

**JANUARY 2009**

**HELPING HANDS BULLETIN**

**THE LOCAL TRUSTEE BOARD: NOMINATION,  
ELECTION, DUTIES, and RESPONSIBILITIES**



**CHRISTIAN METHODIST EPISCOPAL CHURCH**

**PREPARED BY:**

**CLIFFORD L. HARRIS, PRESIDENT**

**CONNECTIONAL LAY COUNCIL  
OF THE  
DEPARTMENT OF LAY MINISTRY**



**DR. VICTOR TAYLOR, GENERAL SECRETARY  
BISHOP THOMAS LANIER HOYT, JR., CHAIRMAN**

## **FOR THOSE WHO SERVE OR DESIRE TO SERVE AS TRUSTEES**

*I feel that those who serve or have a desire to serve in the capacity of trustee in their local church should seriously consider the following six (6) questions:*

1. Do you believe in the doctrine of the CME Church and are you willing to abide by the regulations set forth in the Book of Discipline?
2. Are you willing and able to attend regular meetings of the Board of Trustees.
3. Do you have the knowledge or a willingness and ability to acquire the knowledge needed to assume the duties and responsibilities of a dutiful and responsible trustee?
4. Are you willing to share your gifts, both natural and acquired, for the spiritual, economic, and physical growth of your local church?
5. Are you willing to subscribe to the Christian Index, - the official communication organ of the CME Church?
6. Are you willing to attend Sunday morning worship, Sunday school and Bible study on a regular basis?

### **ELECTION OF TRUSTEES**

Note: As you study, have the 2006 CME Book of Discipline available.

**HOW DOES ONE BECOME A TRUSTEE?** The pastor shall nominate persons who serve in the office of trustee.

**CAN ANYONE ELSE NOMINATE SOMEONE TO SERVE AS A TRUSTEE?** Yes, the Presiding Elder shall in the absence of a pastor, nominate persons for the office of trustee.

**WHEN ONE IS NOMINATED, DO THEY AUTOMATICALLY BECOME A TRUSTEE?** No, in either case the nomination(s) must be confirmed (accepted) or rejected by members of the Quarterly Conference.

**WHO CAN SERVE AS A TRUSTEE?** *Members* of the local church body who have reached eighteen (18) years of age at the time of election.

**How many persons must there be on the Board of Trustees?** There shall be 9, 7, 5, or 3 members.

## **DUTIES AND RESPONSIBILITIES OF TRUSTEES**

- The trustees as a board shall hold all property, real, personal, and mixed, owned by the charge (church); and other property as may be committed to their keeping.
- The trustees shall make the property of the church to which they are trustees available and accessible to the pastor and other duly authorized ministers of the C.M.E Church. They (trustees) shall neither prevent nor interfere with the pastor in the use of the property for religious services or other proper meetings, which are recognized by the law and usage of the C.M.E. Church.
- The trustees are responsible to the Quarterly Conference, which has the power to dismiss or remove them as individuals or as a board, when dismissal or removal will serve the best interest of the C.M.E. Church.
- The trustees shall not obligate the church financially without the consent of the Official Board, Church Conference, and /or the Quarterly Conference.
- The trustees shall present the following information to each Quarterly Conference:
  - a) The number of churches
  - b) The value of the churches and parsonages.
  - c) The other property or properties held by the charge.
  - d) The titles(s) by which all of the above properties is/or held.
  - e) The amount of income that is derived from properties and the funds shall be reported and turned over to the Church Conference.
  - f) The debts and how they were contracted.
  - g) The amount of insurance on each piece of property and whether the insurance is limited or co-insured; the expiration date(s) of all insurance premiums; and the name of the company carrying the insurance.

➤ The Board of Trustees shall insure that all property of the local church properly titled and held as follows:

- a) Titles or deeds of all new property purchased upon authorization of the Quarterly Conference, written approval of the Presiding Elder and the Presiding Bishop (cf. 602.3,1) for use by and for the C.M.E. Church, contain the proper trust clause to wit:

*In trust that said premises shall be kept, maintained and disposed of for the benefit of the Christian Methodist Episcopal church and subject to the usages and the Disciplines of the Christian Methodist Episcopal Church. This provision is solely for the benefit of the grantee and the grantor reserves no right or interest in said premises.*

- b) All deeds clearly show that property is held IN TRUST by the local church if incorporated, or if unincorporated, by the local Board of Trustees, for use by the Christian Methodist Episcopal Church.
- c) The local Board of Trustees shall have all existing deeds redrawn or rewritten where necessary to include the Trust Clause and clear wording showing that the property is held IN TRUST for the C.M.E. Connection by the local Board of Trustees.

**SPECIAL NOTE: WHAT EVERYONE SHOULD KNOW!**

- The trustees shall elect their own chairperson, secretary, and treasurer.
- Vacancies occurring on the Board of Trustees (for whatever reason) shall be filled without delay.
- No person who is a trustee shall be dismissed or removed while in joint security for money, unless such relief is given him/her as is demanded, or the creditor will accept.
- Failure to obey the orders of the Official Board, Church Conference, or Quarterly Conference shall mean automatic dismissal of the individual trustee or trustees who are guilty of disobeying the orders.
- The members of the Board of Trustees who are not re-elected by the Fourth Quarterly Conference are automatically removed from the Board and from acting further in such a capacity, except where state or territorial laws provide statutes to the contrary.

*The preceding information was taken from and or based on the 2006 C.M.E. Book of Discipline [Section 515. The election of trustees].*