

**128th Annual Conference**  
of the  
**Oregon Free Methodist Church**



**FUELING  
THE FIRE**

Oregon Annual Conference 2023

Northside  
Community Church  
Newberg, OR  
June 16-17, 2023

# 128<sup>th</sup> ANNUAL CONFERENCE

OREGON CONFERENCE OF THE FREE METHODIST CHURCH

## AGENDA

Saturday, June 17, 2023

- I. Welcome • Worship • Prayer
- II. Call to Order • Adopt Agenda • Preliminaries
- III. Approve Standing Rules
- IV. Ministerial Education & Guidance Board Report
- V. Nominating Committee Report
- VI. Annual Conference 2023 Vote Report
  - i. Election Results
  - ii. Board & Financial Report Approval Results
- VII. Aldersgate Board Report
- VIII. BOA Report • Elder Milestones
- IX. FM Financial Services
- X. Memoirs
- XI. State of the Conference Report
- XII. Bishop's Report
- XIII. Ordination Ceremony
- XIV. Ministerial Appointments Report
- XV. Adjournment



Oregon Conference  
of the Free Methodist Church



# GENERAL SCHEDULE

FUELING the FIRE – AC23 | JUNE 16-17 | 2023

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Friday, June 16

7:00-8:30 p.m. Worship & Prayer

Saturday, June 17

8:15 a.m. Guest Check-in Opens

9:00 a.m. Worship & Welcome

9:30 a.m. Business Session

Board Reports

Break

State of the Conference – Supt. Ranger

Spirit Fueled Movement – Bishop Whitehead

12:30 p.m. LUNCH BREAK

1:45 p.m. Breakout Sessions

- Transformational Coaching – Allison Coventry
- Simple Changes to Transform Spaces – S. Newell/C. Harold
- The Healthy Hustle – Trisha Welstad

2:45 p.m. Break

3:00 p.m. Ordination Service

Ministerial Appointments

Dismissal





# LEADERSHIP

OREGON CONFERENCE of the FREE METHODIST CHURCH

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BISHOP MATT WHITEHEAD - FMCUSA



**Matt Whitehead** began his service as Lead Bishop for the Free Methodist Church–USA in July 2019 which includes his oversight of Western US conferences (of which Oregon is one), and internationally of Africa and Asia. For the previous 20 years, Bishop Matt served as Superintendent of the Pacific Northwest Conference headquartered in Seattle, Washington, the same conference where he had previously served as lead pastor at two churches. Matt holds a Bachelor of Arts degree from Seattle Pacific University, a Master of Divinity from Western Evangelical Seminary (Portland Seminary) and a Doctor of Ministry from Asbury Theological Seminary.

Matt & Melanie are celebrating 43 years of marriage in August, and are the parents of two daughters, Jessica and Melissa. They are big football fans (GO HAWKS!) and enjoy spending time with their three grandsons and family.

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## MISSION STATEMENT

To love God, love people,  
and to make disciples.

## VISION STATEMENT

To bring wholeness to the world through healthy  
biblical communities of holy people multiplying  
disciples, leaders, groups and churches.

# LEADERSHIP

OREGON CONFERENCE of the FREE METHODIST CHURCH

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## SUPERINTENDENT ROBROY RANGER



**Robroy Ranger**, originally from Australia, began as Superintendent of the Oregon Conference in June of 2021 after serving a year on the PNW Conference Executive team. His prior ministry includes over 20 years as Lead Pastor & Chief Cultural Architect of a multicultural church in WA.

Robroy's primary passion is to breathe Christ in the world, establish community-wide purposeful discipleship in Christ's love, and to create new opportunities for people to serve Christ within multicultural community relationships.

Robroy is married to Jackie and they are the parents of three children: Ashlie—husband Mason & baby Jamison, Selby—missionary in Eurasia, and Angel-- a vibrant 17-year-old. Robroy's favorite pastimes include cycling, biking, and adventure travel.

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## Our DIRECTION

We are becoming a multicultural group **united** around Jesus to ignite a **Spirit-fueled movement**.



Oregon Conference  
of the Free Methodist Church



# LAY DELEGATES & RESERVES 2023

OREGON CONFERENCE OF THE FREE METHODIST CHURCH

CHURCH	LEAD PASTOR	DELEGATE or RESERVE 2023	ROLE
Bend, Mirror Pond	Mark Mushlitz	[None]	
Bend, Water Church	Jeff Utu	Kristin Sloan	Delegate
Eugene, Living Hope Church	Shaun McNay	Norm Myers	Delegate
		Sharlene Russnogle	Reserve
Falls City, Mountain Gospel Fellowship	John Unger	Charlie Flynn	Delegate
		Jon Creekmore	Reserve
Gladstone, The Source Church	Russ Brechbiel	Lisa Brechbiel	Delegate
Gresham, Sanctuary Church	Luke Jones	Shellie Huff	Delegate
Hillsboro, New Vision Fellowship	Carlene Nisley	Gale Zimmerman	Delegate
Lebanon, Ignite Hope Church	Under the Supt.	Charlie Bias	Delegate
Madras, Juniper Community Church	Rick Herbert	Mike Cloud	Delegate
		Jerry Lee	Reserve
Newberg, Northside Community Church	Nick Forrest	Loreen Mills Juran	Delegate
		Tim Wright	Delegate
Portland, Chinese FMC	Joseph Yeung	Richard Dai	Delegate
Portland, Grace Christian Fellowship	Tony Gies	Carol Rogers	Delegate
		Carlos Baca	Reserve
Portland, Iglesia Vida de Fe	José Jimenez	Elizabeth Jimenez	Delegate
Redmond, Mountain View Fellowship	Rick Russell	Stephen Schmidt	Delegate
Salem First FMC	Kaleb Herring	Larry Keller	Delegate
		Charles Weatherby	Delegate
Sherwood, Journey Church	Scott Edinger	Kristi Weeks	Delegate
Springfield, Genesis Community	Vaugh Stehr	Miriam Swearingen	Delegate
		Bruce Smith	Reserve
Sublimity, Cascade View FMC	Paul Starkey	Eric Paulson	Delegate
Sutherlin, Calapooia FMC	Stewart Fowler	Judy Beador	Delegate
Sweet Home, Hillside Fellowship	Matt Coleman	Dustin Nichol	Delegate
		Rod Holman	Reserve
Willamina FMC	James York	Doug Johnson	Delegate
		Teresa Jenne	Reserve

# LAY DELEGATES & RESERVES 2022

OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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CHURCH PLANTS & EMERGING MINISTRIES	LEAD PASTOR	DELEGATE or RESERVE 2023	
Medford, The Fold	Missy Getsinger	N/A	
Portland, South Sudanese Bible Church	Sam Dilla	N/A	



Oregon Conference  
of the Free Methodist Church

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## OREGON ANNUAL CONFERENCE 2023

### TEMPORARY PERSONNEL

Prayer Captain: Di Endicott

Teller Captain: Gretchen Stehr

### Executive Support & Staff

Rev. Robroy Ranger - Superintendent 2021-Present

Rev. Di Endicott - Director of Prayer & Care

Rev. Jeff Getsinger - Church Planting Coordinator

Rev. Kelly Cohoe - Missions Coordinator & Interim Lead

Rev. Chappy Swearingen - MEG Board Chair

Rev. Marla Sweeney - MEG Board Admin. Assistant

Brendan Dettwyler - Annual Conference Treasurer

Don Adarr - Conference Bookkeeper

Nancy Dunbar - Annual Conference Secretary / Admin. Asst.

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# Standing Rules 2023

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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1. **SCHEDULE:** The schedule for Annual Conference will be set by the Presiding Officer.
2. **ROBERT'S RULES OF ORDER:** The latest edition of Robert's Rules of Order shall be the basis of parliamentary procedure.
3. **CREDENTIALS:** All local delegate information should be communicated to the Annual Conference Secretary by no later than 2 weeks prior to Annual Conference. Delegates will have a seat within the bar designated by the Presiding Officer.
4. **ROLL CALL:** The Roll for voting members will be taken through check-in or sign-in at the start of each Annual Conference Day, and a record of them saved with conference minutes.
5. **TEMPORARY OFFICERS & COMMITTEES:** The Secretary of the Annual Conference is empowered to appoint temporary assistants as necessary to aid in annual conference proceedings. These shall also respond to directives given by the Presiding Officer and Conference Superintendent.
6. **BAR OF THE CONFERENCE:** The Bar of the Conference will be declared by the Presiding Officer. The Bar shall include those eligible to vote.
7. **ATTENDANCE:** Ministers and Delegates are expected to be in attendance at each Annual Conference. A request for an excused absence should be submitted to the Superintendent or Presiding Officer by way of the Conference Office no later than 2 weeks prior to Annual Conference.
8. **HONORARY SEATS:** Honorary seats shall be granted to all Ministerial Candidates, Located Elders and Deacons, Supply and Licensed Pastors of the Conference who are not duly elected members of the Annual Conference, and Denominational Representatives. Aldersgate Camp Director and lay conference board chairs may also be granted honorary seats. Those who hold honorary seats have voice but no vote.
9. **AGENDA:** The printed agenda is to serve as a guide for Conference business. The Conference Superintendent, along with the Presiding Officer and the Annual Conference Secretary, shall prepare the agenda.
10. **REPORTING:** The published copy of the reports of Boards and Committees will constitute their report to Annual Conference; their recommendations will be brought to the floor of the Conference for consideration. Requests for verbal reports or explanation of written reports must be approved in advance of the first sitting by the Presiding Officer or Superintendent and is limited to 3 minutes unless otherwise approved by the Presiding Officer.

11. **FINANCIAL MANAGEMENT AND REVIEW: FISCAL YEAR:** The fiscal year shall correspond to the calendar year. **CONFERENCE BUDGET:** The Annual Conference authorizes the Board of Administration to develop, approve and implement an annual budget. The budget shall be reported to the Annual Conference. **EXTRA BUDGETARY EXPENDITURES:** Any action requiring funds not provided for in the Budget shall be referred to the Board of Administration. The Board of Administration shall ensure that financial reports and records of all Ministry Teams and Organizations within the Conference are reviewed or audited annually. The Property Development & Loan Fund and Aldersgate Camp Board will assume financial responsibility for their share of the review or audit.
12. **BALLOTING AND VOTING PRIVILEGES:** There shall be at least two panels of Tellers consisting of at least three members who are appointed by the Superintendent. Unless otherwise instructed by the Presiding Officer, the Tellers shall retire to count the ballots and report the results to the Presiding Officer. **Voting Privileges:** All ordained ministers in full conference membership, conference ministerial candidates appointed as lead pastors, and all lay delegates elected by conference churches may vote. Delegates and pastors may engage in virtual voting if their credentials are affirmed by the conference administrator and secretary prior to casting digital votes. **Electronic Voting:** An action of the annual conference members may be taken without a meeting if the action is approved in writing, including by regular mail or electronic mail, by a number of members constituting at least a quorum. Voting will conclude in no less than seven days from the opening of the election. The voting platform and process will include the verification of each voter's credentials. Results will be recorded in the conference office and reported to members.
13. **MOTIONS, RECOMMENDATIONS AND DEBATE:** All motions, recommendations and resolutions, except those of an incidental nature, are requested to be written in full and submitted to the Secretary at least 1 month in advance. Debate following any motion on the floor will be limited to three minutes per speaker, and no person except the originator of the motion will be allowed to speak twice on the same motion until everyone who desires has spoken at least once.
14. **MINISTERIAL APPOINTMENTS COMMITTEE:** The Ministerial Appointments Committee shall consist of three elders (one of these being the Conference Superintendent) and three lay persons, plus the Bishop and MEG Board Chair (lay or clergy and by virtue of office). Members of the Ministerial Appointments Committee may be elected to three-year rotating terms, with one elder and one lay person to be elected each year with exceptions allowed for the purpose of member balance and rotation.
15. **MINUTES:** The minutes of the Annual Conference will be approved by the Board of Administration and mailed out to all members in the Conference.
16. **INTERIM AND OVERLOOKED BUSINESS:** During the interim between Annual Conferences, all Conference business shall be conducted by the Board of Administration with power to act as authorized by the Book of Discipline. This action shall include all items overlooked by the Annual Conference and all legal business including the purchase, sale, transfer, or encumbering of any and all property held by the Conference. In such matters, the Board of Administration serves as the Conference Trustees.
17. **ADJOURNMENT:** When the Annual Conference adjourns, it adjourns to meet at the call of the Presiding Officer.

# Board of Administration 2023 Report

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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The purpose of the Board of Administration (formerly called the Leadership Council) is to conduct the administrative and financial business of the Oregon Conference between annual conference sessions as well as to cast vision and pray for our churches, pastors, and leaders.

We rejoice in seeing what the Lord is doing through our local churches, leaders, and ministries! We rejoice in the number of church plants that are growing! We rejoice in the creative Spirit-led ways people are reaching others for Jesus! We also rejoice in God's provisions financially that have greatly reduced financial challenges.

During this past conference year (2022-2023) the decisions made by the Board of Administration included:

- ◆ Approved Annual Conference 2022 minutes.
- ◆ Approved 2022 year-end financials.
- ◆ Approved Kim Dettwyler to serve as chairperson of the Board of Administration.
- ◆ Approved that New Vision Fellowship Church Plant plan.
- ◆ Approved that New Vision Fellowship proceed with the process of approval toward the purchase of real property and with the use of current designated funds held by the Conference, with the understanding that the church continues to work in tandem with the Conference BOA and in accordance with Denominational processes for property acquisition.
- ◆ Approved that \$25,000 to be allotted over a two-year period for a Conference audit of 2022 financials.
- ◆ Approved to receive the revised draft of the 2023 Standing Rules.
- ◆ Approved to engage the CPA firm of Grove, Mueller & Swank to complete an audit of the Oregon Conference of the Free Methodist Church and Aldersgate Camps & Retreats for \$22,000: this reflects \$5,000 in order to include Aldersgate Camp's portion.
- ◆ Approved 2023 four-year budget to the Oregon Conference.
- ◆ Approved that New Vision Fellowship assume a load for \$350,000 through Free Methodist Financial, to purchase a building for the Hillsboro church plant.
- ◆ Approved Superintendent's Housing Allowance for 2023 continue at 100%.
- ◆ Approved 2% increase in Conference Staff salaries.

**Respectfully Submitted by the Oregon Conference Board of Administration 2023-2023**

Mike Cloud, Kim Dettwyler (Chair), Scott Edinger, Stewart Fowler, Jeff Getsinger,  
Loren Mills Juran, Supt. Robroy Ranger



# Ministerial Education & Guidance Board

## 2023 Report – Part I

### OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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Mr. Chairman,

The Board of Ministerial Education and Guidance recommends:

1. That the following person be **received by transfer**: Luke Jones (E), Sierra Pacific Conference; Shaun McNay(E), Pacific Northwest Conference
2. That the following person be received as **conference ministerial candidates**: Samuel Dilla
3. That the following persons be continued as **conference ministerial candidates**:

<u>Name</u>	<u>year</u>
Mitchell Brannen	2 <sup>nd</sup>
Jessica Broich	2 <sup>nd</sup>
Christa Crabtree	2 <sup>nd</sup>
Bruce Smith	2 <sup>nd</sup>
James Metzler	5 <sup>th</sup>
4. That the following person be **discontinued as conference ministerial candidate**: Donna Creekmore
5. That the following persons be **received as members of the conference and ordained elder**: Melissa Getsinger, Mark Johnson, Debbie Powell, & Jillian Willis
6. That the following persons be given the status of a **licensed pastor**: James York, John Hiestand.
7. That the following person be given a **certificate of standing**: Raouf Girgis (E), Mark Kelley (E), Drew Price (E), Timothy Porter(E), Patricia Porter(E).
8. That the following person be **reinstated as Elder**:
9. That the following person be **returned to itinerant ministry**: John Baskaron (E)[2022], Dean Epperly (E)
10. That the following **continue to be located**:
11. That the following persons' **credentials were voluntarily deposited in the conference office**:



12. That the following person has **withdrawn from the conference and the denomination** while under charges or complaints: Long Feng
13. That the following persons be **withdrawn from the conference and the denomination at own request**: Donna Creekmore
14. That the following person's credentials be **declared null and void**: Long Feng
15. Upon recommendation by the various pastors and local boards of administration of the churches where they are located, the Ministerial Education and Guidance Board affirms the integrity and Christian discipleship of located deacons and elders
16. The Ministerial Education and Guidance Board has given due consideration to the character and performance of each ministerial member of the Oregon Conference. Based on the information available to the MEG Board through the ministers' annual Intent Statement, personal interactions with the individuals, input from the superintendent and, to the best of their knowledge and except for any contrary actions referenced in this report, affirms the integrity and Christian discipleship of all Oregon Conference ministers in accord with paragraphs 5300-5310 of the 2019 Book of Discipline.

**2022-2023 Ministerial Education and Guidance Board Members:**

George Copeland, Angela Davis, Di Endicott, Dawn Murry, Carlene Nisley, Debbie Powell, Supt. Robroy Ranger (BVO), Gretchen Stehr, Jonathan Swearingen (Chair), Marla Sweeney

# Ministerial Education & Guidance Board

## 2022 Report – Part II

### OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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#### ***Objectives and Goals***

- Become more connected with the ministers in our areas.
- Allow for more intimate knowledge and support of those churches and pastors.
- Encourage pastors to develop personal ongoing support and develop a personal growth and education plan (i.e. Formation Plan).
- Better serve as an education and guidance board:
  - Meet with all CMC's and appointed Ordained Ministers annually.
  - Build trusting relationships with the pastors.
  - Build deeper understanding of the needs of our pastors.
  - Potentially catch signs of burnout, woundedness or other distress and provide support to the pastor through times of crisis.
- Provide guidance as CMC's move toward ordination.
- Conduct Outcomes Based Assessments for all CMC candidates and current CMCs/Elders.
- Provide emotional and psychological assessment before appointing lead pastors.
- Keep current all special appointments.
- Support ongoing training of conference elders and leaders.
- Train & dialogue with pastors regarding ordination and consecrated deacon process.
- Support superintendent in training pastors to work with their boards.
- Hold one annual joint MEG Board retreat.
- Strive for continued development and implementation of administrative systems.

#### ***Areas of Responsibility***

##### **The MEG Board oversees:**

##### **Northwest Area:**

Hillsboro, New Vision Fellowship  
Portland, Grace Christian Fellowship  
Portland, Iglesia Vida de Fe  
Sherwood, Journey Church  
Vancouver, Blessed Community (Church Plant)

Newberg Area:

Newberg, Northside Community Church  
Medford, The Fold (Church Plant), ministry of Northside Community Church

East Portland Area:

Gladstone, The Source Church  
Gresham, Sanctuary Church  
Portland, Chinese FMC  
Portland, South Sudanese Bible Church (Church Plant)

Central Oregon Area:

Bend, Mirror Pond Church  
Bend, Water Church  
Madras, Iglesia Metodista Libre de Madras (Church Plant)  
Madras, Juniper Community Church  
Redmond, Mountain View Fellowship

Central Valley Area:

Falls City, Mountain Gospel Fellowship  
Salem First FMC  
Sublimity, Cascade View FMC  
Willamina FMC

Southern Area:

Eugene, Living Hope Church  
Lebanon, Ignite Hope  
Springfield, Genesis Community Church  
Sutherlin, Calapooia FMC  
Sweet Home, Hillside Fellowship

***In 2022-2023 we:***

- Participated with elders in 8 weeks of coaching training in preparation for our conference shifting from annual MEG interviews to MEG reviews of periodic coaching of Elders and CMCs.
- Implemented a transitional phase of moving from annual MEG interviews to quarterly coaching sessions via RevCoach with annual MEG reviews.
- Oversaw the connection among Elders through monthly Triad and quarterly Cohort meetings.
- Confirmed that all current Conference Ministerial Candidates (CMC) have mentors who provide ongoing input and guidance regarding ordination and current ministry.
- Interviewed five candidates for Elder ordination and recommended them to Annual Conference.
- Interviewed one candidate for CMC and recommended him to Annual Conference.
- Observed with excitement the level of participation of Elders in quarterly meetings.
- Met for an annual prayer, planning, and training retreat.

# Nominating Committee 2023 Report

## PART I – Board & Committee Elections

### OREGON CONFERENCE OF THE FREE METHODIST CHURCH

## Board of Administration (BOA)

The Board of Administration (BOA, previously 'Leadership Council') acts as the standing administrative committee and finance board of the conference in the interim between annual conference sessions.

(2019 Book of Discipline ¶15200, ¶15240, ¶16400.)

- a. **Function** – Meets regularly at the call of the chair, typically six times per year. Cares for routine conference business and additional items as delegated by the conference; gives strategic planning for the health and growth of the church.
- b. **Composition** –The superintendent, by virtue of office (ex-officio); no less than four members elected by the annual conference with due regard to clergy/lay balance. (Revised-2020.05)

2023 Nominees are shown in blue. / Continuing members are shown in black.

\*BVO (by virtue of office/ex-officio)

LAY MEMBER	TERM	MINISTERIAL MEMBER	TERM
Conference Treasurer	BVO*	Superintendent	BVO*
Loreen Mills Juran	2024	Scott Edinger	2024
Kim Dettwyler	2025	Jeff Getsinger	2025
Heather Johnstone	2026	Jeff Utu	2026

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**Heather Johnstone** was born and raised in Vancouver, British Columbia. She and her husband have lived in Newberg since 2002 and have attended Journey Church since its launch, where she has served in the coffee ministry, in safety and on the Leadership Board for three years. Heather works for a financial planner in Beaverton and her husband currently works as an administrator at George Fox University. She enjoys paddle boarding, gardening and cooking. Heather had the privilege of being raised in a family of believers so much of her childhood was spent in church and on church-related activities. She made a personal commitment to follow Jesus at the age of 12 at a Billy Graham Crusade.

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**Jeff Utu** has served as Lead Pastor of Water Church in Bend for over 10 years. He has been married to Lisa for 23 years and together they have 5 children ages 9 to 22, and 2 grandchildren. The Utu family moved to Bend about 13 years ago and quickly grew a heart for their town of close to 100,000 with a likely 90% of whom live far from God. Jeff is highly engaged in leading Water Church in its efforts to plant house churches and reach many for Christ.

*"I have been in full-time ministry for over 30 years and the way we do church now is the most fun I have ever had. We get to disciple people, who disciple others, and plant churches that plant churches."*

## Nominating Committee 2023 Report -- PART I

### Ministerial Appointments Committee

The Ministerial Appointments Committee (MAC) serves to appoint pastors, monitor their progress, makes changes at annual conference when deemed necessary, and holds the authority to make appointments when necessary between annual conference sessions in consultation with the delegates and churches involved. *(2019 Book of Discipline ¶15220.)*

- a. Function – Meets at the call of the bishop, typically bi-annually or more often as needed. Appoints pastors, monitors pastoral progress, and makes changes at each annual conference when deemed necessary; discusses proposed changes with both the pastors and delegates of churches involved; reports all ministerial appointments to the annual conference.
- b. Composition – The Ministerial Appointments Committee shall consist of three elders (one of these being the Conference Superintendent) and three lay persons, plus the Bishop and MEG Board Chair (lay or clergy and by virtue of office). Members of the Ministerial Appointments Committee may be elected to three-year rotating terms, with one elder and one lay person to be elected each year with exceptions allowed for the purpose of member balance and rotation. *(Description Revised per Standing Rules-2023.05)*

#### No New 2023 Members / \*BVO (by virtue of office/ex-officio)

MEG Chair [Lay or Min] BVO*		MINISTERIAL MEMBER	TERM
		Bishop (Chair)	BVO*
LAY MEMBER	TERM	Superintendent (Vice-Chair)	BVO*
George Copeland	2025	Debbie Powell	2024
Gretchen Stehr	2025	Marla Sweeney	2024

### Ministerial Education & Guidance Board (MEG)

The Ministerial Education and Guidance (MEG) Board serves to identify, recruit, train and commission appointed leaders: located elders and deacons. *(2019 Book of Discipline ¶15230.)*

- a. Function – Meets at the call of the chair, with significant time served from early fall through late spring of each conference year. Screens candidates for reception into the conference and/or for ordination; is the authority on the meeting of the standard criteria for ordination in consultation with the bishop of record; guides and counsels those who are received so they may be able to meet the demands of pastoral ministry; gives consideration to the integrity and Christian discipleship of each ministerial member and the performance of each appointed pastor of the conference, and affirms the same of located deacons, reporting such action to the annual conference.
- b. Composition – Members of the Ministerial Appointments Committee and additional members as determined by the electing body. The superintendent serves by virtue of office (ex-officio). Additional members may be elected to rotating three-year terms with due regard to clergy/lay balance, and re-elected contingent on their ongoing effective service.

*(Description Revised-2020.05)*

# Nominating Committee 2023 Report -- PART I

## (MEG Board - Continued)

2023 Nominees are shown in blue. / Continuing members are shown in black.  
\*BVO (by virtue of office/ex-officio)

LAY MEMBER	TERM	MINISTERIAL MEMBER	TERM
George Copeland	2025	Superintendent	BVO*
Gretchen Stehr	2025	Di Endicott	2024
Angela Davis	2026	Debbie Powell	2024
Diane McNay	2026	Marla Sweeney	2024
		Rose Brewer	2026
		Emily Nelson	2026
		Jonathon Swearingen	2026

## Nominees

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**Angela Davis** served as a General Conference Lay Delegate in 2019 and has served for 2 consecutive terms on the MEG Board and previously on the Nominating Committee. She has worked in various lay support roles in both Mountain Gospel Fellowship - Falls City and Willamina Free Methodist Churches over the past 13 years. Angela's strengths in discernment and insight are welcomed, as is her work experience in the Dept. of Human Services, enabling her to contribute to the MEG Board's ongoing review of its processes.

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**Diane McNay** and her husband, Shaun, have been in full time ministry since 1999. 24 years! They have had the privilege of serving both the Oregon and Pacific Northwest Conferences. Currently they are appointed to the Living Hope Church in Eugene. Diane says, "Because of the Lord's great love and grace in my life He has shaped my core value to be this: All people have worth and dignity. I endeavor to live this out in the places I serve. Currently that looks like serving in team with my husband at LHC as well as a substitute teacher in our community. I want to encourage all people- pre believers and longtime Christ followers- that God is for them! He created us in love- on purpose and for a purpose." Diane served on the MEG board in the PNWC from 2017-2021. She feels it was a privilege to come alongside people desiring to serve the Lord and to serve those who were in the ordination process.

## (MEG Board - Continued) Nominees

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**Rose Brewer** is a pastor, a missionary and a doctoral student. She has served on many conference boards and previously as the Director of SEED Livelihood Network. She is married, has two sons and the family currently resides in Indiana. Although she is not local Rose is willing to serve on the MEG Board via Zoom and would provide years of ministerial experience and thoughtful insight.

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**Emily Nelson** serves as the Associate Pastor to Mountain View Fellowship in Redmond (Central OR). She has been on staff in various roles at MVF for the past 8.5 years. She is married to Dan and they have built a life together in Redmond for the last 20 years and love to explore wild places anywhere they can. Emily is mom to three humans she genuinely enjoys: Ethan, Ellie and Haddie, all teenagers. Emily grew up in a variety of church traditions, and jokes that Jesus is like her grandma- She never wasn't aware of him. She is grateful for that and loves seeing and pointing people to God's work in their lives individually and more broadly through a church community committed to active faith and service. Emily was ordained in the FMC in 2018, and graduated from Portland Seminary with a Masters in Ministry Leadership in 2019.

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**Jonathon "Chappy" Swearingen** is an associate pastor at Genesis Community Church (Springfield) where he serves on the worship team and is focusing on the Society's discipleship pathway. Chappy has served on the MEG Board for three years and is currently sitting as Board Chair. He has previously served the Oregon Conference as lead pastor of Crossroads Christian Fellowship (Corvallis) for three years and Youth Director at Fir Point Summer Camp for three years. Chappy is married to Miriam who is the delegate and Technology Director at Genesis. They have two sons, one in kindergarten and one in pre-school.



# Nominating Committee

The Nominating Committee (NomCom) serves to identify spiritually mature, gifted and fruitful members who are able to provide leadership through service on standing boards and committees in the Oregon Conference with the exception of its own, whose members are nominated by the Leadership Council.

(2019 Book of Discipline ¶15080, ¶16310.)

- a. Function – Meets at the call of the chair. Prepares a list of nominations for positions vacated by either resignations or expiration of terms; reviews board and committee memberships in light of the standing rules of the annual conference.
- b. Composition – Not less than six members who may be elected to rotating terms, giving due regard to clergy/lay balance and regional representation. The superintendent serves by virtue of office (ex-officio).

(Description Revised-2020.05)

2023 Newly Elected Members (in blue) / \*BVO (by virtue of office/ex-officio)

LAY MEMBER	TERM	MINISTERIAL MEMBER	TERM
Jessica Broich	2025	Superintendent	BVO*
Christa Crabtree	2025	Matt Coleman	2024
Shellie Huff	2026	Larissa Hawk	2024
		Rick Herbert	2026

## Nominees

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**Shellie Huff** has been married for 40+ years to her husband Mark. They have three grown daughters and eight lively grandchildren. She has attended Sanctuary Church in Gresham all her adult life. She enjoys teaching the elementary students, coordinating the weekly building cleaning crew and working with the garden ministry. She likes to spend her free time in her yard growing all kinds of plants. She also enjoys photography and visiting places where she can take pictures. She currently serves on the Nominating Committee.

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**Rick Herbert** became a member of the Oregon conference in 1993 after graduating from Western Evangelical Seminary. He has served in the pastorate for the last 30 years. Rick and Misty Herbert started out as youth pastors and served on mission with CRU. Prior to that they were at OSU & in SoCal. Rick and Misty have been married for 37 years and have three grown children. Since 2020 they have been appointed to Juniper Community Church in Madras.



# Nominating Committee 2023 Report -- PART I

## Aldersgate Board

The Aldersgate Board serves at the direction of the Leadership Council for the Oregon Conference of the Free Methodist Church and develops operational policies for Aldersgate Camps and Retreats (Aldersgate) to be administered on its behalf by Aldersgate's Executive Director.

- a. Function – Meets at the call of the chair, typically every other month. Ensures the proper governing of Aldersgate as an outreach of the Oregon Conference and the upholding of the values and mission of the Free Methodist Church USA and the Oregon Conference; oversees the responsible stewardship of finances, resources and staff; provides accountability and support to the Executive Director; offers insight to the Oregon Conference Leadership Council regarding camp matters.
- b. Composition – Members are elected to rotating three-year terms, giving due regard to clergy/lay balance. The superintendent serves on the board by virtue of office (ex-officio) as does the Aldersgate Executive Director. Members are expected to have a healthy spiritual life, be active participants in the local church, have a heart for service and value the ministry of Christian camps and retreats.

(Revised-2020.05)

### 2023 Newly Elected Members (in blue) / \*BVO (by virtue of office/ex-officio)

LAY MEMBER	TERM	MINISTERIAL MEMBER	TERM
Eric Mueller	BVO*	Superintendent	BVO*
Bill McKechnie	2024	DJ Vincent	2025
Mitchell Brannen	2025	John Unger	2026
Bruce Smith	2026		

## Nominees

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**Bruce Smith** is currently serving at Genesis Community Church (Springfield). He works closely with the Children's ministry team and in outreach by hosting the Drive-Up Coffee ministry. He is working on his CMC requirements for ministerial credentialing. Bruce has served on previous conference youth camp leadership teams and on the Aldersgate Board. He loves his work with the children and youth and also enjoys serving in any way he can. He is married to Christina and they have two amazing children.

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**John Unger** has been involved in Christian Camping since he first attended as a third grader, and even met his wife, Ellen, while serving together at Warm Beach Camp in WA. They have been married 35 years, have three sons, two daughters-in-law and two granddaughters. John has been involved with Aldersgate for 25 years and believes God has great things in store. He enjoys fishing and nature photography.

# Nominating Committee 2023 Report -- PART I

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## Conference Officers Nominees

**SECRETARY** - The annual conference shall elect a secretary who shall continue in office until a successor is elected. The secretary shall be custodian of the conference records, the journal of proceedings, minutes, and financial reports as the conference may order; provide copies of annual conference minutes to the office of the board of bishops; provide annual reporting to Ministerial Credentialing Services; manage additional reporting and keeping as defined by the Book of Discipline and as the conference may order.

(2019 Book of Discipline ¶5130)

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**Nancy** has served as the Administrative Assistant to the superintendent since August of 2013 and has been a part of the Free Methodist Church since before she can remember. She currently oversees conference communications & provides administrative support to staff & conference leadership in collaboration with the Oregon Conference Executive Team, and considers it a privilege to serve in such a variety of ways alongside FM ministry leaders. Nancy is married to Kevin and has two adult children and 3 amazing grandsons.

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**TREASURER** - The annual conference shall elect a treasurer who shall be bonded. In case of a vacancy the superintendent of the conference may appoint a treasurer to act until the next conference session. All funds due the General Church shall be remitted monthly. The general church treasurer shall, immediately after the conference session, notify the conference secretary of any deficit. The conference treasurer shall be an ex-officio member of the acting finance board.

(2019 Book of Discipline ¶5140, ¶5240)

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**Brendan** was born and raised in the Salem First Free Methodist Church where he continues to attend and serve in various capacities. He has served as Oregon Conference Treasurer since 2017 and for the last 2 years on the conference Properties Team. He graduated from Corban University in Salem with a bachelor's degree in accounting and finance and has been with Hancock Real Estate for over 9 years, first as an accounting analyst and now a licensed commercial real estate broker.

# Nominating Committee 2023 Report

## PART II – PURPOSE, FOCUS & PROCESS

### OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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The Nominating Committee (NomCom) prayerfully and carefully works to develop a full panel of qualified candidates to serve on Oregon Conference Free Methodist boards and committees for the upcoming term.

#### PURPOSE:

The NomCom serves the conference by actively seeking to identify members who are spiritually mature, gifted and fruitful who are able to provide leadership through service on standing boards and committees in the Oregon Conference. The only exception is nominating members to the NomCom. These members are nominated by the Board of Administration.

#### FOCUS:

The NomCom seeks to understand the scope, the purpose and the needs of each conference board and committee. It also works to reach out to the local church in the fulfillment of its stated purpose. It is through effective leadership the Oregon Conference can fulfill the calling of God to minister in the local churches and through them. Therefore, the NomCom, with prayer and purpose, actively seeks those nominees who are equipped for leadership. It also works to balance representation and alignment with the FM Book of Discipline and Oregon Annual Conference protocol.

#### PROCESS:

In order to achieve its purpose, the NomCom seeks to:

1. Connect to each board in the conference in order to understand its unique purpose and needs.
2. Connect with the leadership in each church in the conference in order to identify potential nominees.
3. Explore possibilities with potential nominees and interview them as needed

This process is worked through with prayers for discernment and for guidance as the NomCom seeks to understand God's direction and will for each potential nominee.

#### SUMMARY

This was a transitional year in the NomCom in response to the conference's desire for participation and transparency in the decision-making process. The following are changes which were made to streamline and strengthen the process and to respond to the conference members.

1. Gained approval by the BOA to submit up to two potential nominees for each election slot.
2. Created an online application to facilitate the process.
3. Created a promotional video to communicate the need for service to the pastors and church members.

#### **Nominating Committee Members 2022-2023**

Jessica Broich, Matt Coleman, Christa Crabtree, Larissa Hawk, Shellie Huff, Supt. Robroy Ranger (BVO), Vaughn Stehr (Chair)

# Aldersgate Camps & Retreats 2022

to the

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

7790 Marion Rd SE - Turner, OR 97392

Phone: 503-743-2494  
E-mail: [gsinfo@aldersgateretreat.com](mailto:gsinfo@aldersgateretreat.com)

Bishop Whitehead, Superintendent Robroy Ranger, Conference Pastors and Delegates to the 2023 Annual Conference,

God continues to use the ministry of Aldersgate to directly impact lives for the kingdom. After a brief January COVID spike, 2022 ended up being the busiest of any of my 24 years at Aldersgate. During any given summer we will usually have one or two groups of 350+ campers, but last summer we hosted 5 different groups in that category. People were so excited to be back at Aldersgate and get a taste of “normalcy” again in their lives. It was especially refreshing to see so many kids with smiles on their faces enjoying each other’s company and learning more about Christ.

December was an eventful month as we shut down for six weeks to work on replacing all of the kitchen and dish room drains that had come to the end of their lifespans. We also lost Spruce Cabin due to a tree falling during the powerful December storm that came through. Getting Spruce replaced is now our big project for 2023. We have also been working on a lot of much needed electrical upgrades that will help the site to function much better during storms and power outages. While tearing down Spruce we were also able to finally tear down the old home by the creek that was becoming more and more of a safety hazard.

We are excited for another busy ministry season in 2023. More than ever, I believe that Christian Camps are needed in people’s lives so they can at least get a short respite from our rapidly changing world. Christian Camps are an amazing place to be able focus on Christ as well as build lasting and deep relationships with one another.

Lives continue to be impacted at Aldersgate!

Serving Him,  
Eric Mueller, Camp Director



[www.aldersgateretreat.com](http://www.aldersgateretreat.com)



**Oregon Conference of the Free Methodist Church-USA**  
**Profit & Loss YTD Comparison**  
**December 2022**

	<u>December 22</u>	<u>Jan - Dec 22</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4000 · Conference Operation</b>		
4001 · Local Church Tithe	28,353.11	308,276.57
4003 · Designated		
40031 · W/C from Churches	780.49	9,209.71
40032 · Life Insurance from Churches	775.26	7,429.73
<b>Total 4003 · Designated</b>	<u>1,555.75</u>	<u>16,639.44</u>
<b>Total 4000 · Conference Operation</b>	29,908.86	324,916.01
<b>4008 · Interest Income</b>		
40082 · FM Financial Certificate	11,250.84	22,148.77
<b>Total 4008 · Interest Income</b>	11,250.84	22,148.77
400901 Rent Pursuit Church	1,250.00	14,500.00
400902 Rent Eastside Colloberation	2,600.00	27,250.00
400903 Rent Corvallis	2,000.00	15,000.00
<b>4009 · Rents</b>	5,850.00	56,750.00
<b>4010 · Miscellaneous Income</b>		
40100 · Donations		
401001-VN Seminary Donations	7,000.00	7,000.00
401002 - Cooley Trust	0.00	12,784.81
401003 - Baird Trust	0.00	17,010.62
401006 - Root Estate	0.00	0.00
401007 - ORCFMC Fire Recovery	0.00	0.00
401008 - Hodson Trust	0.00	0.00
401009 - Church Planting	0.00	35,000.00
401010 - Ranger Family	0.00	0.00
401012 - Misc Donations	100.00	300.00
40102 · Stock Sale	0.00	0.00
40103 · Property Sales	0.00	0.00
40109 · Other Income		
401092 FMX Training	0.00	50.00
401093 Psych Evals	300.00	1,500.00
401096 WesTheoCourse Training	0.00	0.00
401100 Leader Retreat	0.00	0.00
401101 - Amazon Smile	0.00	5.00
<b>Total 4010 · Miscellaneous Income</b>	<u>7,400.00</u>	<u>73,650.43</u>
<b>Total Income</b>	54,409.70	477,465.21
<b>Expense</b>		
<b>5000 - Conference Operations</b>		
<b>6000 · Conference Pastoral Care</b>		
60002 · Retired Min-Health Ins & Prescr	0.00	9,268.00
60005 · Workers Comp For Churches	7,050.62	8,559.71
60006 · Life Insurance for Pastors	728.61	7,574.32
60007 · Pastor Moving Expense	0.00	5,079.05
60008 · Pastoral Counseling	-1,400.00	-2,155.95
60009 · Women's Ministry	0.00	11,699.24
600091 · Women's Ministry Revenue	0.00	-9,615.00
60010 - Mens Ministry	0.00	0.00

**Oregon Conference of the Free Methodist Church-USA**  
**Profit & Loss YTD Comparison**  
**December 2022**

	<b>December 22</b>	<b>Jan - Dec 22</b>
<b>600101 - Mens Ministry Revenue</b>	0.00	0.00
<b>60011 - Pastoral Training</b>	54.72	2,975.13
<b>60012 - Pastor's Retreats</b>	0.00	319.09
<b>60013 - Ministerial Education &amp; Guidance</b>	1,956.10	12,246.40
<b>600131 - MEG Revenue/Donations</b>	0.00	-12,000.00
<b>60014 - Leadership Development</b>	105.42	4,931.04
<b>60015 - Leadership Appreciation</b>	792.89	2,271.39
<b>60016 - Prayer Summit</b>	0.00	0.00
<b>60017 - Childrens Youth Ministries</b>	0.00	0.00
<b>600171 - Childrens Youth Ministries Revenue</b>	0.00	0.00
<b>60018 - Wesleyan Womens Conference</b>	0.00	1,800.00
<b>600181 - FMX Training</b>	0.00	500.00
<b>60019 - Family Camp Ministry</b>	0.00	0.00
<b>600191 - Family Camp Ministry Revenue</b>	0.00	0.00
<b>Total 6000 - Conference Pastoral Care</b>	<b>9,288.36</b>	<b>43,452.42</b>
 <b>7000 - Conference Operations</b>		
<b>70001 - Annual Conference</b>	0.00	17,370.66
<b>70002 - Pulpit Supply</b>	0.00	1,500.00
<b>70003 - Accounting and Legal</b>	0.00	187.45
<b>70004 - Review/Audit</b>	0.00	0.00
<b>70005 - EPP Current</b>	7,531.09	29,134.45
<b>70007 - Board Meetings</b>	0.00	1,726.77
<b>70008 - Office/Postage/Computer, Web</b>	1,094.01	6,833.68
<b>70012 - Conference Property Insurance</b>	0.00	13,768.00
 <b>7001301 Pursuit Church Expenses</b>	0.00	2,515.17
<b>7001302 Eastside Collaboration Expenses</b>	1,789.75	23,644.40
<b>7001303 Corvallis Expenses</b>	334.01	2,723.20
<b>70013 - Conference Property Maintenance</b>	<b>2,123.76</b>	<b>28,882.77</b>
 <b>70015 - Office Lease</b>	400.00	4,800.00
<b>70018 - General Conference</b>	0.00	0.00
<b>70020 - Planned Giving FMC</b>	0.00	8,000.00
<b>70021 - Insurance-Property/Liability</b>	786.00	5,042.00
<b>70024 - Publications and Subscriptions</b>	359.89	3,148.97
<b>70025 - Superintendent Car/Travel/Enter</b>	42.52	4,764.67
<b>70026 - Telephone</b>	194.92	2,388.69
<b>70027 - Travel-Mileage Reimbursement</b>	0.00	522.74
<b>70028 - Travel Outside Conference</b>	494.82	14,474.36
<b>Total 7000 - Conference Operations</b>	<b>13,027.01</b>	<b>142,545.21</b>
 <b>8000 - Conference Personnel</b>		
<b>80002 - Superintendent Housing</b>	9,867.92	118,415.04
<b>80003 - Superintendent Pension Premiums</b>	1,332.17	15,986.04
<b>80004 - Superintendent Health Insurance</b>	1,234.88	14,838.56
<b>80005 - Superintendent Life Insurance</b>	0.00	0.00
<b>80006 - Office Wages</b>	4,166.66	49,999.92
<b>80007 - Other Office Wages</b>	111.38	619.06
<b>80008 - Office Pension Premiums</b>	562.50	6,750.00
<b>80009 - Office Health Insurance</b>	2,159.00	25,041.30
<b>80010 - Office Staff Life Insurance</b>	21.85	262.20

**Oregon Conference of the Free Methodist Church-USA**  
**Profit & Loss YTD Comparison**  
**December 2022**

	<b>December 22</b>	<b>Jan - Dec 22</b>
80011 · Bookkeeper Hourly	1,417.64	17,197.60
80012 · Employers FICA Tax	506.75	5,763.93
80014 · Unemployment Payments	0.00	0.00
<b>Total 8000 · Conference Personnel</b>	<b>21,380.75</b>	<b>254,873.65</b>
 <b>Total 5000 - Conference Operations</b>	 43,696.12	 440,871.28
 8600 - Missions Expenses	9,000.00	24,800.00
8700 - Church Growth Expenses	0.00	0.00
8800 - Church Planting Expenses	0.00	1,187.26
<b>Total Expense</b>	<b>52,696.12</b>	<b>466,858.54</b>
<b>Net Ordinary Income</b>	<b>1,713.58</b>	<b>10,606.67</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
90001 · Accrued Interest	0.00	0.00
90003 · YE PD&L	0.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Income/Expense</b>		
90003 · Closed Church Accounts	0.00	-11,751.07
90008 · Loan Dispositions	0.00	81,228.65
90009 · Depreciation Expense	3,006.06	36,072.72
<b>Total Other Expense</b>	<b>3,006.06</b>	<b>105,550.30</b>
<b>Net Other Income</b>	<b>-3,006.06</b>	<b>-105,550.30</b>
<b>Net Income</b>	<b>-1,292.48</b>	<b>-94,943.63</b>

# Oregon Conference of the Free Methodist Church-USA

## Balance Sheet

As of December 31, 2022

December 31, 2022

### ASSETS

#### Current Assets

##### Checking/Savings

1001 · Keybank Checking 1364

10011 · Operations

76,593.11

Total 1001 · Keybank Checking 1364

76,593.11

1003 · Keybank Unempl Svgs-Ops 5312

6,290.79

1004 · US Bank Eastside Operations

7,199.16

1005 · Keybank Debit Card 9582

3,878.75

1006 · US Bank Eastside CD

2,083.54

1007 · US Bank Eastside Insurance Fund

2,481.56

1009 · FM Financial

10091 · FM-Operation Account Flex

100911 · FMF Operations Beaverton New Vision

499,387.24

10091 · FMF-Operation Flex Account

1,707,236.92

Total 10091 · FMF-Operation Flex Account

2,206,624.16

100935 · FMF- 5 Year CD

255,930.37

Total 1009 · FM Foundation (FMF) Investments

2,462,554.53

Total Checking/Savings

2,561,081.44

##### Other Current Assets

1200 · Raymond James Investments

500,000.00

Total Current Assets

500,000.00

Total Current Assets

3,061,081.44

#### Fixed Assets

1501 · Land

467,630.00

1502 · Buildings

976,110.00

1503 · Furniture and Equipment

12,912.11

1504 · Vehicles

58,349.96

1602 · Accumulated Depreciation-Bldgs

-268,430.16

1603 · Accumulated Depreciation-Equip

-12,912.11

1604 · Vehicles

-11,670.00

Total Fixed Assets

1,221,989.80

#### Other Assets

19000 · Notes Receivable

1800 · Property Development and Loan

18003 · Eugene

17,484.22

18998 · Current Portion of Receivables

31,656.00

Total 1800 · Property Development and Loan

49,140.22

1900 · Notes Receivable

18005 · P-Eastside

0.00

Total 1900 · Notes Receivable

0.00

18999 · Less Curr Portion of Receivable

-31,656.00

Total 19000 · Notes Receivable

17,484.22

Total Other Assets

17,484.22

**TOTAL ASSETS**

**4,300,555.46**

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

Accounts Payable

20000 · Accounts Payable

3,755.45

Total Accounts Payable

3,755.45

Other Current Liabilities



# Oregon Conference of the Free Methodist Church-USA

## Balance Sheet

As of December 31, 2022

	December 31, 2022
24000 · Payroll Liabilities-Operations	1,946.12
Total Other Current Liabilities	1,946.12
Total Current Liabilities	5,701.57
Long Term Liabilities	
2600 · Board Designated Funds	
26002 · Church Plant Fund	4,000.00
26004 · ORCFMC Unemp Reserve Fund	6,290.79
26006 · Benevolence Fund	500.00
Total 2600 · Board Designated Funds	10,790.79
2700 · Donor Restricted Funds	
27004 · Pass Through Funds	48.60
27005 · Corvallis Crossroads	
270050 · Corvallis Crossroads Security	2,000.00
Total 27005 · Corvallis Crossroads	2,000.00
Total 2700 · Donor Restricted Funds	2,048.60
2800 · ByLaws Restricted Funds	
28001 · Property Development and Loan	-46,711.91
28003 · Interest from Loan Fund	75,856.20
28002 · Scholarship Disbursement Fund	
280021 · Higbee Interest	1,176.53
280022 · Heinitz Interest	693.93
280023 · Liesinger Interest	8,320.56
280024 · Page Interest	5,373.92
280025 · Phoebe Interest	592.66
Total 28002 · Scholarship Disbursement Fund	16,157.60
Total 2800 · ByLaws Restricted Funds	45,301.89
Total Long Term Liabilities	58,141.28
Total Liabilities	63,842.85
Equity	
2900 · Restricted Net Assets	
29002 · Phoebe Scholarship	1,000.00
29003 · Page Scholarship	156,218.00
29004 · Liesinger Scholarship	81,023.65
29005 · Higbee Scholarship	10,025.00
29006 · Heinitz Scholarship	6,525.00
Total 2900 · Restricted Net Assets	254,791.65
32000 · Unrestricted Net Assets	4,076,864.59
Net Income	-94,943.63
Total Equity	4,236,712.61
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,300,555.46</b>

	<b>4 YEAR CONFERENCE BUDGET SUMMARY</b>					
	Oregon Conference of the Free Methodist Church					
		<b>2022 ACTUAL</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>2025 BUDGET</b>	
5	<b>CONFERENCE OPERATIONS</b>					
6	<b>INCOME</b>					
7	Ordinary Income	396,622	460,223	483,064	507,150	
8	Investment Income	22,149	42,813	63,498	64,203	
9	Other Income	14,156	14,581	15,018	15,469	
10	<i>TOTAL INCOME</i>	<i>432,927</i>	<i>517,617</i>	<i>561,579</i>	<i>586,821</i>	
11	<b>EXPENSE</b>					
12	Pastoral Care Expense	(45,343)	(49,344)	(54,254)	(64,192)	
13	Conference Operations Expense	(142,546)	(214,818)	(192,462)	(233,428)	
14	Personnel Expense	(254,873)	(263,031)	(266,582)	(272,642)	
15	<i>TOTAL EXPENSE</i>	<i>(442,762)</i>	<i>(527,193)</i>	<i>(513,298)</i>	<i>(570,262)</i>	
16	<b>CONFERENCE OPERATIONS NET</b>	<b>(9,835)</b>	<b>(9,576)</b>	<b>48,281</b>	<b>16,559</b>	
17						
18	<b>PASS-THRU</b>					
19	<b>INCOME</b>					
20	Pass-Thru Income	16,640	17,139	17,653	18,183	
21	<i>TOTAL INCOME</i>	<i>16,640</i>	<i>17,139</i>	<i>17,653</i>	<i>18,183</i>	
22	<b>EXPENSE</b>					
23	Pass-Thru Expenses	(16,134)	(16,618)	(17,117)	(17,630)	
24	<i>TOTAL EXPENSE</i>	<i>(16,134)</i>	<i>(16,618)</i>	<i>(17,117)</i>	<i>(17,630)</i>	
25	<b>PASS-THRU NET</b>	<b>506</b>	<b>521</b>	<b>537</b>	<b>553</b>	
26						
27	<b>MINISTRY INVESTMENT</b>					
28	<b>INCOME</b>					
29	Ministry Investment Income	35,000	36,050	37,132	38,245	
30	<i>TOTAL INCOME</i>	<i>35,000</i>	<i>36,050</i>	<i>37,132</i>	<i>38,245</i>	
31	<b>EXPENSE</b>					
32	Missions Expense	(24,800)	(25,544)	(26,310)	(27,100)	
33	Church Planting Expense	(1,187)	(156,000)	(180,000)	(264,000)	
34	<i>TOTAL EXPENSE</i>	<i>(25,987)</i>	<i>(181,544)</i>	<i>(206,310)</i>	<i>(291,100)</i>	
35	<b>MINISTRY INVESTMENT NET</b>	<b>9,013</b>	<b>(145,494)</b>	<b>(169,179)</b>	<b>(252,854)</b>	
36						
37	<b>TOTAL NET</b>	<b>(316)</b>	<b>(154,549)</b>	<b>(120,361)</b>	<b>(235,742)</b>	

	<b>4 YEAR CONFERENCE BUDGET DETAIL</b>					
	Oregon Conference of the Free Methodist Church					
		<b>2022 ACTUAL</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>2025 BUDGET</b>	
5	<b>INCOME</b>					
6	<b>ORDINARY INCOME</b>					
7	Tithes	308,277	323,691	339,875	356,869	
8	Aldersgate	-	32,000	35,200	38,720	
9	Rents	56,750	70,650	72,770	74,953	
10	Donations	300	309	318	328	
11	Cooley Trust	12,785	13,301	13,833	14,386	
12	Baird Trust	17,011	18,727	19,476	20,255	
13	Psych Evaluations	1,500	1,545	1,591	1,639	
14	<i>TOTAL ORDINARY INCOME</i>	<i>396,622</i>	<i>460,223</i>	<i>483,064</i>	<i>507,150</i>	
15	<b>INVESTMENT INCOME</b>					
16	FM Financial Certificates	22,149	22,813	23,498	24,203	
17	Investments	-	20,000	40,000	40,000	
18	<i>TOTAL INVESTMENT INCOME</i>	<i>22,149</i>	<i>42,813</i>	<i>63,498</i>	<i>64,203</i>	
19	<b>MINISTRY INVESTMENT INCOME</b>					
20	Church Planting	* 35,000	36,050	37,132	38,245	
21	<i>TOTAL MINISTRY INVESTMENT INCOME</i>	<i>35,000</i>	<i>36,050</i>	<i>37,132</i>	<i>38,245</i>	
22	<b>PASS-THRU INCOME</b>					
23	Worker's Comp (churches)	9,210	9,486	9,771	10,064	
24	Pastor's Life Insurance (churches)	7,430	7,653	7,882	8,119	
25	<i>TOTAL PASS-THRU INCOME</i>	<i>16,640</i>	<i>17,139</i>	<i>17,653</i>	<i>18,183</i>	
26	<b>OTHER INCOME</b>					
27	Pastoral Counseling	* 2,156	2,221	2,287	2,356	
28	MEG Revenue	* 12,000	12,360	12,731	13,113	
29	<i>TOTAL OTHER INCOME</i>	<i>14,156</i>	<i>14,581</i>	<i>15,018</i>	<i>15,469</i>	
30	<b>TOTAL INCOME</b>	<b>484,567</b>	<b>570,806</b>	<b>616,364</b>	<b>643,250</b>	
31						
32	<b>EXPENSES</b>					
33	<b>PASTORAL CARE EXPENSE</b>					
34	Retiree Health Insurance	(9,268)	(8,000)	(7,000)	(6,000)	
35	Pastor Moving Expense	(5,079)	(4,500)	(4,635)	(4,774)	
36	Women's Ministry	(11,699)	(3,000)	(3,000)	(3,000)	
37	Men's Ministry	-	(3,000)	(3,000)	(3,000)	
38	Leadership Appreciation & Retreats	(319)	(5,000)	(10,000)	(20,000)	
39	MEG	(12,247)	(8,344)	(8,594)	(8,852)	
40	Leadership Development	(4,931)	(8,000)	(8,240)	(8,487)	
41	Prayer Ministries	-	(500)	(515)	(530)	
42	Children-Youth	-	(7,000)	(7,210)	(7,426)	
43	Wesleyan Women's Conference	(1,800)	(2,000)	(2,060)	(2,122)	
44	<i>TOTAL PASTORAL CARE EXPENSE</i>	<i>(45,343)</i>	<i>(49,344)</i>	<i>(54,254)</i>	<i>(64,192)</i>	
45	<b>CONFERENCE OPERATIONS EXPENSE</b>					
46	Annual Conference	(17,371)	(7,000)	(7,000)	(20,000)	
47	Pulpit Supply	(1,500)	(3,000)	(3,090)	(3,183)	
48	Accounting and Legal	(187)	(1,000)	(1,030)	(1,061)	
49	Review/Audit	-	(22,000)	-	(10,000)	

4 YEAR CONFERENCE BUDGET DETAIL					
Oregon Conference of the Free Methodist Church					
		2022 ACTUAL	2023 BUDGET	2024 BUDGET	2025 BUDGET
50	EPP Current	(29,134)	(62,149)	(76,132)	(91,359)
51	Board Meetings	(1,727)	(1,779)	(1,832)	(1,887)
52	Office Expense	(6,834)	(11,500)	(10,000)	(10,000)
53	Property Insurance	(13,768)	(17,275)	(17,793)	(18,327)
54	Property Maintenance	(28,883)	(30,000)	(30,900)	(31,827)
55	Office Lease	(4,800)	(4,800)	(4,944)	(5,092)
56	General Conference	-	(15,500)	-	-
57	Planned Giving FMC	(8,000)	(8,000)	(8,000)	(8,000)
58	Property Liability Insurance	(5,042)	(5,000)	(5,150)	(5,305)
59	Subscriptions	(3,149)	(3,000)	(3,090)	(3,183)
60	Superintendent Car-Travel	(4,765)	(4,908)	(5,055)	(5,207)
61	Telephone	(2,389)	(2,461)	(2,534)	(2,611)
62	Travel Reimbursement	(523)	(539)	(555)	(571)
63	Travel Outside Conference	(14,474)	(14,908)	(15,355)	(15,816)
64	<b>TOTAL CONFERENCE OPERATIONS EXPENSE</b>	<b>(142,546)</b>	<b>(214,818)</b>	<b>(192,462)</b>	<b>(233,428)</b>
65	<b>PERSONNEL EXPENSE</b>				
66	Superintendent Housing	(118,415)	(120,783)	(123,199)	(125,663)
67	Superintendent Pension	(15,986)	(16,466)	(16,960)	(17,468)
68	Superintendent Health	(14,839)	(15,284)	(15,743)	(16,215)
69	Office Wages	(50,000)	(51,000)	(52,020)	(53,060)
70	Other Office Wages	(619)	(3,000)	(644)	(657)
71	Office Pension	(6,750)	(6,750)	(6,953)	(7,161)
72	Office Health	(25,041)	(26,000)	(26,780)	(27,583)
73	Office Staff Insurance	(262)	(270)	(278)	(286)
74	Bookkeeper Hourly	(17,198)	(17,542)	(17,893)	(18,251)
75	ER FICA	(5,763)	(5,936)	(6,114)	(6,297)
76	<b>TOTAL PERSONNEL EXPENSE</b>	<b>(254,873)</b>	<b>(263,031)</b>	<b>(266,582)</b>	<b>(272,642)</b>
77	<b>MISSIONS EXPENSE</b>				
78	Spangler Support	(24,800)	(25,544)	(26,310)	(27,100)
79	<b>TOTAL MISSIONS EXPENSE</b>	<b>(24,800)</b>	<b>(25,544)</b>	<b>(26,310)</b>	<b>(27,100)</b>
80	<b>CHURCH PLANTING EXPENSE</b>				
81	Mission Igniter	-	(36,000)	(60,000)	(144,000)
82	Church Planting	(1,187)	(120,000)	(120,000)	(120,000)
83	<b>TOTAL CHURCH PLANTING EXPENSE</b>	<b>(1,187)</b>	<b>(156,000)</b>	<b>(180,000)</b>	<b>(264,000)</b>
84	<b>PASS-THRU EXPENSE</b>				
85	Worker's Comp (churches)	(8,560)	(8,817)	(9,081)	(9,354)
86	Pastor's Life Insurance (churches)	(7,574)	(7,801)	(8,035)	(8,276)
87	<b>TOTAL PASS-THRU EXPENSE</b>	<b>(16,134)</b>	<b>(16,618)</b>	<b>(17,117)</b>	<b>(17,630)</b>
88	<b>TOTAL EXPENSE</b>	<b>(484,883)</b>	<b>(725,355)</b>	<b>(736,725)</b>	<b>(878,992)</b>
89					
90	<b>NET INCOME</b>	<b>(316)</b>	<b>(154,549)</b>	<b>(120,361)</b>	<b>(235,742)</b>

# Pastoral Compensation & Benefits Guidelines

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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The following scriptures should be taken into account when considering a compensation package: in Luke 10:7, Jesus instructed those whom he had just appointed to go into every city and place, and to ***“Stay in that house, eating and drinking whatever they give you, for the worker deserves his wages.”*** in Galatians 6:6 Paul writes, ***“Anyone who receives instruction in the word must share all good things with his instructor.”*** And in First Corinthians 9:14, Paul writes, ***“In the same way, the Lord has commanded that those who preach the gospel should receive their living from the gospel.”*** From these, and other scriptures as well, we conclude that full-time pastors should be paid a full-time salary that allows them to live at least on the same standard or level as the congregation and community.

We recognize two basic pastoral models: Full time appointed and part time or bi-vocational appointed. In an attempt to help each local church, provide a support package for their pastor(s) that is honoring to God and His Kingdom, the Oregon Conference adopts the following policy.

**Each full-time appointed pastor in the Oregon Conference is entitled to compensation that includes:**

**WAGES:** It should be the goal of every church that the pastor’s wage package would equal or exceed that of a local public teacher with the same education and experience. Obviously, the larger church should consider the increased responsibilities of staff management when setting this figure. The wages should be divided into two areas:

- A. HOUSING** – This must be set in advance and by law (section 107 of the Internal Revenue Code) and is limited to the Fair Market value of the rental of the property, fully furnished, plus utilities. Each pastor should keep careful record of housing expenditures throughout the year. If the entire housing allowance is not used for its allowed purposes, the unused portion must be added to the taxable income on the pastor’s tax form.
- B. SALARY** – The remainder of the wages is included in this category

### **BENEFITS:**

- A. SELF EMPLOYMENT TAX** - Each church should provide for at least one half of the pastor’s self-employment tax, known as FICA (currently 15.30%). One half, is 7.65% of the combined Housing and Salary, paid to the pastor. Social Security should be included as part of compensation for pension reporting purposes - regardless of how it is listed in the church budget.
- B. HEALTH INSURANCE** –The church shall ensure the pastor has health insurance coverage. This may be coverage through a spouse’s employer or it may be through a plan purchased by the pastor with financial accommodations made accordingly as agreed upon by the Local Board of Administration and the pastor.

**Note:** *As state/federal health insurance requirements are revised, the Oregon Conference continues to rely on a local insurance broker who has served the conference well, is familiar with provisions for church employees, and has current knowledge of state and federal guidelines.*

*At the latest revision, state/federal guidelines do not require that group health insurance policies be offered by organizations with fewer than 50 employees. However, coverage may be offered for a group of 1 or more employees. If a group plan is not offered by the church, the church may wish to increase a pastor or employee’s salary, but may not: 1) designate any budget funds for*

*pastor/employee “health insurance allowance” or similar designations; or 2) reimburse the pastor/employee for equal premium amounts paid by him/her directly through an individual plan.*

- C. OPTIONAL LIFE AND DISABILITY INSURANCE** – The following insurance benefits are available to eligible employees through a group policy held by the Oregon Conference. These insurance plans are available by selection by the employee and payment of the monthly premium is either by the church or employee based on the decision of the Local Board of Administration.

Types and terms of policies offered can change through the group provider or the Oregon Conference decision to maintain, change or discontinue the insurance program.

Type of Policy	Eligibility	Type of Coverage
Standard Life Insurance and Accidental Death Dismemberment (AD&D) <i>Standard Life is \$15k in the current group plan with AD&amp;D &amp; LTD options available in addition</i>	Full-time employees working 30 hours or more per week	Intended to pay a fixed rate of benefit upon death or accidental dismemberment of employee.
Long Term Disability (LTD) This is available as an addition under a Standard Life policy as noted above	Full-time employees working 30 hours or more per week	Intended to protect employee’s income for a longer duration after depleting short-term disability or any sick leave the church provides
Voluntary/Supplementary Life Insurance and AD&D <i>This plan is added in \$10k increments and is available for employee, spouse and children.</i>	Employees working 20 or more hours per week	Intended to pay a fixed rate of benefit upon death or accidental dismemberment of employee.

\* Current provider of plans as of 1/1/2022 - Lincoln Financial Group – Contact the Conference office to receive full program documentation.

- D. WORKERS’ COMPENSATION INSURANCE** – The church must provide Workers’ Compensation Insurance at no cost to all full-time appointed pastors (and all employees) beginning at the time of hire. This insurance provides benefits for injuries or illnesses sustained during the course of employment. The conference bookkeeper serves as a liaison between the local church and the insurer for billing and payment management in order to ensure that coverage is correctly adjusted as any changes in payroll or staff occur.

- E. PENSION** – Eligibility for inclusion in the pension plan is set by the FMCUSA. Each church must provide the percentage set by the denomination of the combined Housing and Salary for all eligible participants appointed to the church. This will be deducted from the church funds by the FMCUSA according to its policy. Find current information at <http://fmcusa.org/hr/pensionretirement/>

NOTE: A local church also has the ability to contribute to a voluntary pension program for additional local church employees, (i.e., clergy not under conference appointment, a licensed pastor or conference ministerial candidate, or a lay-person) per approval by the Local Board of Administration and per FMCUSA guidelines. Find more information at <http://fmcusa.org/hr/pensionretirement/>

- F. VACATION** – The following refers to total years of service within the Free Methodist church, not simply the Oregon Conference or the local church:
- 0-3 years' service, at least 2 weeks of vacation
  - 4-15 years' service, at least 3 weeks of vacation
  - 16-25 years' service, at least 4 weeks of vacation
  - Over 25 years, at least 5 weeks of vacation
- Each church should also provide at least two 3-day weekends each year which are not to be counted as part of the vacation.
  - Each church is encouraged to consider ministry years served outside the Free Methodist denomination as well.
  - Pastors in their first year of ministry may take vacation time after six (6) months.
  - Vacation time is not accumulative from year to year, except with the approval of the Local Board of Administration. The Ministerial Appointments Committee shall instruct a local church which is receiving a newly appointed pastor regarding any accrued vacation the pastor may have and his/her desire for usage. Any such accrued vacation time is limited to that earned during the preceding year. When a pastor is appointed to a new circuit, only the preceding year's vacation time is transportable. In the event the pastor desires to be absent more than two consecutive Sundays, he/she shall secure approval of his/her Local Board of Administration before completing plans for such extended absence. Participation by pastors in Conference and denominational events shall not be considered vacation time.
- G. SICK LEAVE/PERSONAL TIME OFF (PTO)** – The church must provide a minimum of 40 hours of paid sick leave/pto for each pastor (full time and part time) each year. 40 hours of sick/pto leave time will accrue at the time of hire. At the beginning of each calendar year, each employee's sick leave/pto bank will accrue another 40 hours of leave. Sick leave/pto can accrue to a maximum of 26 weeks. Employees whose employment ends are not paid for accrued unused sick leave/pto.
- Sick leave/pto may be used for an employee's (1) mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of such conditions or need for preventive medical care; (2) for the care of a family member with a mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of such conditions or need for preventive medical care; or (3) for other personal needs.
- Once Sick Leave/pto and any other accumulated paid leave is used, the employee will be placed on leave without pay. The duration of unpaid time off will total no more than four weeks beyond the use of paid time in any one year whether it is consecutively taken or taken intermittently. The Local Board of Administration may extend to the employee an additional defined leave of absence on a case by case basis. This will be written and agreed to by both parties in conjunction with the Oregon Conference Superintendent.
- H. MATERNITY/PATERNITY LEAVE** – Leave may be granted for the birth of a pastor's child or because of placement of a child in a minister's home by adoption.
- The Minister may receive a total of 12 weeks of leave, with full pay for the first 8 weeks of leave at a minimum, for the birth or adoption of a child.
  - The pastor may use any accrued paid time as an additional part of the leave. Any remaining portion of the 12 weeks leave will be unpaid.
  - The church will continue to pay any relevant insurance plan in place during Maternity/Paternity leave on the same basis as if the pastor were not on leave. If the pastor pays for coverage, the

pastor must make arrangements to continue paying for coverage while on leave and failure to pay for this coverage while on leave may result in loss of coverage.

- In some cases, pastors may take intermittent leave or may work a reduced number of hours instead of taking 12 consecutive weeks of leave unless intermittent leave or working a reduced number of hours is medically necessary, this arrangement must first be agreed upon by the Local Board of Administration.
- Churches without adequate associate and support staff should contact the conference to help staff the pulpit supply during the maternity/paternity leave.
- When the pastor returns to work after leave, s/he will return to their original or equivalent position with the same pay, benefits and other terms as if s/he had not taken leave.
- Earned sabbatical may not be used for this leave.
- During the leave, the appointed pastor's Annual Conference relationship will remain intact and the leave will be considered as an uninterrupted appointment for retirement purposes with the Oregon Conference and the Free Methodist Church of North America.
- When spouses are both full-time appointed pastors, they are entitled to a combined total of 12 weeks of leave (not 12 weeks each).

- I. PROFESSIONAL EXPENSE** – Each church should provide for the professional expenses of the pastor(s) through an accountable reimbursement system. Expenses covered could include, travel, books, periodicals, entertainment, equipment, supplies, and continued education, to name a few. Items purchased with this fund remain the property of the pastor. Automobile expense should be reimbursed following IRS guidelines. The allowable rate for business miles should equal the allowable IRS rate guidelines for the current year. (Find more information at: <https://www.irs.gov>)

In order to be “accountable” the following requirements must be met:

- written substantiation which includes amount, date and business purpose of the expense;
- reimbursement request must be submitted within 60 days of when expense was incurred;
- any excess reimbursement be returned within a “reasonable time” (120 days);
- reimbursements cannot be funded by salary reduction.

- J. SABBATICAL LEAVE** – After 7 years of service in a congregation (and every 7 years thereafter), OR after every 10 years of service in the FMC, a pastor may apply for a sabbatical of up to three months at full pay, in addition to the regular annual vacation. A specific proposal for the sabbatical, including goals for the sabbatical and plans for covering church responsibilities must be submitted for approval to the Local Board of Administration and the Oregon Conference Board of Ministerial Education and Guidance at least six months in advance. Sabbatical leaves are for the purpose of enhancing ministry to the church. They should, therefore, incorporate plans for study, classes, seminars, travel, ministry outside of the church, or a combination of the above, along with a balanced level of rest and renewal. Churches without adequate associate and support staff may apply to the conference for a grant of up to \$1500.00 to help cover the cost of pulpit supply during the sabbatical leave.

#### **ADDITIONAL CONSIDERATIONS:**

1. Churches with pastors who have education debt should give special consideration to paying extra so their pastor can service his/her debt.
2. Each church will provide for its pastor the cost of attending all conference related activities where the pastor is expected/required to participate. The time at these events is not to be considered as part of the vacation package. Payment for spouses to attend clergy events is also encouraged.



3. In the interest of providing for the continued health and education of the pastor, each church is expected to provide and pay for at least one ministry enrichment seminar every year.
4. The ministerial income for newly-appointed pastors is to begin on the first day of the month following Annual Conference appointment. Any change from this must have the approval of the Ministerial Appointments Committee.
5. When a pastor is ministering to another church for a series of special services, his/her local salary is to continue. The pulpit supply is to be selected by the pastor in consultation with the Pastor's Cabinet or the Local Board of Administration with financial responsibility to be assumed by the local church. This is permitted two Sundays a year. Any exception shall be reviewed with the Conference Superintendent.
6. IRS W-2 Wage and Tax Statement – The pastor is to be considered an employee of the church for state and federal income tax purposes, rather than self-employed. Wages should be reported on a W-2, rather than a 1099. Salary is shown separately from Housing allowance (box 14) on the W-2 and any withholding for federal and state taxes. (NOTE: all ministers are always considered self-employed for Social Security and Medicare purposes.)
7. A full-time conference appointed staff pastor should be paid salary plus the following specifically named benefits: health insurance; pension; and self-employment taxes. Car expenses and other accountable reimbursement expenses be set in consultation with the local Finance Committee, the Local Board of Administration and the appointee.
8. The salary of a part-time staff pastor is to be agreed upon by the Local Board of Administration.

# Financial Resolutions

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

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### I. RELATING TO ANNUAL CONFERENCE

A. Those attending Oregon Conference board and committee meetings may be reimbursed by the conference on a mileage basis at the maximum IRS allowable rate for volunteer services.

B. The Oregon Conference of the FMCUSA shall provide a four-wheel drive vehicle for the superintendent's use. The conference shall provide insurance, fuel, and all vehicle maintenance. Said vehicle shall remain property of the Oregon Conference FMC.

C. That the Conference Superintendent be given five (5) weeks of vacation including five Sundays, plus one (1) discretionary day. The Superintendent shall also receive at least two three-day weekends off, which shall not be counted as vacation.

### II. RELATING TO LOCAL CHURCHES

A. That serious consideration is given to selling or renting a church-owned parsonage, and providing a housing allowance for the pastor. If a parsonage is rented out, the pastor is to receive not less than the rental income minus taxes / insurance plus reasonable utilities allowance. (See *Book of Discipline* ¶6450.B)

B. That to ensure that the housing and/or parsonage allowance be a non-taxable benefit for income tax purposes, the following requirements must be met:

1. Allowance must be designated in advance, in writing, and adopted by an appropriate board or Society.
2. Actual housing allowance cannot exceed the lowest of: (1) church designated amount, (2) actual housing expenses, or (3) annual fair rental value of home (furnished, including utilities and expenses).

C. That a housing allowance "safety net" resolution be adopted, which allows for unforeseen expenses.

D. That the local church's Finance Committee ensures that proper procedures for receipting, recording, disbursing and reporting of monies are followed. (see *Book of Discipline* ¶6440)

1. That the checking and savings accounts are in the proper names of the boards and organizations.
2. That bills and statements are mailed to the local church office and be accessible to the treasurer, finance committee and pastor.
3. That tellers give the senior pastor or staff designee a copy of the report form giving the date and amount of each offering and the purpose for which it was received.

E. That lending of money by a local church is to be highly discouraged. However, if it is done it shall be limited to assisting conference appointed personnel in purchasing real property to be used as a principle dwelling when the following conditions are met:

1. The obligation be recorded as a lien against that property.
2. The agreement be approved by the Conference Leadership Council after inspection.
3. There is confidence the loan will be paid in full.
4. The Official Board recommendation shall be approved by the Society.

F. At least one delegate shall serve as a member of body that makes financial decisions in the local church.

G. That those churches which have exempted themselves from paying the employer's portion of FICA for non-ministerial employees by filing a timely Form 8274, rescind that exemption; and that each local church be strongly discouraged from exempting itself in the future.

H. That the local church assumes the expenses of the pastor(s) and delegate(s) to attend Annual Conference (i.e., meals, lodging, travel).

I. That each church, through the pastor and local Finance Committee, develop a continuing plan for stewardship education for their church, incorporating: (1) Biblical principles, (2) a focus on ministry and mission of the church, and (3) specific financial challenges to accomplish the mission of the church.

J. That the local church maintain its responsibility in keeping the health and accident insurance, worker's compensation and pension payments current.

K. That if a situation arises where a local church becomes delinquent on salary to the pastor, the delegate and/or Treasurer must be responsible for notifying the Conference Superintendent.

L. That a copy of the local church's adopted annual budget be sent to the Conference no later than January 15, or as requested by the Conference Superintendent.

M. That each local church be encouraged to establish a scholarship fund to assist college and/or semi-nary students, especially for, but not necessarily restricted to, those students studying for the ministry. Guidelines for any Scholarship Fund should be in writing, approved by the Official Board and reviewed annually. Guidelines should include:

1. Fund's Statement of Purpose
2. Beneficiary eligibility criteria
3. Makeup of scholarship committee personnel
4. Application process
5. Award distribution procedure
6. Policies for obtaining financing (ex: contributions, endowment, etc.)
7. Restrictions for minimizing perceived conflict of interest (ex: persons are ineligible to serve on scholarship committee those years when a family member could benefit from the fund, etc.)

NOTE: IRS regulations dictate that gifts to a scholarship fund are tax-deductible contributions only to the extent that: 1) they are intended for the use of the qualified charitable organization, not for the benefit of any particular individual, and that 2) they benefit a large and indefinite class of potential recipients. (The smaller the pool of eligible recipients, the more likely that any contributions to the scholarship fund will be deemed non-deductible by the IRS.) It is recommended that the church contact the educational institution directly regarding its policies, requirements and restrictions for matching fund scholarships.

N. That the conference will reimburse the local church up to, but no more than, one-half of the properly receipted moving expenses for a new senior pastor. Each local church is responsible for the documented moving costs of newly appointed staff members.

O. Church property, including furnishings and vehicles, are not to be sold to pay the pastor's/staff's employee's wages or are they to be given to pastor/staff or employees in lieu of wages.

### **III. RELATING TO LOCAL PASTORS AND APPOINTED STAFF PASTORS**

*See Oregon Conference "Pastoral Compensation & Benefits Guidelines" (Submitted by the MEG Board).*

### **IV. CONFERENCE SUPPORT PROGRAM**

- A. For the support of the Oregon Conference and the conference's Equal Participation Plan (EPP) obligations to the Free Methodist Church-USA, beginning January 1, 2016, that each local church, by the 15th of each month, send to the conference bookkeeper ten percent (10%) of the previous month's receipts. The current deductions from church revenue that are allowed and used by the FMC-USA to figure EPP obligations will also be allowed by member churches when submitting tithe/EPP to the conference each month. Deductions allowed are as follows:
- 1- Giving to FM World Missions, including...
    - Missionary Support Accounts
    - Country Share Accounts
    - "As needed" to missions' budget
    - Extra Mile Projects
    - VISA missionaries
    - Bishops' Crisis Response Fund
    - International Child Care Ministries (ICCM)
  - 2- Capital campaign funds
  - 3- Bequests
  - 4- Giving to church planting or cross-cultural ministries
  - 5- Auxiliary ministries income such as Christian schools
- B. When it is apparent that a church is not promoting Oregon Conference and Denominational giving, the Superintendent, in consultation with the Leadership Council or its designee, shall meet with the society's official board and pastor to offer assistance and seek solutions.

# Property Development & Loan Fund Regulations

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

(For Annual Renewal)

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### **Article I**

#### **NAME**

The name of the loan fund shall be the Property Development & Loan Fund of the Oregon Conference Free Methodist Church

### **Article II**

#### **PURPOSE**

The purpose of the Property Development & Loan Fund shall be to assist the societies of the Oregon Conference to purchase equipment and furniture, or to remodel church buildings and/or parsonages, through low interest loans and grants.

### **Article III**

#### **FUNDING**

**Section 1:** The Property Development & Loan Fund may obtain funding by the receipt of gifts or bequests. The assets managed by the Liesinger Memorial Scholarship Fund Board of Trustees shall be invested in the Property Development & Loan Fund and, at its first meeting after the annual conference the Leadership Council shall annually determine the interest to be paid to the Scholarship Fund for the use of those assets. The Property Development & Loan Fund shall be established as a trust fund, separate and distinct from all other funds of the Conference.

**Section 2:** The initial assets for loans shall be \$600,000.00, including the current loans to Gresham and Eugene, the terms of which shall continue unaffected by the regulations here adopted. The initial assets available for grants shall be \$100,000.00. All other assets held by the Property Development & Loan Fund as of July 1, 2015, including any cash on hand and other outstanding loans will be released for use by the Oregon Conference of the Free Methodist Church.

**Section 3:** Income received by the fund through loans or investment of assets shall be used first for any expenses of the fund, including, but not limited to, interest paid in accordance with Section 1 of this Article and promoting and maintaining the fund, with the remainder being used to replenish the grant fund.

### **Article IV**

#### **OPERATIONS**

**Section 1:** The operation of the Fund shall be under the direction of the Leadership Council which shall have full authority to approve loans and grants that are within in the parameters set in the regulations. Any exceptions to the terms and conditions set forth in these regulations for loans or grants must be approved by the Leadership Council.

**Section 2:** Operational duties, including obtaining documentation on loans to local churches, the collection of interest, and payment of expenses, shall be handled by personnel selected by the Leadership Council, which may include Oregon Conference employed personnel.

## **Article V**

### **FIXED INTEREST FULLY AMORTIZED LOANS**

**Section 1:** To be eligible for a loan a church must have been established as a society and have been current in all conference obligations for a period of at least twelve months prior to application.

**Section 2:** Loans shall be made to an organization for a maximum of \$50,000.00. (Or – The maximum amount outstanding of any loan from the fund to a single borrower shall not exceed \$50,000 at any given time.)

**Section 3:** All loan requests must be accompanied by minutes showing approval of the local church Board of Trustees (or the Board acting in that capacity) and Society.

**Section 4:** At its first meeting after annual conference the Leadership Council shall annually set the interest rate for all new loans, but that rate shall in all cases be no higher than allowed by law.

**Section 5:** The Property Development & Loan Fund supports two types of loans:

**Paragraph A: Loans for the Purchase of Equipment and Furniture:**

**A1:** Loans for the purchase of equipment and furniture shall be for no more than 90% of the cost of items purchased and for a term of not more than 5 years.

**A2:** Payments must reach the Conference bookkeeper on or before the due date each month. Payments that are not received by the due date will be considered late and will be assessed a late penalty equal to 5% of the payment.

**Paragraph B: Loans for the Purpose of Remodeling:**

**B1:** Loans for the purpose of remodeling will be for a maximum of 80% of the projected cost of the remodel for a term or not more than 7 years.

**B2:** Payments must reach the Conference bookkeeper on or before the due date each month. Payments that are not received by the due date will be considered late and will be assessed a late penalty equal to 5% of the payment.

**Section 6:** All loans will be made in accordance with the latest Book of Discipline of the Free Methodist Church.

**Section 7:** All loans shall be unsecured, but documented in writing by a promissory note in customary form consistent with these Regulations.

## **Article VI GRANTS**

**Section 1:** To be eligible for a grant a church must have been established as a society and have been current in all conference obligations for a period of at least twelve months prior to application.

**Section 2:** A society may receive a grant once every three years.

**Section 3:** No grant can be awarded unless recommended by the conference superintendent and then approved by the Leadership Council.

## **Article VII AMENDMENTS**

Any amendments to these Regulations must first be recommended by the Leadership Council with final approval by the Annual Conference. The Oregon Conference Leadership Council may approve amendments between Annual Conference sessions but they must be ratified by the next Annual Conference to remain in effect.

# Memorial Scholarship Board Report 2023

## OREGON CONFERENCE OF THE FREE METHODIST CHURCH

Vern Liesinger/ Bessie Higbee/ Albert Heinitz/ Ruby Page

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Members of the Oregon Conference of the Free Methodist Church,

We are forever grateful for the generosity of those who have given funds to help prepare men and women for ministry in their estate planning! Their giving spirit continues to have a major impact on countless lives for Jesus!

The Memorial Scholarship Board met on April 25, to review new applications and also extended the following awards, keeping in mind the generous spirit of the individuals who left such an incredible legacy to the Oregon Conference.

Teri Gent was awarded \$7,000 for the 2023-2024 academic year at Portland Seminary in pursuit of a Master's of Divinity with a further goal of acquiring her Chaplaincy endorsement.

Heidi Forrest was awarded a one-time educational grant of \$5,000 towards the pursuit of a Master's Degree in Elementary Education from Grand Canyon University, an exception allowed under the Heinitz and Phoebe funds' stipulations which include support in preparation to serve in other ministry outlets.

As a Conference, we are so blessed to have these two women preparing further to make an impact in their local churches and communities.

Grateful to serve you,

### **2023-2024 Scholarship Board of Trustees**

Rev. Robroy Ranger, Superintendent

Rev. J. 'Chappy' Swearingen, MEG Board Chair

Rev. Stewart Fowler, Lead Pastor, Calapooia FMC

Rev. Shaun McNay, Lead Pastor, Living Hope Church

Don Adarr, Conference Bookkeeper



# Scholarship Funds Distribution Report 2023-2024

Higbee, Heinitz, Liesinger, Page & Phoebe

To the OREGON CONFERENCE of the FREE METHODIST CHURCH

	Students	Higbee	Heinitz	Liesinger	Page	Phoebe	TOTAL
Available 12/31/2022		1176.53	693.93	8320.56	5373.92	592.66	16157.6
(+) Interest earned from Scholarship Funds invested in FMF: Jan 1 – June 30, 2023		163.26	106.26	1319.22	2535.36	16.26	4140.36
(-) Less Jan.-June '23 Disbursements							
Total Funds Available for Scholarships as of June 30, 2023 Includes anticipated interest		1339.79	800.19	9639.78	7909.28	608.92	20297.96
<i>Approved Recipients for 2023-2024 shown with approved scholarship awards.</i>	<i>Teri Gent</i>			3500.00	3500.00		7000.00
	<i>Heidi Forrest</i>			2500.00	2500.00		5000.00
(-) Less Total Approved Awards For 2023-2024		1339.79	800.19	3639.78	1909.28	608.92	8297.96
Anticipated remaining funds before interest		1339.79	800.19	3639.78	1909.28	608.92	8297.96
(+) Interest earned from Scholarship Funds invested in FMF: Jul 1 – Dec 31, 2023		163.26	106.26	1319.22	2535.36	16.26	4140.36
Available 12/31/2023		1503.05	906.45	4959.00	4444.64	625.18	12438.32
Distribution: Note of correction for July 2021*	Libby McNay			1500.00			

\* Student's application was received outside of customary time frames, and was approved following Annual Conference 2021 by the Board of Trustees and distributed for Fall Semester 2021 to Azusa Seminary, CA,. The totals in the report above reflect correct balances following this 2021 disbursement.