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Hebron Cades Charge Conference Records

Hebron United Methodist Church, Cades

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Minutes of the Charge Conference

The Charge Conference for the HEBRON - PERGAMOS CHARGE (275693) of the Florence District of the South Carolina Annual Conference was held. The Charge Conference for the HEBRON - PERGAMOS CHARGE (275693) of the Florence District of the South Carolina Annual Conference was held ...**Charge portion of the Minutes form is incomplete.**

I. Mission

The mission of the United Methodist Church is to make and nurture disciples of Jesus Christ for the transformation of the world. Achieving a bold mission requires setting intentional goals. Please be prepared to dialogue about the following questions at Charge Conference. If your church doesn't have formal goal, then discuss programs/ministries that fulfill the mission of the church.

A. What were your key goals for making and nurturing disciples for this past year?

Hebron (275693): One on one ministry, Bible Study, church fellowship

Pergamos (275751): Making disciples for Christ on a one-to-one basis.

B. How are you making progress towards reaching the goals stated above?

Hebron (275693): Slow but steady

Pergamos (275751): Slow but steady progress.

C. Among these goals, what are you most excited about?

Hebron (275693): Inches in the number of younger families who are attending.

Pergamos (275751): The young children that are coming to church with their families.

D. Church Vitality

While numbers are not the only factor of vitality, they are helpful in providing clarity of our church's present reality. Below is the reported data from your church's last two year-end Statistical Tables.

| Church | Year | Avg. Worship Attendance | Total Professing Members | Avg. Sunday School Attendance | Total Number of People in Christian Formation Groups | Received on Profession of Faith Through Confirmation | Received on Profession of Faith (not in Confirmation) |
|--------|------|-------------------------|--------------------------|-------------------------------|--|--|---|
| | 2022 | 31 | 110 | 15 | 54 | 0 | 0 |

2023 1.0.26

| | | | | | | | |
|-------------------|------|----|-----|----|----|---|---|
| Hebron (275693) | 2021 | 30 | 113 | 14 | 54 | 0 | 0 |
| Pergamos (275751) | 2022 | 15 | 22 | 6 | 7 | | |
| | 2021 | 15 | 22 | 6 | 7 | 0 | 0 |

E. Tools for Planning

What is your church's specific plan to reach new people for Jesus Christ? What tools are you using to foster growth (i.e. Forward Focus, Natural Church Development, SHIFT, Ken Callahan's "Twelve Keys to an Effective Church", etc.)?

Hebron (275693):

Pergamos (275751): Committed involvement with the Hebron and Lake City Community, and Cades as well.

II. Nurture

A. Does your church have a visitation program? Please describe.

Hebron (275693): Everyone is involved in visitation; visitation is a key part of pastor's ministry

Pergamos (275751): Pastor does visitation, and members of the church do as well

B. Does your church have a congregational care program (i.e. Stephen's Ministry, divorce care, counseling center, grief group, etc.)? Please describe.

Hebron (275693):

Pergamos (275751): Because of the size, the entire church is involved in Congregational care.

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2023

III. Outreach and Witness

A. How is your church reaching out in service to the community and the world?

Hebron (275693):

Pergamos (275751): Individually, and through the entire church body as well.

The number of persons from your church serving in mission/community ministries reported in your church's last year-end Statistical Tables.

Hebron (275693): 6

Pergamos (275751):

- B. How has your church engaged in ministry with children, youth, and young adults beyond you local church this year (i.e. Scouts, Child Care, Basketball League, school partnerships, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

Hebron (275693): Girl Scouting,

Pergamos (275751):

- C. Has your church engaged in ministry with other United Methodist Churches, with ecumenical partners, and in cross racial/cultural experiences (i.e. pulpit or choir exchanges, joint projects, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

Hebron (275693):

Pergamos (275751): Very closely connected to the other church in the charge. Closely connected to other denominational churches in the Lake City and Cades and Hebron communities. We have a Community Revival with 4 other churches once a year and a homecoming in which other churches members participate.

IV. Submit the following:

- A. Report of the Church Council (Oral composite report plus any other written reports such as UMW, UMM, UMYF)
- B. Report of the Pastor (State of the Church. ¶ 340 BOD 2016, Continuing Education Report)
- C. Reports of other clergy and applicable Continuing Education Reports (all categories)
- D. Report of Trustees
- E. *Report of the Committee on Nominations and Leadership Development - print copies for members of Charge Conference
 - PPRC Roster
 - Lay Member to 2024 Annual Conference - do not print; submit names online
 - Official Roll and Attendance Record for 2024 - print copies for District Superintendent and Secretary for keeping roll at Council meetings
- F. *Recommended Ministerial Support
- G. Accountable Reimbursement Policy
- H. 2024 Budget
- I. Treasurer's Report
- J. Report of the Committee on Finance
- K. Parsonage Report
- L. Report of Local Church(es) Safe Sanctuary Policy (Attach copies)

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- M. Epworth Children's Home Local Church Representative - do not print; submit name on Nominations and Leadership Report
- N. Conference or District Nominations form - do not print; submit names online
- O. 2023-24 High School Junior and Senior List and current college students (¶ 232 BOD 2016) - do not print, submit names online
- P. Local Church Policy on Sexual Misconduct (Attach copy, see sample here: [Sample-Local-Church-Policy-Statement-on-Misconduct-of-a-Sexual-Nature-2016.pdf](#) ([umcsc.org](#)))

*Vote required at charge conference

V. Personnel

- 1. Who are recommended by the Pastor/Parish Relations Committee: (*vote, *v 2/3 = two thirds vote)
 - A. as candidates for ordained ministry (¶¶ 258.2(g)9, 310.1(e)) (*v 2/3)?
 - B. for continuation as candidates for ordained ministry (¶¶ 258.2(g)9, 310.1(e)) (*v)?
- 2. List the names of the persons the church has given to the United Methodist Ministry?
- 3. Who are recommended as Local Church Lay Servants (¶ 266) (*v)?
 - A. New:
 - B. Renewed:
- 4. Who are recommended as Certified Lay Servants (¶ 266) (*v)?
 - A. New:
 - B. Recertified:
- 5. Who are recommended as Certified Lay Speakers (¶ 267) (*v)?
 - A. New:
 - B. Recertified:
- 6. Who are recommended as Certified Lay Ministers (¶ 268) (*v)?
 - A. New:
 - B. Recertified:

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VI. Stewardship

One way the local church participates in the world wide mission of the church is through apportionments (§ 247.14).

Hebron (275693)

A. What percent of apportionments were paid in 2022? 25%

What do you expect to pay in 2023? 100%

B. If you are not paying 100% of your apportionments, please explain why, and what are your plans to move toward 100% payment?

C. Are you up to date on Direct Billing? No

If not, what is your current balance and plan to address it?

No direct Billing. Church too small.

Do you plan to enroll in the Conference Forgiveness Plan? No

D. Has a 2022 Audit been completed and report submitted to the District Office? Yes

Pergamos (275751)

A. What percent of apportionments were paid in 2022? 100%

What do you expect to pay in 2023? 100 %

B. If you are not paying 100% of your apportionments, please explain why, and what are your plans to move toward 100% payment?

C. Are you up to date on Direct Billing? No

If not, what is your current balance and plan to address it?

Too small a church for direct billing.

Do you plan to enroll in the Conference Forgiveness Plan? No

D. Has a 2022 Audit been completed and report submitted to the District Office? Yes

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Presiding Elder or District Superintendent

Secretary

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2023

Report of Pastor

The report of the pastor in charge shall include the names of all persons involved in the changes in membership and other items outlined in the 2016 Book of Discipline (¶¶ 234, 340). This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge.

Copies of this report should be filed with the recording secretary, pastor, district superintendent, and chairperson of witness or evangelism ministries.

| | |
|---------------------------------------|---|
| Church <u>Hebron 275693</u> | Charge <u>HEBRON - PERGAMOS CHARGE 275693</u> |
| District <u>Florence District</u> | Conference <u>South Carolina Conference</u> |
| For the period beginning and ending . | |

1. List those who have been received into baptized membership since last report (Record names and dates).

a. Infants baptized since last report

| Name | Date |
|------|------|
| None | |

b. All others: children, youth, and adults baptized since last report.

| Name | Date |
|------|------|
| None | |

2. List those who have been received into professing membership since the last report (Record names and dates).

a. On profession of faith or restored

| Name | Date |
|------|------|
| None | |

b. From other United Methodist churches.

| Name | Date |
|----------|------------|
| Kim Joye | 03/01/2021 |

c. From other non-United Methodist churches.

| Name | Date |
|------|------|
| None | |

3. List those who have been removed from the professing membership since last report (Record names and dates).

a. By action of the Charge Conference, or trial court, or withdrawal

| Name | Date |
|------|------|
| None | |

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b. By transfer to other United Methodist churches.

| Name | Date |
|------|------|
| None | |

c. By transfer to other non-United Methodist churches.

| Name | Date |
|------|------|
| None | |

d. By death.

| Name | Date |
|---------------------|------------|
| Willie Mae Holladay | 08/14/2022 |
| W.B. Smith | 12/23/2022 |
| Elaine Owens | 02/12/2023 |
| Sara Smith | 06/05/2023 |

4. Have the membership rolls been audited? Yes

- a. If not, why not?
- b. Who has moved from your community since the last Charge Conference?
- c. What has been done to relate them to another church?

5. The pastor shall give a report on the State of the Church (Please do not duplicate report of the Church Council or other committees. Only the highlights, from the pastor's perspective, the major issues or events related to the health of the church). (Attach as a supplement.)

6. The Pastor shall give an account of pastoral ministry as it relates to (§ 340): Elders, provisional elders, and local pastors have a fourfold ministry of Word, Sacrament, Order and Service. Please describe how you have fulfilled your calling this year in the following ways: (Attach as a supplement.)

- a. Preach and teach the Word.
- b. Provide pastoral care and counsel.
- c. Administer the sacraments.
- d. Order the life of the church for service in mission and ministry.
- e. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (§ 351).

2023 80636

5. The State of the Church. Hebron has had an unusual year since the last Charge Conference. In the last 14 months, the church lost the 3 oldest members of the church. They were ladies, and they were pillars of the church and the Hebron community. This was hard on the church, because Hebron is such a close knit church. Then when you factor in the problems created by disaffiliation, it was clear that the church was troubled by the question of whether or not to disaffiliate. But it did handle the question with grace, and in the end, the church has chosen to disaffiliate. Still, with those issues related to disaffiliation, the sanctuary is slowly filling back up again, and people seem to be really enjoying the fellowship and unity of the church.

6. a. I see preaching and teaching the Word as one of the key areas of ministry where I can make the biggest difference in the life of the church. I try as much as possible to utilize everything that is available to me to prepare my sermons and to teach. I use multiple versions of the Bible and Study Bibles. I use other resource books and commentaries, as well as books I have collected from classes I have taken at Duke. I also use some personal illustrations from my life, and other illustrations as well to add interest.

b. Pastoral care and counseling is something that I have always enjoyed and it is never work. I love ministering in that way and praying with my congregation one-on-one or in small groups. It is a blessing to me and to them.

c. Administering the sacraments is vital to the life and ministry of the church. I try as much as possible to take the sacraments to members of the churches who are shut-ins as well.

d. Ordering the life of the church in mission and in ministry is still a learning experience for me, but I certainly enjoy this part of church life. Hebron is very willing to be a part of and/or lead whatever I ask them to do. They are loving and giving and work hard at whatever we are doing for the church and for the community in and around Hebron.

e. I took a break from my continuing education during 2023. I certainly do miss education, but I felt that I needed some time off to adjust to a 2-church charge, and it has been good for me. My plan is to begin the education again in 2024. I may continue to take classes from Duke Divinity School. My spiritual growth has not slowed down. I have grown closer to the Lord since the last Charge Conference, because I have a clearer vision of what he needs me to do, and because I am completely committed to total surrender to his will and purpose for my life.

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2023

Signed

Karen F. McElveen

Printed Name

Karen F. McElveen

Date

8/31/23

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2023

Signed

Karen F. McElveen

Printed Name

Karen F. McElveen

Date

8/31/23

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2023

| Year | Course | CEUs | Description (optional) |
|------|---|------|--|
| 2023 | Safe Sanctuary Training | 2 | |
| 2022 | 321-Bible III | 2 | |
| 2022 | 323- Congregational Care | 2 | |
| 2021 | Theological Heritage- 222 | 2 | Study of the heritage of the UMC, of the founders of Methodism, and the beliefs of the church. |
| 2021 | Torah and Israel's History- 221 | 2 | Study of the First 5 books of the Bible along with the history of the Israelite nation. |
| 2020 | 122- Theological Heritage | 3 | Theological Heritage |
| 2020 | 124- Transformative Leadership | 2 | Transformative Leadership |
| 2019 | COS 121. Bible I. | 1 | |
| 2019 | COS 123. Formation and Discipleship. | 1 | |
| 2019 | Darkness to Light Stewardship of Children/ Sexual ethics training | 2 | |
| 2018 | Sexual ethics training at Licensed Local Pastor School | 2 | |

Karen McEwen

Pastor Signature

Date

Steve Moore

SPRC Signature

Date

District Superintendent Signature

Date

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2023

Annual Report of Trustees - 2023

The trustees are amenable to the Charge Conference and as such are required to make an annual report. Additional reports should be made as requested by the Charge Conference or Church Council.

Church Name: Hebron (275693) Charge Name: HEBRON - PERGAMOS CHARGE (275693) Town: Cades District: Florence District

To the Charge Conference for the year ending October 12, 2022

1. Organization for 2023 took place at a meeting on January , 2023 by electing the following officers:

| Name | Term Expires |
|------------------------|--------------|
| Member Leila Baker | 12/31/2024 |
| Member Robert Baker | 12/31/2023 |
| Member David Feagin | 12/31/2025 |
| Member Swintz Holladay | 12/31/2024 |
| Member Bobby Joe Kirby | 12/31/2023 |
| Member Gwen Kirby | 12/31/2025 |
| Member Jerry Smith | 12/31/2025 |

2. Number of church buildings 1; Number of parsonages 1.

3. Value of church...

| Type | Name | How was value determined? | Value |
|--------------|------|---------------------------|----------------------|
| Buildings | | | 110,000.00 |
| Furnishings | | | 125,000.00 |
| Land | | | 15,000.00 |
| Total | | | \$ 250,000.00 |

4. Value of parsonage(s)...

| Type | Name | How was value determined? | Value |
|--------------|------|---------------------------|----------------------|
| Buildings | | | 120,000.00 |
| Furnishings | | | 40,000.00 |
| Land | | | 2,000.00 |
| Total | | | \$ 162,000.00 |

5. Value of other assests (cash, investments, other property, etc...)

| Type | Name | How was value determined? | Value |
|--------------|------------------------|---------------------------|----------------------|
| Other | Permanent Cemetery CDs | | 100,000.00 |
| Total | | | \$ 100,000.00 |

6. Incorporation of Local Church

- a. Is the local church incorporated? Yes Date Incorporated 01/12/2009
- b. Who is the church's registered agent on record with the SC Secretary of State? Jerry Smith (The Registered Agent should be the Trustee Chair.)
- c. Have the Articles of Incorporation been reviewed? No Articles of Incorporation Reviewed Date
- d. Have the By-laws been reviewed? No By-laws Reviewed Date

7. Name or names in which the title to each piece of property is recorded as shown by civil land records:

| Item | Name | Where Filed? | Book | Page |
|---------------|------|--------------------------------|------|-------|
| Hebron Church | | Williamsburg County Courthouse | B,A | 64,30 |

8. Deeds

- a. Who is the custodian of the deeds and other legal papers? Trustees
Where are they kept? First Citizens Bank, Kingstree, SC
- b. Does each deed contain a trust clause? Yes
Has a current copy been submitted to the District Superintendent? Yes

If not, attach a copy of the deed to this report and complete the Quit Claim deed and attach a copy of it to this report.

c. Is the title to church property held in the names of individual trustees or a local church corporation? Local Church Cooperation

9. Received during year for constructing and improving church building and parsonages, and how expended:

| Received From | Amount | Disbursements | Amount |
|---------------|--------|---------------|--------|
| No records | | | |

10. Present Indebtedness:

| Item | Amount |
|------------|--------|
| No records | |

11.

a. Insurance

| Item Insured/Insurance | Replacement Value | Amount of Coverage | Type of Coverage | Company | Deductible | Expires When |
|-------------------------------------|-------------------|--------------------|------------------|---------------|------------|--------------|
| Church Buildings | 1,302,600.00 | 1,302,600.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2024 |
| Parsonages | 264,200.00 | 264,200.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2024 |
| Church Furnishings and Equipment | 125,000.00 | 125,000.00 | | Church Mutual | 1,000.00 | 03/08/2024 |
| Parsonage Furnishings and Equipment | 40,000.00 | 40,000.00 | | Church Mutual | 1,000.00 | 03/08/2024 |
| General Liability | 0.00 | 1,000,000.00 | | Church Mutual | 1,000.00 | 03/08/2024 |

b. Have the buildings been inspected for fire hazards within the past year? Yes

c. When was the last appraisal made? 05/31/2023

d. By whom? Julian Graham

e. Is the amount of insurance adequate? Yes

f. Does the church's insurance cover professional liability? Yes Amount 1,000,000

g. Does the church's insurance cover all programs that occur in the facilities (i.e. Scouts, community groups, AA, etc)? No

h. Does your church sponsor a scouting ministry? No

If yes, please include identifying information:

Type of Troop: Number: Scout Council:

Attach copies of any signed agreements you have with Scouting entities.

Attach copies of any insurance policies that cover the church for scouting activities.

i. Who is bonded?

Gwen Kirby Charles McElveen Lynn McElveen Jerry Smith

12. Detailed list of income producing property and permanent funds:

| Item | Date Received | Amount | Where Invested | Income | How Income is used for Ministry |
|------------|---------------|--------|----------------|--------|---------------------------------|
| No records | | | | | |

Attach supplement if needed for "How Income is used for Ministry" entry.

13. Has an annual accessibility audit for the church been conducted? Yes

Date: 03/31/2023



Signed
Chair or Secretary, Trustees

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Church Hebron (275693)

District Florence

Charge HEBRON - PERGAMOS CHARGE (275693) Pastor Karen Fisk McElveen

2023 Report of the Committee on Nominations and Leadership Development

for 2024 *Indicates required positions per Book of Discipline 2016, ¶ 252.5, 654, and Annual Conference Resolution

| Positions | First Name | Last Name | Address | Email | Phone(s) |
|------------------------------------|------------|-----------|---|------------------------------|------------------------------|
| Ch. Church Council* | Kim | Joye | 5729 Cade Road Cades SC 29518 | alwayssouthern1@gmail.com | 757-509-9124 |
| V-Ch. Church Council | Mary Ellen | Smith | 521 Kirby Rd Cades SC 29518 | momnpop@ftc-i.net | 843-389-2873 843-598-1354 |
| Lay Leader* | Larry | Owens | 1584 Ditch Bank Road Cades SC 29518 | lbowens@ftc-i.net | 843-389-3647 843-373-3607 |
| Ch. PPRC* | Steve | Moore | 1008 Fitch Road Lake City SC 29560 | Oldindian50@gmail.com | 843-389-0699 843-598-6737 |
| Ch. Finance* | Jerry | Smith | 521 Kirby Rd Cades SC 29518 | momnpop@ftc-i.net | 843-389-2873 843-598-1367 |
| Church Treasurer* | Lynn | McElveen | 1672 Hebron Road Cades SC 29518 | d1mcelveen60@ftc-i.net | 843-389-2189 843-409-2010 |
| Lay Mem to AC* | Larry | Owens | 1584 Ditch Bank Rd Cades SC 29518 | lbowens@ftc-i.net | 843-389-3647 843-373-3607 |
| Pres. UMM Or Mens Ministry Ldr* | Jimmy | Nickell | 521 Twin Lakes Road Cades SC 29518 | | 843-389-3250 843-372-5779 |
| Pres. UMW* | Naomi | Baker | 6189 Cade Rd Cades SC 29518 | bakernaomi37@gmail.com | 843-389-2614 843-601-1232 |
| Ch. Council on Min | Todd | Feagin | 997 Twin Lakes Road Cades SC 29518 | toddf@gmail.com | 843-356-9092 |
| Ch. Nurture/Discipleship | Annette | Spring | 1288 Twin Lakes Rd Cades SC 29518 | netspring@yahoo.com | 843-389-2049 843-598-1030 |
| Ch. Worship | Julie | Hancock | 205 Fitch Ave Lake City SC 29560 | jhancock1949@yahoo.com | 843-389-3501 843-598-0278 |
| Children Ministry | April | Smith | 702 New Coward Road Coward SC 29530 | lowcountrypharmacy@yahoo.com | 843-210-7608 843-598-1289 |
| Super. Church School | Mary Ellen | Smith | 521 Kirby Road Cades SC 29518 | momnpop@ftc-i.net | 843-389-2873 843-598-1354 |
| Ch. Outreach | Ernestine | Kirby | 1005 Kirby Road Cades SC 29518 | ekirby@ftc-i.net | 843-389-2314 |
| Ch. Outreach | Mary Von | Baker | 1401 Twin Lakes Road Cades SC 29518 | maryvonb3@gmail.com | 843-389-2103 843-687-2082 |
| Epworth Local Church Rep* | Larry | Owens | 1584 Ditch Bank Rd Cades SC 29518 | lbowens@ftc-i.net | 843-389-3647 843-373-3607 |
| Native American Coord.* | Todd | Feagin | 997 Twin Lakes Road Cades SC 29518 | toddf@gmail.com | 843-356-9092 |

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| | | | | | |
|--------------------|--------|----------|--|----------------------------|------------------------------|
| Dis. Relief Coord. | Larry | Owens | 1584 Ditch Bank Road Cades SC 29518 | lbowens@ftc-i.net | 843-389-3647 843-373-3607 |
| Recording Sec | Sandy | Feagin | 1017 Twin Lakes Rd Cades SC 29518 | feagin1017@gmail.com | 843-389-4559 843-426-6129 |
| Church Historian | Swintz | Holladay | 7029 Cade Rd Cades SC 29518 | Stinker29518@gmail.com | 843-389-4377 843-356-0096 |
| Membership Sec | Joyce | Holladay | 6324 Cade Road Cades SC 29518 | joycemholladay@hotmail.com | 843-389-4270 843-598-1144 |
| Financial Sec. | Gwen | Kirby | 640 Kirby Road Cades SC 29518 | gwen.kirby@yahoo.com | 843-389-7834 843-598-0605 |

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Church Hebron (275693)

District Florence

Charge HEBRON - PERGAMOS CHARGE (275693) Pastor Karen Fisk McElveen

2023 Report of the Committee on Nominations and Leadership Development

7-AL. Members at Large of Church Council
Robin Hancock Allie Lee Diane Owens Kelsie Smith

Charge Committee on Staff/Pastor Parish Relations
(minimum 5 - maximum 9, plus a Lay Member to AC and Lay Leader)

Committee on Nominations and Leadership Development

A. Previously Elected
Class of 2024
Julie Hancock Bobby Joe Kirby Dexter Moore

A. Previously Elected
Class of 2024
Melanie Ganes Charles McElveen Larry Owens

Class of 2025
Todd Feagin Carroll Smiley Annette Spring

Class of 2025
Todd Feagin Jerry Smith III

B. Nominees Class of 2026
Stacy Moore Reba Nickell

B. Nominees Class of 2026
Leila Baker Robert Baker Reba Nickell

C. Lay Member to Annual Conference
Larry Owens

Note: If not marked, designate Youth (12-18) as Y, Young Adults (19-35) as YA, Secretary as SEC, and Lay Leader as LL

D. Lay Leader
Steve Moore LL Larry Owens LL

Committee on Finance (Members at Large)
Billy Baker David Feagin Melanie Ganes
Julie Hancock Gwen Kirby

Trustees (recommended minimum 3 - maximum 9)

A. Previously Elected
Class of 2024
Leila Baker Robert Baker Swintz Holladay

Class of 2025
David Feagin Gwen Kirby Jerry Smith

B. Nominees Class of 2026
Kim Joye Bobby Joe Kirby Lynn McElveen

Recommended: One third of trustees are to be women.

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Charge Staff/Pastor Parish Relations Committee 2024

Charge HEBRON - PERGAMOS CHARGE (275693) District Florence

Refer to Paragraph 258.2 in *The Book of Discipline*, 2016.

| | | |
|---|--|---|
| <p>Ch. PPRC Steve Moore Class of Hebron 1008 Fitch Road Lake City SC 29560 843-389-0699 / 843-598-6737 Oldindian50@gmail.com</p> | <p>Lay Mem to AC Larry Owens Class of Hebron 1584 Ditch Bank Rd Cades SC 29518 843-389-3647 / 843-373-3607 lbowens@ftc-i.net</p> | <p>Lay Leader Larry Owens Class of Hebron 1584 Ditch Bank Road Cades SC 29518 843-389-3647 / 843-373-3607 lbowens@ftc-i.net</p> |
| <p>Lay Leader Steve Moore Class of Pergamos 1008 Fitch Rd Lake City SC 29560 843.389.0699 / 843.373.8737 Oldindian50@gmail.com</p> | <p>Com on Pastor Parish Relations Stacy Moore Class of 2026 Pergamos 653 New Zion Road Lake City SC 29560 843.389.2961 /</p> | <p>Com on Pastor Parish Relations Dexter Moore Class of 2024 Pergamos 1057 Fitch Road Lake City SC 29560 843.598.0828 /</p> |
| <p>Com on Pastor Parish Relations Carroll Smiley Class of 2025 Pergamos 1420 Morris Street Lake City SC 29560 843.389.4741 / 843.598.4200</p> | <p>Com on Pastor Parish Relations Reba Nickell Class of 2026 Hebron 521 Twin Lakes Road Cades SC 29518 843-389-3250 / 843-598-0011</p> | <p>Com on Pastor Parish Relations Julie Hancock Class of 2024 Hebron 205 Fitch Rd Cades SC 29518 843-389-3501 / 843-598-0278</p> |
| <p>Com on Pastor Parish Relations Todd Feagin Class of 2025 Hebron 997 Twin Lakes Road Cades SC 29518 / 843-356-9092</p> | <p>Com on Pastor Parish Relations Bobby Joe Kirby Class of 2024 Hebron 1005 Kirby Rd Cades SC 29518 843-389-2314 / 843-373-9304</p> | <p>Com on Pastor Parish Relations Annette Spring Class of 2025 Hebron 1288 Twin Lakes Road Cades SC 29518 843-389-2049 / 843-598-1030</p> |

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Charge Conference Official Roll and Attendance Record

This form, intended for the entire year, is the official roll of officers and members of the Church Council and/or the Charge Conference. The names should be entered alphabetically. The columns under ATTENDANCE RECORD are to be used to record attendance at the meetings of the Church Council and/or Charge Conference. Insert the dates of the meetings in the cells provided for this purpose.

HEBRON - PERGAMOS CHARGE

Florence District

South Carolina Conference for Calendar Year 2024 OFFICERS AND MEMBERS OF THE CHURCH COUNCIL AND THE CHARGE CONFERENCE.

Chairperson, Church Council / Leadership Team Chair Kim Joye (Hebron) Dexter Moore (Pergamos)

Vice-Chairperson Mary Ellen Smith (Hebron)

Recording Secretary Sandy Feagin (Hebron)

| Name | Church | Positions | ATTENDANCE RECORD | | | | | | | | | | | | | | | | |
|---------------------|----------|---------------------------------|-------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | Dates | | | | | | | | | | | | | | | | |
| Baker, Billy | Hebron | Com on Finance (Mem at Large) | | | | | | | | | | | | | | | | | |
| Baker, Leila | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | |
| Baker, Mary Von | Hebron | Ch. Outreach | | | | | | | | | | | | | | | | | |
| Baker, Naomi | Hebron | Pres. UMW* | | | | | | | | | | | | | | | | | |
| Baker, Robert | Hebron | Trustees | | | | | | | | | | | | | | | | | |
| Feagin, David | Hebron | Com on Finance (Mem at Large) | | | | | | | | | | | | | | | | | |
| Feagin, Sandy | Hebron | Recording Sec | | | | | | | | | | | | | | | | | |
| Feagin, Todd | Hebron | Native American Coord.* | | | | | | | | | | | | | | | | | |
| Ganes, Melanie | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | |
| Hancock, Julie | Hebron | Ch. Worship | | | | | | | | | | | | | | | | | |
| Hancock, Robin | Hebron | Mem at Large of Church Council | | | | | | | | | | | | | | | | | |
| Holladay, Joyce | Hebron | Membership Sec | | | | | | | | | | | | | | | | | |
| Holladay, Swintz | Hebron | Church Historian | | | | | | | | | | | | | | | | | |
| Joye, Kim | Hebron | Ch. Church Council* | | | | | | | | | | | | | | | | | |
| Kirby, Bobby Joe | Hebron | Com on Pastor Parish Relations | | | | | | | | | | | | | | | | | |
| Kirby, Ernestine | Hebron | Ch. Outreach | | | | | | | | | | | | | | | | | |
| Kirby, Gwen | Hebron | Financial Sec. | | | | | | | | | | | | | | | | | |
| Lane, Randy | Pergamos | Trustees | | | | | | | | | | | | | | | | | |
| Lee, Allie | Hebron | Mem at Large of Church Council | | | | | | | | | | | | | | | | | |
| McElveen, Charles | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | |
| McElveen, Lynn | Hebron | Church Treasurer* | | | | | | | | | | | | | | | | | |
| Moore, Dexter | Pergamos | Dis. Relief Coord. | | | | | | | | | | | | | | | | | |
| Moore, Elaine | Pergamos | Super. Church School | | | | | | | | | | | | | | | | | |
| Moore, Stacy | Pergamos | Church Treasurer* | | | | | | | | | | | | | | | | | |
| Moore, Steve | Pergamos | Lay Leader* | | | | | | | | | | | | | | | | | |
| Moore-Morris, Linda | Pergamos | Membership Sec | | | | | | | | | | | | | | | | | |
| Nickell, Jimmy | Hebron | Pres. UMM Or Mens Ministry Ldr* | | | | | | | | | | | | | | | | | |
| Nickell, Reba | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | |

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Church Council Official Roll and Attendance Record

This form, intended for the entire year, is the official roll of officers and members of the Church Council and/or the Charge Conference. The names should be entered alphabetically. The columns under ATTENDANCE RECORD are to be used to record attendance at the meetings of the Church Council and/or Charge Conference. Insert the dates of the meetings in the cells provided for this purpose.

Hebron Florence District

South Carolina Conference for Calendar Year 2024 OFFICERS AND MEMBERS OF THE CHURCH COUNCIL AND THE CHARGE CONFERENCE.

Chairperson, Church Council / Leadership Team Chair Kim Joye

Vice-Chairperson Mary Ellen Smith

Recording Secretary Sandy Feagin

| Name | Positions | ATTENDANCE RECORD | | | | | | | | | | | |
|-------------------|---------------------------------|-------------------|--|--|--|--|--|--|--|--|--|--|--|
| | | Dates | | | | | | | | | | | |
| Baker, Billy | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Baker, Leila | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Baker, Mary Von | Ch. Outreach | | | | | | | | | | | | |
| Baker, Naomi | Pres. UMW* | | | | | | | | | | | | |
| Baker, Robert | Trustees | | | | | | | | | | | | |
| Feagin, David | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Feagin, Sandy | Recording Sec | | | | | | | | | | | | |
| Feagin, Todd | Native American Coord.* | | | | | | | | | | | | |
| Ganes, Melanie | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Hancock, Julie | Ch. Worship | | | | | | | | | | | | |
| Hancock, Robin | Mem at Large of Church Council | | | | | | | | | | | | |
| Holladay, Joyce | Membership Sec | | | | | | | | | | | | |
| Holladay, Swintz | Church Historian | | | | | | | | | | | | |
| Joye, Kim | Ch. Church Council* | | | | | | | | | | | | |
| Kirby, Bobby Joe | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Kirby, Ernestine | Ch. Outreach | | | | | | | | | | | | |
| Kirby, Gwen | Financial Sec. | | | | | | | | | | | | |
| Lee, Allie | Mem at Large of Church Council | | | | | | | | | | | | |
| McEiveen, Charles | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| McElveen, Lynn | Church Treasurer* | | | | | | | | | | | | |
| Nickell, Jimmy | Pres. UMM Or Mens Ministry Ldr* | | | | | | | | | | | | |
| Nickell, Reba | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Owens, Diane | Mem at Large of Church Council | | | | | | | | | | | | |
| Owens, Larry | Lay Leader* | | | | | | | | | | | | |
| Smith, April | Children Ministry | | | | | | | | | | | | |
| Smith, Jerry | Ch. Finance* | | | | | | | | | | | | |
| Smith, Kelsie | Mem at Large of Church Council | | | | | | | | | | | | |
| Smith, Mary Ellen | V-Ch. Church Council | | | | | | | | | | | | |

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| | | | | | | | | | | | | | | | | | | | |
|------------------|--------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Smith III, Jerry | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | | |
| Spring, Annette | Ch. Nurture/Discipleship | | | | | | | | | | | | | | | | | | |

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Name Karen Fisk McElveen Charge HEBRON - PERGAMOS CHARGE (275693) District Florence District

Employment Status Clergy Employee Status PL Service Time 1/2 Time Pensions Participant IN

Is a parsonage available? No
 If yes, does the pastor live in the parsonage? No

Calculated for the year, effective from 01/01/2024 until 12/31/2024, MSF properly replaced, or this appointment ends.

| Church/Institution | Hebron | Pergamos | Totals |
|---|-----------|-----------|-----------|
| Number | 275693 | 275751 | |
| Housing Allowance <i>in lieu of parsonage</i> | 0.00 | | 0.00 |
| Adoption Agreement on file with Pensions Office | Yes | Yes | |
| Gross Compensation | 28,561.00 | 12,241.00 | 40,802.00 |
| Medical Plan | 0.00 | | 0.00 |
| Vision Plan | 0.00 | | 0.00 |
| Dental Plan | 0.00 | | 0.00 |
| FSA | 0.00 | | 0.00 |
| HSA | 0.00 | | 0.00 |
| Dependent Care | 0.00 | | 0.00 |
| Tax Deferred Personal Contribution | 857.00 | 368.00 | 1,225.00 |
| Utility/Parsonage Exclusion | 3,000.00 | 3,000.00 | 6,000.00 |
| | | | |
| Taxable Compensation | 24,704.00 | 8,873.00 | 33,577.00 |
| Add Back Utility/Parsonage Exclusion | 3,000.00 | 3,000.00 | 6,000.00 |
| Cash Compensation Paid to Pastor* | 27,704.00 | 11,873.00 | 39,577.00 |
| * excluding housing allowance in lieu of parsonage | | | |
| Billable Compensation | 28,561.00 | 12,241.00 | 40,802.00 |
| Direct Bill Percentage | 70 | 30 | |
| Direct Bill | | | |
| Charge Health Insurance Cost <i>To assist churches in 2024, the Board of Pensions is granting a \$135 per month subsidy to keep cost the same as 2023.</i> | 0.00 | 0.00 | 0.00 |
| Defined Contribution "CRSP DC" <i>3% for FT and % from Adoption Agreement for eligible PT of Billable Compensation</i> | 2,571.00 | 1,102.00 | 3,673.00 |
| Defined Benefit "CRSP DB" <i>Based on Full Time Service</i> | 0.00 | 0.00 | 0.00 |
| Welfare Plan <i>3% of Billable Compensation capped at 200% of DAC</i> | 0.00 | 0.00 | 0.00 |
| Total Direct Billing Cost | 2,571.00 | 1,102.00 | 3,673.00 |
| | | | |
| Compensation Package | | | 44,475.00 |

Signatures and Equitable Compensation/Congregational Development Notes (if applicable) on back of next page.

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Recommendation from Church Council for Ministerial Support to be paid for Calendar Year 2024

Name Karen Fisk McEveen Charge HEBRON - PERGAMOS CHARGE (275693) District Florence District

[Signature]
*Chair of Administrative Board/Church Council

*Chair of Administrative Board/Church Council

[Signature]
*Chair of Administrative Board/Church Council

*Chair of Administrative Board/Church Council

[Signature]
Pastor

District Superintendent

[Signature]
Staff-Parish Relations Chair

Date Adopted

* Signature of Administrative Board/Council Chair indicates that the Council has reviewed and voted on this salary.

31034
Approved by Church
Missing District Approval unless signed

If errors are found, please contact your district office.

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Accountable Reimbursement Policy

The following resolution was duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **08/27/2023**.

Under Internal Revenue Code Section 62(a)(2)(A) gross income does not include reimbursed business expenses or adequately accounted business expense allowances for employees. Internal Revenue Service Regulation 1.162-17(b) provides that an employee "need not report on his tax return" expenses paid/incurred by him solely for the benefit of his employer for which he is required to account and does account to his employer and which are charged directly or indirectly to the employer. Further, IRS Regulation 1.274-5(e)(4) provides that "an adequate accounting means the submission to the employer of an account book, diary, statement of expense, or similar record maintained by the employee in which the information (as to each element of expenditure amount, time and place, business purpose, and business relationship) is recorded at or near the time of the expenditure, together with supporting documentary evidence, in a manner that conforms to all the 'adequate records' requirements" as set forth in the regulations.

Therefore, the **Hebron United Methodist Church (275693)** hereby established an accountable reimbursement policy pursuant to IRS Regulations upon the following terms and conditions for **Reverend Karen Fisk McElveen**.

1. Expenses deemed ordinary and necessary shall be made solely for the benefit of the church and shall be paid directly, whenever possible by the **Hebron United Methodist Church (275693)** or indirectly and reimbursed to the person or entity who does pay the expense.
2. The church payroll person must be given an adequate accounting of the expense, which means that there shall be submitted a statement of expense, account book diary, or other similar record showing the amount, date, place, business purpose, and business relationship involved. Appropriate documents, cash receipts, cancelled checks, credit cards sales slips, and contemporaneous records must be attached to a monthly expense report. Copies of the documentary evidence and expense report shall be retained by both the clergy and the church.
3. Reimbursements or advances must be paid out budgeted church funds. Budgeted amounts not spent must not be paid as a salary bonus or other personal compensation in any fiscal year.
4. The church may pay amounts in advance of the clergy's actual expenditure on either an "as needed" basis or by standard monthly expense "allowance." However, an adequate accounting of the advances by expense report must be made in the month following an expenditure. Any excess advance must be returned to the church within 30 days of the issuance of the advance.
5. It is understood by the various parties that all elements of this resolution must be carefully followed to prevent the church salary-paying unit from being required by regulation to list total payment of the following items on IRS information reports (W-2/1099-MISC) as "includable compensation." The primary responsibility of expense reporting is the clergy to the church payroll person.
6. By previous or concurrent resolution, duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **08/27/2023** the following ordinary and necessary expenses as suggested for the employment needs of the clergy, are included in this accountable reimbursement policy for calendar year 2024.

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| Description of Expense | Amount |
|---|--------------------|
| Continuing Education | 2,000.00 |
| Expenses for Annual Conference | 300.00 |
| Church Travel Expense (mileage, meals, parking, telephone, lodging) | <u>1,000.00</u> |
| Accountable Reimbursement Policy Total | \$ 3,300.00 |



 Church Council Person

8/27/23

 Date

*Church Council action is required for an increase to the total during the year, but such an increase cannot be funded by taking money from the minister's cash compensation. Circumstances dictate that the above expenses will vary from church to church and from time to time. Nonetheless, expenses assumed by the clergy in excess of the total are not excludable from reported compensation. They may or may not be deductible from taxable income on the clergy's tax return.

Copies: Church Minutes File, Named Clergy, District Superintendent

Revised February 2023

**Hebron UMC
2024 General Budget**

Lynn McEwen
Treasurer
approved 8/27/23
Jerry Smith
Finance Chair

| | | |
|--------------------------------|--------------|---------------------|
| Ministerial Support | | |
| Cash Salary | \$ 27,704.00 | |
| Annual Conference | \$ 300.00 | |
| Travel/Bus.Exp. | \$ 1,000.00 | |
| Cont. Education | \$ 2,000.00 | |
| Sub-total | | \$ 31,004.00 |
| | | |
| Church Pension | \$ 2,571.00 | |
| Sub-total | | \$ 2,571.00 |
| | | |
| Conference Apportionments | \$ 8,059.00 | |
| Sub-total | | \$ 8,059.00 |
| | | |
| Local & Other | | |
| Benevolences | \$ 1,000.00 | |
| Annual Conf. | \$ 500.00 | |
| Inspirators | \$ 750.00 | |
| Youth Ministries | \$ 500.00 | |
| Adult Ministries | \$ 1,000.00 | |
| Children's Dept | \$ 400.00 | |
| Vacation Bible School | \$ 1,500.00 | |
| Outreach Ministries | \$ 250.00 | |
| Sub-total | | \$ 5,900.00 |
| | | |
| Utilities | | |
| Church Electricity | \$ 4,000.00 | |
| Parsonage Electricity | \$ 1,200.00 | |
| Church Internet | \$ 800.00 | |
| Sub-total | | \$ 6,000.00 |
| | | |
| Buildings | | |
| Insurance Ch. & Pars. | \$ 9,000.00 | |
| Janitorial Services | \$ 3,200.00 | |
| Church Upkeep | \$ 4,500.00 | |
| Parsonage Upkeep | \$ 500.00 | |
| Sub-total | | \$ 17,200.00 |
| | | |
| Grounds Maintenance | | |
| Church Grounds | \$ 4,500.00 | |
| Parsonage | \$ 1,000.00 | |
| \$4000 paid from Cemetery Fund | | |
| Subtotal | | \$ 5,500.00 |

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| | | |
|--------------------------|----|-------------------------|
| Paper Products | | |
| Paper Plates, etc. | \$ | 1,000.00 |
| Literature | \$ | 3,000.00 |
| Postage | \$ | 300.00 |
| Office Supplies/etc. | \$ | 1,000.00 |
| Sub-total | | \$ 5,300.00 |
| Miscellaneous | | |
| Pianist | \$ | 1,800.00 |
| Contingency Fund | \$ | 1,000.00 |
| Christmas Gifts, etc. | \$ | 300.00 |
| Special Gifts | \$ | 300.00 |
| Sub-total | | \$ 3,400.00 |
| Total | | \$ 84,934.00 |

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*Lynn McEwen
Treasurer*

Hebron United Methodist Church - General Fund Expenditures- 2023

| | Budget Amt. | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Yearly Total |
|----------------------------|--------------|--------------|--------------|-------------|-------------|--------------|
| Ministerial Support | | | | | | |
| Cash Salary | \$ 27,704.00 | \$ 6,926.01 | \$ 6,926.01 | | | \$ 13,852.02 |
| Annual Conf. | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Travel | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Cont. Ed. | \$ 2,000.00 | \$ - | \$ - | | | \$ - |
| Ch. Pension | \$ 2,571.00 | \$ 642.63 | \$ 918.06 | | | \$ 1,560.69 |
| Pastor Pension | \$ 864.00 | \$ 214.26 | \$ 306.27 | | | \$ 520.53 |
| Apportionments | \$ 8,109.00 | \$ - | \$ - | | | \$ - |
| Local & Other | | | | | | |
| Benevolences | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Annual Conf. | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Inspirators | \$ 750.00 | \$ 35.38 | \$ - | | | \$ 35.38 |
| Youth Ministries | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Adult Ministries | \$ 1,000.00 | \$ 24.00 | \$ - | | | \$ 24.00 |
| Children's Dept. | \$ 400.00 | \$ - | \$ - | | | \$ - |
| Vacation Bible School | \$ 1,500.00 | \$ - | \$ - | | | \$ - |
| Outreach Ministries | \$ 250.00 | \$ - | \$ - | | | \$ - |
| Utilities | | | | | | |
| Ch. Elect. | \$ 4,000.00 | \$ 858.00 | \$ 441.00 | | | \$ 1,299.00 |
| Pars. Elect | \$ 1,200.00 | \$ 127.70 | \$ 128.00 | | | \$ 255.70 |
| Church Internet | \$ 800.00 | \$ (303.65) | \$ 196.35 | | | \$ (107.30) |
| Buildings/Van | | | | | | |
| Insurance(Ch. & Pars) | \$ 7,000.00 | \$ 4,412.50 | \$ - | | | \$ 4,412.50 |
| Janitorial | \$ 3,200.00 | \$ 750.00 | \$ 750.00 | | | \$ 1,500.00 |
| Church Upkeep | \$ 4,500.00 | \$ 100.00 | \$ 217.10 | | | \$ 317.00 |
| Parson Upkeep | \$ 500.00 | \$ 58.52 | \$ 83.60 | | | \$ 142.12 |
| Grounds Maintenance | | | | | | |
| Church Grounds | \$ 4,500.00 | \$ - | \$ 129.00 | | | \$ 129.00 |
| Parsonage | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Paper Products | | | | | | |
| Plates, etc. | \$ 1,000.00 | \$ 103.49 | \$ - | | | \$ 103.49 |
| Literature | \$ 3,000.00 | \$ 312.82 | \$ 406.60 | | | \$ 719.42 |
| Postage | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Office Supplies | \$ 1,000.00 | \$ - | \$ 432.00 | | | \$ 432.00 |
| Miscellaneous | | | | | | |
| Pianist | \$ 1,800.00 | \$ 450.00 | \$ 450.00 | | | \$ 900.00 |
| Contingency Fund | \$ 1,000.00 | \$ - | \$ 100.00 | | | \$ 100.00 |
| Christmas Gifts | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Special Gifts | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Totals | \$ 83,848.00 | \$ 14,711.66 | \$ 11,483.99 | | | \$ 26,195.55 |

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FUNDS FINANCIAL ACTIVITY SUMMARY 2023

| | 1st Quarter | | 2nd Quarter | | 3rd Quarter | | 4th Quarter | | Ending Balance |
|----------------------------|--------------|--------------|--------------|--------------|-------------|--------------|-------------|--------------|----------------|
| | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | |
| General Fund | \$ 20,913.67 | \$ 14,711.66 | \$ 17,978.64 | \$ 11,483.99 | | | | | \$ 35,589.86 |
| Cemetery Fund | \$ 275.00 | \$ - | \$ 175.00 | \$ - | | | | | \$ 16,162.29 |
| Perm. Cem. Fund | \$ - | \$ - | \$ - | \$ - | | | | | \$ 5,841.67 |
| Epworth | \$ 251.53 | \$ 1,000.00 | \$ 689.16 | \$ 620.00 | | | | | \$ (679.31) |
| Men's Club | \$ 493.73 | \$ - | \$ - | \$ - | | | | | \$ 493.73 |
| Turbeville Ch. Home | \$ - | \$ 84.03 | \$ 69.16 | \$ - | | | | | \$ 153.19 |
| Totals | \$ 44,940.89 | \$ 21,524.23 | \$ 18,911.96 | \$ 12,103.99 | | | | | \$ 57,561.43 |

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Report of the Finance Committee

The report of the Finance Committee shall be made on this form, or one revised and adapted by the Annual Conference. Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

Hebron United Methodist Church Hebron/Pergamos Charge
Florence District _____ Annual Conference

For the period beginning 10/12/2022 and ending 09/11/2023
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

I. ORGANIZATION

1.a. Has the committee been organized according to the 2016 Book of Discipline (§258.4)? Yes No

b. Names of Officers?

Chairperson Jerry Smith Vice Chairperson Lynn McElveen
Treasurer(s) Lynn McElveen Financial Secretary Gwen Kirby

II. BUDGET AND COMMITMENT PLAN

2.a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year? Yes No

If not, why not?

b. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? Yes No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?
 Monthly Quarterly Semi-annually Annually No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? Yes No;

If not, why not?

5. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?
Tithes, offerings, memorials, and monetary gifts.

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2023

6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? Yes No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? Yes No

If not, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)?

Yes No

If not, why not?

9.a. What bank(s) have been designated by the Church Council as a depository (§258.4e)?

First Citizens Bank

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? Yes No

If not, why not?

c. Are all accounts in the name of the church? Yes No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4c)? (Attach as a supplement.) Yes No

b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4c)?

Yes No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the

Discipline (§258.4a)? Yes No

If not, why not?

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2023

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, e)? Yes No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? Yes No

If not, why not?

14. a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4d)? Yes No

b. If not, why not?

c. Were there any recommendations or exceptions? Yes No

d. If there were recommendations or exceptions, how has the church addressed them?

Signed Jerry Smith
Printed Name: JERRY SMITH
Date: 8/27/23

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2023

Report of the Finance Committee 2017-2023

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

Students - Jr. & Sr. High School and those currently attending college
Church: Hebron (275693) Charge: HEBRON - PERGAMOS CHARGE (275693) Florence District

| Name | Address | City | State | Zip | Email | Phone 1 | Phone 2 | Age | School |
|-------------------------|------------------------|-----------|-------|-------|-------|--------------|---------|-----|------------------------------|
| Tyler Gowdy | 821 Old Georgetown Hwy | Hemingway | SC | 29554 | | 843-372-5612 | | 20 | East Clarendon High School |
| Kenzie Hancock | 198 Fitch Road | Lake City | SC | 29560 | | 843-372-6802 | | 19 | University of South Carolina |
| Add New | | | | | | | | | |

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2023

Annual Conference Safe Sanctuary Policy

A RESOLUTION TO REQUIRE THE ESTABLISHMENT OF A SAFE SANCTUARY POLICY IN EVERY UNITED METHODIST CHURCH AND IN EVERY UNITED METHODIST CONFERENCE EVENT IN THE SOUTH CAROLINA CONFERENCE

WHEREAS, Jesus said, "Let the little children come to me, do not stop them; for it is to such as these that the Kingdom of God belongs. Truly I tell you, whoever does not receive the Kingdom of God as a little child will never enter it." Mark 10:14-15 (NRSV) Jesus also said, "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were drowned in the depth of the sea." Matthew 18:6 (NRSV)

WHEREAS, The Hebrew people treasured their place of worship as a holy place, a sanctuary, a place where they could worship in safety and harmony. (See Psalms 20:1-2 and Psalms 27:4-5) This scripture provides examples of how the sanctuary is to be a community of protective nurture and harmony, holy and safe.

WHEREAS, The Book of Discipline of the United Methodist Church regarding rights of children states, "children must be protected from economic, physical, emotional, and sexual exploitation and abuse." Social Principles (Paragraph 162C, 1996, 2000, 2004)

WHEREAS, The General Conference of the United Methodist Church adopted a Resolution in 1996, and readopted it in 2004, calling upon all local congregations and every Annual Conference to strive to make our churches safe places protecting children and other vulnerable persons from sexual and ritual abuse, and provided a list of steps for local churches, Annual Conferences, and the General Board of Discipleship and the Council of Global Ministries to follow. The Book of Resolutions 2004 (Paragraph 65, Page 201)

WHEREAS, The South Carolina Annual Conference adopted the Sexual Ethics Policies and Procedures on May 30, 1994, and by 1997, Policies and Procedures for Reducing the Risk of Children/Youth Sexual Abuse in the Church was written as it pertained to local and conference church events relating to both employees and volunteer workers, and the Conference strongly recommended each local church have a Safe Sanctuary Policy in place; now, therefore, be it

RESOLVED, That the South Carolina United Methodist Church Conference will require every local church to have a Safe Sanctuary Policy by December 31, 2008; and be it further

RESOLVED, That the South Carolina United Methodist Church Conference provide guidance to local churches to write and implement a Safe Sanctuary Policy by providing training, workshops and sample policies to meet criteria as outlined in The Book of Resolutions 2004, and that this will be coordinated at the district level by the Congregational Specialists; and be it further

RESOLVED, That the South Carolina United Methodist Conference will require accountability of each church annually at Charge Conference beginning in the year 2008; and be it further

RESOLVED, That the South Carolina United Methodist Conference will have a Safe Sanctuary Policy in place for all district and conference events to include training and screening procedures including, but not limited to, having application forms, interviews, reference checks and background checks for all staff and volunteers by December 31, 2008, and that this will be coordinated through Connectional Ministries by the Board of Education.

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2023

Church: Hebron (275693)

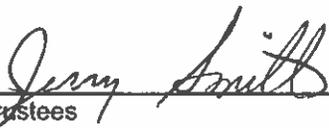
District: Florence

Each Church Council is responsible for the development and implementation of their Safe Sanctuary Policy.

- 1. Do you have a Safe Sanctuary policy filed in the District Office? Yes
Date 09/27/2017
- 2. Have you made changes in your Safe Sanctuary Policy since last Charge Conference? If yes, please attach a copy. No
- 3. Has the Church Council reviewed your Safe Sanctuary Policy this year? Yes
Date 08/27/2023
- 4. When was the training last conducted?
Date



Chairperson, Church Council



Chairperson, Trustees



Pastor

2023 35 of 36

**LOCAL UNITED METHODIST CHURCH
POLICY STATEMENT ON MISCONDUCT OF A SEXUAL NATURE**

Hebron United Methodist Church affirms the 2016 Book of Resolutions, Sexual Abuse Within the Ministerial Relationship and Sexual Harassment Within the Church, which states that sexual abuse within the ministerial relationship and sexual harassment within the church as incompatible with biblical teachings of hospitality, justice and healing. In accordance with the [2016 Book of Discipline ¶161F](#), all human beings, both male and female, are created in the image of God, and thus have been made equal in Christ. As the promise of [Galatians 3:26-29](#), states all are one in Christ, we support equity among all persons without regard to ethnicity, situation, or gender.

Sexual abuse within the ministerial relationship occurs when a person within a ministerial role of leadership (pastor, educator, counselor, youth leader or other position of leadership) engages in sexual contact or sexualized behavior with a congregant, client, employee, student, staff member, co-worker or volunteer.

Sexual harassment is any unwanted sexual advance or demand, either verbal or physical that is reasonably perceived by the recipient as demeaning, intimidating, or coercive. Sexual harassment includes, but is not limited to, the creation of a hostile or abusive working environment resulting from discrimination on the basis of gender ([2016 Book of Discipline ¶161J](#)).

Sexual abuse within the ministerial relationship involves a betrayal of sacred trust, a violation of the ministerial role and exploitation of those who are vulnerable. Similarly, sexual harassment must be understood as an exploitation of a power relationship rather than as an exclusively sexual issue.

Misconduct of a sexual nature within the life of the Church interferes with its moral mission.

Hebron United Methodist Church stands in opposition to the sin of misconduct of a sexual nature in the Church and society at large and commits itself to fair and expedient investigation of any charge of sexual misconduct within the church and to take action deemed appropriate and in compliance with the Book of Discipline.

Further, Hebron United Methodist Church bears affirmative responsibility to create an environment of hospitality for all persons, male or female, which is free of misconduct of a sexual nature and encourages respect, equality and kinship in Christ.

Some instances of sexual harassment can be resolved easily and informally between the parties. In all other instances, misconduct of a sexual nature should be reported to the chair of the Staff-Parish Relations Committee and the pastor in charge. If the conduct involves a clergy person, it should be reported to the district superintendent or the presiding bishop.

Date approved: 10/2/22

Church Council chairperson signature: 

2023 36 of 36

Hebron (275693) on the HEBRON - PERGAMOS CHARGE (275693) in the Florence District

[Charge Conference Home and Help](#) | [Additional Lay Member\(s\) to AC Equalization Letter](#) | [Information](#)
[Active Leadership](#)

Add/Edit Minutes Church

I. Mission

The mission of the United Methodist Church is to make and nurture disciples of Jesus Christ for the transformation of the world. Achieving a bold mission requires setting intentional goals. Please be prepared to dialogue about the following questions at Charge Conference. If your church doesn't have formal goal, then discuss programs/ministries that fulfill the mission of the church.

A. What were your key goals for making and nuturing disciples for this past year?

B. How are you making progress towards reaching the goals stated above?

C. Among these goals, what are you most excited about?

D. Church Vitality

While numbers are not the only factor of vitality, they are helpful in providing clarity of our church's present reality. Below is the reported data from your church's last two year-end Statistical Tables.

| Year | Avg. Worship Attendance | Total Professing Members | Avg. Sunday School Attendance | Total Number of People in Christian Formation Groups | Rec'd on Profession of Faith Through Confirmation | Rec'd on Profession of Faith (not in Confirmation) |
|------|-------------------------|--------------------------|-------------------------------|--|---|--|
| 2021 | 30 | 113 | 14 | 54 | 0 | 0 |
| 2020 | 29 | 117 | 25 | 32 | 0 | 0 |

2022 1/17/34

E. Tools for Planning

What is your church's specific plan to reach new people for Jesus Christ? What tools are you using to foster growth (i.e. Forward Focus, Natural Church Development, SHIFT, Ken Callahan's "Twelve Keys to an Effective Church", etc.)?

The outreach plan slowed down because of Covid, but the church sends out it the weekly 11:00 service by Facebook-live.

II. Nurture

A. Does your church have a visitation program? Please describe.

The pastor does visitation weekly, and other members of the church do visitation individually as well.

B. Does your church have a congregational care program (i.e. Stephen's Ministry, divorce care, counseling center, grief group, etc.)? Please describe.

No

III. Outreach and Witness

A. How is your church reaching out in service to the community and the world?

They serve meals for families after funerals.

The number of persons from your church serving in mission/community ministries reported in your church's last year-end Statistical Tables.

0

B. How has your church engaged in ministry with children, youth, and young adults beyond you local church this year (i.e. Scouts, Child Care, Basketball League, school partnerships, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

Girl Scout troops meet in our church, and have done so for years.

C. Has your church engaged in ministry with other United Methodist Churches, with ecumenical partners, and in cross racial/cultural experiences (i.e. pulpit or choir exchanges, joint projects, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

We have a community revival with 4 other churches(multi-denominational). It begins 6-8 weeks before the actual Revival, with weekly prayer meetings.

VI. Stewardship

A. What percentage of apportionments were paid in 2021?

100 %

What do you expect to pay in 2022?

25%

B. If you are not paying 100% of your apportionments, please explain why, and what are your plans to move toward 100% payment?

C. Are you up to date on Direct Billing?

Yes No

If not, what is your current balance and plan to address it?

(Not Applicable-part-time pastor)

Do you plan to enroll in the Conference Forgiven Plan?

Yes No

D. Has a 2021 Audit been completed and report submitted to the District Office?

Yes No

Submit Delete Cancel

Hebron (275693) on the HEBRON - PERGAMOS CHARGE (275693) in the Florence District

[Charge Conference Home and Help](#) | [Additional Lay Member\(s\) to AC Equalization Letter](#) | [Information](#) | [Active Leadership](#)

Add/Edit Minutes Church

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|------|-------------------------|--------------------------|-------------------------------|--|---|--|
| 2021 | 30 | 113 | 14 | 54 | 0 | 0 |
| 2020 | 29 | 117 | 25 | 32 | 0 | 0 |

E. Tools for Planning

What is your church's specific plan to reach new people for Jesus Christ? What tools are you using to foster growth (i.e. Forward Focus, Natural Church Development, SHIFT, Ken Callahan's "Twelve Keys to an Effective Church", etc.)?

The outreach plan slowed down because of Covid, but the church sends out it the weekly 11:00 service by Facebook-live.

II. Nurture

A. Does your church have a visitation program? Please describe.

The pastor does visitation weekly, and other members of the church do visitation individually as well.

B. Does your church have a congregational care program (i.e. Stephen's Ministry, divorce care, counseling center, grief group, etc.)? Please describe.

No

III. Outreach and Witness

A. How is your church reaching out in service to the community and the world?

They serve meals for families after funerals.

The number of persons from your church serving in mission/community ministries reported in your church's last year-end Statistical Tables.

0

B. How has your church engaged in ministry with children, youth, and young adults beyond you local church this year (i.e. Scouts, Child Care, Basketball League, school partnerships, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

Girl Scout troops meet in our church, and have done so for years.

C. Has your church engaged in ministry with other United Methodist Churches, with ecumenical partners, and in cross racial/cultural experiences (i.e. pulpit or choir exchanges, joint projects, dialogues, etc.)? How did these experiences impact the mission and ministry of your church?

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VI. Stewardship

A. What percentage of apportionments were paid in 2021?

100 %

What do you expect to pay in 2022?

25%

B. If you are not paying 100% of your apportionments, please explain why, and what are your plans to move toward 100% payment?

C. Are you up to date on Direct Billing?

Yes No

If not, what is your current balance and plan to address it?

(Not Applicable-part-time pastor)

Do you plan to enroll in the Conference Forgiven Plan?

Yes No

D. Has a 2021 Audit been completed and report submitted to the District Office?

Yes No

Submit Delete Cancel

5. State of the Church for both Hebron and Pergamos- Report of the Pastor

Growth throughout the year of 2022 for these two churches was slowed as a result of the Pandemic. Pergamos is a church of many senior adults. Some of those adults are just beginning to come back to church following the Pandemic. There are some indications that it may begin to grow again. There is one child who is only a year old whose parents bring her to church every Sunday. There are several younger adults who come most every Sunday who are in the age group of 40-58 years of age. The vitality of both churches is palpable, and very much involved in the communities of Hebron, Cades, Kingstree, and Lake City. Pergamos is about 200 years old, and has an amazing authentic, totally spiritual and totally Methodist feel to it. Hebron is a somewhat younger church, by about 50 years, and therefore is continuing to grow slowly. There are at least 6, but often more children who come up to the front pew for the children's sermon. Usually they fill up the entire pew. Then they go back to the classrooms for children's church.

I have never been connected to a charge before, either as a pastor or as part of the Laity, in which the members are so strongly interconnected with other members and other church families as well. They interact with each other and with other church families to such an extent that it is like one big, no, one giant extended family. Homecoming is scheduled for Pergamos on September 25, and for Hebron on October 9. I am told many come from out of town for the services and fill up the pews, and then enjoy a wonderful meal afterwards. Each church serves it's own homecoming meal afterwards. Because they are on the same charge, they also do things together, such as the weekly Bible Study.

Both churches have an active adult Sunday School class. Hebron has an active children's Sunday School class as well. These congregants are kind, loving, and willing to do whatever is necessary to keep them alive and thriving. Hebron has two active United Methodist Women's circles and One United Methodist Men's organization.

6. a. Preach and Teach the Word. Every single aspect of my pastoral ministry is devoted to keeping God at the center of everything we do at Pergamos. Whether I preach, or teach, the Word of God is my primary source of inspiration. I spend about 50 percent of my sermons on the New Testament, about 40 percent from the Old Testament, and about 10 percent from elsewhere. (Communion, etc.)

b. I normally do weekly visitation. I have one shut-in who currently is in rehab at Honorage Nursing Home in Florence. There are at least 4 who are shut-ins or are

176 0 5
-2022

temporarily not able to come to church because of illnesses who live at home in Hebron, and I am waiting for Pergamos to give me a list of shut-ins as well.

c. I normally administer the sacraments quarterly.

d. I have only been in service to this charge for 3 months, but there is a very strong willingness to serve by the entire church.

e. I take 2 courses every year in Course of Study, and my goal is to stay on the ordination track. My spiritual growth is largely due to a desire to serve the Lord, to answer the call, growth due to the classes that I take and from my own personal Bible Study.

2022
6.8.21

CHARGE CONFERENCE FORMS CHECKLIST FALL 2022

Charge: _____ Pastor: _____ Charge Conference Date: _____

| | <u>CHARGE</u> | <u>Church</u> | <u>Church</u> | <u>Church</u> |
|---|---|---|---|---|
| 1. Minutes Form (1 report for each charge) Recommend Candidates for Ordained Ministry Recommend Lay Servants | _____ _____ _____ | | | |
| 2. Lay Servant Report(s) | _____ | | | |
| 3. Church Council Composite Report | _____ | _____ | _____ | _____ |
| 4. Pastor's Report: a) Membership Report b) State of the Church & Pastoral Ministry | _____ _____ _____ | _____ _____ _____ | _____ _____ _____ | _____ _____ _____ |
| 5. Continuing Education Report | Pastor _____ | Associate(s) _____ | Deacon _____ | |
| 6. Other Clergy Members Reports (retirees, additional associate pastors) | _____ | _____ | _____ | _____ |
| 7. Annual Trustees Report | _____ | _____ | _____ | _____ |
| 8. 2022 Report of Committee on Nom/Leadership Dev (To fill offices for year 2023) Nominating Report/Church Officers (Names Only) a) Lay Members to Annual Conference (included on Nom/Leadership Dev) b) Epworth Children's Home LCR (included on Nom/Leadership Dev) | _____ _____ _____ _____ _____ | _____ _____ _____ _____ _____ | _____ _____ _____ _____ _____ | _____ _____ _____ _____ _____ |
| 9. Pastor-Parish Relations Roster for Charge 2023 | _____ | | | |
| 10. Official Roll of the Church Council This is the official roll of voting members of council, which prints from the nominations report in the CC data base, where you check "on the church council." | 2022 _____ 2023 _____ | _____ (record of attendance at 2022 council or charge conference) _____ (for recording attendance at 2023 council or charge conf.) | | |
| 11. Ministerial Support Form Accountable Reimbursement Form(s) | Pastor _____ Pastor _____ | Associate(s) _____ Associate(s) _____ | Deacon _____ Deacon _____ | |
| 12. Parsonage Report | _____ | | | |
| 13. Report of Finance Committee a) 2023 Local Church Budget (No form) b) Current Treasurer's Report of Income/Expenses (January to present date) (No Form) | _____ _____ _____ | _____ _____ _____ | _____ _____ _____ | _____ _____ _____ |
| 14. Conference/District Leadership Nomination Form (Do Not Print Form; Submit online) | _____ | | | |
| 15. High School Junior/Seniors and college students | _____ | _____ | _____ | _____ |
| 16. Safe Sanctuary See sample: https://www.umcsc.org/safe-sanctuaries/ | _____ | _____ | _____ | _____ |
| 17. Local Church Policy on Sexual Misconduct See sample: https://www.umcsc.org/home/wp-content/uploads/Sample-Local-Church-Policy-Statement-on-Misconduct-of-a-Sexual-Nature-2016.pdf | _____ | _____ | _____ | _____ |

Names of EXTENSION Ministry:
Names of RETIRED Pastors:

11/15/22
 CCUC

Annual Report of Trustees - 2022

The trustees are amenable to the Charge Conference and as such are required to make an annual report. Additional reports should be made as requested by the Charge Conference or Church Council.

Church Name: Hebron (275693) Charge Name: HEBRON - PERGAMOS CHARGE (275693) Town: Cades District: Florence District

To the Charge Conference for the year ending October 12, 2022

1. Organization for 2022 took place at a meeting on January , 2022 by electing the following officers:

| | Name | Term Expires |
|------------|-----------------|--------------|
| Chair | Jerry Smith | 12/31/2022 |
| Vice-Chair | David Feagin | 12/31/2022 |
| Secretary | Gwen Kirby | 12/31/2022 |
| Member | Leila Baker | 12/31/2024 |
| Member | Robert Baker | 12/31/2023 |
| Member | Swintz Holladay | 12/31/2024 |
| Member | Bobby Joe Kirby | 12/31/2023 |

2. Number of church buildings 1; Number of parsonages 1.

3. Value of church...

| Type | Name | How was value determined? | Value |
|-------------|------|---------------------------|---------------------|
| Buildings | | | 725,000.00 |
| Furnishings | | | 125,000.00 |
| Land | | | 15,000.00 |
| | | | Total \$ 865,000.00 |

4. Value of parsonage(s)...

| Type | Name | How was value determined? | Value |
|-------------|------|---------------------------|---------------------|
| Buildings | | | 142,500.00 |
| Furnishings | | | 40,000.00 |
| Land | | | 2,000.00 |
| | | | Total \$ 184,500.00 |

5. Value of other assests (cash, investments, other property, etc...)

| Type | Name | How was value determined? | Value |
|-------|------------------------|---------------------------|---------------------|
| Other | Permanent Cemetery CDs | | 100,000.00 |
| | | | Total \$ 100,000.00 |

6. Incorporation of Local Church

- Is the local church incorporated? Yes Date Incorporated 01/12/2009
- Who is the church's registered agent on record with the SC Secretary of State? Jerry Smith (The Registered Agent should be the Trustee Chair.)
- Have the Articles of Incorporation been reviewed? No Articles of Incorporation Reviewed Date
- Have the By-laws been reviewed? No By-laws Reviewed Date

7. Name or names in which the title to each piece of property is recorded as shown by civil land records:

| Item | Name | Where Filed? | Book | Page |
|---------------|------|--------------------------------|------|-------|
| Hebron Church | | Williamsburg County Courthouse | B,A | 64,30 |

8. Deeds

- Who is the custodian of the deeds and other legal papers? Trustees
Where are they kept? First Citizens Bank, Kingstree, SC
- Does each deed contain a trust clause? Yes
Has a current copy been submitted to the District Superintendent? Yes

If not, attach a copy of the deed to this report and complete the Quit Claim deed and attach a copy of it to this report.

c. Is the title to church property held in the names of individual trustees or a local church cooperation? Local Church Cooperation

9. Received during year for constructing and improving church building and parsonages, and how expended:

| Received From | Amount | Disbursements | Amount |
|---------------|--------|---------------|--------|
| No records | | | |

10. Present Indebtedness:

| Item | Amount |
|------------|--------|
| No records | |

11.

a. Insurance

| Item Insured/Insurance | Replacement Value | Amount of Coverage | Type of Coverage | Company | Deductible | Expires When |
|-------------------------------------|-------------------|--------------------|------------------|---------------|------------|--------------|
| Church Buildings | 725,000.00 | 725,000.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2023 |
| Parsonages | 142,500.00 | 142,500.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2023 |
| Church Furnishings and Equipment | 125,000.00 | 125,000.00 | | Church Mutual | 1,000.00 | 03/08/2023 |
| Parsonage Furnishings and Equipment | 40,000.00 | 40,000.00 | | Church Mutual | 1,000.00 | 03/08/2023 |
| General Liability | 0.00 | 1,000,000.00 | | Church Mutual | 1,000.00 | 03/08/2023 |

b. Have the buildings been inspected for fire hazards within the past year? Yes

c. When was the last appraisal made?

d. By whom? Church Mutual

e. Is the amount of insurance adequate? Yes

f. Does the church's insurance cover professional liability? Yes Amount 1,000,000

g. Does the church's insurance cover all programs that occur in the facilities (i.e. Scouts, community groups, AA, etc)? No

h. Does your church sponsor a scouting ministry? No

If yes, please include identifying information:

Type of Troop: Number: Scout Council:

Attach copies of any signed agreements you have with Scouting entities.

Attach copies of any insurance policies that cover the church for scouting activities.

i. Who is bonded?

Gwen Kirby Charles McElveen Lynn McElveen Jerry Smith

12. Detailed list of income producing property and permanent funds:

| Item | Date Received | Amount | Where Invested | Income | How Income is used for Ministry |
|------------|---------------|--------|----------------|--------|---------------------------------|
| No records | | | | | |

Attach supplement if needed for "How Income is used for Ministry" entry.

13. Has an annual accessibility audit for the church been conducted? Yes

Date: 03/31/2022



Signed
Chair or Secretary, Trustees

2022 10 of 24

Church Hebron (275693)

District Florence

Charge HEBRON - PERGAMOS CHARGE (275693) Pastor Karen Fisk McElveen

2022 Report of the Committee on Nominations and Leadership Development

7-AL. Members at Large of Church Council
Patsy Cox Ethan Feagin (YA) Allie Ganes (YA)
Kenzie Hancock (YA) Kim Joye Diane Owens

Charge Committee on Staff/Pastor Parish Relations
(minimum 5 - maximum 9, plus a Lay Member to AC and Lay Leader)

Committee of Nominations and Leadership Development

A. Previously Elected
Class of 2023
Stacy Moore Reba Nickell

A. Previously Elected
Class of 2023
Leila Baker Robert Baker Reba Nickell

Class of 2024
Julie Hancock Bobby Joe Kirby Dexter Moore

Class of 2024
Melanie Ganes Charles McElveen Larry Owens

B. Nominees Class of 2025
Todd Feagin Carroll Smiley Annette Spring

B. Nominees Class of 2025
Todd Feagin Jerry Smith III

C. Lay Member to Annual Conference
Larry Owens

Note: If not marked, designate Youth (12-18) as Y, Young Adults (19-35) as YA, Secretary as SEC, and Lay Leader as LL)

D. Lay Leader
Steve Moore LL Larry Owens LL

Committee on Finance (Members at Large)
Billy Baker David Feagin Melanie Ganes
Julie Hancock Gwen Kirby

Trustees *(recommended minimum 3 - maximum 9)*

A. Previously Elected
Class of 2023
Robert Baker Bobby Joe Kirby

Class of 2024
Leila Baker Swintz Holladay

B. Nominees Class of 2025
David Feagin Gwen Kirby Jerry Smith

Recommended: One third of trustees are to be women.

1.7 of 3.4
2022

Church Council Official Roll and Attendance Record

This form, intended for the entire year, is the official roll of officers and members of the Church Council and/or the Charge Conference. The names should be entered alphabetically. The columns under ATTENDANCE RECORD are to be used to record attendance at the meetings of the Church Council and/or Charge Conference. Insert the dates of the meetings in the cells provided for this purpose.

Hebron Florence District

South Carolina Conference for Calendar Year 2023 OFFICERS AND MEMBERS OF THE CHURCH COUNCIL AND THE CHARGE CONFERENCE.

Chairperson, Church Council / Leadership Team Chair Charles McElveen

Vice-Chairperson Mary Ellen Smith

Recording Secretary Sandy Feagin

| Name | Positions | ATTENDANCE RECORD | | | | | | | | | | | |
|----------------------|---------------------------------|-------------------|--|--|--|--|--|--|--|--|--|--|--|
| | | Dates | | | | | | | | | | | |
| Baker, Billy | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Baker, Leila | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Baker, Mary Von | Ch. Outreach | | | | | | | | | | | | |
| Baker, Naomi | Pres. UMW* | | | | | | | | | | | | |
| Baker, Robert | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Cox, Patsy | Mem at Large of Church Council | | | | | | | | | | | | |
| Feagin, David | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Feagin, Sandy | Recording Sec | | | | | | | | | | | | |
| Feagin, Todd | Native American Coord.* | | | | | | | | | | | | |
| Feagin (YA), Ethan | Mem at Large of Church Council | | | | | | | | | | | | |
| Ganes, Melanie | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Ganes (YA), Allie | Mem at Large of Church Council | | | | | | | | | | | | |
| Hancock, Julie | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Hancock (YA), Kenzie | Mem at Large of Church Council | | | | | | | | | | | | |
| Holladay, Joyce | Membership Sec | | | | | | | | | | | | |
| Holladay, Swintz | Church Historian | | | | | | | | | | | | |
| Joye, Kim | Mem at Large of Church Council | | | | | | | | | | | | |
| Kirby, Bobby Joe | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Kirby, Ernestine | Ch. Outreach | | | | | | | | | | | | |
| Kirby, Gwen | Financial Sec. | | | | | | | | | | | | |
| McElveen, Charles | Ch. Church Council* | | | | | | | | | | | | |
| McElveen, Lynn | Church Treasurer* | | | | | | | | | | | | |
| Nickell, Jimmy | Pres. UMM Or Mens Ministry Ldr* | | | | | | | | | | | | |
| Nickell, Reba | Age Level/Family Min. | | | | | | | | | | | | |
| Owens, Diane | Mem at Large of Church Council | | | | | | | | | | | | |
| Owens, Larry | Lay Leader* | | | | | | | | | | | | |
| Smith, April | Children Ministry | | | | | | | | | | | | |
| Smith, Jerry | Ch. Finance* | | | | | | | | | | | | |

2022 IR Roll

| | | | | | | | | | | | | | | | | | | | | |
|-------------------|--------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Smith, Mary Ellen | V-Ch. Church Council | | | | | | | | | | | | | | | | | | | |
| Smith III, Jerry | Com on Nom & Lay Ldrshp | | | | | | | | | | | | | | | | | | | |
| Spring, Annette | Ch. Nurture/Discipleship | | | | | | | | | | | | | | | | | | | |

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Recommendation from Church Council for
Ministerial Support to be paid for Calendar Year 2023

Karen Fisk McElveen HEBRON - PERGAMOS CHARGE (275693) Florence District

Status PL Service Time 1/2 Time Pensions Participant IN

Is a parsonage available? Yes

If yes, does the pastor live in the parsonage? No

Calculated for the year, effective from 01/01/2023 until 12/31/2023, MSF properly replaced, or this appointment ends.

| Church/Institution | Hebron | Pergamos | Totals |
|---|------------------|------------------|------------------|
| Number | 275693 | 275751 | |
| Housing Allowance in lieu of parsonage | | | 0.00 |
| Adoption Agreement on file with Pensions Office | Yes | Yes | |
| Gross Compensation | 28,561.00 | 12,241.00 | 40,802.00 |
| Medical Plan | 0.00 | | 0.00 |
| Vision Plan | 0.00 | | 0.00 |
| Dental Plan | 0.00 | | 0.00 |
| FSA | 0.00 | | 0.00 |
| HSA | 0.00 | | 0.00 |
| Dependent Care | 0.00 | | 0.00 |
| Tax Deferred Personal Contribution | 857.00 | 368.00 | 1,225.00 |
| Utility/Parsonage Exclusion | 3,000.00 | 3,000.00 | 6,000.00 |
| Taxable Compensation | 24,704.00 | 8,873.00 | 33,577.00 |
| Add Back Utility/Parsonage Exclusion | 3,000.00 | 3,000.00 | 6,000.00 |
| Cash Compensation Paid to Pastor* | 27,704.00 | 11,873.00 | 39,577.00 |
| * excluding housing allowance in lieu of parsonage | | | |
| Billable Compensation | 35,702.00 | 15,302.00 | 51,004.00 |
| Direct Bill Percentage | 70 | 30 | |
| Direct Bill | | | |
| Charge Health Insurance Cost | 0.00 | 0.00 | 0.00 |
| Defined Contribution "CRSP DC" <i>3% for FT and % from Adoption Agreement for eligible PT of Billable Compensation</i> | 0.00 | 0.00 | 0.00 |
| Defined Benefit "CRSP DB" <i>Based on Full Time Service</i> | 0.00 | 0.00 | 0.00 |
| Welfare Plan <i>3% of Billable Compensation capped at 200% of DAC</i> | 0.00 | 0.00 | 0.00 |
| Total Direct Billing Cost | 0.00 | 0.00 | 0.00 |
| Compensation Package | | | 40,802.00 |

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Signatures and Equitable Compensation/Congregational Development Notes (if applicable) on back of next page.

Recommendation from Church Council for
Ministerial Support to be paid for Calendar Year 2023

Name Karen Fisk McElveen Charge HEBRON - PERGAMOS CHARGE (275693) District Florence District

[Handwritten Signature]

*Chair of Administrative Board/Church Council

*Chair of Administrative Board/Church Council

[Handwritten Signature]

*Chair of Administrative Board/Church Council

*Chair of Administrative Board/Church Council

[Handwritten Signature]

Pastor

District Superintendent

[Handwritten Signature]

Staff-Parish Relations Chair

Date Adopted

* Signature of Administrative Board/Council Chair indicates that the Council has reviewed and voted on this salary.

29744
Approved by Church
Missing District Approval

775 18 81
644

Accountable Reimbursement Policy

The following resolution was duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **10/02/2023**.

Under Internal Revenue Code Section 62(a)(2)(A) gross income does not include reimbursed business expenses or adequately accounted business expense allowances for employees. Internal Revenue Service Regulation 1.162-17(b) provides that an employee "need not report on his tax return" expenses paid/incurred by him solely for the benefit of his employer for which he is required to account and does account to his employer and which are charged directly or indirectly to the employer. Further, IRS Regulation 1.274-5(e)(4) provides that "an adequate accounting means the submission to the employer of an account book, diary, statement of expense, or similar record maintained by the employee in which the information (as to each element of expenditure amount, time and place, business purpose, and business relationship) is recorded at or near the time of the expenditure, together with supporting documentary evidence, in a manner that conforms to all the 'adequate records' requirements" as set forth in the regulations.

Therefore, the **Hebron United Methodist Church (275693)** hereby established an accountable reimbursement policy pursuant to IRS Regulations upon the following terms and conditions for **Reverend Karen Fisk McElveen**.

1. Expenses deemed ordinary and necessary shall be made solely for the benefit of the church and shall be paid directly, whenever possible by the **Hebron United Methodist Church (275693)** or indirectly and reimbursed to the person or entity who does pay the expense.
2. The church payroll person must be given an adequate accounting of the expense, which means that there shall be submitted a statement of expense, account book diary, or other similar record showing the amount, date, place, business purpose, and business relationship involved. Appropriate documents, cash receipts, cancelled checks, credit cards sales slips, and contemporaneous records must be attached to a monthly expense report. Copies of the documentary evidence and expense report shall be retained by both the clergy and the church.
3. Reimbursements or advances must be paid out budgeted church funds. Budgeted amounts not spent must not be paid as a salary bonus or other personal compensation in any fiscal year.
4. The church may pay amounts in advance of the clergy's actual expenditure on either an "as needed" basis or by standard monthly expense "allowance." However, an adequate accounting of the advances by expense report must be made in the month following an expenditure. Any excess advance must be returned to the church within 30 days of the issuance of the advance.
5. It is understood by the various parties that all elements of this resolution must be carefully followed to prevent the church salary-paying unit from being required by regulation to list total payment of the following items on IRS information reports (W-2/1099-MISC) as "includable compensation." The primary responsibility of expense reporting is the clergy to the church payroll person.
6. By previous or concurrent resolution, duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **10/02/2023** the following ordinary and necessary expenses as suggested for the employment needs of the clergy, are included in this accountable reimbursement policy for calendar year 2023.

| Description of Expense | Amount |
|---|--------------------|
| Continuing Education | 2,000.00 |
| Expenses for Annual Conference | 300.00 |
| Church Travel Expense (mileage, meals, parking, telephone, lodging) | <u>1,000.00</u> |
| Accountable Reimbursement Policy Total | \$ 3,300.00 |

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 Church Council Person 10-2-22
Date

*Church Council action is required for an increase to the total during the year, but such an increase cannot be funded by taking money from the minister's cash compensation. Circumstances dictate that the above expenses will vary from church to church and from time to time. Nonetheless, expenses assumed by the clergy in excess of the total are not excludable from reported compensation. They may or may not be deductible from taxable income on the clergy's tax return.

Charge Conference Parsonage Report 2022

Date: 10/12/2022

Charge: HEBRON - PERGAMOS CHARGE (275693) Pastor: no

Address of Parsonage: 2332 Hebron Road, Cades, SC 29518

1. It is mandatory that the committee inspect the parsonage once a year.

Date of Inspection 09/01/2022

2. Has the committee reviewed the current Parsonage Guidelines available at Cabinet Resources - South Carolina United Methodist Conference (umcsc.org)?

Yes

Date of Review 09/01/2022

3. Does the parsonage have the items listed under Section I & II of the current Parsonage Guidelines?

Yes

4. From the inspection, please note below any needed furnishing and/or appliances which need to be replaced, and any repairs or additions that need to be made to conform to the Parsonage Guidelines or to ensure the structural integrity of the parsonage.

A. Recommendations:
None

B. Steps taken to meet each recommendation:

5. Has the pastor been made aware of his/her responsibilities should damage occur because of pets being kept in the parsonage (see Parsonage Guidelines, Section III.K)?

No Initials:
Pastor _____
Chair _____

6. Have all discarded items been removed from the premises?

Yes

7. Has there been periodic pest extermination in the parsonage?

Yes

8. Parsonage Guidelines require a mold inspection every four years. Has the parsonage been tested for mold?

No

Last Date Tested

9. Parsonage Guidelines require adequate funds for maintenance.

- A. Are there sufficient funds budgeted for repairs and maintenance of the parsonage?
- B. Are there funds for cleaning carpet when there is a change in the appointment?
- C. Are there funds for painting the interior?

Yes
Yes
Yes

10. For insurance purposes are there at least two copies of the inventory of parsonage furnishings?

- A. Does pastor have a copy?
- B. Is there a copy in the church's safety deposit box or with the Trustees?

No
Yes

11. Has the chairperson compiled, in notebook or file form, pertinent information as to purchase date and place, warranty, repair information, etc... for all items purchased for the parsonage?

No

Pastor Comments

Chairperson of P/SPR/Parsonage Committee's Comments

No one living in parsonage at the present time.

Signature of Pastor Karen McEwen

Signature of P/SPRC Chairperson Steve Moore

Signature of Board of Trustees Chairperson Jerry Smith

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Hebron/Pergamos United Methodist Parsonage
Inventory
September 1, 2022

Dining Room:

- Wooden Dining Table and 4 Chairs

Den

- Sofa, Loveseat, and Ottoman
- 2 End Tables and 1 Lamp
- Gas Logs

Living Room

- Drop Leaf Table
- 1 Chair

Back Corner Bedroom #1

- Double Bed
- 1 Bedside Table

Front Middle Bedroom #2

- Wooden Chair

Front Corner Bedroom #3, Master

- King Bed
- 1 Dresser
- 1 Chest of Drawers

Mini Blinds on all windows

1 Upright Vacuum Cleaner

Washer and Dryer

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2022



Report of the Finance Committee

The report of the Finance Committee shall be made on this form, or one revised and adapted by the Annual Conference. Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

Hebron United Methodist Church Hebron/Pergamos Charge
Florence District _____ Annual Conference

For the period beginning 09/05/2021 and ending 10/12/2022
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

I. ORGANIZATION

1.a. Has the committee been organized according to the 2016 Book of Discipline (§258.4)? Yes No

b. Names of Officers?

Chairperson Jerry Smith Vice Chairperson Lynn McElveen
Treasurer(s) Lynn McElveen Financial Secretary Gwen Kirby

II. BUDGET AND COMMITMENT PLAN

2.a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year? Yes No

If not, why not?

b. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? Yes No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?
 Monthly Quarterly Semi-annually Annually No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? Yes No;

If not, why not?

5. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?
Tithes, offerings, memorials, and monetary gifts.

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6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? Yes No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? Yes No

If not, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)?

Yes No

If not, why not?

9.a. What bank(s) have been designated by the Church Council as a depository (§258.4e)?

First Citizens Bank

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? Yes No

If not, why not?

c. Are all accounts in the name of the church? Yes No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4c)? (Attach as a supplement.) Yes No

b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4c)?

Yes No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the

Discipline (§258.4a)? Yes No

If not, why not?

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12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, e)? Yes No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? Yes No

If not, why not?

14. a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4d)? Yes No

b. If not, why not?

c. Were there any recommendations or exceptions? Yes No

d. If there were recommendations or exceptions, how has the church addressed them?

Signed Jerry Smith
Printed Name: JERRY SMITH
Date: 10-2-22

RE JV 110
UVG

Hebron UMC
2023 Proposed General Budget

Approved
10/2/22
Lynn McElveen
Treasurer

| | | |
|--------------------------------|--------------|---------------------|
| Ministerial Support | | |
| Cash Salary | \$ 27,704.00 | |
| Annual Conference | \$ 300.00 | |
| Travel/Bus.Exp. | \$ 1,000.00 | |
| Cont. Education | \$ 2,000.00 | |
| Sub-total | | \$ 31,004.00 |
| Church Pension | \$ 2,571.00 | |
| Sub-total | | \$ 2,571.00 |
| Conference Apportionments | \$ 8,109.00 | |
| Sub-total | | \$ 8,109.00 |
| Local & Other | | |
| Benevolences | \$ 1,000.00 | |
| Annual Conf. | \$ 500.00 | |
| Inspirators | \$ 750.00 | |
| Youth Ministries | \$ 500.00 | |
| Adult Ministries | \$ 1,000.00 | |
| Children's Dept | \$ 400.00 | |
| Vacation Bible School | \$ 1,500.00 | |
| Outreach Ministries | \$ 250.00 | |
| Sub-total | | \$ 5,900.00 |
| Utilities | | |
| Church Electricity | \$ 4,000.00 | |
| Parsonage Electricity | \$ 1,200.00 | |
| Church Internet | \$ 800.00 | |
| Sub-total | | \$ 6,000.00 |
| Buildings | | |
| Insurance Ch. & Pars. | \$ 7,000.00 | |
| Janitorial Services | \$ 3,200.00 | |
| Church Upkeep | \$ 4,500.00 | |
| Parsonage Upkeep | \$ 500.00 | |
| Sub-total | | \$ 15,200.00 |
| Grounds Maintenance | | |
| Church Grounds | \$ 4,500.00 | |
| Parsonage | \$ 1,000.00 | |
| \$4000 paid from Cemetery Fund | | |
| Subtotal | | \$ 5,500.00 |

7.000 25 of 34

| | | |
|-----------------------|-----------|------------------|
| Paper Products | | |
| Paper Plates, etc. | \$ | 1,000.00 |
| Literature | \$ | 3,000.00 |
| Postage | \$ | 300.00 |
| Office Supplies/etc. | \$ | 1,000.00 |
| Sub-total | \$ | 5,300.00 |
| | | |
| Miscellaneous | | |
| Pianist | \$ | 1,800.00 |
| Contingency Fund | \$ | 1,000.00 |
| Christmas Gifts, etc. | \$ | 300.00 |
| Special Gifts | \$ | 300.00 |
| Sub-total | \$ | 3,400.00 |
| | | |
| Total | \$ | 82,984.00 |

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1000

Hebron United Methodist Church - General Fund Expenditures- 2022

| | Budget Amt. | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Yearly Total |
|----------------------------|--------------|--------------|--------------|-------------|-------------|--------------|
| Ministerial Support | | | | | | |
| Cash Salary | \$ 27,704.00 | \$ 6,925.89 | \$ 6,925.89 | | | \$ 13,851.78 |
| Annual Conf. | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Travel | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Cont. Ed. | \$ 2,000.00 | \$ - | \$ - | | | \$ - |
| Ch. Pension | \$ 2,571.00 | \$ 244.80 | \$ 826.25 | | | \$ 1,071.05 |
| Pastor Pension | \$ 864.00 | \$ 214.18 | \$ 213.93 | | | \$ 428.11 |
| Apportionments | \$ 8,523.00 | \$ - | \$ 2,130.75 | | | \$ 2,130.75 |
| Local & Other | | | | | | |
| Benevolences | \$ 2,000.00 | \$ - | \$ - | | | \$ - |
| Annual Conf. | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Inspirators | \$ 750.00 | \$ - | \$ - | | | \$ - |
| Youth Ministries | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Adult Ministries | \$ 1,000.00 | \$ - | \$ 248.29 | | | \$ 248.29 |
| Children's Dept. | \$ 400.00 | \$ - | \$ - | | | \$ - |
| Vacation Bible School | \$ 1,500.00 | \$ - | \$ - | | | \$ - |
| Outreach Ministries | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Utilities | | | | | | |
| Ch. Elect. | \$ 5,000.00 | \$ 973.00 | \$ 455.00 | | | \$ 1,428.00 |
| Pars. Elect | | \$ - | \$ - | | | \$ - |
| Phone-Internet | \$ 1,000.00 | \$ 182.74 | \$ 131.80 | | | \$ 314.54 |
| Church Internet | | \$ (238.20) | \$ 196.35 | | | \$ (41.85) |
| Buildings/Van | | | | | | |
| Insurance(Ch. & Pars) | \$ 6,000.00 | \$ 6,707.00 | \$ (86.00) | | | \$ 6,621.00 |
| Janitorial | \$ 3,200.00 | \$ 750.00 | \$ 750.00 | | | \$ 1,500.00 |
| Church Upkeep | \$ 3,000.00 | \$ 1,258.50 | \$ 1,411.00 | | | \$ 2,669.50 |
| Parson Upkeep | \$ 2,000.00 | \$ 51.10 | \$ 54.10 | | | \$ 105.20 |
| Grounds Maintenance | | | | | | |
| Church Grounds | \$ 5,000.00 | \$ 375.00 | \$ 129.00 | | | \$ 504.00 |
| Parsonage | \$ 1,000.00 | \$ (300.00) | \$ (15.00) | | | \$ (315.00) |
| Paper Products | | | | | | |
| Plates, etc. | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Literature | \$ 3,000.00 | \$ 722.46 | \$ 552.46 | | | \$ 1,274.92 |
| Postage | \$ 300.00 | \$ 58.00 | \$ - | | | \$ 58.00 |
| Office Supplies | \$ 2,000.00 | \$ - | \$ 487.40 | | | \$ 487.40 |
| Miscellaneous | | | | | | |
| Flowers/Funerals | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Contingency Fund | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Christmas Gifts | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Special Gifts | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Pianist | | \$ 450.00 | \$ 450.00 | | | \$ 900.00 |
| Totals | \$ 84,712.00 | \$ 18,374.47 | \$ 14,861.22 | | | \$ 33,235.69 |

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FUNDS FINANCIAL ACTIVITY SUMMARY 2022

| | Beg. Balance | 1st Quarter | | 2nd Quarter | | 3rd Quarter | | 4th Quarter | | Ending Balance |
|---------------------------|----------------|--------------|--------------|--------------|--------------|-------------|--------------|-------------|--------------|----------------|
| | | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | |
| General Fund | \$ (31,624.32) | \$ 17,245.86 | \$ 18,374.47 | \$ 73,294.97 | \$ 14,861.22 | | | | | \$ 25,680.82 |
| General Fund Other | \$ 57,153.52 | - | - | \$ 16,411.45 | \$ 57,153.52 | | | | | \$ - |
| Cemetery Fund | \$ - | \$ 100.00 | - | \$ 100.00 | \$ - | | | | | \$ 200.00 |
| Perm. Cem. Fund | \$ 5,651.67 | \$ 20.00 | - | \$ - | \$ - | | | | | \$ 5,671.67 |
| Epworth | \$ - | - | - | \$ 577.00 | \$ 577.00 | | | | | \$ - |
| Men's Club | \$ 648.07 | - | - | \$ - | \$ 154.34 | | | | | \$ 493.73 |
| Totals | \$ 31,828.94 | \$ 17,365.86 | \$ 18,374.47 | \$ 73,971.97 | \$ 72,746.08 | | | | | \$ 32,046.22 |

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July

| Transaction: | Date: | Check#: | Amount: | Fund: | Remark: |
|--------------|-----------|---------|---|---|--|
| Expenditure | 2-Jul-22 | 7218 | \$69.00 | Literature | The Upper Room |
| Expenditure | 2-Jul-22 | 7219 | \$24.98 | Literature | Cokesbury |
| Revenue | 3-Jul-22 | | \$1,040.00 | General | Worship Services |
| Expenditure | 7-Jul-22 | Drafted | \$87.86 \$131.88 | Pars. Ph. & Int Pars. TV | FTC |
| Revenue | 10-Jul-22 | | \$862.15 | General | Worship Services |
| Revenue | 10-Jul-22 | | \$25.00 | Perm. Cem. | Worship Services |
| Revenue | 14-Jul-22 | Drafted | \$0.53 | General | Interest |
| Expenditure | 16-Jul-22 | 7220 | \$91.81 | Ch. Pension | Westpath(Perg) July |
| Expenditure | 16-Jul-22 | 7221 | \$30.67 \$71.42 \$214.21 | Paster Pension Pastor Pension Ch. Pension | Westpath(Perg) Westpath(Heb) Westpath(Heb) July |
| Expenditure | 16-Jul-22 | 7222 | \$2,308.67 | Pastor Salary | Pastor McElveen |
| Expenditure | 16-Jul-22 | 7223 | \$150.00 | Pianist | Laura McKenzie |
| Revenue | 17-Jul-22 | | \$760.00 | General | Worship Services |
| Expenditure | 17-Jul-22 | 7224 | \$250.00 | Janitorial | Lasha W. Welch |
| Revenue | 24-Jul-22 | | \$750.00 | General | Worship Services |
| Expenditure | 26-Jul-22 | 7225 | \$194.40 | Office Supplies | Palm. Printing Bulletin Covers |
| Expenditure | 26-Jul-22 | 7226 | \$78.89 | Literature | David C. Cook |
| Expenditure | 26-Jul-22 | 7227 | \$151.79 | Literature | David C. Cook |
| Expenditue | 26-Jul-22 | Drafted | \$283.00 \$84.00 | Ch. Utilities Pars. Utilities | Santee Electric |
| Revenue | 31-Jul-22 | | \$25.00 \$1,000.00 \$1,000.00 \$1,665.00 | Perm. Cem. Cem. Plots Cemetery General | Worship Services |
| Expenditure | 31-Jul-22 | 7228 | \$400.00 | VBS | Palm. Inflatat. Water Slide |

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August

| Transaction: | Date: | Check#: | Amount: | Fund: | Remark: |
|--------------|-----------|---------|--------------------------------|---|--|
| Revenue | 1-Aug-22 | | \$115,867.29 | General | CD closed Perm. Cem. |
| Expenditure | 1-Aug-22 | Drafted | \$65.45 | Ch. Internet | FTC |
| Revenue | 7-Aug-22 | | \$1,162.00 | General | Worship Services |
| Expenditure | 9-Aug-22 | Drafted | \$500.66 \$39.95 | Pars. Phone Pars. Int. | FTC |
| Revenue | 11-Aug-22 | Drafted | \$2.87 | General | Interest |
| Expenditure | 11-Aug-22 | 7229 | \$100,000.00 | General | 3 CDs opened Edward Jones |
| Expenditure | 12-Aug-22 | 7230 | \$91.81 | Ch. Pension | Wespath (Perg) |
| Expenditure | 12-Aug-22 | 7231 | \$30.67 \$71.42 \$214.21 | Pastor Pension Pastor Pension Ch. Pension | Westpath(Perg) Westpath(Heb) Westpath(Heb) |
| Expenditure | 12-Aug-22 | 7232 | \$76.00 | Pars. Upkeep | Harris Pest |
| Expenditure | 12-Aug-22 | 7233 | \$284.16 | Ch. Upkeep Kitchen | Ideal Comfort H/A Unit |
| Revenue | 14-Aug-22 | | \$310.00 | General | Worship Services |
| Expenditure | 21-Aug-22 | 7234 | \$69.00 | Literature | Upper Room |
| Revenue | 21-Aug-22 | | \$878.00 | General | Worship Services |
| Revenue | 21-Aug-22 | | \$50.00 | Use Fell. Hall | Worship Services |
| Revenue | 21-Aug-22 | | \$20.00 | Perm. Cem. | Worship Services |
| Expenditure | 25-Aug-22 | 7235 | \$252.78 | Literature | Cokesbury |
| Expenditure | 26-Aug-22 | | \$15,867.29 | General | Transfer |
| Revenue | 26-Aug-22 | | \$15,867.29 | Cemetery | |
| Expenditure | 26-Aug-22 | Drafted | \$367.00 \$66.00 | Ch. Utilities Pars. Utilities | Santee Elect |
| Expenditure | 26-Aug-22 | 7236 | \$250.00 | Janitorial | Lasha W. Welch |
| Expenditure | 27-Aug-22 | 7237 | \$150.00 | Pianist | Laura McKenzie |
| Expenditure | 27-Aug-22 | 7238 | \$2,308.67 | Pastor Salary | Pastor McElveen |
| Revenue | 28-Aug-22 | | \$100.00 | Perm. Cem. | Worship Services |
| Revenue | 28-Aug-22 | | \$100.00 | Cemetery | Worship Services |
| Revenue | 28-Aug-22 | | \$1,715.00 | General | Worship Services |

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2022

Students - Jr. & Sr. High School and those currently attending college
Church: Hebron (275693) Charge: HEBRON - PERGAMOS CHARGE (275693) Florence District

| Name | Address | City | State | Zip | Email | Phone 1 | Phone 2 | Age | School |
|-------------------------|------------------------|-----------|-------|-------|-------|--------------|---------|-----|------------------------------|
| Tyler Gowdy | 821 Old Georgetown Hwy | Hemingway | SC | 29554 | | 843-372-5612 | | 19 | East Clarendon High School |
| Kenzie Hancock | 198 Fitch Road | Lake City | SC | 29560 | | 843-372-6802 | | 18 | University of South Carolina |
| Add New | | | | | | | | | |

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Annual Conference Safe Sanctuary Policy

A RESOLUTION TO REQUIRE THE ESTABLISHMENT OF A SAFE SANCTUARY POLICY IN EVERY UNITED METHODIST CHURCH AND IN EVERY UNITED METHODIST CONFERENCE EVENT IN THE SOUTH CAROLINA CONFERENCE

WHEREAS, Jesus said, "Let the little children come to me, do not stop them; for it is to such as these that the Kingdom of God belongs. Truly I tell you, whoever does not receive the Kingdom of God as a little child will never enter it." Mark 10:14-15 (NRSV) Jesus also said, "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were drowned in the depth of the sea." Matthew 18:6 (NRSV)

WHEREAS, The Hebrew people treasured their place of worship as a holy place, a sanctuary, a place where they could worship in safety and harmony. (See Psalms 20:1-2 and Psalms 27:4-5) This scripture provides examples of how the sanctuary is to be a community of protective nurture and harmony, holy and safe.

WHEREAS, The Book of Discipline of the United Methodist Church regarding rights of children states, "children must be protected from economic, physical, emotional, and sexual exploitation and abuse." Social Principles (Paragraph 162C, 1996, 2000, 2004)

WHEREAS, The General Conference of the United Methodist Church adopted a Resolution in 1996, and readopted it in 2004, calling upon all local congregations and every Annual Conference to strive to make our churches safe places protecting children and other vulnerable persons from sexual and ritual abuse, and provided a list of steps for local churches, Annual Conferences, and the General Board of Discipleship and the Council of Global Ministries to follow. The Book of Resolutions 2004 (Paragraph 65, Page 201)

WHEREAS, The South Carolina Annual Conference adopted the Sexual Ethics Policies and Procedures on May 30, 1994, and by 1997, Policies and Procedures for Reducing the Risk of Children/Youth Sexual Abuse in the Church was written as it pertained to local and conference church events relating to both employees and volunteer workers, and the Conference strongly recommended each local church have a Safe Sanctuary Policy in place; now, therefore, be it

RESOLVED, That the South Carolina United Methodist Church Conference will require every local church to have a Safe Sanctuary Policy by December 31, 2008; and be it further

RESOLVED, That the South Carolina United Methodist Church Conference provide guidance to local churches to write and implement a Safe Sanctuary Policy by providing training, workshops and sample policies to meet criteria as outlined in The Book of Resolutions 2004, and that this will be coordinated at the district level by the Congregational Specialists; and be it further

RESOLVED, That the South Carolina United Methodist Conference will require accountability of each church annually at Charge Conference beginning in the year 2008; and be it further

RESOLVED, That the South Carolina United Methodist Conference will have a Safe Sanctuary Policy in place for all district and conference events to include training and screening procedures including, but not limited to, having application forms, interviews, reference checks and background checks for all staff and volunteers by December 31, 2008, and that this will be coordinated through Connectional Ministries by the Board of Education.

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7077

Church: Hebron (275693)

District: Florence

Each Church Council is responsible for the development and implementation of their Safe Sanctuary Policy.

- 1. Do you have a Safe Sanctuary policy filed in the District Office? Yes
Date 09/27/2017
- 2. Have you made changes in your Safe Sanctuary Policy since last Charge Conference? If yes, please attach a copy. No
- 3. Has the Church Council reviewed your Safe Sanctuary Policy this year? Yes
Date 10/02/2022
- 4. When was the training last conducted?
Date



 Chairperson, Church Council



 Chairperson, Trustees



 Pastor

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2022

**LOCAL UNITED METHODIST CHURCH
POLICY STATEMENT ON MISCONDUCT OF A SEXUAL NATURE**

Hebron United Methodist Church affirms the 2016 Book of Resolutions, Sexual Abuse Within the Ministerial Relationship and Sexual Harassment Within the Church, which states that sexual abuse within the ministerial relationship and sexual harassment within the church as incompatible with biblical teachings of hospitality, justice and healing. In accordance with the 2016 Book of Discipline ¶161F, all human beings, both male and female, are created in the image of God, and thus have been made equal in Christ. As the promise of Galatians 3:26-29, states all are one in Christ, we support equity among all persons without regard to ethnicity, situation, or gender.

Sexual abuse within the ministerial relationship occurs when a person within a ministerial role of leadership (pastor, educator, counselor, youth leader or other position of leadership) engages in sexual contact or sexualized behavior with a congregant, client, employee, student, staff member, co-worker or volunteer.

Sexual harassment is any unwanted sexual advance or demand, either verbal or physical that is reasonably perceived by the recipient as demeaning, intimidating, or coercive. Sexual harassment includes, but is not limited to, the creation of a hostile or abusive working environment resulting from discrimination on the basis of gender (2016 Book of Discipline ¶161J).

Sexual abuse within the ministerial relationship involves a betrayal of sacred trust, a violation of the ministerial role and exploitation of those who are vulnerable. Similarly, sexual harassment must be understood as an exploitation of a power relationship rather than as an exclusively sexual issue.

Misconduct of a sexual nature within the life of the Church interferes with its moral mission.

Hebron United Methodist Church stands in opposition to the sin of misconduct of a sexual nature in the Church and society at large and commits itself to fair and expedient investigation of any charge of sexual misconduct within the church and to take action deemed appropriate and in compliance with the Book of Discipline.

Further, Hebron United Methodist Church bears affirmative responsibility to create an environment of hospitality for all persons, male or female, which is free of misconduct of a sexual nature and encourages respect, equality and kinship in Christ.

Some instances of sexual harassment can be resolved easily and informally between the parties. In all other instances, misconduct of a sexual nature should be reported to the chair of the Staff-Parish Relations Committee and the pastor in charge. If the conduct involves a clergy person, it should be reported to the district superintendent or the presiding bishop.

Date approved: 10-2-22

Church Council chairperson signature: _____



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2022

Charge Conference Official Roll and Attendance Record

This form, intended for the entire year, is the official roll of officers and members of the Church Council and/or the Charge Conference. The names should be entered alphabetically. The columns under ATTENDANCE RECORD are to be used to record attendance at the meetings of the Church Council and/or Charge Conference. Insert the dates of the meetings in the cells provided for this purpose.

HEBRON - CADES CHARGE

Florence District

South Carolina Conference for Calendar Year 2022 OFFICERS AND MEMBERS OF THE CHURCH COUNCIL AND THE CHARGE CONFERENCE.

Chairperson, Church Council / Leadership Team Chair Charles McElveen (Hebron) Dexter Moore (Pergamos)

Vice-Chairperson Mary Ellen Smith (Hebron)

Recording Secretary Sandy Feagin (Hebron)

| Name | Church | Positions | ATTENDANCE RECORD | | | | | | | | | | | |
|-------------------|----------|--------------------------------|-------------------|--|--|--|--|--|--|--|--|--|--|--|
| | | | Dates | | | | | | | | | | | |
| Baker, Billy | Hebron | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Baker, Leila | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Baker, Mary Von | Hebron | Ch. Outreach | | | | | | | | | | | | |
| Baker, Naomi | Hebron | Pres. UMW* | | | | | | | | | | | | |
| Baker, Robert | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Cox, Patsy | Hebron | Mem at Large of Church Council | | | | | | | | | | | | |
| Feagin, David | Hebron | Com on Finance (Mem at Large) | | | | | | | | | | | | |
| Feagin, Ethan | Hebron | Mem at Large of Church Council | | | | | | | | | | | | |
| Feagin, Sandy | Hebron | Recording Sec | | | | | | | | | | | | |
| Feagin, Todd | Hebron | Native American Coord.* | | | | | | | | | | | | |
| Gamble, Faye | Pergamos | Ch. Finance* | | | | | | | | | | | | |
| Ganes, Melanie | Hebron | Com on Nom & Lay Ldrshp | | | | | | | | | | | | |
| Ganes (YA), Allie | Hebron | Mem at Large of Church Council | | | | | | | | | | | | |
| Hancock, Julie | Hebron | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Hancock, Kenzie | Hebron | Mem at Large of Church Council | | | | | | | | | | | | |
| Holladay, Joyce | Hebron | Membership Sec | | | | | | | | | | | | |
| Holladay, Swintz | Hebron | Church Historian | | | | | | | | | | | | |
| Joye, Kim | Hebron | Mem at Large of Church Council | | | | | | | | | | | | |
| Kirby, Bobby Joe | Hebron | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Kirby, Ernestine | Hebron | Ch. Outreach | | | | | | | | | | | | |
| Kirby, Gwen | Hebron | Financial Sec. | | | | | | | | | | | | |
| McElveen, Charles | Hebron | Ch. Church Council* | | | | | | | | | | | | |
| McElveen, Lynn | Hebron | Church Treasurer* | | | | | | | | | | | | |
| Moore, Cheryl | Hebron | Com on Pastor Parish Relations | | | | | | | | | | | | |
| Moore, Dexter | Pergamos | Dis. Relief Coord. | | | | | | | | | | | | |
| Moore, Elaine | Pergamos | Super. Church School | | | | | | | | | | | | |
| Moore, Stacy | Pergamos | Church Treasurer* | | | | | | | | | | | | |
| Moore, Stephen | Pergamos | Lay Leader* | | | | | | | | | | | | |

Annual Report of Trustees - 2021

The trustees are amenable to the Charge Conference and as such are required to make an annual report. Additional reports should be made as requested by the Charge Conference or Church Council.

Church Name: Hebron (275693) Charge Name: HEBRON - CADES CHARGE (275693) Town: District: Florence District
To the Charge Conference for the year ending

1. Organization for 2021 took place at a meeting on January , 2021 by electing the following officers:

| Name | Term Expires |
|-------------------------|--------------|
| Member Robert Baker | 12/31/2023 |
| Member David Feagin | 12/31/2022 |
| Member Todd Feagin | 12/31/2021 |
| Member Bobby Joe Kirby | 12/31/2023 |
| Member Gwen Kirby | 12/31/2022 |
| Member Charles McElveen | 12/31/2021 |
| Member Jerry Smith | 12/31/2022 |

2. Number of church buildings 1; Number of parsonages 1.

3. Value of church...

| Type | Name | How was value determined? | Value |
|-------------|------|---------------------------|---------------|
| Buildings | | | 725,000.00 |
| Furnishings | | | 125,000.00 |
| Land | | | 15,000.00 |
| Total | | | \$ 865,000.00 |

4. Value of parsonage(s)...

| Type | Name | How was value determined? | Value |
|-------------|------|---------------------------|---------------|
| Buildings | | | 142,500.00 |
| Furnishings | | | 40,000.00 |
| Land | | | 2,000.00 |
| Total | | | \$ 184,500.00 |

5. Value of other assests (cash, investments, other property, etc...)

| Type | Name | How was value determined? | Value |
|-------|-----------------------|---------------------------|---------------|
| Other | Permanent Cemetery CD | | 110,000.00 |
| Total | | | \$ 110,000.00 |

6. Incorporation of Local Church

- Is the local church incorporated? Yes Date Incorporated 01/12/2009
- Who is the church's registered agent on record with the SC Secretary of State? Jerry Smith (The Registered Agent should be the Trustee Chair.)
- Have the Articles of Incorporation been reviewed? No Articles of Incorporation Reviewed Date
- Have the By-laws been reviewed? No By-laws Reviewed Date

7. Name or names in which the title to each piece of property is recorded as shown by civil land records:

| Item | Name | Where Filed? | Book | Page |
|---------------|------|--------------------------------|------|-------|
| Hebron Church | | Williamsburg County Courthouse | B,A | 64,30 |

8. Deeds

- Who is the custodian of the deeds and other legal papers? Trustees
Where are they kept? First Citizens Bank, Kingstree, SC
- Does each deed contain a trust clause? Yes
Has a current copy been submitted to the District Superintendent? Yes

If not, attach a copy of the deed to this report and complete the Quit Claim deed and attach a copy of it to this report.

c. Is the title to church property held in the names of individual trustees or a local church cooperation? Local Church Cooperation

9. Received during year for constructing and improving church building and parsonages, and how expended:

| Received From | Amount | Disbursements | Amount |
|---------------|--------|---------------|--------|
| No records | | | |

10. Present Indebtedness:

| Item | Amount |
|------------|--------|
| No records | |

11.

a. Insurance

| Item Insured/Insurance | Replacement Value | Amount of Coverage | Type of Coverage | Company | Deductible | Expires When |
|-------------------------------------|-------------------|--------------------|------------------|---------------|------------|--------------|
| Church Buildings | 725,000.00 | 725,000.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2022 |
| Parsonages | 142,500.00 | 142,500.00 | Commercial | Church Mutual | 1,000.00 | 03/08/2022 |
| Church Furnishings and Equipment | 125,000.00 | 125,000.00 | | Church Mutual | 1,000.00 | 03/08/2022 |
| Parsonage Furnishings and Equipment | 40,000.00 | 40,000.00 | | Church Mutual | 1,000.00 | 03/08/2022 |
| General Liability | 0.00 | 1,000,000.00 | | Church Mutual | 1,000.00 | 03/08/2022 |

b. Have the buildings been inspected for fire hazards within the past year? Yes

c. When was the last appraisal made?

d. By whom? Church Mutual

e. Is the amount of insurance adequate? Yes

f. Does the church's insurance cover professional liability? Yes Amount 1,000,000

g. Does the church's insurance cover all programs that occur in the facilities (i.e. Scouts, community groups, AA, etc)? No

h. Does your church sponsor a scouting ministry? No

If yes, please include identifying information:

Type of Troup: Number: Scout Council:

Attach copies of any signed agreements you have with Scouting entities.

Attach copies of any insurance policies that cover the church for scouting activities.

i. Who is bonded?

Gwen Kirby Charles McElveen Lynn McElveen Jerry Smith

12. Detailed list of income producing property and permanent funds:

| Item | Date Received | Amount | Where Invested | Income | How Income is used for Ministry |
|------------|---------------|--------|----------------|--------|---------------------------------|
| No records | | | | | |

Attach supplement if needed for "How Income is used for Ministry" entry.

13. Has an annual accessibility audit for the church been conducted? Yes

Date: 03/31/2021



Signed
Chair or Secretary, Trustees

Church Hebron (275693)

District Florence

Charge HEBRON - CADES CHARGE (275693) Pastor John Talbert Windham

2021 Report of the Committee on Nominations and Leadership Development

7-AL. Members at Large of Church Council
 Patsy Cox Ethan Feagin Allie Ganes (YA)
 Kenzie Hancock Kim Joye Diane Owens

Committee of Nominations and Leadership
 Development

A. Previously Elected
 Class of 2022
 Todd Feagin Jerry Smith III

Class of 2023
 Leila Baker Robert Baker Reba Nickell

B. Nominees Class of 2024
 Melanie Ganes Charles McElveen Larry Owens

Note: If not marked, designate Youth (12-18) as Y, Young Adults (19-35) as YA, Secretary as SEC, and Lay Leader as LL

Committee on Finance (Members at Large)
 Billy Baker David Feagin Melanie Ganes
 Julie Hancock Gwen Kirby Cheryl Moore

Charge Committee on Pastor Parish Relations
(minimum 5 - maximum 9, plus a Lay Member to AC and Lay Leader)

A. Previously Elected
 Class of 2022
 Todd Feagin Carroll Smiley Annette Spring

Class of 2023
 Cheryl Moore Stacy Moore Reba Nickell

B. Nominees Class of 2024
 Julie Hancock Bobby Joe Kirby Dexter Moore

C. Lay Member to Annual Conference
 Larry Owens

D. Lay Leader
 Stephen Moore LL Larry Owens LL

Trustees *(recommended minimum 3 - maximum 9)*

A. Previously Elected
 Class of 2022
 David Feagin Gwen Kirby Jerry Smith

Class of 2023
 Robert Baker Bobby Joe Kirby

B. Nominees Class of 2024
 Leila Baker Swintz Holladay

Recommended: One third of trustees are to be women.

Recommendation from Church Council for
Ministerial Support to be paid for Calendar Year 2022

John Talbert Windham HEBRON - CADES CHARGE (275693) Florence District

Status PL Service Time 1/2 Time Pensions Participant IN

Is a parsonage available? Yes

If yes, does the pastor live in the parsonage? No

Calculated for the year, effective from 01/01/2022 until 12/31/2022, MSF properly replaced, or this appointment ends.

| Church/Institution | Hebron | Pergamos | Totals |
|---|------------------|------------------|------------------|
| Number | 275693 | 275751 | |
| Housing Allowance in lieu of parsonage | | | 0.00 |
| Adoption Agreement on file with Pensions Office | Yes | Yes | |
| Gross Compensation | 28,561.00 | 12,241.00 | 40,802.00 |
| Medical Plan | 0.00 | | 0.00 |
| Vision Plan | 0.00 | | 0.00 |
| Dental Plan | 0.00 | | 0.00 |
| FSA | 0.00 | | 0.00 |
| HSA | 0.00 | | 0.00 |
| Dependent Care | 0.00 | | 0.00 |
| Tax Deferred Personal Contribution | 857.00 | 368.00 | 1,225.00 |
| Utility/Parsonage Exclusion | 0.00 | 0.00 | 0.00 |
| | | | |
| Taxable Compensation | 27,704.00 | 11,873.00 | 39,577.00 |
| Add Back Utility/Parsonage Exclusion | 0.00 | 0.00 | 0.00 |
| Cash Compensation Paid to Pastor* | 27,704.00 | 11,873.00 | 39,577.00 |
| * excluding housing allowance in lieu of parsonage | | | |
| Billable Compensation | 35,702.00 | 15,302.00 | 51,004.00 |
| Direct Bill Percentage | 70 | 30 | |
| Direct Bill | | | |
| Charge Health Insurance Cost | 0.00 | 0.00 | 0.00 |
| Defined Contribution "CRSP DC" <i>3% for FT and % from Adoption Agreement for eligible PT of Billable Compensation</i> | 0.00 | 0.00 | 0.00 |
| Defined Benefit "CRSP DB" <i>Based on Full Time Service</i> | 0.00 | 0.00 | 0.00 |
| Welfare Plan <i>3% of Billable Compensation capped at 200% of DAC</i> | 0.00 | 0.00 | 0.00 |
| Total Direct Billing Cost | 0.00 | 0.00 | 0.00 |
| | | | |
| Compensation Package | | | 40,802.00 |

Signatures and Equitable Compensation/Congregational Development Notes (if applicable) on back of next page.

Accountable Reimbursement Policy

The following resolution was duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **08/22/2021**.

Under Internal Revenue Code Section 62(a)(2)(A) gross income does not include reimbursed business expenses or adequately accounted business expense allowances for employees. Internal Revenue Service Regulation 1.162-17(b) provides that an employee "need not report on his tax return" expenses paid/incurred by him solely for the benefit of his employer for which he is required to account and does account to his employer and which are charged directly or indirectly to the employer. Further, IRS Regulation 1.274-5(e)(4) provides that "an adequate accounting means the submission to the employer of an account book, diary, statement of expense, or similar record maintained by the employee in which the information (as to each element of expenditure amount, time and place, business purpose, and business relationship) is recorded at or near the time of the expenditure, together with supporting documentary evidence, in a manner that conforms to all the 'adequate records' requirements" as set forth in the regulations.

Therefore, the **Hebron United Methodist Church (275693)** hereby established an accountable reimbursement policy pursuant to IRS Regulations upon the following terms and conditions for **Reverend John Talbert Windham**.

1. Expenses deemed ordinary and necessary shall be made solely for the benefit of the church and shall be paid directly, whenever possible by the **Hebron United Methodist Church (275693)** or indirectly and reimbursed to the person or entity who does pay the expense.
2. The church payroll person must be given an adequate accounting of the expense, which means that there shall be submitted a statement of expense, account book diary, or other similar record showing the amount, date, place, business purpose, and business relationship involved. Appropriate documents, cash receipts, cancelled checks, credit cards sales slips, and contemporaneous records must be attached to a monthly expense report. Copies of the documentary evidence and expense report shall be retained by both the clergy and the church.
3. Reimbursements or advances must be paid out budgeted church funds. Budgeted amounts not spent must not be paid as a salary bonus or other personal compensation in any fiscal year.
4. The church may pay amounts in advance of the clergy's actual expenditure on either an "as needed" basis or by standard monthly expense "allowance." However, an adequate accounting of the advances by expense report must be made in the month following an expenditure. Any excess advance must be returned to the church within 30 days of the issuance of the advance.
5. It is understood by the various parties that all elements of this resolution must be carefully followed to prevent the church salary-paying unit from being required by regulation to list total payment of the following items on IRS information reports (W-2/1099-MISC) as "includable compensation." The primary responsibility of expense reporting is the clergy to the church payroll person.
6. By previous or concurrent resolution, duly adopted by the Church Council of the **Hebron United Methodist Church (275693)** at a meeting held on **08/22/2021** the following ordinary and necessary expenses as suggested for the employment needs of the clergy, are included in this accountable reimbursement policy for calendar year 2022.

| Description of Expense | Amount |
|---|--------------------|
| Continuing Education | 2,000.00 |
| Expenses for Annual Conference | 300.00 |
| Church Travel Expense (mileage, meals, parking, telephone, lodging) | <u>1,000.00</u> |
| Accountable Reimbursement Policy Total | \$ 3,300.00 |



Church Council Person

8-22-21

Date

*Church Council action is required for an increase to the total during the year, but such an increase cannot be funded by taking money from the minister's cash compensation. Circumstances dictate that the above expenses will vary from church to church and from time to time. Nonetheless, expenses assumed by the clergy in excess of the total are not excludable from reported compensation. They may or may not be deductible from taxable income on the clergy's tax return.

Copies: Church Minutes File, Named Clergy, District Superintendent

Revised January 2021

6. Does the Financial ~~Secretary~~/Treasurer report regularly to the Church Council on the giving trends in the church/charge? Yes No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? Yes No

If not, why not?

8. Are all benevolences and other connexional funds remitted monthly to the conference treasurer (§258.4b)?

Yes No

If not, why not?

9.a. What bank(s) have been designated by the Church Council as a depository (§258.4e)?

First Citizens Bank

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? Yes No

If not, why not?

c. Are all accounts in the name of the church? Yes No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4c)? (Attach as a supplement.) Yes No

b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4c)?

Yes No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the Discipline (§258.4a)? Yes No

If not, why not?

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, e)? Yes No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? Yes No

If not, why not?

14. a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4d)? Yes No

b. If not, why not?

c. Were there any recommendations or exceptions? Yes No

d. If there were recommendations or exceptions, how has the church addressed them?

Signed _____

Jerry Smith

Printed Name: _____

JERRY SMITH

Date: _____

Aug. 16, 2021

Report of the Finance Committee 2017-2020

Prepared and edited by the General Council on Finance and Administration and authorized as the official form for this purpose.

2022 Proposed General Budget

*Lynn McEloven
Treasurer
Jerry Smith
Finance Chair*

| | | |
|----------------------------|----|-----------|
| Ministerial Support | | |
| Cash Salary | \$ | 27,704.00 |
| Annual Conference | \$ | 300.00 |
| Travel/Bus.Exp. | \$ | 1,000.00 |
| Cont. Education | \$ | 2,000.00 |
| Sub-total | \$ | 31,004.00 |
| | | |
| Church Pension | \$ | 2,571.00 |
| Sub-total | \$ | 2,571.00 |
| | | |
| Conference Apportionments | | |
| Sub-total | \$ | 8,523.00 |
| | | |
| Local & Other | | |
| Benevolences | \$ | 2,000.00 |
| Annual Conf. | \$ | 500.00 |
| Inspirators | \$ | 750.00 |
| Youth Ministries | \$ | 500.00 |
| Adult Ministries | \$ | 1,000.00 |
| Children's Dept | \$ | 400.00 |
| Vacation Bible School | \$ | 1,500.00 |
| Outreach Ministries | \$ | 500.00 |
| Sub-total | \$ | 7,150.00 |
| | | |
| Utilities | | |
| Church Electricity | \$ | 5,000.00 |
| Parsonage Ph. & Internet | \$ | 1,000.00 |
| Sub-total | \$ | 6,000.00 |
| | | |
| Buildings | | |
| Insurance Ch. & Pars. | \$ | 6,000.00 |
| Janitorial Services | \$ | 3,200.00 |
| Church Upkeep | \$ | 3,000.00 |
| Parsonage Upkeep | \$ | 2,000.00 |
| Sub-total | \$ | 14,200.00 |
| | | |
| Grounds Maintenance | | |
| Church Grounds | \$ | 6,000.00 |
| Parsonage | \$ | 1,000.00 |
| Subtotal | \$ | 7,000.00 |
| | | |
| Paper Products | | |
| Paper Plates, etc. | \$ | 1,000.00 |
| Literature | \$ | 3,000.00 |
| Postage | \$ | 300.00 |
| Office Supplies/etc. | \$ | 2,000.00 |
| Sub-total | \$ | 6,300.00 |

Miscellaneous

| | |
|-----------------------|-------------|
| Flowers/Funerals | \$ 300.00 |
| Contingency Fund | \$ 1,000.00 |
| Christmas Gifts, etc. | \$ 500.00 |
| Special Gifts | \$ 300.00 |

Sub-total \$ 2,100.00

Total \$ 84,848.00

1001 14 5 0.0

Lynn McElveen
Treasurer

Hebron United Methodist Church - General Fund Expenditures- 2021

| | Budget Amt. | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Yearly Total |
|----------------------------|--------------|--------------|--------------|-------------|-------------|--------------|
| Ministerial Support | | | | | | |
| Cash Salary | \$ 27,704.00 | \$ 6,926.01 | \$ 6,926.01 | | | \$ 13,852.02 |
| Annual Conf. | \$ 300.00 | \$ - | | | | \$ - |
| Travel | \$ 1,000.00 | \$ - | | | | \$ - |
| Cont. Ed. | \$ 2,000.00 | \$ 375.00 | \$ (112.50) | | | \$ 262.50 |
| Ch. Pension | \$ 2,571.00 | \$ 91.77 | \$ 642.63 | | | \$ 734.40 |
| Pastor Pension | \$ 864.00 | \$ 32.97 | \$ 216.00 | | | \$ 248.97 |
| Apportionments | \$ 8,716.00 | \$ - | \$ - | | | \$ - |
| Local & Other | | | | | | |
| Benevolences | \$ 2,000.00 | \$ 500.00 | \$ - | | | \$ 500.00 |
| Annual Conf. | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Inspirators | \$ 750.00 | \$ - | \$ - | | | \$ - |
| Youth Ministries | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Adult Ministries | \$ 1,125.00 | \$ - | \$ - | | | \$ - |
| Children's Dept. | \$ 400.00 | \$ - | \$ - | | | \$ - |
| Vacation Bible School | \$ 2,500.00 | \$ - | \$ - | | | \$ - |
| Guest Speakers | \$ 600.00 | \$ - | \$ - | | | \$ - |
| Epworth | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Salkahatchie | \$ 250.00 | \$ - | \$ - | | | \$ - |
| Outreach Ministries | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Utilities | | | | | | |
| Ch. Elect. | \$ 5,000.00 | \$ 1,004.00 | \$ 400.00 | | | \$ 1,404.00 |
| Phone-Internet | \$ 1,000.00 | \$ 28.21 | \$ 185.71 | | | \$ 213.92 |
| Church Internet | | \$ (203.65) | \$ 197.36 | | | \$ (6.29) |
| Buildings/Van | | | | | | |
| Insurance(Ch. & Pars) | \$ 5,000.00 | \$ 5,928.00 | \$ - | | | \$ 5,928.00 |
| Janitorial | \$ 3,200.00 | \$ 500.00 | \$ 1,000.00 | | | \$ 1,500.00 |
| Church Upkeep | \$ 3,000.00 | \$ 106.00 | \$ 116.28 | | | \$ 222.28 |
| Parson Upkeep | \$ 2,000.00 | \$ (97.70) | \$ 51.10 | | | \$ (46.60) |
| Van (Ins. & Rep.) | NA | \$ - | \$ - | | | \$ - |
| Grounds Maintenance | \$ 5,000.00 | \$ 60.00 | \$ 129.00 | | | \$ 189.00 |
| Paper Products | | | | | | |
| Plates, etc. | \$ 1,000.00 | \$ - | \$ - | | | \$ - |
| Literature | \$ 3,000.00 | \$ 586.72 | \$ 720.34 | | | \$ 1,307.06 |
| Postage | \$ 300.00 | \$ - | \$ 55.00 | | | \$ 55.00 |
| Office Supplies | \$ 3,000.00 | \$ - | \$ 232.20 | | | \$ 232.20 |
| Miscellaneous | | | | | | |
| Flowers/Funerals | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Contingency Fund | \$ 1,000.00 | \$ 100.00 | \$ - | | | \$ 100.00 |
| Christmas Gifts | \$ 500.00 | \$ - | \$ - | | | \$ - |
| Special Gifts | \$ 300.00 | \$ - | \$ - | | | \$ - |
| Pianist | | | \$ 450.00 | | | \$ 450.00 |
| Totals | \$ 86,880.00 | \$ 15,937.33 | \$ 11,209.13 | | | \$ 27,146.46 |

197.25
222.28
46.60

FUNDS FINANCIAL ACTIVITY SUMMARY

2021

| | Beg. Balance | 1st Quarter | | 2nd Quarter | | 3rd Quarter | | 4th Quarter | |
|---------------------------|----------------|--------------|--------------|--------------|--------------|-------------|--------------|----------------|--------------|
| | | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures | Revenue | Expenditures |
| General Fund | \$ (28,730.17) | \$ 14,930.85 | \$ 15,937.33 | \$ 19,239.71 | \$ 11,209.13 | | | \$ (21,706.07) | |
| General Fund Other | | | | \$ 57,205.01 | - | | | \$ 57,205.01 | |
| Cemetery Fund | \$ 5,107.36 | \$ 900.00 | \$ - | \$ 50.00 | \$ 6,057.36 | | | \$ - | |
| Building Fund | \$ 15,097.74 | \$ 14,198.04 | \$ - | \$ 200.00 | \$ 29,495.78 | | | \$ - | |
| Perm. Cem. Fund | \$ 5,256.67 | \$ 220.00 | \$ - | \$ 50.00 | \$ - | | | \$ 5,526.67 | |
| Pew Fund | \$ 13,798.04 | \$ - | \$ 13,798.04 | \$ - | \$ - | | | \$ - | |
| Music Fund | \$ 1,023.47 | \$ - | \$ 150.00 | \$ - | \$ 873.47 | | | \$ - | |
| Epworth | \$ (695.00) | \$ 650.00 | \$ - | \$ 225.00 | \$ - | | | \$ 180.00 | |
| "JR" Fund | \$ 125.00 | \$ - | \$ - | \$ - | \$ 125.00 | | | \$ - | |
| Blanket/Missions | \$ 100.00 | \$ - | \$ - | \$ - | \$ 100.00 | | | \$ - | |
| Missions | \$ 220.00 | \$ - | \$ - | \$ - | \$ 220.00 | | | \$ - | |
| Project Fund | \$ 4,035.62 | \$ - | \$ - | \$ - | \$ 4,035.62 | | | \$ - | |
| Men's Club | \$ 648.07 | \$ - | \$ - | \$ - | \$ - | | | \$ 648.07 | |
| Bus Fund | \$ 15,115.81 | \$ - | \$ - | \$ - | \$ 15,115.81 | | | \$ - | |
| Kitchen Fund | \$ 1,038.52 | \$ - | \$ - | \$ - | \$ 1,038.52 | | | \$ - | |
| Sunday Sch. Fund | \$ 55.01 | \$ - | \$ - | \$ - | \$ 55.01 | | | \$ - | |
| Totals | \$ 32,184.58 | \$ 31,557.45 | \$ 30,543.93 | \$ 76,969.72 | \$ 68,325.70 | | | \$ 41,853.68 | |

Annual Conference Safe Sanctuary Policy

A RESOLUTION TO REQUIRE THE ESTABLISHMENT OF A SAFE SANCTUARY POLICY IN EVERY UNITED METHODIST CHURCH AND IN EVERY UNITED METHODIST CONFERENCE EVENT IN THE SOUTH CAROLINA CONFERENCE

WHEREAS, Jesus said, "Let the little children come to me, do not stop them; for it is to such as these that the Kingdom of God belongs. Truly I tell you, whoever does not receive the Kingdom of God as a little child will never enter it." Mark 10:14-15 (NRSV) Jesus also said, "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were drowned in the depth of the sea." Matthew 18:6 (NRSV)

WHEREAS, The Hebrew people treasured their place of worship as a holy place, a sanctuary, a place where they could worship in safety and harmony. (See Psalms 20:1-2 and Psalms 27:4-5) This scripture provides examples of how the sanctuary is to be a community of protective nurture and harmony, holy and safe.

WHEREAS, The Book of Discipline of the United Methodist Church regarding rights of children states, "children must be protected from economic, physical, emotional, and sexual exploitation and abuse." Social Principles (Paragraph 162C, 1996, 2000, 2004)

WHEREAS, The General Conference of the United Methodist Church adopted a Resolution in 1996, and readopted it in 2004, calling upon all local congregations and every Annual Conference to strive to make our churches safe places protecting children and other vulnerable persons from sexual and ritual abuse, and provided a list of steps for local churches, Annual Conferences, and the General Board of Discipleship and the Council of Global Ministries to follow. The Book of Resolutions 2004 (Paragraph 65, Page 201)

WHEREAS, The South Carolina Annual Conference adopted the Sexual Ethics Policies and Procedures on May 30, 1994, and by 1997, Policies and Procedures for Reducing the Risk of Children/Youth Sexual Abuse in the Church was written as it pertained to local and conference church events relating to both employees and volunteer workers, and the Conference strongly recommended each local church have a Safe Sanctuary Policy in place; now, therefore, be it

RESOLVED, That the South Carolina United Methodist Church Conference will require every local church to have a Safe Sanctuary Policy by December 31, 2008; and be it further

RESOLVED, That the South Carolina United Methodist Church Conference provide guidance to local churches to write and implement a Safe Sanctuary Policy by providing training, workshops and sample policies to meet criteria as outlined in The Book of Resolutions 2004, and that this will be coordinated at the district level by the Congregational Specialists; and be it further

RESOLVED, That the South Carolina United Methodist Conference will require accountability of each church annually at Charge Conference beginning in the year 2008; and be it further

RESOLVED, That the South Carolina United Methodist Conference will have a Safe Sanctuary Policy in place for all district and conference events to include training and screening procedures including, but not limited to, having application forms, interviews, reference checks and background checks for all staff and volunteers by December 31, 2008, and that this will be coordinated through Connectional Ministries by the Board of Education.

Church: Hebron (275693)

District: Florence

Each Church Council is responsible for the development and implementation of their Safe Sanctuary Policy.

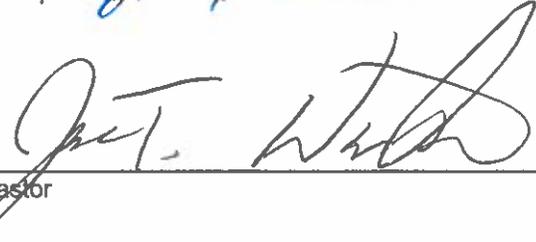
- 1. Do you have a Safe Sanctuary policy filed in the District Office? Yes
Incomplete
Date 09/27/2017
- 2. Have you made changes in your Safe Sanctuary Policy since last Charge Conference? If yes, please attach a copy. No
- 3. Has the Church Council reviewed your Safe Sanctuary Policy this year? Yes
Date 08/22/2021
- 4. When was the training last conducted? Date



 Chairperson, Church Council



 Chairperson, Trustees



 Pastor

LOCAL UNITED METHODIST CHURCH POLICY STATEMENT ON MISCONDUCT OF A SEXUAL NATURE

Hebron United Methodist Church affirms the 2016 Book of Resolutions, Sexual Abuse Within the Ministerial Relationship and Sexual Harassment Within the Church, which states that sexual abuse within the ministerial relationship and sexual harassment within the church as incompatible with biblical teachings of hospitality, justice and healing. In accordance with the [2016 Book of Discipline ¶161F](#), all human beings, both male and female, are created in the image of God, and thus have been made equal in Christ. As the promise of [Galatians 3:26-29](#), states all are one in Christ, we support equity among all persons without regard to ethnicity, situation, or gender.

Sexual abuse within the ministerial relationship occurs when a person within a ministerial role of leadership (pastor, educator, counselor, youth leader or other position of leadership) engages in sexual contact or sexualized behavior with a congregant, client, employee, student, staff member, co-worker or volunteer.

Sexual harassment is any unwanted sexual advance or demand, either verbal or physical that is reasonably perceived by the recipient as demeaning, intimidating, or coercive. Sexual harassment includes, but is not limited to, the creation of a hostile or abusive working environment resulting from discrimination on the basis of gender ([2016 Book of Discipline ¶161J](#)).

Sexual abuse within the ministerial relationship involves a betrayal of sacred trust, a violation of the ministerial role and exploitation of those who are vulnerable. Similarly, sexual harassment must be understood as an exploitation of a power relationship rather than as an exclusively sexual issue.

Misconduct of a sexual nature within the life of the Church interferes with its moral mission.

Hebron United Methodist Church stands in opposition to the sin of misconduct of a sexual nature in the Church and society at large and commits itself to fair and expedient investigation of any charge of sexual misconduct within the church and to take action deemed appropriate and in compliance with the Book of Discipline.

Further, Hebron United Methodist Church bears affirmative responsibility to create an environment of hospitality for all persons, male or female, which is free of misconduct of a sexual nature and encourages respect, equality and kinship in Christ.

Some instances of sexual harassment can be resolved easily and informally between the parties. In all other instances, misconduct of a sexual nature should be reported to the chair of the Staff-Parish Relations Committee and the pastor in charge. If the conduct involves a clergy person, it should be reported to the district superintendent or the presiding bishop.

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