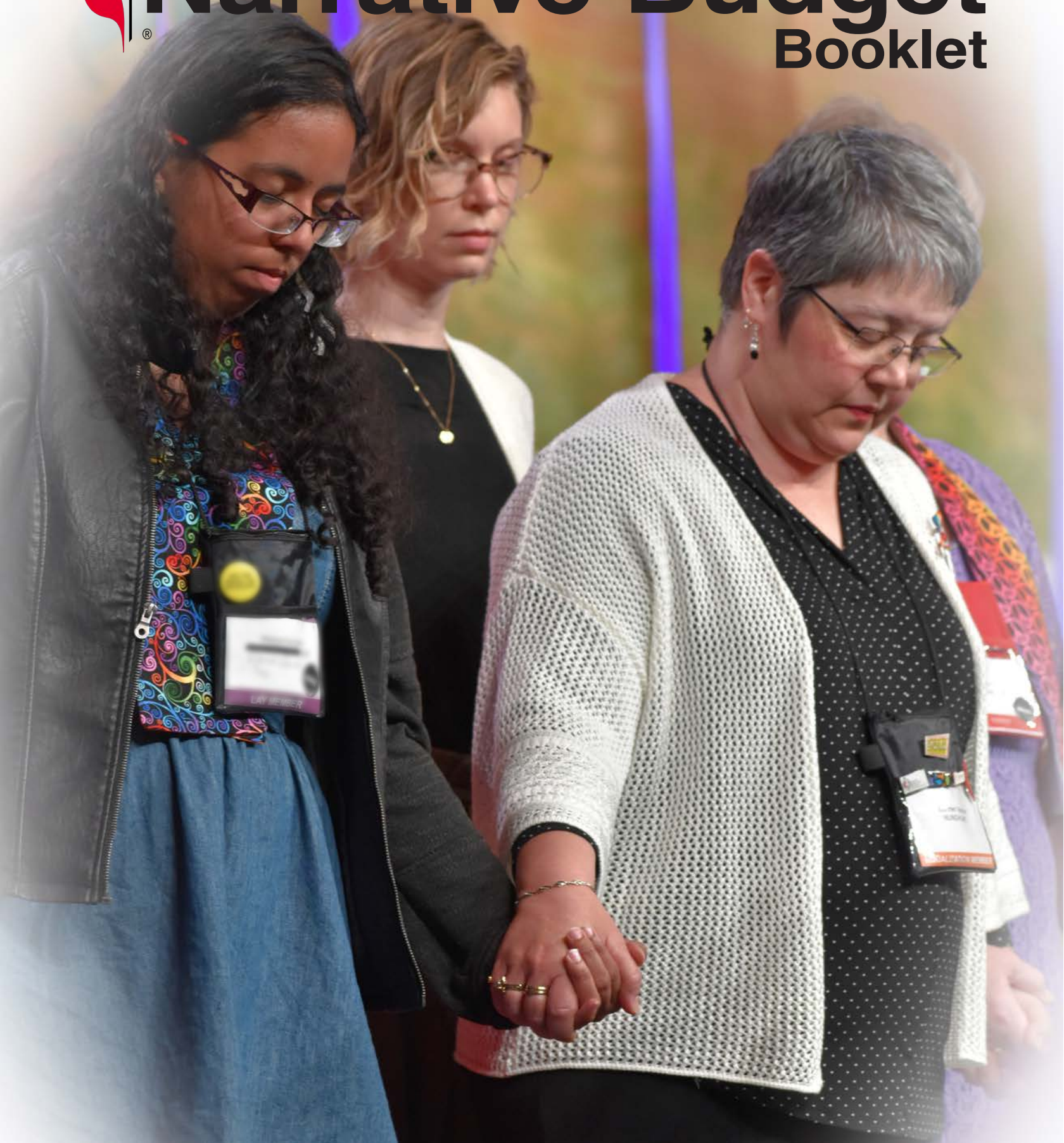




Upper New York Conference  
The United Methodist Church

# Narrative Budget Booklet



As United Methodists, we seek to enhance and expand the mission and ministries of local churches by joining together as an annual conference. The *Book of Discipline* in ¶601 defines the purpose of the Annual Conference as: To make disciples of Jesus Christ for the transformation of the world by equipping its local churches for ministry and by providing a connection for ministry beyond the local church; all to the glory of God.

<p><b>In fulfilling this purpose, the primary tasks of the Upper New York Conference are to:</b></p>	<p>Nurture a planting culture where people are recognizing the movement of the Spirit in their neighborhoods to plant new communities of faith; and, provide the training, support, and resources needed for people to plant new, sustainable communities of faith.</p>
	<p>Recruit, train, equip, and deploy transformational clergy and lay leadership so that our congregations will joyfully and faithfully live out the vision of UNY.</p>
	<p>Resource our local churches with effective tools and practices for effective disciple-making in the 21st century, and reforming the church for vitality, relevance, and fruitfulness.</p>
	<p>Align resources to support the purpose of the Annual Conference and the mission of the local church and implement a system of accountability for mission and ministry at all levels.</p>
	<p>Communicate how we share a common mission as United Methodist Christians in the 21st century.</p>

<p><b>The core values of the Upper New York Conference are:</b></p>	<p><b>Centrality of the Local Church</b> – “The local church provides the most significant arena through which disciple-making occurs.” (<i>BOD</i> ¶ 201) - <i>Mission happens at the local church.</i></p>
	<p><b>Connectionalism</b> – “We are connected by sharing a common tradition of faith, constitutional policy, common mission, common ethos that characterizes our distinctive way of doing things.” (<i>BOD</i> ¶132) – <i>We do big things together.</i></p>
	<p><b>Calling and Gifts of Laity and Clergy Leadership</b> – “The United Methodist tradition has recognized that laypersons as well as ordained persons are gifted and called by God to lead the Church.” (<i>BOD</i> ¶134) – <i>The power of partnership.</i></p>

# What's Inside

In 2017, The Upper New York Conference published its first ever *Narrative Budget Booklet* as a response to a resolution at the 2016 Upper New York Annual Conference. This resolution called for the Conference Council on Finance & Administration, beginning in 2017, to provide the Conference members with a detailed accounting of the proposed budget, listing the pay and benefits packages of each salaried employee separately from other operating costs. It also called for “must-pay” items to be marked as such and all “second-tier” commitments to be noted, which was accomplished by revising the entire budget process to only include real expenses that are all determined as top priority funding.

In 2018 and 2019, the budget booklet contained the financials for 2019 and 2020 respectively.

Moving forward, the *Narrative Budget Booklet* provides descriptions of each Ministry Area funded by Ministry Shares. This can serve as a resource for churches and members to gain an understanding of the many ways in which their Ministry Areas are used near and far.

The following link provides the financials for each Ministry Area and will be updated every year with specific budgets as well as goals and accomplishments reported by various Ministry Areas:

[www.unyumc.org/events/narrative-budget](http://www.unyumc.org/events/narrative-budget)



Or scan the QR code with your mobile device.





# Narrative Budget Summaries

*In the following Narrative Budget Summaries, you will be able to go deeper into what each funded ministry area is doing to support local ministries and what they are doing to support the Conference's mission, vision, primary task, and outcomes. This information should provide insight to those learning about the budget and allow those individuals to provide feedback to the UNY Committee on Finance and Administration as they prepare a final draft budget for the next session of the Upper New York Annual Conference. Feedback and questions can be sent to [Budget@unyumc.org](mailto:Budget@unyumc.org).*

**Editor's Note:** The number that precedes each ministry area represents the budget line item for that ministry.

## 110: Connectional Ministries

The Connectional Ministries area places people and resources in the service of God's mission by providing strategies, networks, and resources for Districts, congregations, teams, and leaders to increase the leadership capacity of local church clergy and laity. As part of this work, it seeks to develop and strengthen the ethnic, age-level, and out-reach ministries of local congregations and align all Conference work with the core values of the Upper New York Conference. One of the key roles of this Ministry Area is to develop strong District Leadership Teams and strengthen the UNY connection to the larger United Methodist Church beyond its borders.



CLT/DLTs.

## 113: Conference Leadership Team

The Conference Leadership Team (CLT) serves as the executive body of the Conference between Annual Conference sessions to ensure the decisions of the Conference are implemented in accordance with our mission, vision, primary task, and core values. A key area of focus for this Ministry Area is developing and implementing a range of Ministry Action Plans (MAPs) related to increasing transformational leaders, vital existing congregations, and vital and sustainable New Faith Communities.



Refresh small group by Wesley's Place New Faith Community at the University of Buffalo.

## 122: New Faith Communities Ministries & 123: New Faith Communities Team

The planting of New Faith Communities (NFC) is one of the three central foci of the Upper New York Annual Conference as we seek to live out our mission of "making disciples of Jesus Christ for the transformation of the world." The staff and various New Faith Community teams of the UNY Conference are continually working to build and improve a system that supports the inspiring, recruiting, assessing, equipping, deploying, coaching, and supervision of the people (both lay and clergy) who feel called by God to create new places for new people.

## 124: Congregational Revitalization

The Vital Congregations Ministry Area continues making disciples of Jesus Christ for the transformation of the world by coming alongside Districts and local churches to provide resources and direction so that greater vitality will be experienced. Vital Congregations is reaching toward living the Gospel of Jesus Christ and being God's love with our neighbors in all places. Partnering with other groups in the Conference, Vital Congregations is working to increase the number of transformational leaders, increase the vitality of existing congregations, and increase the number of vital and sustainable New Faith Communities. Currently in the life of the Annual Conference the most important focus is

developing the capacity of Christ-following leaders, and Vital Congregations shares this ministry focus with all the ministries in Upper New York. Currently the programming being offered by Vital Congregations includes Leadership Academy, Leadership Incubators, Tending the Soul, and select special events.

Part of the ongoing work of Vital Congregations is helping to tend to the spiritual life of our leaders. This is done through raising up Spiritual Directors, providing retreat facilitation, and additional resources to be used by Districts and local congregations. Continued ministry will be engaged in the Pastoral Leadership Development groups, Team Vital, and increasing the number of leadership development interactions for laity along with clergy. In addition, ministry is being engaged with District Leadership Teams, Board of Ordained Ministry, strategic partnerships across the United Methodist connection, and the UNY Cabinet. In the midst of the programs and key relationships, there is continued work with local congregations through preaching, teaching, coaching, and other forms of support as needed.



**Leadership Academy at the United Methodist Center.**



**The Hispanic New Faith Community at Aldersgate UMC opens their doors to serve the community and help those displaced by Hurricanes Irma and Maria.**

## **126: Hispanic Ministries Task Force**

The goal of the Hispanic Ministries Task Force is to assist lay and clergy leaders in reaching and supporting members of the Hispanic/Latino community. Specifically, this task force seeks to find ways to develop strategies to: (1) Strengthen existing ministries and congregations reaching Hispanic/Latino communities in Upper New York (UNY), (2) Start new congregations and ministries in UNY, including intentional ministries with children and youth, (3) Identify, equip, and deploy (lay and clergy) leaders that are uniquely equipped to minister to Hispanic/Latino communities, (4) Identify financial and material resources to support and maintain these strategies.

## **131: Young People Ministries Team**

The Young People Ministries Team is made up of young adult clergy and laity from around the Upper New York Conference. The Young People Ministries Team models how local churches can authentically connect across generations through worship and other resources. The Young People hope to connect young adults across the Conference, helping them build relationships and leadership capacity within the local church and beyond.

## 132: Conference Council on Youth Ministries

The Conference Council on Youth Ministries (CCYM) is vital for the Upper New York Conference to live out its mission and vision. Discipleship has no minimum age, and youth often make up the most passionate and enthusiastic demographic in the Church. This excitement to be Christ's body in the world is evident year-round, most clearly at fall events held in various Districts around the Conference. The spring event, formally known as "Up!Word," is Conference-wide. These events bring together youth from all over the Conference. At these gatherings, youth hear prophetic speakers and sing together. Youth grow in their faith, knowledge, and capacity as leaders through work-shops held on several different subjects. Each event is a powerful experience for Conference youth.



## CCYM's OUTWARD! Fall event.

### 133: Commission on Archives and History

According to The *Book of Discipline*, all Conferences are required to have a Commission on Archives and History to “collect, preserve, and make accessible the historically significant records of the Annual Conference and its agencies, including data relating to the origin and history of the conference and its antecedents.” That said, the Upper New York (UNY) Conference Commission on Archives and History seeks to fulfill more than a disciplinary mandate. It seeks to keep and uphold the story of our past to help us under-



**An organ from Salem Church in Erie, Pennsylvania  
dating back before 1850 on loan and display from  
Archives and History.**

stand our present and plan for our future. In day-to-day practice, UNY collects artifacts, historical documents, books, etc. which help tell the story of the UNY Conference. These are housed at the United Methodist Center in Liverpool. Archives and History also assists researchers such as local churches all over the country. The Archives and History ministry also helps local churches in managing their records and tasks and serves as a resource for preservation of records.

## 134: Safe Sanctuaries

The Safe Sanctuaries Team focuses on building healthy congregations and growing Christ-following leaders by establishing minimum standards and procedures, providing training, and assisting local churches in reducing the risks of abuse to the most vulnerable among us. These responsibilities are set forth in the 2011 Safe Sanctuaries Resolution. Numerous UNY Safe Sanctuaries training opportunities are offered each year by more than 100 volunteer trainers. Safe Sanctuaries related questions and situations have been addressed by Conference Staff and team members. Compliance reports are reviewed, and feedback provided to District offices. Also, we enjoy meeting folks at the team's display at Annual Conference.



The UNY Media Resource Center.

### 136: Media Resource Center

The Media Resource Center, our free lending library, provides materials to local churches, Districts, and the Conference to support the mission, vision, and ministry of equipping transformational leaders and vital faith communities to make disciples for Jesus Christ for the transformation of the world. As we strive toward this purpose, you will find studies and support materials to help your local church better understand just what it is to be a disciple.

While we continue to help to expand the leadership capacity of the people in our Conference, there are many resources to help with visioning, leadership, and spiritual growth. Support materials are available for all ages across the theological spectrum on a wide variety of topics and consultations to laity and clergy are provided as to which resources would be helpful in their ministry setting. We strive to stay up-to-date and are continually adding new and improved resources to our expanding collection. Resources are available at the touch of your keyboard on our website at <https://www.unyumc.org/resources/media-resource-center> or a phone call away. A display cart was added and is available to borrow for District and Conference events. No matter where you are in our Conference, the resource library is available to you.

### 152: Board of Laity

The Board of Laity is a Conference-wide gathering of laity in leadership roles. All monthly meetings are designed with the L3 model of Loving, Learning, and Leading. They emphasize Loving- deepening their relationships with Christ and one another by offering prayer concerns and praises, then sharing a time of devotion/asking about spiritual wellbeing. Reports from those present, as well as those who have sent electronic information, encourage Learning, as they discuss potential collaboration through District Lay Servant Classes/Leadership Events/Trainings, effective speakers for events, fruitful practices, etc. As a team of leaders, they support sharing responsibilities for the Annual Conference Laity Session and encourage leaders of specific groups (LSM, YA, UMM, UMW, Youth, DLT reps, etc.) to address their gathered laity.



Annual Conference Laity Session.

### 153: Lay Servants Ministries Team

According to *The Book of Discipline*, every Conference is encouraged to create a Conference Committee on Lay Servant Ministries. Lay Servant Ministries is an important way that new leaders are equipped and deployed for their ministry work. Increasing leadership capacity is currently the primary task of the Upper New York (UNY) Conference, so the role of Lay Servant Ministries is very important. The number of active Certified Lay Servants, Lay Speakers, and Lay

Ministers continues to grow. Lay Servant Ministries has equipped over 1,000 women and men who serve as disciples of Jesus Christ as they live out their call to ministry in a myriad of ways including, but not limited to: VIM, Small Group Leaders, Trustees, SPRC members, Sunday School Teachers, Visitation Coordinators, Prayer Leaders, Eucharistic Ministers, Worship Leaders, and more.

### 154: College Ministries Team

The purpose of the College Ministries Team is to guide the Upper New York (UNY) Conference in its program of ministry in higher education; to train and provide resources for District committees and local church ministry areas of higher education and campus ministry; and to evaluate schools, colleges, universities, and campus ministries related to the UNY Conference, with concern for the quality of their performance, the integrity of their mission, and their response to the missional goals of the General Church and the Annual Conference, particularly in the area of leadership development.



Syracuse University's United Methodist Ecumenical Campus Ministry helps students connect with each other and share their stories of faith and spirituality.



Imagine No Racism training session by CCORR.

### 160: Conference Commission on Religion and Race

The purpose of the Conference Commission on Religion and Race (CCORR) is to live out their baptismal vows by accepting "the freedom and power God gives us to resist evil, injustice, and oppression in whatever forms they present themselves." The work of CCORR is firmly rooted in the UNY vision of "Living the Gospel of Jesus Christ and being God's love with our neighbors in all places." CCORR strives to ensure institutional equity and to facilitate vital conversations about religion and race.

CCORR leads the "Imagine No Racism" initiative to help Upper New York to understand, address, and eliminate white privilege and racism. The challenge for UNY local churches is to address (1) racism and congregational privilege, (2) local community needs, and (3) the 2016 Northeastern Jurisdiction's "Call to Action."

### 161: Conference Commission on the Status and Role of Women

Since the Conference Commission on the Status and Role of Women (COSROW) has been charged with monitoring, research, education, and advocacy to eradicate sexism in The United Methodist Church, our mission is huge, and what is at stake is the lives

of women and girls and all with whom they interact. This work can most prominently be seen in monitoring at Annual Conference, as well as in other leadership environments, but it also involves behind-the-scenes conversations and education on the part of COSROW members.

## 162: Conference Committee on Native American Ministries

The Upper New York Committee on Native American Ministries (CONAM) seeks to advocate for Native Americans within our geographic area and be a voice for Native Americans to the Upper New York Conference. We strive to educate all regarding the rich and diverse culture, history and traditions of Indigenous Peoples. Upper New York CONAM is a member of the Northeast Jurisdiction Native American Ministries Committee (NEJNAMC), which is comprised of the Conference CONAMS in the Jurisdiction. NEJNAMC meets annually to hear from each other, to learn about local Indigenous People, and to learn about the resources that are available to Native churches and Native communities. NEJNAMC is a strong voice to advocate for Native issues of concern to the CONAMs throughout the jurisdiction.



NEJNAMC meeting at the United Methodist Center.



The Committee on Accessibility Concerns promotes full inclusion for differently abled individuals.

## 163: Committee on Accessibility Concerns

The Accessibility Concerns Team's purpose is to "promote the full inclusion of persons with disabilities in the life of the local church and Annual Conference" by advocating, developing, and promoting programs and resources at all levels of the Conference that meet the needs of persons with disabilities. Fully including individuals who are differently abled is a part of being God's love for all people and allows people with unique outlooks and skills to develop as leaders, greatly enriching the body of Christ.

Each year, they continue to raise awareness of accessibility needs within our Conference and communities. They share information and resources with congregations and have a Facebook page to resource communities and share ideas. They can meet with churches or be available by phone to help people think of ways of being more accessible physically and in attitude for their communities to reach more people. They gather resources for physical accessibility, mental health support, learning disabilities, and autism inclusion as well as materials to support aging congregants.

## 165: Nominations & Leadership Development

The Nominations Team serves throughout the year to recruit called, gifted, and skilled lay and clergy leaders to serve on various Conference committees, boards, teams, task forces, and agencies. It submits an annual roster of nominees for adoption by the Annual Conference each year and fills interim vacancies with submissions to the Conference Leadership Team. This is an essential feature of the Conference's primary task of "equipping and deploying Christ-following leaders."

## 166: Annual Conference Sessions

The Sessions Committee's purpose is to ensure that the business of the Annual Conference is conducted in a manner that considers the needs of those attending and glorifies God. The Committee consists of Conference Staff personnel and volunteers working to ensure that our time together is used efficiently and allows time for worship, the business of the Annual Conference, learning and fellowship.

The Sessions Committee meets throughout the year to attend to such issues as: securing the venue, arranging for meals, coordinating the technology aspects, and managing the hotel and shuttle bus arrangements. We consider it an honor to confirm our Bible Study Leader's participation, design our worship experiences, and provide the agenda which orders our time together. Subcommittees/teams attend to matters necessary to our Annual Conference Session such as: handicapped accessibility, dietary needs, childcare, securing musicians, and coordinating our volunteers. Through our subcommittees and as a whole, we attend to the work of addressing the legalities involved and the general logistics for the entire Annual Conference Session. The worship team of the Sessions Committee coordinates all the worship experiences during our three days of being in Holy Conferencing with each other, in consultation with other UNY boards and commit-



The Upper New York Annual Conference.

tees. Our team also works to communicate the information regarding our Annual Conference Session, such as registration, the call for petitions and resolutions, special events, and the publishing of the *Journal Vol. 1* in a timely and accurate fashion to all members of the Upper New York Annual Conference and other appropriate agencies and media outlets.

## 182: Global Ministries

The purpose of the Global Ministries Team is to explore, develop, and support partnerships between the Conference, Districts, and local churches with mission projects beyond the bounds of the Conference. It is also responsible for maintaining the connectional relationships between the Conference and the General Church, primarily through the General Board of Global Ministries.

## 183: Social Holiness

Social Holiness/Conference Board of Church and Society (paragraph 629 *Book of Discipline*) maintains the connectional relationship between the General Board of Church and Society and the Conference, District, local church, as well as for church and society responsibilities related to the objectives and scope of work of the General Board of Church and Society (paragraphs 1001-1011 *Book of Discipline*) to develop, pro-



mote, and distribute resources and conduct programs to inform, motivate, train, organize, and build networks for action toward social justice throughout society. This team shows the members of the Church and the society that the reconciliation that God effected through Christ involves personal, social, and civic righteousness.

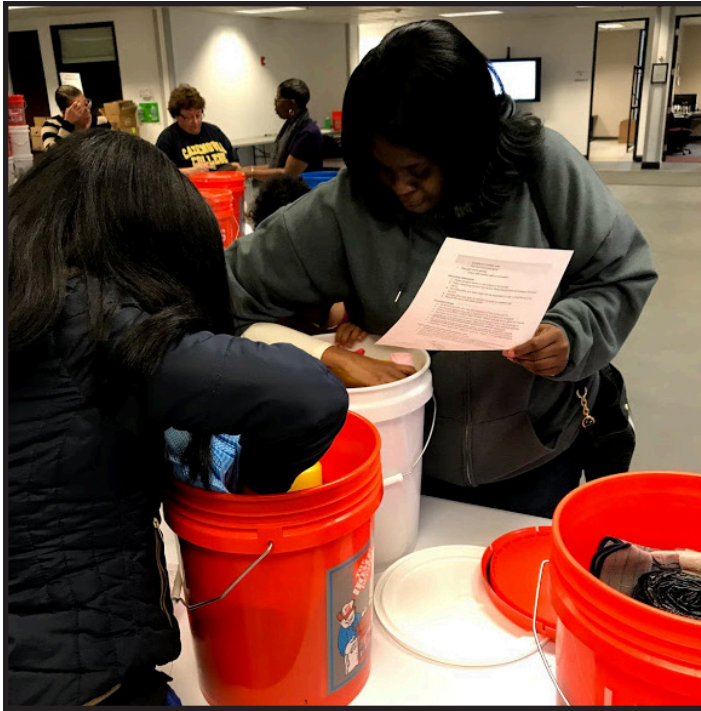
#### **184: Disaster Response Team**

The Disaster Response Team provides physical, emotional, and spiritual relief and assistance to churches and their communities in times of natural and human-made disaster. When people are in unthinkable pain, this team is there to respond with God's love and meet the physical and spiritual needs of those in pain.

#### **185: Volunteers in Mission**

Volunteers in Mission (VIM), called to make disciples of Jesus Christ for the transformation of the world, live out the call by training or certifying volunteers, matching persons with short-term opportunities, supporting Disaster Response ministries, and participating in mission. Believing that no matter who you are, what your resources are, or how large your church is that everyone can participate in mission, we encourage individuals to use their spiritual, physical, and intellectual gifts and talents. By living the Gospel of Jesus Christ and being God's love with our neighbors, volunteers in mission come alongside to meet need whenever and wherever it occurs.

VIM construct and renew mission facilities, teach and conduct medical clinics, hold children's Bible school, volunteer at the Mission Central HUB, and serve in disaster relief domestically and internationally under the protocols of United Methodist Committee on Relief (UMCOR). Short-term missions and attendance at the jurisdiction's VIM Academy are supported by partial scholarships. VIM



Volunteers at the UNY Mission Central HUB.

collaborates with Northeastern Jurisdiction (NEJ) to offer accident and medical insurance to domestic and international mission teams, offer the annual VIM Academy, and to develop materials to support individual and teams in mission. VIM promotes mission through an active social media presence, a display table at Annual Conference, a lay-servant course, and seminars and presentations at District events.

### **186: Mission Central HUB**

Occupying 6,000-square-feet at the United Methodist Center, the Upper New York Mission Central HUB serves as a place for coordinating relief efforts, training volunteers, and gathering and deploying relief supplies. Equipped with meeting spaces, loading bays and storage areas, UNY's Mission Central HUB is a vital resource to congregations, the Conference, the Jurisdiction, and the wider community as we seek to be the hands and heart of Jesus in a hurting world. The Upper New York Mission Central HUB is in a covenant relationship with Mission Central in Mechanicsburg, PA as well as the United Methodist Committee on Relief.

### **200: The Episcopal Office**

The Episcopal Office supports the leadership of the resident Bishop and the cabinet. It oversees the personnel files of clergy, provides administrative support to the twelve district offices, and maintains vital connections with other denominational, ecumenical, and secular organizations.

### **205: Committee on Episcopacy**

The UNY Committee on Episcopacy is focused on supporting and encouraging the Bishop of the UNY Conference. They are, in some ways, like an SPRC for the Bishop.

The committee gathers a few times a year to sit with the Bishop, to hear his concerns and vision for the Conference, to make sure his family has adequate housing and encouragement, to share potential insights they feel he should hear, and to pray for the UNY Bishop that the Holy Spirit will empower, strengthen, and encourage him in his leadership. In short, a healthy Bishop is better empowered to lead the Conference in developing leaders and living into our vision and mission.

### **210: The Cabinet**

The full cabinet consists of the Resident Bishop, the Director of Connectional Ministries/Assistant to the Bishop, the Director of HR/Benefits, the Conference Treasurer, the Conference Lay Leader, the Director of Vital Congregations, the Director of New Faith Communities, and the District Superintendents. The Cabinet provides oversight and direction for the work of the Annual Conference, Districts and local churches. The appointive cabinet consists of the resident Bishop and the District Superintendents.

The job description for the Upper New York Conference Superintendents states: The Superintendent is a disciple of Jesus Christ, who lifts up the United Methodist Mission of making disciples of Jesus Christ for the

transformation of the world, and the Upper New York Conference vision of living the Gospel of Jesus Christ and being God's love with our neighbors in all places.

The Superintendents continue to work for alignment with The United Methodist mission and Upper New York vision to increase the leadership capacity of our clergy and lay leaders. Christ-following transformational leaders will in turn grow healthy congregations who will make disciples that will transform the world. The Superintendents are working to create this alignment within their specific contexts through their District Leadership Teams, District events and various District committees. Additionally, the appointive cabinet works to prayerfully and effectively deploy and supervise clergy as well as focusing on adaptive leadership in our changing world. The UNY Superintendents are continually learning and experimenting with new ways of leading so that our congregations may be healthy and vital.



The UNY Conference Cabinet.

#### **214: Bishop's Crisis Response Team**

The Bishop's Crisis Response Team works with congregations and pastors in situations of acute trauma, particularly involving cases of clergy misconduct. The team, made up of trained clergy and laity, are deployed by

the Bishop to provide support for all parties involved in the allegation: the complainant, the accused, a spouse, or other involved persons. The team may also provide appropriate care to the affected congregation as a whole.

#### **220: District Operations**

The District Office is a resource to the pastors and churches of the District and the District Superintendent. It is an important connector between the pastors and laity of the District, the District Superintendent, and the Conference office. Each District is provided with funding for trainings and workshops that help them to live out our primary task of increasing the leadership capacity of laity and clergy. Each District office employs a part-time District assistant who provides administrative support to the District Superintendent, the churches and pastors of the District. Job duties of the district assistant include reception, answering telephones, database management, calendar maintenance, storage of all church and clergy-related files, provision of general information including annual reports and direct communication through mail, email and websites. Some District Offices provide a computer work station for persons who may not have access to a computer or internet service at home or in their church in order to complete reports and other Conference related work.

#### **240: Board of Ordained Ministry**

The Board of Ordained Ministry (BOM) is tasked with recruiting, developing, and credentialing ministerial leaders for the United Methodist Church. Annually they grant monies to full and part time seminary students. They recommend to clergy session those considered for licensing, commissioning, ordination, status changes, and retirement. They provide continued nurture of the clergy of the Conference through continuing education, spiritual formation, and clergy care grants as well as programs and training. The BOM has helped all active UNY clergy



Ordination at the Upper New York Annual Conference.

to complete a Boundaries Training and has developed a process to continue this training. This is to help clergy not only with sexual ethics, but issues regarding clergy transitions. Their clergy effectiveness division is developing the process for formal reviews and self-evaluations of clergy as outlined in the 2016 *Book of Discipline*. In doing so, they provide for the clergy leadership of the local churches and other ministries of the Conference, who will make disciples of Jesus Christ for the transformation of the world.

## 250: Conference Board of Pension & Health Benefits

This Board supports the Conference's mission of developing effective leaders by overseeing health, pension, and welfare programs that support the clergy, employees, and their dependents. Each of these persons has a vital role in making disciples of Jesus Christ and transforming the world. Functions of the Board are directed by The *Book of Discipline* of the General Church, and by the actions of the Annual Conference—they serve at the direction of the Annual and General Conferences.

They continually review and bring recommendations to the Conference that will provide sustainable support systems to our leadership so that they may better serve the total

mission of the conference and The United Methodist Church. The cost of the benefits is sustained through direct billing of local churches; however, this budget area supports the educational opportunities provided by the Board, the meeting expenses associated with administering these many functions, and the Retired Clergy Moving Benefit.

## 260: Equitable Compensation

The mission of the Commission on Equitable Compensation is to help equip struggling local churches to grow in their ability to establish sound financial footing, build leadership capacity, make disciples, and transform the world. The Commission works with the Cabinet to encourage right-sizing appointments and other local church staffing, in order to prevent the need for supplementation. It is the policy of the Commission to support troubled churches that have a strong potential for returning to financial health.

The Commission's work aligns with our shared emphases of reaching our neighbors in all places and holding down Conference costs, allowing more resources to stay at the local-church level where disciples are made. The Commission also seeks to ensure that leadership capacity in the local church is maximized, by establishing fair and adequate salary standards for our clergy.



CBOPHB at the Upper New York Annual Conference.

## **270: General & Jurisdictional Conference Travel**

The funds allocated for General & Jurisdictional Travel support expenses related to the upcoming General and Northeastern Jurisdictional Conferences. These funds will support orientation and training of all delegates and cover travel, housing, and meals of alternate delegates.



**Camp and Retreat Ministries engages all ages and backgrounds, offering connection to an expanded Christian community.**

## **300: Camp & Retreat Ministries (CRM)**

CRM is a significant outreach ministry/mission in the Upper New York region. The UNY UMC shared ministry support along with earned revenue and the gifts of faithful donors is invested in serving nearly 20,000 guests per year with faith, discipleship, spiritual and leadership development opportunities through quality camp and retreat programs. CRM engages all ages and backgrounds, including United Methodists, other denominations, seekers, and the unchurched, offering connection to an expanded Christian community. Many campers and young adults on summer staff make new or renewed faith decisions and go on to pursue careers in ministry or mission.

The Committee on Camp and Retreat Ministries (CCRM) and CRM staff are committed to being good stewards of our resources in

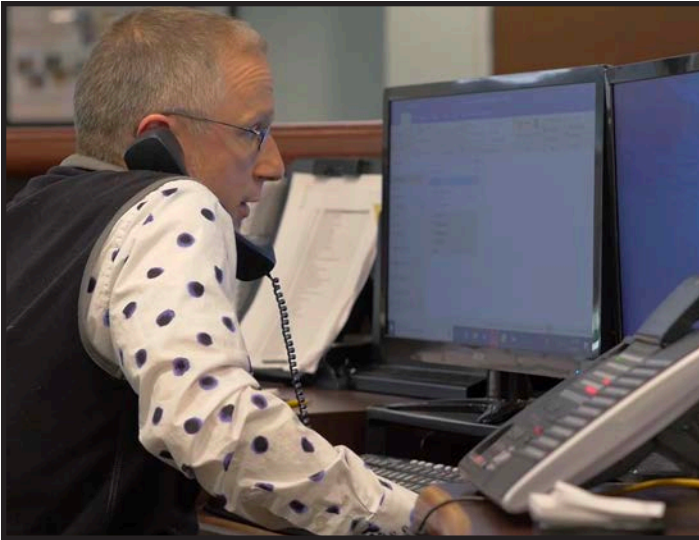
the goal of making disciples, intentionally developing leaders, and providing meaningful, relevant, viable programs that offer attractive, premiere Christian hospitality so that lives continue to be transformed.

## **410: Conference Administrative Office Operations**

The United Methodist (UM) Center of Upper New York has continued to be a well-used facility for the benefit of the people of Upper New York! The use of the space in the past year has increased exponentially from the previous year. This space directly supports the mission and vision of the annual conference, enabling conference leadership development and mission opportunities. The budgeted amounts in the Administrative Operations lines are monitored and reviewed by the Conference office staff and go to support the day-to-day operations of this facility and your Annual Conference, in general. Visitors and meeting participants in the UM Center are met by your staff Welcoming and Support Specialist (receptionist with added hospitality and clerical responsibilities), heated or air-conditioned spaces, lights, and all other utilities. This budget area also pays for the resources needed by our ministry areas to function, such as paper, and office supplies. Supply consumption is monitored with an eye toward reuse-recycle-repurpose, and supply purchasing is routinely shopped for cost efficiencies.

## **412: Treasurer's Operations**

The ministry of the Treasurer's Office is to serve and inform the leaders of our Conference Teams and Local Churches by acting as a resource to provide financial support. The Treasurer's office is responsible for the stewardship of Conference funds. The Treasurer provides direct leadership support to Trustees, Council on Finance & Administration, cabinet, executive staff, benefits, and Camp & Retreat Ministries.



Visitors and meeting participants in the UM Center are met by your staff Welcoming and Support Specialist.

The staff in the finance ministry consists of the Treasurer and Finance Manager, along with support specialists. The Treasurer and finance staff are responsible for processing and reporting all financial activity of the Conference including the operations of our Conference Connectional Ministry Teams, Camp & Retreat Ministries, District offices, Conference properties, Investments, Ministry Shares, Clergy Benefits, and the Episcopal office. Daily, the finance team receives and disburses all Conference funds, processes payroll, manages cash flow, develops and monitors the annual budget, oversees the Annual Conference audits, responds to local church inquiries, and maintains the financial books and records of the Conference.

Treasurer's operations also include managing, maintaining, and protecting the physical assets of the Conference. Routine maintenance supplies and exterior maintenance are included in this budget area along with staff support. The Building and Maintenance Technician is responsible for cleaning and maintaining your UM Center property and Mission Central HUB. To support other Conference properties, there is a property manager, who works with the trustees to oversee processes and protections for abandoned properties and the multi-peril insurance program.

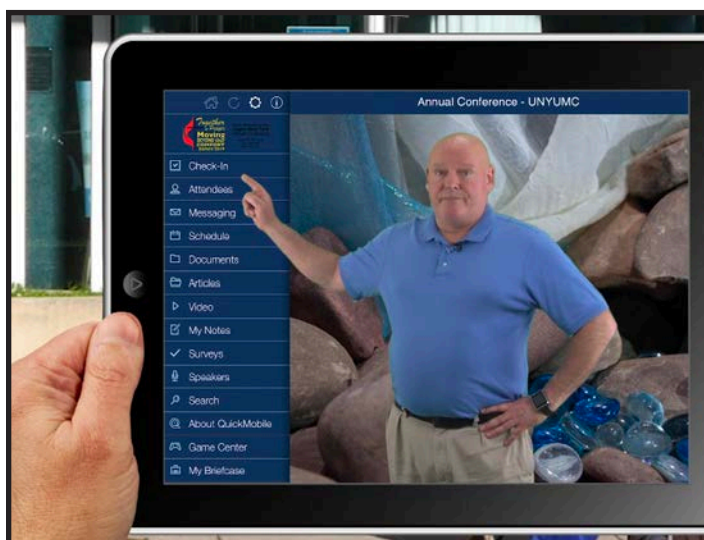
#### 414: HR/Benefits Office Operations

The HR/Benefits Office has a significant ministry within the Annual Conference to all clergy, local churches, and the employees of the Conference through the provision of benefits, employment law guidance, and asset management. A cooperative, connectional approach to providing these services is more cost effective and efficient than pursuing them individually. The office provides this support to over 1,000 clergy families, almost 100 employee families, and over 850 local churches. Having sustainable benefit plans as part of pastoral compensation in the Upper New York Conference is important to attracting effective leaders to come alongside the clergy in UNY who are already making disciples for Jesus Christ. Local church leadership can turn to the staff in this Ministry area to receive guidance on NYS mandated welfare programs as well as human resource best practices.

This Ministry Area budget contains funding for three employees, their benefits, continuing education, supplies, and travel to connectional events related to pension and health benefits. This team works to support the ministry goals of the Annual Conference, the Board of Pension & Health Benefits, and the Commission on Equitable Compensation.



The UNY Conference HR/Benefits team.



The UNY Conference IT team provides leadership in the use of technology.

### 418: Computer Services

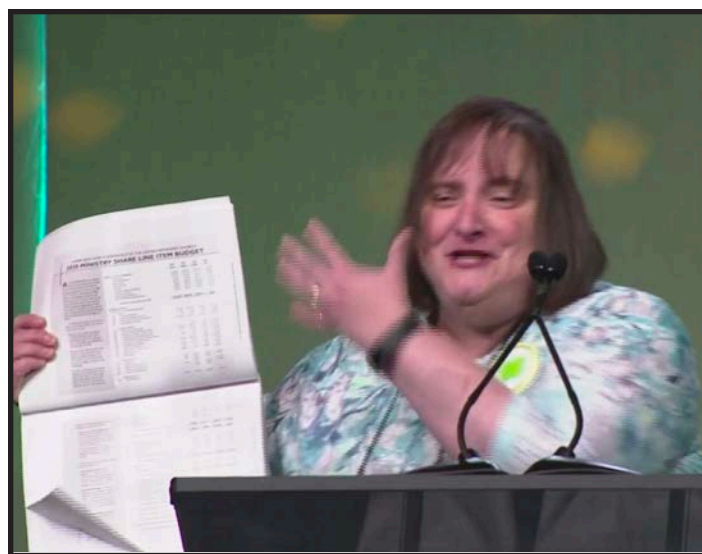
The Conference IT team is staffed by a manager and a support technician. This team is responsible for managing the operations of the IT department supporting all aspects of IT throughout the UNY Conference. They also provide direction and leadership in the use of technology for all staff including executives, cabinet members, and office staff supporting finance, human resources, communications, property management, Camp & Retreats ministry, event management, and connectional ministries for the Conference office, District offices, and the Camp & Retreat centers.

They are also responsible for negotiating contracts and planning, purchasing, configuring, and deploying new equipment including servers and file storage, desktops, laptops, MacBooks, iPads, tablets, cell phones, hotspots, networking equipment, and internet services.

Although the primary focus for the IT department is to improve services, a very important and positive effect from combining IT resources and centralizing the network includes a significant short-term and long-term cost savings helping with sustainability of the center and the churches that we serve.

### 420: Conference Council on Finance and Administration (CF&A)

In fulfilling the Conference Council on Finance and Administration's (CF&A) purpose to develop, maintain, and administer a comprehensive and coordinated plan of fiscal and administrative policies, procedures and management services for the Annual Conference, CF&A has continued to spend much time developing and communicating a narrative budget for the Annual Conference. This narrative budget took the typical line-item budget and told the stories about ministries that that budget supports. CF&A has also published various treasurer handbooks that are available on the Conference website and will continue to work in the many areas of responsibilities that it has, including stewardship, procedures, training, education, budget, and spending.



CF&A presents the Budget at the Upper New York Annual Conference.

### 430: Communications

The Communications Ministry Area is responsible for leading the way in sharing the story of what it means to be United Methodist in Upper New York (UNY) with as many people as possible, in as many ways as possible.



The UNY Communications team successfully tells our story through multiple modalities including the print publications of the *Bridge* and the *Advocate*, electronic platforms, like the [unyumc.org](http://unyumc.org) website, the *Weekly Digest* e-newsletter, frequent e-notes, and social media. Each of these mediums has their own audiences identified and communications are tailored specifically to that audience. This allows for the team to focus on evangelism, communicating with leaders, raising up leaders, and deploying leaders all at the same time.

The team also tells stories effectively through special campaigns, videos, and publications including this *Narrative Budget Booklet*.

These projects are developed through close work with Conference bodies like the Conference Leadership Team, the Council on Finance and Administration, Connectional Ministry teams, and others. They may also be generated more internally when a need is identified by a Communications Team member.

Each year, the Communication team works hard to tell the stories taking place throughout the Conference in new, creative, and exciting ways.

#### **434: Board of Trustees**

The mission of your Annual Conference's Board of Trustees is to be stewards of the properties that have been entrusted to the Upper New York Annual Conference and to maintain a property insurance program to safeguard the properties, assets and people of our Conference. Through careful attention to maintaining and preserving the assets of the Annual Conference, the Trustees seek to support both the Annual Conference and our local congregations. This asset of preservation and maintenance might take the form of purchasing new buildings, selling closed buildings, and attempting to develop policies that support the mission of our Annual Conference. The Trustees join with other leadership groups to strive to develop new and vibrant leaders for our Annual Conference.



To learn more about the Upper New York Conference Budget,  
scan the QR code with your mobile device or visit:

**[www.unyumc.org/events/narrative-budget](http://www.unyumc.org/events/narrative-budget)**