



**Charge Trustees Report**  
For the period beginning January 1, 2023 and ending December 31, 2023

**Due January 31, 2024**

See *The Book of Discipline 2016*, ¶ 2550, for further information.

Charge Name	

<b>1. What appraised values are to be reported?</b>	
a. Charge-owned Parsonage - Give physical address. 1.	1. \$
b. Equipment & Furniture 1.	1. \$
c. Land 1.	1. \$
d. Additional buildings on parsonage land 1. 2.	1. \$ 2. \$
e. Equipment/furnishings in buildings 1. 2.	1. \$ 2. \$
f. Charge-owned Cemetery (Name and physical address) 1.	1. \$
g. Other Charge-owned buildings or land 1. 2.	1. \$ 2. \$
h. Escrow Accounts for Charge-owned Parsonage	
i. Total of all Charge funds	
<b>2. Do all deeds contain the trust clause?</b> See ¶2503	

<b>3. Legal Documents</b> a) Where are the deeds and legal papers kept?  b) Who has access to them?						a) b)
<b>4. Were there "critical risk recommendations" noted by the Conference property and casualty insurance carrier in the last year?</b>						
Were those "critical risk recommendations" addressed to the satisfaction of the insurance carrier? (attach explanation)						
<b>5. What bank accounts, bequests, trusts, certificates of deposit, and/or invested funds are entrusted to the Charge Trustees?</b> List each and provide the following items of information for each: (a) amount, (b) where invested, (c) annual income, (d) how used, (e) compliance with Social Principles						
<i>ITEM</i>	<i>AMOUNT</i>	<i>WHERE INVESTED</i>	<i>ANNUAL INCOME</i>	<i>HOW USED</i>	<i>COMPLY w/ Social Principles? ¶160-166</i>	
<b>6. Are regular reports on the above funds made to each of the Church Councils (or Administrative Councils/Boards) on the Charge?</b>						
<b>7. Report Present Indebtedness</b> (including Conference covenantal commitments)						
<i>Item</i>				<i>Indebtedness</i>	<i>Anticipated End</i>	
<b>8. Rental or Income producing property</b>  Address:  a. Annual income received  b. How is that income used?				a. \$  b. \$		

<b>9. Has your Charge sold, purchased, built or renovated a property during the past year?</b>	<b>Date these changes were reported to the Insurance Company:</b>	
<b>If not reported, identify the person who will report it and the date it will be reported:</b>		
a. Address of Sold Property	Sale Price:	
b. Address of Purchased Property	Cost:	
c. Address of New Construction	Cost:	
d. Address of Renovation or Demolition	Cost:	
<b>10. Does your Charge have any of the following programs? (yes/no)</b>	Have program?	Is it tuition-based?
a. Daycare		
b. Nursery School		
c. Preschool		
d. Other		
<b>11. Accessibility – are the buildings fully accessible?</b> a. Parsonage	a.	
<b>12. Does the charge own any motor vehicles or trailers?</b> A. List year, make and model for each:  <b>B. Who is the insurer?</b>	1. 2. 3. 4.  B.	
<b>13. Is charge owned parsonage prone to flooding?</b> A. Who is the Flood insurance carrier:	13. A.	

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Signature of Chair of Trustees

Date

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Signature of Pastor

Date