



2017 REPORT OF BOARD OF TRUSTEES

Missouri Conference of the United Methodist Church

Church:	Click here to enter text.	District:	Click here to enter text.
1. How many times have the Trustees met this year?		Click here to enter text.	
		Yes	No
2. Have the Trustees listed the Conference and District Office as "Additional Insureds" on the church insurance policy?		<input type="checkbox"/>	<input type="checkbox"/>
3. Enter Insurance Policy number			

Attach a copy of Certificate of Insurance (Declaration Page) **or** complete the following data:

PROPERTY INSURANCE Renewal Date:	Assessed Value	Date of Assessment	Insurance Value	Name of Company
Church Buildings				
Church Furnishings/Contents				
Parsonage(s)				

LIABILITY INSURANCE (Recommended Minimums)	Per Occurance Limit	Aggregate Limit	Insurance Value	Name of Company
General or Public Liability (\$3,000,000 aggregate)				
Pastoral Counseling/Professional Liability (\$1,000,000 per occur.)				
Sexual Harassment/Misconduct Involving Persons Other Than Employees (\$1,000,000 per occur; \$2,000,000 aggregate)				
Employer Liability (\$1,000,000 per occur.)				
Directors, Officers and Trustees Liability (\$1,000,000 per occur.)				
Worker's Compensation (\$1,000,000 per occur.)				

4.	Yes	No
a. Is the Church incorporated? [Reference ¶12529 of 2016 Book of Discipline]	<input type="checkbox"/>	<input type="checkbox"/>
b. Is the Trust Clause [Reference ¶12503 of 2016 Book of Discipline] on all deeds?	<input type="checkbox"/>	<input type="checkbox"/>
c. Does the local church acknowledge that its real estate is held in trust for the Annual Conference per ¶12501 of 2016 Book of Discipline?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are all Church properties (including the chancel area) accessible for those with disabilities? If not, what are the plans/timeline for developing accessibility?	<input type="checkbox"/>	<input type="checkbox"/>
6. Has Church been inspected for fire and/or safety hazards during the past year?	<input type="checkbox"/>	<input type="checkbox"/>
If not, when was the last inspection?		
7. Who is the custodian of legal papers?		

8. Where are the legal papers kept (specific location – bank name, address)?		
	Yes	No
9. Is each deed of real estate correct with respect to the named grantee (i.e. owner)? In other words, does the deed match the name of your local church? If not, explain:	<input type="checkbox"/>	<input type="checkbox"/>
10. Does your church have a parsonage? NOTE: Annual inspection due to District Office by March 1st	<input type="checkbox"/>	<input type="checkbox"/>

11. List major improvements/maintenance planned for church property during the next 12 months.	
a.	b.
c.	d.
e.	f.

	Yes	No
12. Has a Safe Sanctuaries policy and procedures been adopted by your church and are they being implemented?	<input type="checkbox"/>	<input type="checkbox"/>
Who is your church's LCA (local church associate) that has permission to receive the church's screening information?		

12. Please provide a detailed list of income-producing and permanent funds:					
Account Name	Date Rec'd	Amount	Where Invested	Income	How Income is Used for Ministry

Signature of Chair: _____ Date: _____