



# Report of the Trustees

The trustees are amenable to the Charge Conference and as such are required to make an annual report

*Copies of this report should be filed with the recording secretary, pastor, district superintendent and the board of trustees.*

\_\_\_\_\_ Church \_\_\_\_\_  
 Southwest District Texas Annual Conference  
 \_\_\_\_\_  
 For the period beginning \_\_\_\_\_, and ending \_\_\_\_\_  
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

Is the local church incorporated (§2529.1)?  Yes  No

Who is the custodian of deeds and other legal papers?

Does the church have a Safe Deposit Box?  Yes  No

If yes, name of bank where box is?

Does the church deed contain trust clause (§2503)?  Yes  No

Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate?  Yes  No

**Insurance:** Please attach a current Declaration Page from your insurance company showing insurance limits.

Is the amount of insurance adequate?  Yes  No

(to determine adequacy of coverage, please use the GCFA Insurance Worksheet found at [www.gcfa.org](http://www.gcfa.org))

Have the buildings been inspected for fire and other safety hazards within the past year?  Yes  No

Have you assessed the of replacement value within the last 5 years?  Yes  No

Who performed the assessment?

Does the church have a Safe Sanctuary Policy?  Yes  No Year of last update?

Has an annual accessibility audit for church properties been conducted (§ 2533.6)?  Yes  No

(attach as a report; an example accessibility audit form may be found at [www.gcfa.org](http://www.gcfa.org))

If needed, have you developed an accessibility plan?  Yes  No (Attach plan)

President of Trustees \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_