



<b>DUE</b>	<b>EM360 / Clergy Evaluations</b>		
	<b>Clergy in new appointments</b>		
12/31/2019	Good Beginnings - Pastor Version	<a href="#">doc</a>	
12/31/2019	Good Beginnings - SPRC Version	<a href="#">doc</a>	
	<b>Clergy continuing appointments</b>		
	await survey results or upload Formation Plan or review progress on goals		
	<b>Retirees, if not using EM360</b>		
1 week prior to CC	Clergy Self-Evaluation	<a href="#">doc</a>	<a href="#">pdf</a>
1 week prior to CC	SPRC Evaluation of Clergy	<a href="#">doc</a>	<a href="#">pdf</a>
1 week prior to CC	SPRC & Clergy Joint Dialogue	<a href="#">doc</a>	<a href="#">pdf</a>
	<b>Clergy</b>		
1 week prior to CC (if applicable)	Housing Allowance Form	<a href="#">doc</a>	<a href="#">pdf</a>
1 week prior to CC (if applicable)	Furnishings Allowance Form	<a href="#">doc</a>	<a href="#">pdf</a>
1 week prior to CC	Business of the Church Conference	<a href="#">doc</a>	<a href="#">pdf</a>
CC (if applicable)	Members Attending Colleges & Universities	<a href="#">doc</a>	<a href="#">pdf</a>
	<b>SPRC</b>		
1 week prior to CC	2020 Clergy Compensation Recommendation Report Form	<a href="#">excel</a>	
1 week prior to CC	or 2020 DSA Compensation Recommendation Report Form	<a href="#">excel</a>	<a href="#">pdf</a>
	<b>Church Council</b>		
1 week prior to CC	Business of the Church Conference	<a href="#">doc</a>	<a href="#">pdf</a>
	<b>Finance</b>		
CC	GCFA Report of the Finance Committee	<a href="#">doc</a>	<a href="#">pdf</a>
2/1/2020	GCFA Fund Balance Report	<a href="#">doc</a>	<a href="#">pdf</a>
	<b>Trustees</b>		
CC	GCFA Annual Report of the Trustees	<a href="#">doc</a>	<a href="#">pdf</a>
CC	GCFA Annual Accessibility Audit Form	<a href="#">doc</a>	<a href="#">pdf</a>
CC	GCFA Insurance Worksheet		<a href="#">pdf</a>
CC (if applicable)	Parsonage Inspection Form (supplemental)		<a href="#">pdf</a>
	<b>Membership Secretary</b>		
CC	Membership Report	<a href="#">doc</a>	<a href="#">pdf</a>



	<b>Recording Secretary</b>		
1 week after CC	Minutes		
	<b>Nominations and Leadership Development</b>		
CC	Native American Comprehensive Plan Representative		<a href="#">pdf</a>
CC	List of Lay Leadership (Nominations)		
	<b>Lay Ministries</b>		
CC (if applicable)	Certified Lay Servant Annual Report		<a href="#">pdf</a>
CC (if applicable)	Certified Lay Speaker Annual Report		<a href="#">pdf</a>
CC (if applicable)	Certified Lay Minister Annual Report		<a href="#">pdf</a>