

Sheboygan Senior Community
Relationship Statement Development Process and Guidelines for Expectations
(Received by David Green, 7/28/09)

A primary objective of a relationship statement between the Wisconsin Conference (Conference) and each United Methodist related health and welfare ministry (Ministry) within its borders is to identify mutually agreeable expectations for each party. The relationship statement will replace the covenant of affiliation developed in the 1980's. The process for developing the relationship statement will incorporate dialogue and consensus decision-making. The Conference Health and Welfare Ministries Committee (Committee) will function as the point of contact between each Ministry and the Conference.

A. Guidelines for Conference Expectations

Matters relating to The United Methodist Church

1. Communicate with the Ministry the requirements and changes in The Book of Discipline of The United Methodist Church (current edition), the rules of the Conference, and the actions of the Conference and the General Conference of The United Methodist Church which may affect the Ministry.
2. Communicate to the Ministry the rules and regulations established by the General Council on Finance and Administration of The United Methodist Church regarding the use of the name "The United Methodist Church" and the "Cross and Flame" insignia of The United Methodist Church.
3. Maintain membership and active participation in The United Methodist Association of Health and Welfare Ministries (UMA).
4. Support through the Liaison, the Ministry's efforts to evaluate the benefits of and the process to obtain EAGLE Accreditation.

B. Guidelines for Ministry Expectations

Matters relating to The United Methodist Church

1. Abide by rules and regulations established by the General Council on Finance and Administration of The United Methodist Church regarding use of the name "The United Methodist Church" and the "Cross and Flame" insignia of The United Methodist Church.
2. *Take into consideration* the investment policies of The United Methodist Church as established by the General Conference of The United Methodist Church.
3. *Refer to* The United Methodist Social Principles (current edition) and The Book of Discipline of The United Methodist Church (current edition) *in decision making*.
4. Become and remain an *involved* member of The United Methodist Association of Health and Welfare Ministries (UMA).
5. Consider accreditation through the Educational Assessment Guidelines

Leading toward Excellence (EAGLE)
Accreditation Program of the UMA.

Matters Relating to the Wisconsin Annual
Conference

5. Periodically review the relationship of the Conference and the Ministry and reaffirm the relationship as long as both parties are in compliance with the expectations agreed to in the Relationship Statement.
6. The Resident Bishop will designate a liaison to work with the Ministry to facilitate information sharing and mutual accountability for the expectations agreed to by both parties.
7. Advocate and promote the Ministry's mission and programs through the communication channels of the Conference, including the Conference Journal, the Conference proceedings, the Golden Cross appeal, the Conference magazine or newsletter, and other means.
8. Celebrate annually at the Conference session the contribution of the individual health and welfare ministries to the mission of the church.
9. Give consideration to the needs of all Conference-related health and welfare ministries in the Conference's annual funding process.
10. Encourage collaboration among health and welfare ministries, Conference entities, and local churches to respond to health and welfare needs within the Conference.
11. Assist the Ministry in making high quality spiritual life resources available to Ministry clients.

Matters Relating to the Wisconsin Annual
Conference

6. Involve in all Ministry board meetings and other activities a liaison person designated by the Resident Bishop to facilitate information sharing and mutual accountability for the expectations agreed to by both parties.
7. Provide to the Conference for publication in the Yearbook and Journal an annual summary of operations including the value of benevolent care provided.
8. Seek written approval of the Conference Council on Finance and Administration prior to engaging in conference-wide fund raising efforts.
9. Provide to the Committee a mission statement and other foundational statements and amendments made from time to time.
10. Provide to the Committee articles of incorporation and by-laws and any amendments made from time to time.
11. Provide to the Committee a dissolution clause for the real property of the Ministry which is consistent with The Book of Discipline of The United Methodist Church (current edition).
12. Link the Ministry to the Annual Conference session by electing to the Ministry board of directors one or more lay or clergy members of the Annual Conference.
12. Make available to the Ministry: (1) advice and assistance with the

- recruitment of a chief executive officer; (2) information regarding the availability of grants; (3) information regarding general resources available through Conference staff and General Church boards and agencies; (4) assistance from the Conference's foundation with wills, trusts, and other methods of planned giving; and (5) fair consideration of requests for conference-wide fundraising appeals.
13. Make available training resources for the Ministry staff and board of directors in mutually identified areas of interest, for example:
 - a. board membership and responsibilities;
 - b) planned giving;
 - c) providing spiritual life resources to clients;
 - d) connectionalism within The United Methodist Church;
 - e) strategic planning.
 14. Instruct each Conference District Superintendent who has a Ministry in his/her district to engage in a face-to-face conversation with the Ministry CEO at least once a year in order to become familiar with, and supporting of the Ministry's focus and outreach.
 15. Instruct pastors appointed to communities where there is a Ministry that one of the missional reasons for their appointment to that community is to be involved in developing an active relationship between the congregation and the Ministry.
 13. Elect members of the United Methodist Church to one-third of the positions on the Ministry's board of directors.
 14. Provide to the Committee annually a list of names, addresses, and church affiliations (if known) of members of the Ministry board of directors.
 15. Identify in promotional materials that the Ministry is an outreach of the Wisconsin Conference of The United Methodist Church.
 16. Inform the Annual Conference session whenever the Ministry begins a new program of service in response to emerging trends and community needs, particularly initiatives related to racial/ethnic groups, people with disability conditions, the disenfranchised, and undocumented immigrants.
 17. Cooperate with the Committee, the Conference Board of Global Ministries, and local congregations in creating new and expanded health and welfare ministries within the Conference.
 18. Provide high quality spiritual life resources for Ministry clients.
 16. Have local churches report to the annual Church/Charge Conference their support (financial, Promotion, volunteer, leadership, etc.) of individual Ministries.

Relating to Legal Matters

17. Indemnify and hold the Ministry harmless from and against any claims, causes of action, and costs (including reasonable attorney's fees) which may arise from any of the Conference's operations.
18. Carry general liability insurance in coverage amounts sufficient to insure the conference, its officers, employees, volunteers, and constituent boards and agencies from and against any claims by third parties for activities under taken by the Conference.
19. Indemnify and hold the Conference, its boards and agencies, volunteers, employees, and members harmless from and against any claims, causes of actions, and costs (including reasonable attorneys' fees) which may arise from any of the Ministry's operations.
20. Carry professional and general liability insurance in coverage amounts sufficient to insure the Ministry, its officers, directors, employees, volunteers, and constituent boards and agencies from and against any claims from third parties for activities undertaken by the Ministry.

Relating to Legal Matters