

Pastors Annual Report

Section: _____

Church: _____ **City:** _____

Pastor: _____

Update Our DATA (If Different than printed below)

Church Mailing Address: _____

Church Location (if different): _____

Church Web Page: _____

Office Phone: _____ Pastor's Residence Phone: _____

Fax # _____ E-Mail Address: _____

Pastor's Home Address: _____

Spouse's Name: _____ Date of Birth: _____

Children's Names: _____ Date(s) of Birth: _____

Church History

Year This Church Began _____

Year you become Pastor _____

Vision and Goals

What are your key priorities/plans for 2010?

How will you demonstrate being a continual learner?

Where do you see yourself in five years?

Team

Do you meet with one or more persons on a regular basis for the purposes of fellowship, idea sharing, and/or accountability?

Describe how this process works:

How will you contribute to the effectiveness of your section in 2010?

Stats

Average Attendance in 2009 – and how did this compare with 2008?

	2009	2008
Sunday School	_____	_____
AM Worship	_____	_____
PM Worship	_____	_____
Midweek (total)	_____	_____
Care/Home Groups	_____	_____
Other ...	_____	_____

To what do you attribute this change?

Please list the missionaries/missions your church is supporting:

Missionary/Mission	Monthly Pledge
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Does your Church host a Missions Convention? _____

Does Your Church Participate in and/or Financially Support any of the following:

- District Ministries Y / N
- Church Planting Y / N
- Heartland Conference & Retreat Center Y / N
- Camping Ministries Y / N
- Women's Ministries – Time Apart / Women's Retreat Y / N
- Men's Ministries - Firestorm Y / N
- Light For The Lost Y / N
- Royal Rangers Y / N
- Missionettes Y / N
- Youth Convention/Camps/ Y / N
- Speed The Light Y / N

Church Leadership/ Church Status

Do you have an Advisory Committee? _____

Do you provide training for your leaders? Describe

The Committee meets (how regularly) _____

How is this council appointed/selected?

This Committee assists in what? (Please provide description e.g. counting offerings, planning budgets, lay leadership appointments, all business, etc.)

Regarding General Council Status:

What is your assessment of readiness for the process of moving to General Council Status?

What is your current target of WHEN you might complete this process?

Banking

Does your church use computer software for your financial data? _____

If so what program/programs do you use? _____

Do you have single or double-signature accounts? _____

Who is authorized to sign checks?	Name	Position
	_____	_____
	_____	_____
	_____	_____

Do you have a mortgage on the property?

If so please provide the following particulars:

Property Secured _____
Name of Bank _____
Monthly Payment _____
Value of Property \$ _____ Total Amount Still Owed \$ _____
Next Mortgage Renewal Date _____
Current Interest % _____

Accounts Payable

Are all payables current (30 days or less)? _____

Are all Mortgages/Rents current? _____

If "No" please provide additional material listing the particulars

Personnel and Salary

Please use the attached forms to provide information on EACH paid employee of the church. Note: Pastor and Advisory Committee Members' signatures are required on these forms. Your proposed salary increments will be considered by the Director of Church Development / Sectional Committee

Housing Allowance (sample worksheets and resolution are included)

Please update your Housing Allowance request. The official Board (Executive Officers) will approve, and enter into its minutes the Housing Allowance.

Legal

Is the church incorporated with the State of Ohio? _____

Have you renewed the "Statement of Continued Existence" papers within the last five years? _____

2010 Pastoral Salary Proposal

Pastor: _____
 Current: _____ Proposed: _____

Salary Compensation
 (Include all Salary, Housing Allowance, etc.)

Type of Compensation	Amount

Benefits
 If paid by the church, include Health Insurance,
 FICA, Education, Retirement,
 or any other Church-provided benefit)

Benefit	Amount

Employee Expenses
 (Travel Reimbursement, Business and Professional
 Expense, Education, etc.)

Expense	Amount

Do you support the Ohio District Council with your tithes? _____
 How much vacation time is provided annually? _____
 Does the church pay pastors expense to District meetings? _____
 Which Ones? _____
 Who decides? _____

Can the church afford the proposed increases? _____

 Pastor's Signature

 Date

 Advisory Committee Member Signature

 Advisory Committee Member Signature

 Advisory Committee Member Signature

Copy and complete this form for Sr. Pastor and every Pastoral Employee

2010 Employee Salary Proposal

Employee: _____
 Position: _____
 Hours per week (average) _____
 Current: _____ Proposed: _____

Salary / Compensation
(Hourly or Annual)

Type of Compensation	Amount

Benefits
(If paid by the Church, include Health Insurance,
FICA, Retirement, or any other Church-provided benefit)

Benefit	Amount

Employer Cost
(FICA, Travel reimbursement, Education,
Any other employer provision.)

Employer Cost	Amount

How much vacation time is provided annually? _____
 Can the church afford the proposed increases? _____

 Pastor's Signature

 Date

 Advisory Committee Member Signature

 Advisory Committee Member Signature

 Advisory Committee Member Signature

Copy and Complete this form for *Each* Employee

Housing Allowance Worksheet

➤ The amounts set forth below are an estimate of the payment I expect to make during 20__ (and subsequent years unless change is requested) to rent or otherwise provide a home.

Item	Amount
Down Payment on Home	_____
Installment payments on loans, principal, and Interest	_____
Furnishings	_____
Repairs	_____
Utilities connected with the dwelling (gas, water, sewer, and electricity)	_____
Home insurance not included in payment	_____
Real estate taxes not included in payment	_____
Other expenses of a home other than food or servants	_____
Total estimated expenses	_____

Please note: This amount will remain in effect for 20__ and consecutive years unless otherwise requested.

Sample Resolution

Church Name

On (_____) a vote was taken of the members of the advisory committee
date
of the (_____), (_____) in favor of the following:
Church Name Location

After considering the statement of (_____), setting forth the
Name
amount Reverend (_____) estimates will be required to spend
Last name
annually to rent or provide a home for himself and his family beginning January
1, 20__ (*Insert Proper year*), and subsequent years, the following resolution

was adopted:

Be it resolved that of Reverend (_____) total
Last Name
compensation for the year of 20__, and subsequent years, \$ (_____) be
designated as parsonage allowance. This parsonage (housing) allowance shall
be so designated in the official records, and shall continue in force for
subsequent years unless otherwise requested.

Dated this (_____) Day of (_____), 20____
Date Month

Advisory Committee Secretary

Pastors Pages

To Be Completed by the pastor only

Pastor, we are desirous of providing YOU the opportunity to speak to the Sectional Committee /Director of Church Development regarding any issue that is important to you. Please use this page, and any others necessary, to address, or highlight issues YOU want to discuss, apart from those pages prepared in cooperation with the Advisory Committee.

You may wish to address:

Current Leadership
Philosophy of Church Ministry
Some issue of conflict resolution
Family consideration that would be helpful to you
Any other pertinent matter

PLEASE FEEL FREE TO ADDRESS FULLY, ANY MATTER OF CONCERN TO YOU.

