome: Bishop Moore-Koikoi
- 10:40 AM** Organizing the Conference: Rev. Joong Hyuck Kim, Conference Secretary
- 10:45 AM** Legislation:
- 2026 Budget Legislation
 - Parental Leave Resolution
- 11:15 AM** COMPASS Overview, Rev. Derrick Gutierrez
- 11:20 AM** Celebration of EPA Camp & Retreat Ministry
- 11:45 AM** Closing Service of Communion & Organ Concert
- 12:30 PM** Adjournment

2026 Comprehensive Budget

Shared Ministry Formula

Apportionment Base	65,047,651	63,532,291	1,515,360	2.39%	64,630,227
EPA Apportionment Percentage	9.8%	9.8%	-	0.00%	9.8%
Apportionments	6,374,670	6,226,165	148,505	2.39%	6,333,762
Economic Justice CMF Reductions	(145,968)	(129,721)	(16,247)	12.52%	(101,484)
Board of Benefits Admin					100,000
Adjusted Apportionments	6,228,702	6,096,444	132,258	2.17%	6,332,278
Anticipated Giving rate	86%	86%	-	0.00%	85%
Anticipated Giving	5,356,684	5,242,941	113,742	2.17%	5,382,437
Net Shared Ministry	5,356,684	5,242,941	113,742	2.17%	5,382,437

Income

Income	CMF	Benefits	Trustees	Camp	Total
EPA Shared Ministry Apportionment	5,356,684				5,356,684
EPA portion of General Church Ministerial Ed Fund	51,686				51,686
Local Church Health Billing		3,724,003			3,724,003
*Portion of JOH&W Grants		100,000			100,000
Local Church Pension Billing		2,249,138			2,249,138
*Portion of JOH&W Grants		75,000			75,000
Retiree Health Insurance		1,206,440			1,206,440
*Portion of JOH&W Grants		35,000			35,000
Other Insurance		128,200			128,200
Pre-82 Contributions & Future Liability		198,690			198,690
Staff Contribution to Healthcare	95,000		5,693,551		95,000
Local Church Property Billing			150,000		150,000
*Portion of JOH&W Grants					-
Property Management Fees					
Grants and Donations	88,500				88,500
Registrations	220,000			3,619,476	220,000
Camp and Retreat Ministries Income					3,619,476
Shared Services	140,000				140,000
Funds Distribution	950,000				950,000
Allowance for Uncollected Property			(482,495)		(482,495)
Allowance for Uncollected Benefits		(507,645)			(507,645)
Total Income	6,901,869	7,208,827	5,361,056	3,619,476	23,091,228

Expenses

Expenses	
Clergy Support and Personnel	
Clergy and Lay Employee Health Care	3,445,478
Clergy and Lay Employee Pension	2,030,702
Retiree Health Insurance	1,161,714
Other Insurances	128,200
Pre-82 Contributions & Future Liability	198,690

2026 BUDGET

EPA Staff Compensation and Benefits	2,361,289	208,549	187,044	2,756,882	2,828,939	(72,057)	-2.55%	2,806,864
GNJ Staff Support	521,120			521,120	501,078	20,042	4.00%	247,422
Camp and Retreat Personnel				1,820,715	1,682,158	138,557	8.24%	1,575,146
Total All Personnel	2,882,409	7,173,333	187,044	12,063,501	11,988,663	74,838	0.62%	12,261,108
Benevolences								
Mission and Justice Ministries	647,885			647,885	624,985	22,900	3.66%	398,518
Congregational Development	890,500			890,500	930,500	(40,000)	-4.30%	930,500
Leadership Development	267,309			267,309	258,109	9,200	3.56%	246,360
Camp & Retreat Program/Operation				1,798,761	1,595,620	203,141	12.73%	1,609,273
General Church Apportionment (2026) 86%	1,309,551			1,309,551	1,362,805	(53,254)	-3.91%	1,418,312
Total Benevolences	3,115,245	-	-	4,914,007	4,772,019	141,987	2.98%	4,602,963
Administration								
Communications	424,240			424,240	421,800	2,440	0.58%	410,000
Property				4,762,490	4,529,731	232,759	5.14%	4,136,007
General Administration	527,487			870,764	788,983	81,781	10.37%	729,724
	951,727	-	5,105,767	6,057,494	5,740,514	316,980	5.52%	5,275,731
Total EPA Expenses	6,949,381	7,173,333	5,292,811	23,035,002	22,501,196	533,806	2.37%	22,139,802
Net surplus / (deficit)	(47,512)	35,494	68,244	56,226	(410,483)	466,709	-113.70%	(90,762)
General Church Apportionments								
Apportionment Base	65,047,651			65,047,651	63,532,291	(1,515,360)		64,630,227
General Church Apportionment \$'s	1,522,734			1,522,734	1,584,657	61,923		1,668,602
General Church Apportionment % [actual]	2.34%			2.6%	2.6%	-		2.6%

LEGISLATION

2026 BUDGET

ref #	Fund	Restricted	Designated	30-Jun-25	Jun-24	Monitor
	CONGREGATIONAL DEVELOPMENT					
1	Vital Mission Congregations Fund:		X	\$2,800,470	\$3,313,160	Connectional Table Chair
	Equitable Compensation fund			\$430,156		
	Central Dist/Narberth Plumline			\$373,629		
	Urban Coalition			\$1,873,455		
	Church Redevelopment (fund 2)			\$123,230		
2	George Dewees Fund	X		\$1,799,672	\$1,543,442	Dewees Fund Chair
3	William Penn Foundation-Wharton Wesley	X		\$36,061	\$34,056	South Superintendent
	STRATEGIC DISCIPLE MAKING					
11	New Faith Communities Fund		X			Dean of the Cabinet
12	General Camping Fund		X	\$1,771,240	\$205,660	Camping Chair
13	Carson Simpson Farm		X	\$572,415	\$483,590	Camping Chair
14	Gretna Glenn Fund, N Rabb		X			Camping Chair
15	Pocono Plateau		X			Camping Chair
16	Camping Restricted	X				Camping Chair
17	Innabah, Blackberry Hills		X			Camping Chair
18	Innabah Easement Preservation 2025		X	\$1,000,000		Camping Chair
	LEADERSHIP DEVELOPMENT					
21	Scholarship Fund	X		(budget)	\$377,646	DCM
22	Wesley Foundation of Philadelphia-Drexel	X		\$40,417	\$34,150	DCM
	MISSION					
31	The Bradley Fund	X		\$1,839,982	\$1,638,615	Bradley Fund Chair
32	Corson/Zerr Retirement Home Entrance Fee Fund		X		472,000	Benefits Chair
	BENEFITS					
41	Retiree Health Care Fund		X	\$1,077,560	\$877,788	Benefits Chair
42	Retiree Health Pre Funding Plan Fund	X		\$1,058,189	\$1,101,804	Benefits Chair
43	Corson/Zerr Pre-82 Fund (Bookstore)		X	\$1,173,854	514,710	Benefits chair
44	Pre – 82 Pension (Past Service Rate) Fund		X	\$382,287	\$322,970	Benefits Chair
45	Par 2553 Pension Liability Fund		X	\$732,716	\$722,874	Benefits Chair
46	Benefits General Fund		X	\$7,321,551	\$5,982,874	Benefits Chair
	PROPERTY AND OPERATIONS					
51	Budget Operational Cash Flow		X	\$1,553,001	\$2,000,000	CFA Chair
52	Property Operations Fund		X	\$1,324,024	\$1,082,799	Trustees Chair
53	Property Redevelopment Fund		X	\$727,276	\$0	Trustees Chair and Cabinet Dean
54	Property Insurance Fund		X	\$386,659	\$277,868	Trustees Chair
55	Cemetery Fund	X		\$998,969	\$29,836	Trustees Chair
56	Superintendents and Bishop Housing Fund		X	\$521,513	\$413,720	Chair of Trustees
57	Episcopal Office Fund		X		\$109,891	Episcopacy Committee Chair
	OTHER					
	epa Church Sales		X	\$1,984,046		Trustees
	MAF Metro Ministries		X	\$540,188		Metro Ministries
	Metro Ministries special acct		X	\$473,770		Metro Ministries
	Devereaux Restricted	X		\$117,019		Metro Ministries
	Conference Education Society	X		\$421,171		CES board
	Conference Loan Fund	X		\$6,221,860		Loan Fund Board

For Information
Only

Budget 2026 Narrative

Eastern Pennsylvania Annual Conference, The United Methodist Church

September 1, 2025

Grace and peace to you in the name of Jesus Christ.

On behalf of the Conference Council on Finance and Administration (CCFA), we share with you the **recommended 2026 Operating Budget** for the Eastern Pennsylvania Conference. This budget will be presented for approval at the Adjourned Session of Annual Conference on **September 20, 2025**.

The full, detailed budget can be found on the EPAUMC website. This summary highlights the most important changes and helps explain how your church's shared giving supports ministry across our Conference. If you have questions, you may contact Steve Cherry (scherry@epagnj.org) or Rev. Dawn Taylor-Storm (dtaylorstorm@epagnj.org).

A Clearer Picture of Our Shared Work

Many have asked for a budget that shows our entire financial picture. In 2026, the budget is organized into **four main areas**:

1. **Connectional Ministry Fund (CMF)**: Supports the mission and ministries we carry out together as a Conference including operating expenses.
2. **Benefits**: Provides pensions and health care for clergy and lay staff.
3. **Trustees and Property**: Cares for conference-owned buildings and covers insurance.
4. **Camping and Retreat Ministries**: Sustains discipleship and spiritual growth through our camps and retreat centers.

By showing these four areas separately, and then together, we can see more clearly how all parts of our shared mission connect.

2026 BUDGET

A Balanced Budget

The 2026 budget is essentially **balanced**, with a small surplus of **\$56,226**.

- Our main source of income remains the **Shared Ministry Formula**—the contributions that local churches give to support our ministries together. What we call apportionments.
 - This system remains unchanged from recent years.
-

Journey of Hope & Wholeness (JOH&W)

The **Journey of Hope & Wholeness program**—formerly called “A Path Toward Wholeness”—provides **\$356,165 in equity grants** to help congregations in economically challenged communities. These grants reduce costs such as:

- health and pension billing,
- retiree health insurance, and
- property insurance.

Eligibility is determined by the **Economic Justice Board** using data such as ZIP codes, ensuring resources are directed to churches serving communities with the greatest need.

This program reflects our belief that **every church should be equipped to participate in God’s mission**, no matter its financial situation.

Use of Funds for Mission and Ministry

The **Fund Committee**, created by legislation in 2023, manages special funds that are set aside for mission and ministry. This group, part of CCFA, meets twice a year to review requests and approve distributions.

In 2026, about **\$950,000** from these funds will support the Conference’s ongoing operations and mission projects.

LEGISLATION

2026 BUDGET

Notable Changes in Budget Areas

Personnel

- EPA employs **26 staff members**, 8 of whom are shared with the Greater New Jersey Conference (GNJ).
- GNJ employs 14 staff who are also shared with EPA.
- According to our 2024 **Memo of Understanding (MOU)**, costs for these “collaborating” employees are shared.
- For 2026, this results in a net payment of about **\$521,000** from EPA to GNJ to balance expenses equitably.

Leadership Development

New investments include:

- **Small Church Network** – \$1,200
- **LGBTQ Inclusion Team** – \$2,000
- **Parental Leave Support** – \$10,000

These new lines affirm our commitment to supporting clergy, congregations, and inclusive ministry across the Conference.

Mission & Justice Ministries

A new allocation of **\$10,000** is included for the **Immigration Rapid Response Team (IRRT)** and **Sperare Immigration Services, Inc.** This investment reflects our commitment to stand with our immigrant siblings and respond to urgent needs with compassion and justice in line with our United Methodist Social Principles.

Administration

- Savings of about **\$25,422** are achieved through a new arrangement for our Chancellor/legal services.
- Another major savings comes from the completion of EPA’s payments toward the **Boy Scouts of America settlement**, freeing up **\$181,000** annually for other ministries.

LEGISLATION

2026 BUDGET

Property – Episcopal Residence

The Conference has purchased a new residence for the Bishop. While this brings some increased maintenance costs, it also eliminates the need for rental payments. Costs are shared equally with GNJ. The net additional cost to EPA is about **\$13,000**.

Property and Liability Insurance

One of the greatest challenges for 2026 is the **sharp increase in insurance costs**. Property liability, and workers' compensation premiums will total **\$4,762,490**, which is an increase of **\$710,581** compared to 2025.

This is not unique to our Conference—across the nation, churches and nonprofits are facing higher premiums because of increased claims and liability. We encourage all congregations to think creatively and collaboratively as we seek to preserve and sustain our buildings for future generations. It will be the goal of CCFA as well as the Conference Trustees, to partner with local congregations to address these real challenges to our common mission and ministry.

Closing Word

Our budget is more than numbers—it is a reflection of our shared vision as United Methodists to love boldly, serve joyfully and lead courageously as we **make disciples of Jesus Christ for the transformation of the world**. Each dollar is a representation of our connectional covenant: that together, we can do more for God's mission than any of us could do alone.

Thank you for your faithful stewardship and your partnership in this work.

In Christ's service,

Steve Cherry, Chair

Conference Council on Finance and Administration

LEGISLATION

2026 BUDGET

01 **RESOLUTION #2025-12**

02 **Presented by:** Steve Cherry, Chairperson – Conference Council on Finance & Administration

03

04 **WHEREAS** the Conference Council on Finance and Administration (*The Council*) of the Eastern
05 Pennsylvania Conference (The Conference) is charged by the Book of Discipline [2020-2024]
06 with the following responsibilities:

07

- 08 1. ¶613.1 to recommend to the annual conference for its action and determination,
09 budgets of anticipated income and proposed expenditures for all funds that provide for
10 annual conference clergy support, annual conference administrative expenses, and
11 annual conference benevolence program causes [¶614];
- 12 2. ¶613.5 to develop policies governing the investment of conference funds (except for
13 pension funds as provided in ¶638.2), whether in debt or equity, short-term or long-
14 term instruments, with the aim of maximizing funds available for mission in a matter
15 consistent with the preservation of capital, the relative to Socially Responsible
16 Investments (¶717), and in keeping with the Social Principles of the Church;
- 17 3. ¶614.1(d) after consultation with the conference Board of Pensions, the Council shall
18 report to the Annual Conference the amounts computed by that agency as necessary to
19 meet the needs for pensions and benefit programs of the Conference...;
- 20 4. ¶614.2 the Council shall recommend to the Annual Conference estimates of the
21 amounts needed for administrative expenses of the conference...(and) shall also consult
22 with the conference agencies and officers to be included in the administration budget;
23 and

24

25 **WHEREAS** a comprehensive budget for clergy support, benevolence, program, administration,
26 property, benefits and all other areas of the Conference's operation for the 2026 calendar year
27 has been recommended by The Council; and

28

29 **WHEREAS** the Conference budget for 2026 is designed to support the strategic direction,
30 mission, goals and programs of The Conference in the interest of growing vital mission
31 congregations; and

32

33 **WHEREAS** EPA chooses to assess costs for shared services and administrative duties performed
34 for various agencies to help offset costs incurred by the finance department; and

35

36 **WHEREAS** points of overlap in staffing both EPA and GNJ annual Conferences are defined by a
37 Memo of Understanding (MOU) between the EPA and GNJ Conferences [resolution 2024-07],
38 and stipulates a staff sharing formula, and that the 2026 budget assumes and EPA & GNJ agree
39 to share staffing expenses equally for those employees who provide services to both
40 conferences: and that changes to the MOU must be reported to the Annual Conference yearly
41 [2024.07 - C-2];

42

43 **THEREFORE BE IT RESOLVED** the Eastern Pennsylvania Conference of the United Methodist
44 Church, adopt the 2026 budget AND the following provisions:

45

- 46 1. The Budget recognizes 4 ministry areas [Connectional Ministry Operations, Board of
47 Benefits (pensions and health), Property and Trustee Operations, and Camping and
48 Retreat Ministries] that are then totaled as an aggregate annual budget.
- 49 2. It apportions to congregations 9.8% of Apportionment Base [7.2% for EPA shared
50 Connectional Ministry and 2.6% for General Church contributions].
- 51 3. Included is salary support for 4 district superintendents, two regional support teams,
52 and other staff persons as needed to support the business of the Annual Conference.

53

54

LEGISLATION

2026 BUDGET

4. It includes an income estimate of appropriate draws from designated and restricted funds, as defined by the CCFA FUND COMMITTEE, to support the work of the Annual Conference.
5. Administrative fee of up to 8% is assessed for shared services AND up to 1% administrative fee for restricted funds and trusts to pay for services EPA provides to agencies that includes but not limited to EPA staff support, legal support, administration technology, office space and all other services that must be provided to maintain the programs and operations of the specific ministry/activity and of EPA.
6. It recognizes "Journey of Hope & Wholeness" support (formerly 'A path toward wholeness' equity initiative) directed to congregations in specified zip code areas to be provided discounts in assessed benefits and property insurance expenses, funded by an expense item by the Mission & Justice Ministries efforts.
7. Congregations will be billed monthly via an electronic (preferred) or hard copy omnibus remittance invoice, with payment options of electronic (preferred) or check via USPS; to include
 - a. The congregation's apportionment for shared ministry.
 - b. The congregation's apportionment for the general church support.
 - c. Direct billing for charges that may include: composite rate for active employee health insurance, contributions for employee/clergy self-elected benefits (health, dental, vision, health reimbursement), workers compensation insurance premium and/or property and liability insurance premium, as well as past due amounts on any of the above.
8. In order to remain committed to Social Justice and Racial Equity, in the event that there is a budget surplus at the end of the year, and General Conference apportionments were not supported fully, 2 of the 5 General Conference Funds (Black College Fund and Africa University), would be paid in full.

Submitted, in honor and in support of the mission and ministry of the Eastern Pennsylvania Conference, The United Methodist Church. I move its adoption.

September 20, 2025

Submitted by: the Conference Council on Finance and Administration

The Rev. Steven T. Cherry, Chair	Carolyn Pressley, Vice Chair
The Rev. David Felker, Secretary	Darlene DiDomineck
The Rev. Johnson Dodla	The Rev. Carl Houston
Shawn Mack	The Rev. Joanne Miles
Andy Rosek	Lola Sargent
The Rev. Navin Satyavrata	Sandy Stovall

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 **RESOLUTION #2025–13**

02

03 **WHEREAS**, Scripture calls us to provide care for each other as members of Christ's family
04 ("But if someone doesn't provide for their own family, and especially for a member of their
05 household, they have denied the faith." 1 Timothy 5:8, CEB); and

06

07 **WHEREAS**, The World Health Organization and the International Labor Organization advocate
08 for at least 18 weeks of paid maternity leave¹; and

09

10 **WHEREAS**, The 2016 United Methodist Book of Discipline states, "Maternity or paternity leave,
11 not to exceed one-fourth of a year, will be available and shall be granted by the bishop and the
12 cabinet, and the executive committee of the Board of Ordained Ministry to any local pastor,
13 provisional member, associate member, or clergy member in full connection who so requests it
14 at the birth or arrival of a child into the home for purposes of adoption."²; and

15

16 **WHEREAS**, the current EPA Human Resources Manual states, "Eligible employees may take
17 up to 12 work weeks of unpaid leave during a 12-month period under the federal Family and
18 Medical Leave Act (FMLA) for those reasons permitted under the Act. The EPA will pay the
19 employee's wages or salary during the first four weeks of leave taken under FMLA for the birth
20 or adoption of a child, and employees may substitute any accrued vacation time or other paid
21 leave for the remainder of such leave. All other employees taking leave under the FMLA must
22 substitute any accrued vacation or other paid leave. Any paid leave substituted for FMLA leave
23 will run concurrently with and does not extend the total duration of leave permitted under the
24 FMLA. Employees should consult the Director of Human Resources for further details and for a
25 copy of the EPA's FMLA policy."

26

27 **WHEREAS**, the parental leave policy as written in the 2016 United Methodist Book of Discipline
28 only guarantees paid leave for eight weeks, has been considered open to interpretation, and
29 has not always applied equitably across the connection, since "one-fourth of year"² is thirteen
30 weeks; and

31

32 **WHEREAS**, the East Ohio, Western North Carolina, Western Pennsylvania, Illinois Great Rivers,
33 Western Pennsylvania, New York, Peninsula Delaware, Upper New York, Missouri, and Florida
34 Annual Conferences have adopted policies maintaining compensation for thirteen weeks and
35 assisting local congregations in paying for coverage during the leave.

36

37 **WHEREAS**, supporting clergy families lives up to our calling to welcome all generations as Christ
38 welcomes children (Matthew 19:14, Mark 10:15, Luke 18:16); and

39

40 **WHEREAS**, the failure to ensure just and equitable parental leave for all our clergy families is a
41 manifestation of the spiritual forces of wickedness we are called to renounce, the evil powers of
42 this world we are called to reject, and the sin of which we are called to repent by virtue of our
43 baptism into the Church of Jesus Christ

44

45 **THEREFORE, BE IT RESOLVED**, the United Methodists of Eastern Pennsylvania do lament that,
46 in requiring parental leave last no longer than 13 weeks, our United Methodist denomination
47 fails to live up to the conventions and recommendations established by the World Health
48 Organization and International Labour Standards, which calls for parental leave to not be less
49 than 18 weeks; and

50

51 **BE IT FURTHER RESOLVED**, the United Methodists of Eastern Pennsylvania do hereby publicly
52 repent of and confess our collective sin of failing to ensure equitable parental leave policies for
53 clergy families; and

54

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 **BE IT FURTHER RESOLVED**, the United Methodists of Eastern Pennsylvania support work being
02 done by the General Commission on the Status and Role of Women to advocate for legislative
03 change in future General Conferences to bring our denominational requirements in line with the
04 conventions and recommendations provided by the World Health Organization; and

05

06 **BE IT FURTHER RESOLVED** the United Methodists of Eastern Pennsylvania adopt the Parental
07 Leave Policy and Procedure, included as an appendix to this resolution, effective following the
08 adjournment of the 2025 Session of the Eastern Pennsylvania Annual Conference; and

09

10 **BE IT FURTHER RESOLVED**, the United Methodists of Eastern Pennsylvania direct the
11 Conference communications team to publish this Parental Leave Policy on the Annual
12 Conference website; and

13

14 **BE IT FURTHER RESOLVED**, the Cabinet of the EPA shall share this Parental Leave Policy, in its
15 totality, with every chair of Staff/Parish Relations Committees in the Annual Conference no later
16 than July 1, 2025; and

17

18 **BE IT FURTHER RESOLVED**, the Cabinet of United Methodists of Eastern Pennsylvania shall
19 communicate this change in policy as they preside over Charge Conference sessions in 2025 or
20 ensure that the Presiding Elder communicates this change in policy as they preside over Charge
21 Conference sessions in 2025; and

22

23 **BE IT FURTHER RESOLVED**, the cost of this program shall be funded from as part of the funds
24 administered by the Board of Ordained Ministry; and.

25

26 **BE IT FURTHER RESOLVED**, the United Methodists of Eastern Pennsylvania support work being
27 done by our Annual Conference boards, teams and agencies; local churches and extension
28 ministries; and General Church Boards and Agencies to advocate for and establish just universal
29 paid parental leave policies in all sectors of our society.

30

31 **Respectfully Submitted,**

32 Rev. Nina Patton-Semerod (Board of Ordained Ministry) and Rev. Mandy Stanley Miller (Board of
33 Benefits)

34

35 Endorsed by: Board of Ordained Ministry, Board of Benefits, Connectional Table, Conference
36 Council on Finance and Administration, and the Commission on the Status and Role of Women

37

38 **United Methodists of Eastern Pennsylvania Parental Leave Policy**

39

40 **Statement of Purpose:**

41

42 The United Methodists of Eastern Pennsylvania supports families, and advocates for parental
43 leave for clergy welcoming a child into their home. Therefore, we encourage all parents who
44 are welcoming a child into their home—whether by birth, adoption, or foster placement—to
45 make full use of parental leave policies. The United Methodists of Eastern Pennsylvania have
46 developed this policy in order to assist clergy families, local churches, District Superintendents,
47 and the Annual Conference in caring for family and advocating for parental leave in the church
48 and beyond the church.

49

50 The World Health Organization and the International Labour Organization advocate for at least
51 18 weeks of paid maternity leave,³ and The United Methodist Book of Discipline allows for
52 up to 13 weeks of maternity and paternity leave for clergy families.⁵ The necessity for robust
53 access to paid parental leave transcends bodily recovery from a birth. It allows for invaluable
54 time for parents to bond and form integral relationships with the new child. In many cases, a

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 birthing parent will be granted a period of short-term disability by their medical provider after
02 a birth. Parental leave given through this policy shall not be construed as overlapping with any
03 short-term disability status given to a birthing parent after a birth. Likewise, this policy shall
04 not impact other uses of Paid Family Leave, such as an employee experiencing any qualifying
05 exigency related to a spouse, domestic partner, child or parent on active military duty.

06
07 This policy applies to any local pastor, provisional member, associate member, or clergy member
08 in full connection who is appointed to 25% time or more to a local congregation or annual
09 conference-funded extension ministry, including, but not limited to, campus ministries, Wesley
10 Foundations, camp and retreat ministries, and conference staff, hereinafter referred to as
11 “clergy” or “clergy person.”

12
13 While the policy uses language of church appointments, this policy also applies to clergy
14 appointed to conference-funded extension ministries, including but not limited to conference
15 and district positions, and camping ministries. Clergy appointed to non-conference-funded
16 extension ministries are encouraged to adapt similar policies for their settings.

17
18 Book of Discipline Foundations

19
20 ¶ 355. Maternity or Paternity Leave—Maternity or paternity leave, not to exceed one-fourth of
21 a year, will be available and shall be granted by the bishop and the cabinet, and the executive
22 committee of the Board of Ordained Ministry to any local pastor, provisional member, associate
23 member, or clergy member in full connection who so requests it at the birth or arrival of a child
24 into the home for purposes of adoption.

25
26 1. Persons desiring maternity or paternity leave should file their request with the committee on
27 pastor-parish relations after consulting with the district superintendent at least ninety days prior
28 to its beginning to allow adequate pastoral care for the churches involved to be developed.

29
30 2. During the leave, the clergy member’s annual conference relations will remain unchanged,
31 and the health and welfare benefit plans will remain in force.

32
33 3. A maternity or paternity leave of up to one-quarter of a year will be considered as an
34 uninterrupted appointment for pension purposes.

35
36 4. Compensation will be maintained for no less than the first eight weeks of leave.

37
38 5. During the leave time, pastoral responsibility for the church or churches involved will be
39 handled through consultation with the committee on pastor-parish relations of the local
40 church(es) and the district superintendent.

41
42 6. Special arrangements shall be made for district superintendents, bishops, and those under
43 special appointment.

44
45 Policy for Births, Adoptions, and Foster Placement for Clergy

46
47 1. All clergy in the Eastern Pennsylvania Annual Conference who are expecting the birth or
48 adoption of a child are eligible for Parental Leave (maternity or paternity leave in The Book
49 of Discipline of the United Methodist Church 2016, ¶ 355). This policy applies to all clergy,
50 regardless of their part-time or full-time status. Parental leave is guaranteed to all clergy who
51 request it within the guidelines of this policy.

52
53 2. Clergy are encouraged to begin communication with their DS as soon as they are able to
54 publicly share the anticipation of a child’s arrival. Families giving birth are encouraged to begin

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 planning as soon as they are public about their pregnancy. Adoptive parents are encouraged to
02 make a plan as soon as they are approved for adoption/foster parenting.

03

04 Parental leave must be requested at least 90 days in advance of the anticipated beginning of the
05 leave, in accordance with the 2016 Book of Discipline.

06

07 3. Parental leave shall be encouraged and permitted for 13 weeks with full pay and will not
08 affect the clergy person's pension, health benefits, and appointment status.

09

10 4. Churches will maintain their regular compensation for clergy on leave for the duration of the
11 leave.

12

13 5. The DS will consult with the clergy person to arrange coverage for the duration of leave.

14

15 6. The Annual Conference will provide local churches with funding for compensation related to
16 pastoral coverage and pulpit supply, in consultation with the clergyperson(s)' and the SPPRC.

17 Parental leave may be taken consecutively or non-consecutively, full or part time, according to
18 the needs of the family. Clergy may take intermittent paid family leave in full-day increments.

19 The number of Sundays off will correspond at least one-to-one with the number of weeks of
20 paid parental leave. All parental leave must be taken within 12 months of the placement or birth
21 of the child(ren).

22

23 7. Parental leave is not vacation. The use of parental leave does not affect the clergy person's
24 use of their annual vacation granted in the Annual Conference Rules.

25

26 8. Churches will make reasonable accommodations for breastfeeding and pumping parents,
27 as well as for the feeding of infants. This should include private space, access to an outlet, and
28 time/space to feed according to the infant's needs.

29

30 9. Clergy in the Annual Conference will support and promote parental leave, including by
31 providing pastoral care coverage if asked and needed, in accordance with their schedule.

32

33 10. The Annual Conference will support clergy, including any local pastor, provisional member,
34 associate member, or clergy member in full connection, on parental leave by excusing or
35 making alternate arrangements for their district and conference duties. This includes the annual
36 conference session, charge conference, district and conference committees, and residency
37 requirements.

38

39 11. Foster care providers and adoptive parents may be able to take some of their Paid Family
40 Leave before the actual placement of a foster child or arrival of the adoptive child if an absence
41 from work is required for the placement or arrival to proceed.

42

43 Eastern Pennsylvania Annual Conference Parental Leave Procedures

44

45 Clergyperson(s)' Responsibilities & Action Steps:

46

47 1. Clergy are encouraged to begin planning for Parental Leave as soon as possible. If part of a
48 clergy couple, each spouse is eligible to take full leave. Think through the logistics and needs of
49 your family, ensuring that you consider what will best serve your family. Parental Leave may be
50 taken for up to 13 weeks for birth or adoption, consecutively or nonconsecutively, full or part
51 time, in full days, and must be taken within 12 months of the birth/arrival of a child. Clergy are
52 able to take Parental Leave up to twice a year (one time for each birth, adoption or fostering in
53 the family).

54

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

- 01 2. Talk with your District Superintendent and share your plans for parental leave.
02
- 03 3. Share your plans with your SPRC and make a plan to share with the local congregation.
04
- 05 4. Submit a formal Parental Leave request at least 90 days in advance when possible, of the
06 projected start date of leave to the District Superintendent, Episcopal Office, and the Board of
07 Ordained Ministry.
08
- 09 5. Submit a budget request to the Board of Ordained Ministry as soon as possible.
10
- 11 6. If needed or desired, the District Superintendent will meet with the SPPRC to discuss the
12 Parental Leave Policy, benefits, and needs of the congregation.
13
- 14 7. Work with the SPPRC to determine the local church resources and needs during the leave.
15 Request funding by using the form included within this resolution. Form to be submitted to the
16 Board of Ordained Ministry.
17
- 18 8. Arrange pastoral coverage, including pulpit supply, for the duration of your leave. The District
19 Superintendent is available to assist you if desired.
20
- 21 9. As the child's arrival date nears, ensure all notes and pastoral coverage plans are in place and
22 have been communicated to all involved.
23
- 24 10. Set appropriate boundaries with Local Church leadership as to your needs during leave.
25 Think about if you wish to be contacted during your leave, and under what circumstances.
26 Communicate your boundaries clearly and ensure that the Local Church/ministry setting
27 understands your availability during leave. (Think about how or if you will respond when a
28 parishioner calls you. What about if there is a funeral? What will happen to emails that are
29 sent during your leave?) Ensure that communication is kind and clear so that all know what to
30 expect.
31
- 32 11. As the child's arrival date nears, it may be helpful to have backup pastoral coverage and
33 worship services ready, in case of unanticipated circumstances. Consider developing a lay-led
34 service or two and equipping members to be prepared in the event they need to lead without
35 you.
36
- 37 12. Take full advantage of the Parental Leave benefits offered to you, for the benefit of your
38 family.
39
- 40 District Superintendent and Conference Responsibilities & Action Steps:
41
- 42 1. District Superintendents will support clergy and encourage the full use of the Parental Leave
43 Policy.
44
- 45 2. If desired, District Superintendents will meet with the SPPRC to discuss the Parental Leave
46 Policy, Foster Care Placement Policy, benefits, and needs of the congregation, for birth,
47 adoption, or foster care placement.
48
- 49 3. District Superintendents will remain in consultation with the clergy as pastoral coverage
50 is arranged. If desired, the District Superintendent will assist the clergyperson in finding
51 appropriate coverage.
52
53
54

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 4. District Superintendents will encourage good boundaries during Parental Leave. District
02 Superintendents will not require clergy to attend charge conference, district conference, or
03 related duties during their parental leave.

04

05 5. District Superintendents will help interpret and support the need for space and time for
06 grieving for clergy families experiencing pregnancy or infancy loss or at the end of a foster
07 placement. District Superintendents will be in consultation with clergy and the SPPRC to arrange
08 this time. This time will not affect a clergy person's annual vacation.

09

10 6. The Annual Conference will support and promote Parental Leave and will advocate for paid
11 Parental Leave in all aspects of society.

12

13 7. The BOOM, Cabinet, Board of Benefits, and COSROW will review and update the Parental
14 Leave policy at least quadrennially.

15

16 8. During the appointment process, no assumptions should be made about the desires of
17 future parents. The clergyperson(s)' District Superintendent should be in conversation with
18 them about potential appointment changes. These conversations should affirm the professional
19 dignity and sacred worth of clergy parents/families.

20

21 9. Policies regarding parental leave will be part of every clergy covenant at time of appointment.

22

23 **Paid Parental Leave Request Form**

24

25 Clergy Name:

26

27 Phone Number:

28

29 Email Address:

30

31 Name of Ministry Location:

32

33 Mailing Address of Ministry Location:

34

35 (This is where the check will be addressed and mailed)

36

37 Reason for Paid Parental Leave (check one):

38

39 ☐ Birth of a Child

40

41 ☐ Placement for Adoption

42

43 ☐ Foster Care Placement

44

45 Method of Paid Parental Leave: (check one)

46

47 ☐ Continuous

48

49 ☐ Intermittent

50

51 What is your anticipated date that parental leave will begin and end? _____

52

53 If you are taking intermittent leave, you may list multiple start and stop dates. _____

54

LEGISLATION

PERTAINING TO THE ESTABLISHMENT OF AN EPA PARENTAL LEAVE POLICY

01 Clergyperson Certifications:

02

03 I attest that PPL is being taken because of the birth of my child or because of placement of a
04 child with me for adoption or foster care and that the PPL will be used in connection with my
05 fulfillment of my parental role to care for and bond with the child.

06

07 I have attached an itemized budget for expenses related to pastoral/ pulpit coverage. (Items
08 may vary on ministry location but may include pulpit supply and pastoral care coverage for the
09 entirety of your parental leave.)

10

11 I hereby certify that I will ensure the appropriate dissemination of any funds approved to cover
12 my parental leave coverage expenses. I will provide my church/ ministry placement's Financial
13 Secretary, Treasurer, and SPRC with names and addresses of the intended recipient(s) of the
14 funds and the amount each will receive.

15

16 I hereby certify that all statements made in this application are true and correct to the best of
17 my knowledge and belief.

18

19 Clergy Signature: _____

20

21 Date: _____

22

23 SPRC Representative Signature: _____

24

25

26

27

28

29

30

31

32

33

34

35

36

37

38

39

40

41

42

43

44

45

46

47

48

49

50

51

52

53

54

RULES OF ORDER

Article I – Meetings

1. The Annual Conference shall convene each year for the transaction of business as provided by the Discipline of The United Methodist Church and shall consider and act upon such other matters as may properly be brought before it.
2. The Bishop shall appoint the times for holding the Annual Conference. (See Discipline, ¶ 603.2) The Bishop and the Commission on Conference Sessions shall select the place for holding the Conference. (¶ 603.3)
3. Special Sessions may be held as provided by the Discipline. (¶ 603.5)
4. The Bishop assigned shall preside or arrange for another Bishop to preside in case of the Bishop's inability. In the absence of a Bishop, the Conference shall by ballot, without nomination or debate, elect a president *pro tempore* from among the traveling elders. The president thus elected shall discharge all the duties of a Bishop except ordination. (¶ 603.6)
5. The choice of a visiting Bishop and/or major speakers shall be the prerogative of the Bishop.

Article II – Organization

1. The sessions shall open with a period of devotion, followed by a call of the roll, including the roll of the local pastors indicated in the Discipline (¶ 605) and include a service of Holy Communion and Memorial Service.
2. A Secretary, Treasurer, and Statistician and such other officers as the Conference may authorize, including assistant secretaries, shall be elected, the Secretary to nominate assistants.
3. The Conference shall establish a “Bar of the Conference” for the seating of its members.
4. The Conference may adopt an agenda prepared by the Bishop and the Commission on Conference Sessions.
5. The Conference Secretary shall assign Tellers who will be available for tabulation of written ballots as required in Plenary Sessions. Count votes will be counted by the Conference Secretarial Staff.
6. The Conference Secretary shall provide for teams of Pages who will be assigned for each Plenary Session to assist the distribution of printed reports and materials pertinent to business pending before the Plenary Session. These materials are to be provided to an Associate Secretary designated by the Conference Secretary.
 - a. Only authorized materials pertinent to Plenary Sessions business shall be distributed on the floor of conference. Agencies, institutions, and groups interested in provided promotional or informational material may do so by distributing it at the doors using their own personnel. Such material shall clearly identify the sponsoring agency, institution, or group.

RULES OF ORDER

- b. The Commission on Conference Sessions shall not bar the distribution of informational or promotional material handled in accordance with 6.a.

Article III – Clergy Session

A Clergy Session of Clergy Members and the Lay Members of the Board of Ordained Ministry shall be held for the purposes defined by the Discipline of The United Methodist Church.

Article IV – Duties of Officers

The responsibilities and duties of officers shall be the general duties pertaining to these offices, those prescribed by the Discipline and such other duties as the Conference may from time to time direct.

Article V – Bonds and Audits

All treasurers, other officers, trustees, and persons handling funds or securities of the Conference or any board, commission, committee, or other agency thereof shall be bonded in appropriate amounts. All accounts of treasurers and trustees shall be audited by experienced disinterested public accountants or certified public accountants as provided by the Discipline. The auditor's reports and recommendations shall be submitted to the Council on Finance and Administration.

Article VI – Commission on Conference Sessions

There shall be a Commission on Conference Sessions whose responsibility, under the direction of the Bishop, shall be to prepare an agenda and arrange the program of the Annual Session. This shall include responsibility for soliciting reports from all Conference agencies and other reporting groups; caring for the physical arrangements at the site of Annual Conference; caring for all expenses mandated by the Conference; and planning all inspirational and devotional periods.

Article VII – Reports

All boards, commissions, councils, societies, corporations, and other agencies related to the Conference shall receive notice of the time and person to whom reports of such bodies that are to be published in the Journal shall be sent.

Article VIII – Resolutions

1. Resolutions shall be invited from local churches, conference agencies, conference related institutions, or individual church members. The deadline for receiving these resolutions shall be set by the Conference Secretary and shall be at least thirty days prior to Annual Conference. A notice to this effect along with the name and address of the person to whom resolutions shall be sent and the deadline date shall be appropriately publicized.
2. Resolutions shall be distributed to the members of the Annual Conference by the date of District Conferences. Printed copies will be provided upon request and can be picked up at

RULES OF ORDER

District Conferences. These resolutions shall have a first priority upon the work of the Annual Conference. A Consent Calendar may be established by the Agenda Committee to assist the work of the Annual Conference. Any resolution may be lifted from the Consent Calendar upon the request by 10 members at the time the Consent Calendar is presented to the Annual Conference for adoption.

3. Resolutions received after the announced deadline or during the session of Annual Conference will be reviewed by the Agenda Committee. In consultation with the Presiding Bishop, this Committee will determine which resolutions will be printed for distribution to Conference members. The Agenda Committee shall include the Conference Secretary, the Chairperson of Conference Sessions, The Executive Director of Congregational Transformation/Connectional Ministries, Conference Lay Leader, and The Dean of the Cabinet.

Article IX – Disposition of Reports and Resolutions

When presented to the Conference Plenary Session a resolution or report becomes the possession of the body, to be disposed of as it will, including amendment, substitution, etc.

Article X – Rules of Order Debate

1. A member desiring to address the Conference shall proceed to a microphone and, after recognition by the presiding officer, shall first state clearly said member's name and charge represented.

2. No member who has the floor may be interrupted, except by the presiding officer for a breach of order, or a misrepresentation, or to bring to the attention of the Conference that the time has arrived for a special order, or to raise a question of a very high privilege.

a. Motions - Members may speak only to a motion before the Conference or to offer a motion. Speeches shall not precede a motion.

b. Motion for Previous Question - A motion for the "previous question" shall be made from a microphone, and shall not be in order unless at least two members have spoken for and two against the motion. A motion for the "previous question" shall not be appended to or supported by a speech. If in order, debate shall end, and a vote be taken on said motion. The mover shall state whether the motion applies only to a proposed amendment to a motion, or all that is before it. A motion for the "previous question" must be sustained by a two-thirds vote of members within the Bar of the Conference.

c. Motion to suspend the Rules - A motion to suspend the rules shall be sustained by two-thirds of the members within the Bar of the Conference.

d. Voting - Voting shall be by raising the hand except when a standing count vote is called for, or when electronic voting is used. When a standing count vote is called for, members voting in favor of the motion shall rise and remain standing until counted. Then those voting against the motion shall rise and remain standing until counted, followed by those abstaining. In case of a disability that prevents voting in the prescribed fashion (i.e.

RULES OF ORDER

standing) the presiding officer shall recognize the intended vote of that member by another means so as not to disenfranchise any member.

e. Motions and Resolutions to be in Writing - All motions and resolutions shall be written and copies submitted to the presiding officer and the secretary.

f. Length of Time Granted on the Floor of Annual Conference Session:

i. Once recognized by the Bishop as Presiding Officer of the Annual Conference Session, any delegate seated within the bar of the Annual Conference or other person granted permission to speak within the bar of the Annual Conference may speak up to three minutes. A one minute warning may be given and after that time has elapsed, the Presiding Officer may interrupt that member and terminate permission to speak.

ii. The privilege of addressing the Annual Conference Session is extended to groups and individuals making presentations on the adopted agenda, with clearly understood time commitments specified in advance. A one minute signal before the end of their allotted time may be given, and after that time, the Presiding Officer may interrupt those persons, groups, or individuals and terminate permission to speak.

iii. Other Parliamentary Rules - Other parliamentary rules shall be the current edition of Robert's Rules of Order (latest version).

g. Plenary Sessions - In the Plenary Sessions, members desiring to offer motions which are not scheduled as part of an Agenda item (Art II.4) shall confer in advance with the Chairperson of the Commission on Conference Sessions.

Article XI – Conference Journal

1. The Conference shall keep an exact record of its proceedings, and other items required by the Discipline, and shall publish annually a Journal which shall include the items required by the Discipline to be included in its Journal. The Journal shall incorporate the addresses, telephone numbers, and email addresses as preferred of the pastors, lay members and alternates, church lay leaders, certified lay speakers, and other such information, as the Conference shall direct. Agencies related to the Conference shall bear the precise corporate titles.

2. At the recommendation of the Conference Council on Finance and Administration, during the Fall Budget Session, Nov. 9, 1996, the Annual Conference approved an action to charge for the Journal rather than have it supplied at no charge, beginning in 1997.

Article XII – Responsibilities of Boards, Commissions, Committees, and Other Organizations Required by the Discipline

1. The various boards, commissions, committees, and other organizations required to be a part of the Annual Conference structure are as set forth in the Discipline, as the same may from time to

RULES OF ORDER

time be amended, provided, however, that the Conference may refer to such organizations such matters as are not inconsistent there with.

2. Additional boards, commissions, committees, and organizations may be authorized by the Conference, where it is deemed inappropriate or inexpedient to refer a subject proposal to an existing organization.

3. Ex-officio members who have been appointed or elected to serve the Conference on boards, commissions, committees, and other organizations shall have the right to vote. Advisory members shall have the right to voice without vote.

Article XIII – Tenure on Boards, etc.

NO person may serve on the same board, commission, council, or committee of this Conference for a longer continuous period than two quadrennium except those serving in an ex-officio capacity or other position involving experience making replacement inexpedient when upon the request of such organization to the nominating committee and exception may be recommended to the Conference. It is understood that the maximum term is ten years or two quadrenniums. Persons serving two years or less on a board or agency will be considered eligible for the two quadrennium tenure.

1. The period of service of all elected to office shall begin with the adjournment of the Conference Session in which they were elected.

2. All boards, agencies, and commissions, required by the Discipline to organize annually shall reorganize within two weeks of the Annual Conference and the names of the officers shall be reported to the Conference Secretary for inclusion in the Journal.

3. The Officiary of the local church shall be elected to serve on the basis of the calendar year.

4. No person shall serve on more than one major agency (i.e., boards, commissions, councils, divisions) of the Annual Conference, except in the case of ex-officio members and minority ethnic members of our Conference who are permitted to serve on at least two Conference agencies.

5. No person shall serve on the Board of Directors/Board of Trustees of an incorporated agency affiliated with the Annual Conference, whose board members are elected by the Conference, except in the case of ex-officio members of boards, and ethnic minority members of the Conference who shall follow the rule of the Conference and that this rule be implemented in the immediate future years by the process of attrition.

Article XIV – Attendance

Punctual and regular attendance of the members of the Conference is expected except in cases of emergency. Those requesting to be excused must make the request in writing to the Conference Secretary. (§ 602.8) In the case of anticipated absence of lay members, arrangement should be made to have the alternate lay member seated. Every charge should be represented at all business sessions. (§ 602.7)

RULES OF ORDER

Article XV – Financial Reports

All boards and agencies shall submit annually financial reports reflecting assets and liabilities as well as receipts and disbursements, which shall be printed in the Journal.

Article XVI – Election Process for General and Jurisdictional Conference Delegates

The Nomination process for the election of delegates to the 2020 General Conference and 2020 Jurisdictional Conference shall be governed by the following procedures:

1. Nominating petitions will be sent to clergy members in full connection and lay members of the Annual Conference at least three months prior to the Annual Conference session.
2. Nominating petitions will allow for a maximum of 10 nominees. Persons will be nominated when their names have been identified on 10 nominating petitions. As in the election process, the nominations process shall allow clergy to nominate clergy and laity to nominate laity.
3. Nominees shall fulfill the Disciplinary and Constitutional requirements outlined in the Constitution, paragraphs 35 and 36.
4. Nominating petitions shall be returned to the Conference Secretary no later than March 1, 2019.
5. The Board of Lay Ministry may make additional laity nominations by March 10, 2019.
6. After March 1, 2019, all nominees will be provided an acceptance form. Nominees will return their acceptance form by March 31, 2019 for their names to appear on the ballot.
7. Nominees will provide biographical information and a brief written statement by March 31, 2019. The list of nominees, biographical material and statements will be published and/or distributed through as many means as possible.
8. From the nominee acceptance forms, the Conference Secretary will prepare separate clergy and laity ballots. The ballots will include spaces for write-ins.
9. Nominations will be accepted from the floor provided a nominating petition fulfilling #2 above and an acceptance form are duly presented. Five hundred copies of a biographical profile and statement are required for immediate distribution.
10. Election shall be by majority of valid ballots cast on each ballot, clergy and laity voting separately.
11. Balloting for the specified number of delegates to General Conference will begin first. These persons are elected as delegates to General Conference and Jurisdictional Conference. After their election, the additional number of persons to be elected as Jurisdictional Conference delegates shall begin. Upon completion of these elections, a final ballot will be taken to elect three alternates to Jurisdictional Conference; the three persons receiving the highest number of votes will be elected.

RULES OF ORDER

12. Judges of Elections shall be appointed by the Conference Secretary to oversee the tabulation of ballots, certify the election of delegates, and convey the ballots and report to the Conference Secretary.

13. All Jurisdictional Conference delegates will be alternate delegates to the General Conference in order of their election.

14. The Annual Conference will assume the costs of the first clergy and laity alternates to attend the General Conference. The Annual Conference will assume the costs of the six alternates to attend the Jurisdictional Conference.

Article XVII - Nomination of Episcopal Candidates

1. The Annual Conference shall, in the year preceding the conference session during which Episcopal candidates are to be nominated, solicit potential nominees from all the members both lay and clergy of the Annual Conference. Each member may nominate the number of Elders for which there are vacancies in the jurisdiction to be filled, provided the nominees are Elders in good standing in the Conference. Any Elder who receives at least 10 nominations will have their biographical details and personal statement published and/or distributed through as many means as possible for study prior to the electing conference session.

2. At the EPA annual conference session immediately prior to the next regular session of the Northeastern Jurisdictional Conference, the EPA jurisdictional delegation may present one or more names to the annual conference for endorsement. The jurisdictional delegation may also choose to present no names to the annual conference. If the delegation places one or more names before the conference, annual conference delegates shall then proceed to confirm the recommendation(s) of the delegation by a 2/3 vote by those present and voting. Likewise, if the delegation recommends no persons, the annual conference shall vote to accept that recommendation by the same 2/3 vote.

3. If the opening ballot fails to obtain the necessary 2/3 majority to confirm the delegation's recommendation(s), additional nominations from the floor shall then be in order, provided.

a. The ordained elder(s) in full connection being nominated from the floor shall have given consent prior to the making of the nomination and will at the time the nomination is made present a nominating petition to the secretary of the annual conference with the names and signatures of ten persons, laity or clergy, who are members of the Annual Conference.

b. At least five hundred copies of a biographical profile and statement for such nominees will be available and distributed to annual conference delegates at the time the nomination is made.

c. A minimum of four hours shall elapse, after all nominations have been received from the floor, before a ballot is taken.

4. The annual conference shall then proceed to endorse a nominee (or nominees) by ballot as follows: all nominees shall be listed on the ballot, and a ballot taken. Any person(s) receiving a 2/3 vote would move forward as the endorsed Episcopal nominee(s) of the Eastern Pennsylvania

RULES OF ORDER

Conference; provided that annual conference delegates may not vote on any ballot for more candidates than the number of open Episcopal seats anticipated at the ensuing Northeastern Jurisdictional Conference.

5. After five such ballots have been taken, a motion to discontinue balloting shall then be in order, requiring a simple majority. Any persons who have received the requisite 2/3 majority shall be considered the endorsed Episcopal nominee(s) of the Eastern Pennsylvania Conference. If no person has obtained the required 2/3 majority, then no person shall be considered to have been endorsed by the Eastern Pennsylvania Conference.

6. The Jurisdictional delegation shall not be bound by any action of the delegation or the annual conference regarding confirmed and/or endorsed nominees when the Jurisdictional delegates cast their votes at Jurisdictional Conference (p 405.1).

Article XVIII - Petitions to General Conference

For any General Conference resolution or proposed disciplinary change, the required vote to approve such resolutions shall require a 3/4 majority of votes cast. These resolutions will be placed at the beginning of the Conference Sessions.

Article XVIX – Amendments

These Rules and Regulations may be amended at any regular session of the Conference provided six hours shall elapse after the first reading before action is taken. A majority vote shall be necessary to adopt. Amendment may be made at a Special Session provided the proposed amendment is incorporated in the call.

Article XX

The Conference Secretary as editor of the Journal shall be authorized to make editorial changes to paragraph numbers to reflect the language of the current Book of Discipline. The Secretary will be further authorized to change the years listed in Article XVI as appropriate for subsequent general conference.



UNITED METHODISTS
OF EASTERN PENNSYLVANIA

WWW.EPAUMC.ORG

980 MADISON AVENUE | NORRISTOWN, PA 19403

PO BOX 820 | VALLEY FORGE, PA 19482-0820