

LOCAL CHURCH CONFERENCE

Developing Church:

As of April 30, the 2022-23 Church Year will be behind us. I trust that you can look back over this fiscal year and find many reasons for which to praise God. I trust these praises include reports of new converts, financial and numerical goals met and a positive spirit that pervades the congregation.

As this year ends it is time to prepare for the advent of the 2023-24 church year. This letter and set of forms are intended to guide you as the pastor of a Developing Church through the process of reporting to the District Office. **Please complete the requested forms no later than May 25.**

Developing Churches are not required to conduct Local Church Conferences. The pastor and the district superintendent collaborate to appoint the various church leaders rather than conduct elections. However, it is advisable for you as the pastor to take time to provide the congregation with a “state of the church” report. A financial report for the year would also be appropriate to present at this time. This should be done before April 30.

Please give attention to the following items:

1) ***Local Church Information Sheet***: Please indicate your preference for the persons you want to serve in these roles this coming year. They should possess spiritual maturity, an exemplary Christian character, a commitment to the church and adequate skills to perform the task. Your indication of their name will serve as a recommendation to me for their appointment to the role. I will consider your recommendations and respond with written approvals of their official appointment.

2) ***Delegate Information Sheet***: This year’s Conference will be held June 28 at Fountain Springs-West Campus in Rapid City, SD. Please provide a recommendation of a person to serve as your lay delegate and indicate it on the [*District Conference Delegate Form*](#). The name of an alternate delegate should also be included.

Do not hesitate to call if you have any questions in completing this assignment. We are here to serve you.

LAY DELEGATE ALLOCATIONS
 2023

CHURCH	CITY	LAY DELEGATES
Acts Church	Vancouver	3
African Wesleyan Church of Sioux Falls	Sioux Falls	1
Alive Church	Rockwell City	1
Awaken Church	Anchorage	1
Beckman Memorial	Prairie City	1
Biddle Wesleyan Church	Biddle	1
Birch Ridge Community	Soldotna	1
Black Hills Cowboy Church	Beulah	1
Buffalo Church	Helena	1
Capital Park Wesleyan Church	Salem	1
Cedar Valley Church	Waterloo	5
Celebrate Church of Mankato	Mankato	1
Celebrate Community Church	Sioux Falls	6
Celebrate Community Church of Brandon	Brandon	3
Celebrate Community Church of Canton	Canton	1
Celebrate Community Church of Lake Andes	Lake Andes	1
Celebrate Community Church of Plymouth	Plymouth	1
Celebrate Community Church of Sibley	Sibley	1
Celebrate Community Church of Yankton	Yankton	1
Celebrate Missoula	Missoula	1
Central City Church	Bismarck	1
Columbia View Wesleyan Church	Portland	1
Conner Wesleyan Church	Darby	1
Cornerstone Community Church	Bismarck	1
Countryside Church	Spearfish	3
Courageous Church	Seattle	1
Crane Community Chapel	Austin	2
CrossFire Church	West Union	1
CrossPoint Church	Watford City	2
Crossroads Wesleyan Church	Rapid City	2
Debra Heights Wesleyan	Des Moines	1
East Gate Wesleyan Church	Billings	1
Emily Wesleyan	Emily, MN	2
Emmanuel The Hope of Glory Wesleyan Church	Portland	1
Fayette Community	Fayette	1
First Wesleyan	Waterloo	1
First Wesleyan Church	Rapid City	3
Fountain Springs Community Church	Rapid City	5

Fuente de Vida	Denison	1
Gathering208 Church	Boise	1
GracePoint Watertown	Watertown	2
GracePoint Wesleyan Church	Brookings	5
Greater Praise	Blaine	2
Harlowton Wesleyan Church	Harlowton	1
Harvest Church	Clarkston	2
Hazen Chapel Wesleyan Church	Amboy	1
He Sapa New Life	Rapid City	1
Heartland Community	La Porte City	1
Heartwood Church	Oakdale	1
Hepisipa Wesleyan	Salt Lake City	1
Hillside Wesleyan	Cedar Rapids	3
Hoover Wesleyan	Walker	1
Hope Church	Blaine	2
Hope Wesleyan	Independence	2
Hot Springs Wesleyan Church	Hot Springs	1
House of Faith	Coeur D Alene	1
Hub City Church	Aberdeen	1
Ignite Wesleyan Church	Sheridan	2
Joliet Wesleyan Church	Joliet	1
LifeSpring Wesleyan Church	Sturgis	2
Linwood Wesleyan Church	Sioux Falls	5
Living Hope Community Church	Spokane Valley	1
Living Hope Wesleyan	Cedar Rapids	1
Living Hope Wesleyan Church	Madison	1
Living Springs Church	Spring Lake Park	1
Medicine Rocks Wesleyan Church	Baker	1
Memorial Wesleyan Church	Weippe	1
Mountain City	Salt Lake City	1
Mountain View Church	Aumsville	3
Mountain View Wesleyan	Hamilton	1
Multiply Church	Bozeman	1
New Beginnings Wesleyan Church	Raymond	1
New Hope Wesleyan Church	Williston	3
New Life Wesleyan Church	Gillette	3
North Point	Coon Rapids	1
Northgate Wesleyan Church	Salem	2
Oak Hills Wesleyan	Rochester	1
Pag-asang Handog	Williston	1
Palabra de Vida	Sioux City	3
Pierre Lakota Chapel	Pierre	1
Quarry Rock Wesleyan Church	Dell Rapids	2
Radiant	Pleasant Hill	3
Redfield Wesleyan Church	Redfield	1
Resilient Church	Vermillion	1
Revolution Community Church	Cedar Rapids	1
Richland Wesleyan Church	Mina	3

River Tree Church	Mitchell	5
South Troy Wesleyan	Zumbro Falls	1
Sown Network	Salem	1
Spirit Alive Wesleyan Church	Yakima	1
Spring Life	Hillsboro	1
Story Church	West Fargo	1
Summit Wesleyan Church	Buffalo	4
Table Church	Des Moines	1
The Bridge	Pierre	1
The Bridge Church	Charles City	2
The Gathering Place	Poulsbo	1
The Point	Forsyth	1
The Ransom Church	Sioux Falls	2
The Solid Rock Community	Hermiston	1
Tolstoy Wesleyan Church	Tolstoy	1
Trailhead Wesleyan Church	Wasilla	1
Trinity Bible	Cedar Falls	5
Venture Church	Bozeman	1
Waite Park Wesleyan	Minneapolis	3
Westside Wesleyan Church	Bristol	1
Word of Hope Wesleyan Church	Rapid City	1
TOTAL LAY DELEGATES		185

LOCAL CHURCH INFORMATION SHEET

FOR CHURCH YEAR ENDING APRIL 30, _____

Church Name: _____

Senior/Lead Pastor: _____

Ministry Staff Members *(as applicable):*

(Circle One)

Name: _____ Position: _____ Full Time Part Time
Phone () _____
Address _____
E-mail _____

Name: _____ Position: _____ Full Time Part Time
Phone () _____
Address _____
E-mail _____

Name: _____ Position: _____ Full Time Part Time
Phone () _____
Address _____
E-mail _____

Name: _____ Position: _____ Full Time Part Time
Phone () _____
Address _____
E-mail _____

Please list any additional ministry staff members/positions below:

REGISTER OF LOCAL CHURCH LEADERS, Year _____

Church: _____

Elected Lay Leaders *(as applicable)*:

Check if New

Vice Chairman of the LBA: _____	Phone () _____	()
Address _____	E-mail _____	
Church Treasurer: _____	Phone () _____	()
Address _____	E-mail _____	
Church Board Secretary: _____	Phone () _____	()
Address _____	E-mail _____	
Sunday School Supt.: _____	Phone () _____	()
Address _____	E-mail _____	

Trustees:

_____	_____
_____	_____
_____	_____

Members at Large:

_____	_____
_____	_____
_____	_____

Additional Lay Ministry Leaders *(as applicable)*:

Director of Youth Ministry: _____	Phone () _____	()
Address _____	E-mail _____	
Wesleyan Women Director: _____	Phone () _____	()
Address _____	E-mail _____	
Director of Missions: _____	Phone () _____	()
Address _____	E-mail _____	
Children's Ministry Director: _____	Phone () _____	()
Address _____	E-mail _____	
Discipleship/Spiritual Formation: _____	Phone () _____	()
Address _____	E-mail _____	

DISTRICT CONFERENCE DELEGATE CERTIFICATION, Year _____

This form can also be completed online (<https://forms.gle/BNp7JyfCHL9iiPYD7>)

Be sure to check your delegate count prior to filling this out.

Church: _____

Delegates:

Alternates:

Name: _____

Name: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Phone: _____

Phone: _____

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Name: _____

Name: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Please return the delegate form immediately following the Local Church Conference to: info@northwestdistrict.org

Or mail to:

The Northwest District Office
919 Airport Rd.
Sheridan, WY 82801

LOCAL CHURCH BUDGET

For Fiscal Year -

Name of Church	Pastor		
Account Number		Actual Amount This Year	Proposed for Next Year
PROJECTED INCOME			
101	Tithes and Offerings	\$ -	\$ -
102	Sunday School	\$ -	\$ -
103	Wesleyan Women	\$ -	\$ -
104	Wesleyan Men	\$ -	\$ -
105	Wesleyan Youth	\$ -	\$ -
106	Building Fund	\$ -	\$ -
107	Faith Promises/Offering for Non-Wesleyan Purposes	\$ -	\$ -
108	Other Assessable Income <u>Parsonage Rent</u>	\$ -	\$ -
109	Interest on Checking/Savings Accounts	\$ -	\$ -
110	Faith Promises/Offering for Wesleyan Home Mission and Wesleyan World Mission Pruposes.	\$ -	\$ -
111	Other Non-assessable Income (see Discipline 2005:1 wills, bequests, ret, sale of property, denominational special special offerings, loans, investment earnings, day care, youth funds raised for denominational conventions.	\$ -	\$ -
TOTAL PROJECTED INCOME		\$ -	\$ -
PROJECTED EXPENSES			
<u>Missions and Evangelism</u>			
201	District and Denominational USF	\$ -	\$ -
202	District Evangelism and Church Growth Fund	\$ -	\$ -
203	Wesleyan World Missions	\$ -	\$ -
204	Local Missions and Benevolence	\$ -	\$ -
205	Local Church Evangelism Training, Revivals, Outreach	\$ -	\$ -
206	Clubhouse Ministries	\$ -	\$ -
207	Youth Ministries	\$ -	\$ -
208	Adult Outreach Ministries	\$ -	\$ -
209	Church Advertising(Newspaper/radio ads, etc.	\$ -	\$ -
210	Other _____	\$ -	\$ -
SUBTOTAL		\$ -	\$ -

Worship and Christian Education

301	Worship Aids (Bulletins, copyright fees)	\$	-	\$	-
302	Sunday School Literature and Supplies	\$	-	\$	-
303	New Believer Training / Small Group Ministries	\$	-	\$	-
304	Leadership Training and Teacher Training Resources	\$	-	\$	-
305	Special or Seasonal Programs (Christmas, Easter, VBS)	\$	-	\$	-
306	Instruments and Music	\$	-	\$	-
307	Other _____	\$	-	\$	-
	SUBTOTAL	\$	-	\$	-

Church Staff

401	Pastor(s) Salary	\$	-	\$	-
402	Pastor(s) Housing Allowance and Utilities	\$	-	\$	-
403	Pastor(s) Social Security Allowance(Check current	\$	-	\$	-
	Self-Employment Contribution Act (SECA) rate and	\$	-	\$	-
	Multiply the sum of 401 & 402 by that percentage.)	\$	-	\$	-
404	Pastor(s) W.P.F.	\$	-	\$	-
405	Pastor(s) Health Insurance	\$	-	\$	-
406	Staff Salary	\$	-	\$	-
407	Staff Payroll Taxes	\$	-	\$	-
408	Workers Compensation	\$	-	\$	-
409	Other _____	\$	-	\$	-
	SUBTOTAL	\$	-	\$	-

Church Administration

501	Pastor(s) Accountable Expense Reimbursements	\$	-	\$	-
	(Church Travel, Hospitality or church guests, etc.)	\$	-	\$	-
502	Pastor's Continuing Education/Seminars/Retreats	\$	-	\$	-
503	District Conference Registration (Pastor/Delegates)	\$	-	\$	-
504	Basic Telephone & Business Long Distance	\$	-	\$	-
505	Church Postage	\$	-	\$	-
506	Office Supplies (Paper products, toner, service, etc.)	\$	-	\$	-
507	Office Equipment(Copier, fax, computer, furniture, etc.)	\$	-	\$	-
508	Other _____	\$	-	\$	-
	SUBTOTAL	\$	-	\$	-

Building & Property

601	Parsonage/ Mortgage or Rent	\$	-	\$	-
602	Meeting Place Mortgage or Rent	\$	-	\$	-
603	Repairs or Improvements	\$	-	\$	-
604	Maintenance, Lawn care, Snow Removal	\$	-	\$	-
605	Property & Liability Insurance	\$	-	\$	-
606	Church Utilities (gas/oil, electricity, water sewer, garbage)	\$	-	\$	-
607	Church Vehicle(s) (gas/oil, insurance, tags, repair.)	\$	-	\$	-
608	Other _____	\$	-	\$	-
	SUBTOTAL	\$	-	\$	-

TOTAL PROJECTED EXPENSES	\$	-	\$	-
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BUDGET SUMMARY:

A.	Total Projected Income	\$	-
B.	Surplus Balance or (Deficit) from Previous Year	\$	-
C.	Total Funds Available (A + B)	\$	-
D.	Total Project Expenses	\$	-
E.	Projected Surplus or (Deficit) (C - D)	\$	-
F.	Average Monthly Income Needed (A / 12)	\$	-
G.	Weekly Average Income Needed (A / 52)	\$	-