

THIS TEMPLATE IS PROVIDED AS A GUIDE AND NOTE-TAKING TOOL FOR THE CHURCH COUNCIL MEETING TO ENSURE THAT ALL REQUIREMENTS ARE MET AND DOCUMENTED AS OUTLINED IN THE NCC DISAFFILIATION PROCESS.

BE ADVISED THAT YOU MUST ENTER THE BELOW INFORMATION AND AFFIRMATIONS IN THE RELATED SECTION OF THE DISAFFILIATION TAB IN THE CHURCH RECORD WITHIN THE NCC ONLINE DATA COLLECTION SYSTEM (OLDCS).

MINUTES SUBMITTED IN OUTSIDE OF THE OLDCS FORM WILL NOT BE ACCEPTED.

Meeting Minutes Template for Church Council (or Equivalent) Vote to Request a Church Conference for Disaffiliation from the UMC

Church Council Meeting Date: _____ Time: _____ Location: _____

Recording Secretary Name: _____

Person Presiding: Name _____ Church Council Office: _____

Names of voting members present: _____

Names of non-voting members present: _____

The below must be addressed and affirmed during the meeting in order to proceed with a Church Conference request.

Purpose: The purpose of this meeting is to decide whether the church wishes to proceed with requesting a Church Conference and Call by the District Superintendent for the purpose of voting on whether or not to disaffiliate from the UMC.

Disaffiliation Agreement: Fully review and agree to the terms and conditions required for disaffiliation from the UMC as outlined in the NCC [Disaffiliation Agreement](#) and [Disaffiliation Process](#).

Financial Commitment: Fully disclose and affirm the financial commitment required for disaffiliation from the UMC as provided by the NCC via the Disaffiliation Tab of the OLDCS Church Record.

Required Motion: Read, verbatim, the below verbiage for the Council (or equivalent) vote motion.

“Along with prayerful consideration and discussion, we have followed the disaffiliation process on the NC Conference website, including reviewing the Disaffiliation Agreement and payment obligation estimates provided by the Conference.

If the following motion is approved, the church will submit a Church Conference for Disaffiliation request as outlined on NC Conference website. We understand that a vote for disaffiliation will include all terms of the Disaffiliation Agreement.

We acknowledge awareness of the Mutual Recognition content in paragraph 2 of the Disaffiliation Agreement and agree to share it with the congregation to help avoid the spread of misinformation and harm. We agree to keep the covenant of Christian community and conduct to one another. We understand that words or actions that seek to undermine the mission and ministry of the United Methodist Church or NC Conference will be addressed. Such words or actions include, but are not limited to:

- sharing or promoting false or misleading information
- manipulative restraint of apportioned or connectional giving
- inviting of non-UM speakers, including GMC speakers, to a UM church
- not respecting denominational or congregational boundaries as outlined in *The Discipline*, paragraph 341.1 and 2702.1 (d) and (f)
- withholding or restricting UMC information from church members
- failing to appropriately include pastors in disaffiliation planning/process

This motion is to request our district superintendent to call a Church Conference to consider this local church’s disaffiliation from the NC Conference of The United Methodist Church.”

Vote Outcome

_____ voted to proceed with requesting the Church Conference to seek disaffiliation from the UMC

_____ voted to against requesting the Church Conference to seek disaffiliation from the UMC

Additional Notes: If applicable, include any additional relevant notes/comments below.

Meeting adjourned at: _____

Name of person completing the Church Council Minutes: _____

Email address for person submitting the Church Council Minutes: _____

*NOTE: For **affirming** vote, proceed with next steps as outlined in the [NCC Disaffiliation Process Steps](#). For **non-affirming** vote, minutes should be maintained for Local Church records but do not need to be submitted to the NCC.*