Lay Delegates to Annual Conference

Has your church submitted its 2021 Lay Delegate form to the Conference Secretary? Are you sure? In my first year serving as Gatherer of the Forms, I have found out that roughly half of our churches do not read the instructions on this particular form. The form is part of your Charge Conference packet; once approved at Charge Conference, it needs to be mailed, emailed or faxed to the Conference Secretary as instructed on the form.

Each church receives 1 lay delegate for each appointed clergy. The Lay Delegate form is individualized for each church; it contains both the church number and the number of delegates that your church received based on the number of appointed clergy as of July 1. Please use your church’s form instead of your neighboring church’s form. Each form must be signed by the appointed pastor.

In addition to 1 clergy = 1 lay delegate, the total number of lay delegates to Annual Conference must equal the total number of voting clergy. Since retired elders retain the right to vote at Annual Conference there are roughly 185 - 190 additional lay delegates that are divided among the Districts based on membership; these are At Large District Lay Delegates. The Rio Texas’ Unification document states that each District will decide how it fills those District slots; so your District is likely to be the only District using its particular process. District delegates must be reported by the District office under the signature of the District Superintendent.

Delegates will be contacted via email when registration for Annual Conference opens. If the hieroglyphics handwritten on your church’s form are not readable, the email address could be translated incorrectly. Please use the fillable PDF form to type the information. Email addresses must be unique for each delegate or the registration platform throws out both delegates. So if your Lay Delegate and your Alternate Delegate share an email address, no communication about Annual Conference will be received. Please consider opening a separate email account; it can be configured to reroute emails into the shared account. Let’s work together to make sure that Annual Conference registration is smooth and easy for all involved.

The deadline to turn in your Lay Delegate form has passed. All delegate information will be relayed to the voting software company on March 29. If your church has not turned in its Lay Delegate form, yet, please do so today!

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