



**Charge Conference 2022  
LAY & ALTERNATE MEMBER/DELEGATE  
TO JUNE 2023 ANNUAL CONFERENCE**

**Charge Name:** \_\_\_\_\_

**District Name:** \_\_\_\_\_

\*Please see Lay Member/Delegate to Annual Conference Responsibilities on attached page

<b>NAME</b>	<b>ADDRESS</b>	<b>PHONE</b> <i>(required)</i>	<b>EMAIL</b> <i>(required)</i>
<b>Lay Member/Delegate to Annual Conference</b>			
<b>ALTERNATE Lay Members/Delegates to Annual Conference</b> (only expected to attend if the elected Lay Member/Delegate to AC is unable; will only receive voting rights when replacing the Lay Member/Delegated noted above)			

## Responsibilities of the Lay Member/Delegate

The lay member/delegate of annual conference has many responsibilities, some before the annual conference session, others during, and still more following the session. If you are employed, you will have to take time from work to attend these gatherings. When the dates are announced, take care to plan with your employer for the necessary days of vacation. It is important that you attend the entire annual conference session.

### Prepare for Annual Conference

Study the pre-conference materials that are submitted for action by the annual conference. These materials may be mailed or e-mailed to you several weeks before annual conference, or they may be available on the annual conference website. To prepare, you should

- Attend any pre-conference district meetings and training sessions
- Develop a general knowledge of *The Book of Discipline*
- Meet with the pastor, lay leader, and congregation members to discuss issues that will be a part of the annual conference business.
- Note issues and concerns that need to be taken to the annual conference session.

### Participate during Annual Conference

- Attend the annual conference laity session. This may be a training event, a form of information sharing, or a time to celebrate the ministry of the laity in your annual conference.
- Participate in all sessions dealing with annual conference business. During business sessions, you will be asked to vote on legislation, resolutions, reports, and budget.
- Listen to proceedings in order to make informed decisions when voting. You do not have to vote the same as other members from your congregation.
- Strive to participate in all worship experiences (opening worship, early morning or evening chapel, ordination, memorial service, and others). You will have opportunities to experience several worship styles, hear a variety of music groups and preachers, and join in new ways to worship God.
- Attend plenary and Bible study sessions. Annual conference sessions can be an excellent way to grow spiritually.

### Serve after Annual Conference

- Attendance at the annual conference session is the basis for the work you will do in your congregation throughout the year.
- Share information with your congregation about your experience. Remember that the report to the congregation and the church council is to be given as soon as possible, but no later than three months after the close of the annual conference session.
- Search websites and general church news sources and your annual conference newspaper for information to share with your congregation throughout the year.
- You may also choose to participate in annual conference or district committees or work areas.