

# First United Methodist Church of Honolulu

## Charge Conference 2023-2024

December 5, 2023



Presiding:  
Rev. Dr. Siosaia Tu`itahi  
West District Superintendent

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California-Pacific Conference UMC  
WEST DISTRICT SUPERINTENDENT: REV. DR. SIOSAIA FONUA TU'ITAHU  
2023-2024 Charge Conference Agenda

Welcome	Pastor of the Church
Introduction of District Superintendent	Pastor of the Church
Prayer	Lay Leader
Scripture reading – Matthew 11: 28-30	Rev. Dr. Siosaia F. Tu'itahi
Reflection/Meditation	Rev. Dr. Siosaia F. Tu'itahi
Call to Order	Rev. Dr. Siosaia F. Tu'itahi
Election of Secretary	Rev. Dr. Siosaia F. Tu'itahi

Ministry Celebration Video (2-3 minutes per church presenting)

Church Pastors & Leadership *What are the TWO things that your church did to contribute to ending spiritual & physical hunger that you and your congregation feel most inspired by?*

*Vote and record required business:*

- † Pastoral compensation – 2024
- † Church budgets – 2024 (even if tentative)
- † Candidates for Licensed/Ordained Ministry declarations (as needed)
- † Certified Lay Ministry Candidates (as needed)

ALL CHURCHES & CLERGY PLEASE NOTE – the following documents are requested at the District Office 1 week prior to your scheduled Charge Conference:

- Charge Conference Forms 1 – 7
- 2024 Church Budget (even if a preliminary version)
- Names of any Certified Lay Minister or Candidates for Ordained Ministry who will be voted upon at the Charge Conference

Any Other Business

Closing Comments and Benediction  
the Church

District Superintendent/Pastor of

First UMC of Honolulu  
Annual Church Conference Minutes – November 29, 2022

Attendees: DS Rev. Moonyoung Lee, Pastor Eddie Kelemeni, Tupouseini Kelemeni, Conrad Chang, Becky Choi, Karlen Ross, Pastor Kim Houff, Mark Houff, Pastor Tom Choi, Pastor Linita Moa, Marine Anien, Helena Ogle, Dorinda Dunlap, Suliana Lolohea, Paini Harris  
Attendees (via Zoom): Judy Olson & Beverly Aiwahi

Gathering and Welcome: DS Rev. Moonyoung Lee

Opening Prayer: Pastor Tom Choi

Scripture Reading of Isaiah 58:6-11: Tupou Seini Kelemeni

Reflection and Call to Order: DS Rev. Moonyoung Lee officially called the conference to order at 7:25 pm.

Election of Charge Conference Secretary: Nominee – Paini Harris was approved unanimously.

#### Business

- a. Approval of Minutes from last Charge Conference (pages 1-2)
  - i. Minutes of Charge Conference and Special Charge Conference were approved with no corrections.
- b. Annual Committee Reports
  - i. Certified Lay Servants (pages 3-6): Judith Olson & Dorinda Dunlap submitting, reports received as submitted.
  - ii. Finance Committee (pages 7-18): Mark Houff, report received as submitted.
  - iii. Nominations and Lay Leadership Development Committee (pages 19-21): Pastor Tom Choi uplifted nominations for the year and gave thanks to departing committee members.
    1. Pastor Linita Moa highlighted additional nominations for the Tongan Cultural Committee.
    2. Officers were elected unanimously.
  - iv. Staff-Parish Relations Committee (pages 22-26): Dorinda Dunlap presented the salary and benefits packages. All pastors recused themselves during review of salary and benefits packages.
    1. Pastor Kim Houff: Mark Houff abstained himself from voting on Pastor Kim Houff's package. Package approved as presented.
    2. Pastor Linita Moa: Package approved as presented.
    3. Pastor Tom Choi, Becky Choi & Conrad Chang abstained themselves from voting on Pastor Tom Choi's package. Package approved as presented.
  - v. Trustees (pages 27-30): Mark Houff submitting, provided updates on Admiral Thomas lease rent negotiations and the sanctuary renovation.
  - vi. Pastor's Reports (pages 31-33)
    1. Pastor Kim Houff: Corrected included documents and will upload additional report to church conference document.
    2. Pastor Linita Moa: thanked God for a successful misinale post-pandemic, remembered those that have passed in the church family.

3. Pastor Tom Choi: Highlighted supplemental report which provides update on the Paul Harleman embezzlement case. Noted the plan to return to in-person worship on December 5th.
- vii. Membership Audit Report (pages 34-36): Pastor Tom Choi submitting, report was approved unanimously.
- viii. Abuse Prevention Policy Verification (page 37)
- ix. *Ministry Celebration Video (Highlighting what FUMC-Honolulu is doing to end spiritual & physical hunger and what the congregation feels most inspired by).*

DS Rev. Moonyoung Lee closed the conference with a benediction at 8:20 pm.

FUMC Special Charge Conference  
May 23, 2023

Meeting called to order by Pastor Linita Moa, designated elder to preside, authorized by DS Moonyoung Lee, at 7:05 pm

Attendees: Ongo Koli, Beverly Aiwohi (voice without vote), Dorinda Dunlap, Pastor Kim, Pastor Tom, Pastor Linita, Conrad Chang, Helena Ogle, Becky Choi, Karlen Ross, Tupou Kelemani, Judith Olson

Mark Houff opened the Charge Conference with Prayer and a devotional.

Pastor Tom nominated Judy Olson for secretary, Dorinda second. Motion passed unanimously.

Pastor Linita brought to the table Pastor Kim's salary package.

Mark Houff and Pastor Kim left the room during discussion of Pastor Kim's salary package.

Helen Ogle, chair of SPRC, presented Pastor Kim's salary package for approval by Charge Conference attendees.

Discussion included looking at the Cal-Pac 2023 Minimum Compensation Standards. Pastor Kim's salary is at the minimum salary for Year 1 in full connection (\$45,551) plus additional amounts added for continuing education. Pastor Kim's presented total salary is \$76,750.33.

SPRC made the motion to approve Pastor Kim's salary package, no second needed. Motion passed unanimously.

On behalf of SPRC, Helena Ogle moved that Pastor Won-Seok Yuh's salary package be approved.

Pastor Won-Seok's cash salary presented (\$49,746) is the same as what it was at Harris Church. Pastor Won-Seok's total salary presented (\$131,123.85) is \$1200 more than his Harris salary due to FUMC paying for cellphone. Discussion on whether Pastor Won-Seok should have a small increase over his salary at Harris.

Becky Choi made a motion that Pastor Won-Seok's salary be raised to \$50,050. Second by Karlan Ross. Pastor Won-Seok's total package \$131,477.

Motion passed Yes – 8, No – 0

Pastor Linita closed in prayer.

Respectfully submitted,  
Judy Olson

# CHARGE CONFERENCE FORM #7: Annual Report of the Pastor

REPORT YEAR	2023-2024
<b>I. ABOUT THE LOCAL CHURCH</b>	
A. DISTRICT	Hawaii at hawaiiidistrict@calpacumc.org
B. LOCAL CHURCH/CHARGE	First UMC of Honolulu
C. PASTOR AT LOCAL CHURCH	Linita Moa
D. PASTOR EMAIL	Linitaumoa@gmail.com
E. PASTOR TITLE	Pastor Linita 'U. Moa
F. CHURCH OFFICE EMAIL	office@firstumchonolulu.org
<b>II. REPORT OF THE PASTOR</b>	
1. Have the membership rolls been audited for the current year?	Yes
1a. If NO, why not?	
2. IN WHAT WAYS DOES YOUR CONGREGATION "SEND PERSONS INTO THE WORLD TO LIVE LOVINGLY AND JUSTLY AS SERVANTS OF CHRIST BY HEALING THE SICK, FEEDING THE HUNGRY, CARING FOR THE STRANGER, FREEING THE OPPRESSED, BEING AND BECOMING A COMPASSIONATE, CARING PRESENCE, AND WORKING TO DEVELOP SOCIAL STRUCTURES THAT ARE CONSISTENT WITH THE GOSPEL"?	<p>1. We donate money through our conference to help funding the missionaries who sending throughout the world.</p> <p>2. We have food bank ministry in our church to serve the community twice a week.</p> <p>3. We feed the homeless every Sunday morning as we called it, Pancakes and Praise Ministry.</p> <p>4. We help those who need monthly rental assistance.</p> <p>5. We have senior program which we talk and check the seniors' need then we help them.</p>
3. IN WHAT WAYS DOES YOUR CONGREGATION "CONTINUE THE MISSION OF SEEKING, WELCOMING AND GATHERING PERSONS INTO THE COMMUNITY OF THE BODY OF CHRIST"?	Through our worship services, I design it as welcoming and gathering people into the community of the body of Christ. I also divide the congregation into small groups to meet weekly in sharing and praying. Visitation to those in the hospitals and homes.
4. NARRATIVE REPORT OF THE PASTOR.	<p>I thank to my Heavenly Father for his calling upon me and the opportunity he provides me so that I can witness for his call. The following events are my goals for my ministry in which I am working on and will be continuing to work on the future of my duties in this ministry.</p> <p><b>1. Worship Services: Sunday Services:</b>          6 a.m. Prayer Service--This early service will be the first step for the Laity (Lay people) to become the Lay speaker (Lay servant). We will welcome the new servants to join leading the early morning prayer service. Therefore, they will grow spiritually and physically to witness to other ministries of the church.</p> <p>12 p.m. Worship Service--This service is the main service of the week. I will use this worship service to include the youth &amp; young adults (Pancakes &amp; Praise Band), and children to participate in singing, action song, reading scriptures and hymns during this service. My plan to develop this worship service to mix the traditional and contemporary worship.</p> <p><b>Wednesday Evening Service:</b> This service invites all families to listen to the scriptures, share the weekly memory verses, and pray together (loud/quietly) at the end of the service.</p> <p><b>Friday Radio Program - Every Friday at 10 - 10:45 p.m.</b> I pray and preach on the KNDI Radio. I am planning to include the community programs such a guest speaker of various topics for the Tongan community.</p>

	<p><b>2. Children, Youth and Young Adult - Work together with the young people directors and leaders for more opportunities for Youth and Children. Youth &amp; Young Adults leaders and I will work together to lead this ministry. As I focus on young people ministry, the leaders will be assigned to each group to lead such as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. Young People Choir &amp; Action songs</b></li> <li><b>2. Community Outreach/volunteer group</b></li> <li><b>3. Tutoring - help children on their homework, schoolwork, etc.</b></li> <li><b>4. Talents - enable youth/children talent to share their talents.</b></li> <li><b>5. Youth Bible Study - create a young people bible study group and I will help leading this study.</b></li> </ol> <p><b>3. Women and Men Groups</b></p> <ol style="list-style-type: none"> <li><b>i. Create women bible study group and weekly prayer group</b></li> <li><b>ii. Create men bible study group</b></li> <li><b>iii. Work with the Small Groups: Hospitality team, Mission work, Kalasi 'Aho (Class Meeting Group), Senior program.</b></li> <li><b>iv. Misinale Celebration (Annual Offering) - Seeking more opportunities and ways in preparing of the Misinale celebration.</b></li> </ol> <p><b>4. Leadership Development:</b></p> <ol style="list-style-type: none"> <li><b>1. Need to develop new leaders for the future of this ministry from both Adults and Young peoples.</b></li> <li><b>2. Train Sunday school Teachers</b></li> <li><b>3. Help the Tongan Cultural Committee to be the core group in helping on all small groups of the Tongan ministry.</b></li> </ol>
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# CHARGE CONFERENCE FORM #7: Annual Report of the Pastor

REPORT YEAR	2023-2024
<b>I. ABOUT THE LOCAL CHURCH</b>	
A. DISTRICT	Hawaii at hawaiiidistrict@calpacumc.org
B. LOCAL CHURCH/CHARGE	First UMC of Honolulu
C. PASTOR AT LOCAL CHURCH	Won-Seok Yuh
D. PASTOR EMAIL	revyuh@firstumchonolulu.org
E. PASTOR TITLE	Co-Pastor of English Ministries
F. CHURCH OFFICE EMAIL	office@firstumchonolulu.org
<b>II. REPORT OF THE PASTOR</b>	
1. Have the membership rolls been audited for the current year?	Yes
1a. If NO, why not?	
2. IN WHAT WAYS DOES YOUR CONGREGATION “SEND PERSONS INTO THE WORLD TO LIVE LOVINGLY AND JUSTLY AS SERVANTS OF CHRIST BY HEALING THE SICK, FEEDING THE HUNGRY, CARING FOR THE STRANGER, FREEING THE OPPRESSED, BEING AND BECOMING A COMPASSIONATE, CARING PRESENCE, AND WORKING TO DEVELOP SOCIAL STRUCTURES THAT ARE CONSISTENT WITH THE GOSPEL”?	<p>First United Methodist Church of Honolulu has been an inspiring model of what it means to take part of the Body of Christ, serving the world in grace, generosity, and Christian love. Our congregation members often take part in the healing work in body and in spirit by visiting one another in ailments and praying for one another regularly and weekly in organized groups. Our congregation has continued in the post-lockdown season of our community to feed others in weekly Sunday meals for the houseless through an adapted form of our Pancakes and Praise Ministry, and by empowering others out of hunger through weekly Food Bank distributions. Our commitment to serving the strangers among us for where we call these Hawaiian islands our home continues through supporting the Legal Clinic for undocumented immigrants and the Samaritan Counseling Center for subsidized or fully covered emotional and psychological care and therapy. Our congregation has supported our local prison ministries with backpacks and supportive materials while contacting our legislative leaders on matters of finding non-violent resolution and ending hunger. We have gone out to care for our local elderly and care home populations, like Hale Nani, to share the gospel of Jesus Christ through hula, song, and testimony. In these ways, we have modeled the love of Christ to the world, in boldness and creativity by which G-d had created us and called us.</p>
3. IN WHAT WAYS DOES YOUR CONGREGATION “CONTINUE THE MISSION OF SEEKING, WELCOMING AND GATHERING PERSONS INTO THE COMMUNITY OF THE BODY OF CHRIST”?	<p>The congregation of First UMC of Honolulu demonstrates a beauty of G-d's creation through our diverse gifts and presence. Our Tongan and English ministries are intertwined to share the living and divine presence of G-d with a glimpse of what heaven is like here on earth. Our congregations gather together to share in Holy Communion and worship on first Sundays with bilingual elements through singing of hymns, reading of Scripture, proclamation of the Gospel, and sharing of gifts and talents. We share in our lives as disciples of Jesus Christ across cultural diversity and learn how powerfully the Holy Spirit works through all of us.</p> <p>We seek out the needs of our local community of all backgrounds, finding G-d's great gift of love and life that reaches all ages, genders, abilities, and socioeconomic backgrounds. We welcome persons to use their G-d-inspired gifts through dancing with hula and sign language, singing in our Tongan and English choirs, teaching and attending weekly Bible studies, praying together in person and online, and participating actively in our weekly Sunday and Wednesday worship services. We gather persons into the community of Christ through worship and through service, studies and activities, and engagement in holy conversation, including in structured times of worship and prayer. We are reminded of our greater connectional relationship with all of G-d's people through several activities with the Hawai'i District, such as our Britt Lectures, Kuata meetings, and Tongan Youth Day.</p>
4. NARRATIVE REPORT OF THE PASTOR.	<p>It is with such a great privilege and honor to serve G-d in the Body of Christ known as First UMC of Honolulu. In following DS Tom Choi as my predecessor, I have been blessed with wise mentorship and counsel that is a remnant of his effective leadership. In my introduction to serve as a Co-Elder Pastor with Rev. Linita Moa,</p>

Rev. Moa has opened me to the wonders of the Tongan gifts of ministry to the Body of Christ. The Tongan-language ministries welcomed me into the powerful expression of faith and presence of the Holy Spirit by sharing in the celebratory konseti, the envisioning misinale, the compassionate wakes, and honoring services of death and resurrection. It has been my honor to be invited into these spaces, and I have come to see a glimpse of what heaven's welcome is here on earth. I am in awe of G-d's demonstration of leadership and pioneering in faith made evident by our Tongan sibling in Christ!

Through the invigorating and passionate serving presence of our Deacon Pastor, Rev. Kimberley Houff, I have been introduced to the wonderful living legacies of G-d's faithfulness in that vibrantly continue today! She inspires and challenges our congregation to engage in practical and miraculous ways, both in individual discipleship and in public engagement to demonstrate the beauty of G-d's kin-dom!

The members of our English-language ministries have demonstrated a mature and natural expression of G-d's gracious welcome and presence, wondrously celebrating the faithful and bold discipleship of Christ's call to selfless and unconditional love to one another and the local community. The Spirit of G-d that gifted this congregation to boldness in feeding the poor, uplifting the voiceless, caring for the brokenhearted, empowering the lowly, and inspiring the creative continues to be evident in the life of the members, both long-time and new, who continue to seek and discern G-d's call for us together.

In the English-language ministry, we are called to consider what it means to be a member in the Body of Christ through our Prayer, Presence, Gifts, Service, and Witness. We wrestled with reengaging G-d and one another in Prayer, discerning G-d's direction for us together, both in personal and communal holiness. We are to live in the Presence of the living G-d Incarnate in Jesus Christ during the Seasons of Advent and Christmas. We are to share our Gifts as the Magi have during the Season of Epiphany. We are to seek ways in Service to those in need and suffering throughout the Season of Lent. We are to celebrate the powerful Witness of the Resurrection of Christ in our lives. In the stewardship that G-d calls us to at First UMC of Honolulu, we look forward to wondrous, marvelous, and miraculous ways G-d will lead us.

By the wonderful work of the Holy Spirit through our laity, our staff, and our clergy, I have witnessed the powerful love of G-d to be very present and tangible. As we endeavor toward Ending Physical and Spiritual Hunger in our community and our world, may all glory and praise be to G-d who gives us the strength and love to be the Body of Christ for the world!

# CHARGE CONFERENCE FORM #12: Annual Report of the Deacon

REPORT YEAR	2023
ARE THERE CHANGES TO YOUR APPOINTMENT FROM YOUR LAST REPORT?	No
<b>I. ABOUT YOU</b>	
A. NAME	Kimberley Houff
B. PRIMARY EMAIL	kim@firstumchonolulu.org
H. BUSINESS ADDRESS	1020 S BERETANIA ST HONOLULU, HI 96814-1428
I. PREFERRED MAILING ADDRESS	Business Address
J. CURRENT RELATIONSHIP TO THE CALIFORNIA-PACIFIC CONFERENCE	Deacon in Full Connection
<b>II. ABOUT YOUR CAL-PAC RELATIONSHIP</b>	
K. CHARGE CONFERENCE DISTRICT	Hawaii
L. DISTRICT OFFICE EMAIL & DISTRICT SUPERINTENDENT EMAIL	hawaiidistrict@calpacumc.org dshawaii@calpacumc.org
M. CHARGE CONFERENCE CHURCH	First UMC of Honolulu
N. PASTOR-IN-CHARGE AT CHARGE CONFERENCE CHURCH	Won-Seok Yuh
O. EMAIL OF PASTOR-IN-CHARGE	revyuh@firstumchonolulu.org
P. CHURCH OFFICE EMAIL	office@firstumchonolulu.org
Q. CONFERENCE OF MEMBERSHIP	North Carolina Conference
<b>III. ABOUT YOUR APPOINTMENT &amp; COMPENSATION</b>	
1. PRIMARY APPOINTMENT CATEGORY	Local congregation, charge, or cooperative parish
2a. IF YOU ARE SERVING IN A SETTING EXTENDING THE WITNESS AND SERVICE OF CHRIST IN THE WORLD (§331.1A), PROVIDE THE NAME AND ADDRESS OF THE INSTITUTION OR AGENCY. (If you are not serving beyond the local church (i.e. if you are serving only in the local church), enter None.)	N/A
2b. IF YOUR PRIMARY APPOINTMENT IS IN A LOCAL CHURCH IN THE CALIFORNIA-PACIFIC CONFERENCE, GIVE THE NAME, ADDRESS, AND DISTRICT OF THE CHURCH. (If serving in an appointment beyond the local church, or in an appointment in a local church in another (non-Cal-Pac) Conference, enter None.)	First United Methodist Church of Honolulu 1020 S. Beretania Street Honolulu, HI 96816 Hawaii District
2c. IF YOU ARE UNDER APPOINTMENT IN A LOCAL CHURCH OUTSIDE OF THE CALIFORNIA-PACIFIC CONFERENCE, LIST THE NAME OF THE CHURCH, CONFERENCE IN THE GEOGRAPHIC AREA WHERE YOU SERVE, THE NAME OF THE BISHOP FOR THAT CONFERENCE, ITS DISTRICT, AND THE DISTRICT SUPERINTENDENT. (If not serving in a local church outside of the California-Pacific Conference, enter none.)	N/A
3. TITLE/POSITION IN YOUR APPOINTMENT	Minister of Discipleship and Community Engagement

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

#### **IV. PRACTICE OF MINISTRY**

8. LIST YOUR AREA OF CERTIFICATION, SPECIALIZATION, OR FIELD OF SERVICE	<b>Discipleship and Community Engagement</b>
9. HAVE YOU MAILED YOUR REQUEST FOR BIENNIAL RENEWAL OF CERTIFICATION IN SPECIALIZED MINISTRY TO THE APPROPRIATE AGENCY	<b>Not applicable</b>
10a. ARE YOU ON LEAVE?	<b>No</b>
10b. IF YOU ANSWERED YES, YOU ARE ON LEAVE, STATE THE YEAR OF LEAVE YOU HAVE COMPLETED (FIRST, SECOND, ETC.) (§353)	
11. READ §§328-329 OF THE BOOK OF DISCIPLINE. REFLECT AND WRITE ABOUT THE WAYS IN WHICH YOU HAVE LIVED OUT YOUR CALL TO THE MINISTRY OF THE DEACON IN CONNECTING THE CONGREGATION WITH THE NEEDS OF THE WORLD.	<p><b>This year I continued to work with the congregation to serve the needs of our community through our established ministries and those of partner agencies we support, but I felt called to emphasize the importance of working for justice. Thus, I chose studies which emphasized justice so that we, as a congregation, can see the ways that we can work for justice rather than continuing to lament what is happening in our world and wondering what we can do. When I preach, I encourage the congregation to get out of the pews and do something to shine God's light into the dark places of the world.</b></p> <p><b>As the year progressed and the pastor for the English congregation changed, I have been more involved with the planning of worship and I am preaching more. When I preach, my sermon tends to push people out of the church and into the world or to see those around them as children of God and not the stereotypes that some ascribe to others.</b></p>
12. DESCRIBE IN WHAT NEW WAYS YOU ENVISION CONNECTING THE CONGREGATION WITH THE NEEDS OF THE WORLD.	<p><b>First, I will start with an old way that I hope will be a new way. I recently heard that the administration at the Queen Kaahumanu Elementary School changed. I hope to contact the new principal and see if they are open to making a connection with us.</b></p> <p><b>Second, I would like to get the congregation connected with the local prison system in a way beyond making bacpacs for parolees. I went to a couple of prayer vigils during Lent last year and hope to encourage others to join with me. There are opportunities to go inside there and lead Bible study for those who are interested.</b></p> <p><b>Third, I would like to bring Pancakes and Praise back to Komuro Hall. This is a great way for the congregation to connect with the homeless population to see that they are human beings who are loved by God and not just a nuisance.</b></p>
13. ACCORDING TO §419, THE DISTRICT SUPERINTENDENT SHALL RECEIVE A REPORT OF EACH CLERGY PERSON ON HIS OR HER PROGRAM OF CONTINUING EDUCATION AND SPIRITUAL GROWTH. ACCORDING TO §350, LIST THE WAYS YOU HAVE FULFILLED YOUR PLANS FOR YOUR CONTINUING PERSONAL FORMATION DURING THE PAST YEAR, INCLUDING SPIRITUAL ENRICHMENT, SERVICE, MISSION, AND CONTINUING EDUCATION OPPORTUNITIES.	<p><b>I participated in the United Women of Faith Reading Program which includes books on spiritual growth, leadership development, nurturing for community, social action, and education for mission. I also volunteered to be a reading program evaluator. Reading books this way contributed to my spiritual growth, deepened my understanding of social structures and how they impact people, enhanced my leadership skills, and provided ideas/examples of how to serve others.</b></p> <p><b>I also signed up to be part of the cohort for Pages for Progress led by the General Board of Church and Society where we read and discussed a book over four sessions as well as other supporting material. This was an excellent time with laity and clergy discussing</b></p>

	<p><b>how when even one part of society is hurting, it hurts all of us.</b></p> <p><b>In February, I attended the Britt Lectures with Rev. Eugene Cho. All of his lectures affirmed the work that I do as a deacon.</b></p> <p><b>In August, I attended the CalPac Clergy Convocation where I learned about the importance of rest and had time to rest and relax. This time helped me to get to know more clergy in the CalPac Conference. I also attended the Clergy Pandemic Recovery Retreat which was another opportunity to learn about rest and to rest and relax. I appreciated this event because I got to know more clergy from the Hawaii District.</b></p> <p><b>In September, I attended the UMC's Deacon Fall Gathering, Exploring Our Four-fold Call: Justice held at the General Board of Church and Society in Washington, DC. This event allowed me to connect with fellow deacons across the connection and to participate in pertinent presentations and discussions.</b></p>
<p>14. ACCORDING TO ¶350, DESCRIBE YOUR PLANS FOR CONTINUING FORMATION IN THE YEAR AHEAD.</p>	<p><b>I will continue with the UWF Reading Program and as a reading program evaluator.</b></p> <p><b>I will look for cohorts sponsored by the General Board of Church and Society, General Commission on Race and Religion, and others.</b></p> <p><b>I will attend the Britt Lectures.</b></p> <p><b>I plan to attend at least part of General Conference as a volunteer so that I can learn more about that aspect of United Methodism.</b></p>
<p>15. ATTACH A COPY OF YOUR MOST RECENT PERFORMANCE EVALUATION.</p>	
<p><b>V. ADDITIONAL SUBMISSION DELIVERIES</b></p>	
<p>Board of Ordained Ministry Email</p>	<p><b><a href="mailto:cwilson@calpacumc.org">cwilson@calpacumc.org</a></b></p>
<p>Episcopal Office Email</p>	<p><b><a href="mailto:mirwin@calpacumc.org">mirwin@calpacumc.org</a></b></p>
<p>Office of Deacons and Diaconal Ministers of GBHEM</p>	<p><b><a href="mailto:deacons@gbhem.org">deacons@gbhem.org</a></b></p>
<p>UMEA Endorsing Agency</p>	

# 2023 CHARGE CONFERENCE FORM #9

## Membership Audit of The Local Church

DISTRICT	CHURCH CITY	CHURCH NAME
Hawaii	Honolulu	First United Methodist Church of Honolulu

### Baptisms (All Ages) (see ¶215, identify each as a baptized or professing member)

	NAME	DATE	BAPTIZED / PROFESSING	CHILD / ADULT
1	Solomone Loryson Tafuna	4/9/23	Baptized	Child
2	Louise Amelia Landers	4/9/23	Baptized	Child
3	Beau Williams Landers	4/9/23	Baptized	Child
4	Grace Momilani Mataele	4/9/23	Baptized	Child
5	Kalonikakala Evalei Mataele	4/9/23	Baptized	Child
6	Rene Tiresa 'Akau'ola	10/15/23	Baptized	Child
7	Alisi Nohealani Vea'ila Mafi	10/15/23	Baptized	Child

### Professing Members Received (Profession of Faith, Transfer, Restored, Other)

	NAME	DATE	METHOD OF MEMBERSHIP (Profess, Transfer, etc)
1	Sonya Mikyung Lee	7/1/23	Transfer
2	Christopher Chui	7/31/23	Transfer

### Inactive Members (1<sup>st</sup> and 2<sup>nd</sup> years)

	NAME	DATE	HOW LONG? CONTACT EFFORT?
1	Dianne Vuli	11/21/23	2 <sup>nd</sup> yr, moved no fwd info

**Professing Members Removed (withdrawal by charge conference action in 3<sup>rd</sup> year, withdrawal under charges, withdrawal, death, transfer to other UMC, transfer to other denomination)**

	NAME	DATE	WHY?
1	Ann Bystrom	9/19/23	Death
2	Lisala Sitake Manu	6/26/23	Death
3	'Alipeti Leha	2/18/23	Death
4	Lusia Manatuloto Mafi	9/29/23	Death
5	Sean Vaziri	11/28/23	withdrawal
6	Pauliasi Takai	8/20/23	Transfer to other denomination
7	Mele Takai	8/20/23	Transfer to other denomination
8	Tevita Takai	8/20/23	Transfer to other denomination
9	Vilisoni Takai	8/20/23	Transfer to other denomination
10	Epalahame Takai	8/20/23	Transfer to other denomination
11	Vilifonise Takai	8/20/23	Transfer to other denomination
12	Liekina Kalonihea	8/20/23	Transfer to other denomination
13	Mary Jane Amundson	11/21/23	Withdrawal by charge conference action in 3rd year
14	Seni Bartholemew	11/21/23	Withdrawal by charge conference action in 3rd year
15	Samiuela Foliaki	11/21/23	Withdrawal by charge conference action in 3rd year
16	Tom Hedeem	11/28/23	Withdrawal by charge conference action in 3rd year
17	Dennis Jung	11/28/23	Withdrawal by charge conference action in 3rd year
18	Grace Jung	11/28/23	Withdrawal by charge conference action in 3rd year
19	Ashley Jung	11/28/23	Withdrawal by charge conference action in 3rd year
20	Wesley Jung	11/28/23	Withdrawal by charge conference action in 3rd year
21	Timote Kalapa	11/21/23	Withdrawal by charge conference action in 3rd year
22	Foueti Maka	11/21/23	Withdrawal by charge conference action in 3rd year
23	Lupe Maka	11/21/23	Withdrawal by charge conference action in 3rd year
24	Lotaki Pelenaise Maka	11/21/23	Withdrawal by charge conference action in 3rd year
25	Ilaisa Mikaele	11/21/23	Withdrawal by charge conference action in 3rd year
26	Fine Mikaele	11/21/23	Withdrawal by charge conference action in 3rd year
27	Yoshini Nakasone	11/21/23	Withdrawal by charge conference action in 3rd year
28	Russ Ramos	11/21/23	Withdrawal by charge conference action in 3rd year
29	Karina Sebastian	11/21/23	Withdrawal by charge conference action in 3rd year
30	Jerone Shauf	11/28/23	Withdrawal by charge conference action in 3rd year
31	Ben Timmerman	11/28/23	Withdrawal by charge conference action in 3rd year
32	Mangisi Uhilamoelangi	11/21/23	Withdrawal by charge conference action in 3rd year
33	'Ilaise Uhilamoelangi	11/21/23	Withdrawal by charge conference action in 3rd year

Total Number of Members at Last Church Conference:

Total Members Received since Last Church Conference: +

Total Members Removed since Last Church Conference: -

**Total Membership at THIS Charge Conference:**

SIGNATURE OF PASTOR  DATE:

SIGNATURE OF MEMBERSHIP SECRETARY  DATE:

SIGNATURE OF CHARGE CONF SECRETARY  DATE:

# First United Methodist Church of Honolulu

## 2024 Lay Leadership Report

\*Indicates New Nominee

### LEADERSHIP

#### Lay Leaders

Tupou Seini Kelemen, Judy Olson, Kepueli Tupou  
Sione Mafoa'aeata (Asst. Tongan Lay Leader)

#### Lay Members to Annual Conference

Judy Olson, Tupou Seini Kelemen, Kepueli Tupou, Sione Mafoa'aeata; Karlen Ross (alternate).

#### Council on Finance and Administration (CFA - Membership of Charge Conference)

Chair: Karlen Ross\*

Secretary: Dorinda Dunlap

Lay Leaders: Tupou Seini Kelemen, Judy Olson, Kepueli Tupou

Lay Members to Annual Conference: Tupou Seini Kelemen, Judy Olson, Kepueli Tupou, Sione Mafoa'aeata, Karlen Ross (Alternate)

Chairs of Committees/Ministries: UMW (one rep), UMM, SPRC, Trustees, Tongan Cultural Committee, Education, PP&E, Worship.

At Large: Tema Vulivalu, (Conrad Chang)

Pastors: Kimberley Houff, Linita Moe, Won-Seok Yuh

### ADMINISTRATIVE COMMITTEES

#### Potential Names: Tom Low, Roman Leverenz

#### Nominations/Lay Leadership Committee = CFA members

Pastors: Linita Moe, Won-Seok Yuh

#### Board of Trustees

Chair: TBE

Class of 2024: Sioeli Mafi

Class of 2025: Christopher Chui\*

Class of 2026: Ana Namoa\*

#### Staff-Parish Relations Committee (SPRC)

Chair: Helena Ogle

Lay Leader: Judy Olson

Lay Member to Annual Conference Rep: TBD

Class of 2024: Suliana Lolohea

Class of 2025: Helena Ogle

Class of 2026: Marine Anien\*



### **Tongan Cultural Committee –**

Chair: Sione Mafoa'aeata

Lay Leader: Kepueli Tupou

Secretary: Meli Foliaki

Treasurer: Sioeli Mafi

Members: Kaiona Taufua, Kueni Maka, Sisi Haunga, 'Alisi Moala, Suliana Lolohea, Pupunu Pulu, Sioeli Mafi

Pastor: Pastor Linita Moa

## **PROGRAM MINISTRY COMMITTEES**

### **Worship Committee**

Helena Ogle

Work Areas: Paini Harris (flowers), Ana Cocker (sanctuary & communion steward), Kaye

Harada (head usher), Sue Veikoso (Aloha Hour Coordinator)

### **United Women of Faith (formerly UMW)**

English Circle: Tupou Seini Kelemen (President), Judy Olson (Vice-President), Lucy Low (Secretary), Paini Harris (Treasurer), Beverly Aiwohi (Spiritual Growth), Kueni Maka (Social Action), Barbara Fernandez

*Clergy relating to this circle: Pastor Kim Houff*

Tongan Circle: Kueni Maka (President), Suliana Lolohea (Secretary), Hingano Koli (Treasurer), Luseane Finau 'Uluave (Asst. Treas.), Kaiona Taufua (Choir Conductor), Maletina Matangi (Asst. Choir Conductor).

*Clergy relating to this circle: Pastor Linita Moa*

### **United Methodist Men**

Tongan Circle: Meli Foliaki and Semisi Ikahihifou (co-chairs), Semisi Mafi (choir director).

Other positions TBD

### **Christian Education**

Pastor Linita Moa, Pastor Kim Houff, Mele Pepa Latu, Paini Harris, Sierra Choi, Tom Low, Valingi Tafuna, Ana Seini Taulupe, Sisi Ha'unga, Lutiana Ha'unga, Kaiona Taufua, Kuenilingi Maka, Milika Pakileata, Siosiana Tafuna

### **Program, Projects & Evaluation (PP&E)/Scholarship**

*Chair: Kueni Maka*

Members: from Trustees, CFA Chair, UMW, Preschool Board, Tongan Cultural Committee, Education, Foodbank, Tom Low (at large), plus Lay Leaders and Pastors

## **MINISTRY TEAMS**

### **Hospitality Team**

Pastor Linita Moa, Pastor Kim Houff, Sandi Brekke

### **Senior Care**

Pastor Linita Moa, Pastor Kim Houff, Sandi Brekke

### **Youth and Young Adults**

Peni Taufu; Valingi Tafuna

Staff: Mele Pepa Latu, and Mark Brekke

### **Foodbank Team**

Kim Houff (coordinator), Sandi Brekke, Mark Brekke, Mark Houff, Yolanda Cortez, Karlen Ross, Tom Low, Lucy Low

### **Radio Ministry Team**

Chair: Tupou Seini Kelemen

Communications: Meli Foliaki

Announcers: Kueni Maka, Kefi Mafi, Fololi Maka, Kaiona Taufu

**I.H.S. Dinner Team** – Kueni Maka, contact

### **Pancakes and Praise Team**

Kitchen Team: Falanisesi Maka, Kueni Maka, Colleen Masaki, Lata Hanisi

Praise Team: Sita Vaivao (director and instrumental musician); Tema Vulivalu (vocalist and video editor)

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## **ADDENDUM**

### **PERSONS APPROVED TO ACCESS SAFE DEPOSIT BOX AT FIRST HAWAIIAN BANK:**

**Current: Viliami (Ongo) Koli, Paini Harris, Judith Olson, Thomas D. Low**

### **NAMES FOR DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS (DCCA):**

**2022 and 2023: Paini Harris, Mark Houff, Viliami (Ongo) Koli, TBD**

# Appendix G Clergy Salary & Benefits Worksheet #3a



This document is a worksheet to plan the pastor's compensation package and for voting at the charge conference. After it is voted on, it must be submitted as a charge conference form at [www.calpacumc.org/ccf3\\_sb](http://www.calpacumc.org/ccf3_sb), and signed by the SPRC Chair & Clergy Member.

District: <b>Hawai'i District</b>	Pastor: <b>Kimberley Houff</b>	
Church: <b>First United Methodist Church of Honolulu</b>	Effective Date: <b>01/01/24</b>	

For an accurate calculation, you **MUST** complete each statement below by typing X in the appropriate box.

The above-named pastor is:  full-time       3/4 time       1/2 time       1/4 time

The above-named pastor is:  FE, FD, PE, PD, OE, OD, OP, AM, FL (Full, Provisional & Associate Members, full-time local pastors)

PL (part-time local pastors)       OF (member other denomination)

The above-named pastor:  has work status AR (Appointed & Retired)       waives some/all benefits\*

For each item below, you **MUST** indicate a Method of Payment (except for the boxes marked "Leave this space blank"). The form will not calculate totals unless EVERY Method of Payment box contains a letter (A,R,B,D) or the word NONE.

A = Allowance Paid to Pastor without receipt      B = Benefit Payment (i.e. insurance, CRSP, CPP)  
 R = Reimbursement following presentation of receipt or voucher      D = Direct Payment to Vendor (service provider, utility)

ITEM	METHOD OF PAYMENT (A,R,B,D or NONE)	AMOUNT
1. Salary (not tax-adjusted)	LEAVE THIS SPACE BLANK.	49,117.00
2. Continuing Education (minimum \$500 for full-time service)	R	500.00
3. Automobile and Transportation (minimum \$3500 for full time service in single charges)	R	3,500.00
4. Utilities	D	8,000.00
5. Professional & Travel Expenses	R	3,500.00
6. Geographical variant (Hawaii & other approved remote areas) (\$1200 per Rule Change 23-03, 2023 Rules XII.J.10)	A	1,200.00
7. Annual Conference expenses	R	2,000.00
8. Social Security tax allowance (Instructions in Guidelines)	A	-
9. Other --- specify      Cell phone	R	1,200.00
<b>10. ADJUSTED SALARY</b> Total of Line 1 and all items marked as an allowance (A)	<b>ADJUSTED SALARY</b> <b>50,317.00</b>	LEAVE THIS SPACE BLANK.
11a. Housing Allowance--NOT parsonage (minimum allowance of \$24,000 for full-time)	LEAVE THIS SPACE BLANK.	-
11b. Housing--PARSONAGE (25% of Adjusted Salary in Line 10)	12,579.25	LEAVE THIS SPACE BLANK.
<b>12. PLAN COMPENSATION</b> Total of Adjusted Salary in Line 10 plus Line 11a or 11b	<b>PLAN COMPENSATION</b> <b>62,896.25</b>	LEAVE THIS SPACE BLANK.
13a. Health Insurance Premiums (conference carriers)	B	-
13b. Health Insurance Premiums for Non-Conference for small group plans, such as SHOP (see Guidelines)	B	2,594.00
14. Dental Insurance (optional)	B	-
15. CRSP-DC (3.1% of Line 12) (Clergy Retirement Security Program - Defined Contribution)	B	1,949.78
16. CRSP-DB Funding (10% of Line 12) (Clergy Retirement Security Program - Defined Benefit)	B	6,289.63
17. CPP (3.1% of Line 12, full-time & 75% appts) (CPP is the Comprehensive Protection Plan, the death and disability program.)	B	1,949.78
18. Church Contribution to Tax-Deferred 403(b) plans (UMPIP or outside 403(b) plan contributions at church expense)	B	
<b>19. TOTAL SALARY &amp; BENEFITS</b> (Total of All Items in Amount Column)	LEAVE THIS SPACE BLANK.	<b>81,800.19</b>

# Appendix G Clergy Salary & Benefits Worksheet #3a



This document is a worksheet to plan the pastor's compensation package and for voting at the charge conference. After it is voted on, it must be submitted as a charge conference form at [www.calpacumc.org/ccf3\\_sb](http://www.calpacumc.org/ccf3_sb), and signed by the SPRC Chair & Clergy Member.

District: **Hawai'i District** Pastor: **Linita Moa**  
 Church: **First United Methodist Church of Honolulu** Effective Date: **01/01/24**

For an accurate calculation, you **MUST** complete each statement below by typing **X** in the appropriate box.

The above-named pastor is:  full-time  3/4 time  1/2 time  1/4 time  
 The above-named pastor is:  FE, FD, PE, PD, OE, OD, OP, AM, FL (Full, Provisional & Associate Members, full-time local pastors)  
 PL (part-time local pastors)  OF (member other denomination)  
 The above-named pastor:  has work status AR (Appointed & Retired)  waives some/all benefits\*

For each item below, you **MUST** indicate a Method of Payment (except for the boxes marked "Leave this space blank"). The form will not calculate totals unless **EVERY** Method of Payment box contains a letter (A,R,B,D) or the word NONE.

A = Allowance Paid to Pastor without receipt  
 B = Benefit Payment (i.e. insurance, CRSP, CPP)  
 R = Reimbursement following presentation of receipt or voucher  
 D = Direct Payment to Vendor (service provider, utility)

ITEM	METHOD OF PAYMENT (A,R,B,D or NONE)	AMOUNT
1. Salary (not tax-adjusted)	LEAVE THIS SPACE BLANK.	68,401.86
2. Continuing Education (minimum \$500 for full-time service)	R	500.00
3. Automobile and Transportation (minimum \$3500 for full time service in single charges)	R	3,500.00
4. Utilities	D	8,000.00
5. Professional & Travel Expenses	R	3,500.00
6. Geographical variant (Hawaii & other approved remote areas) (\$1200 per Rule Change 23-03, 2023 Rules XIIJ.10)	A	1,200.00
7. Annual Conference expenses	R	850.00
8. Social Security tax allowance (Instructions in Guidelines)	A	-
9. Other --- specify Cell phone	R	1,200.00
<b>10. ADJUSTED SALARY</b> Total of Line 1 and all items marked as an allowance (A)	<b>ADJUSTED SALARY</b> 69,601.86	LEAVE THIS SPACE BLANK.
11a. Housing Allowance--NOT parsonage (minimum allowance of \$24,000 for full-time)	LEAVE THIS SPACE BLANK.	-
11b. Housing--PARSONAGE (25% of Adjusted Salary in Line 10)	17,400.47	LEAVE THIS SPACE BLANK.
<b>12. PLAN COMPENSATION</b> Total of Adjusted Salary in Line 10 plus Line 11a or 11b	<b>PLAN COMPENSATION</b> 87,002.33	LEAVE THIS SPACE BLANK.
13a. Health Insurance Premiums (conference carriers)	B	26,862.48
13b. Health Insurance Premiums for Non-Conference for small group plans, such as SHOP (see Guidelines)	B	-
14. Dental Insurance (optional)	B	1,510.00
15. CRSP-DC (3.1% of Line 12) (Clergy Retirement Security Program - Defined Contribution)	B	2,697.07
16. CRSP-DB Funding (10% of Line 12) (Clergy Retirement Security Program - Defined Benefit)	B	8,700.23
17. CPP (3.1% of Line 12, full-time & 75% appts) (CPP is the Comprehensive Protection Plan, the death and disability program.)	B	2,697.07
18. Church Contribution to Tax-Deferred 403(b) plans (UMPIP or outside 403(b) plan contributions at church expense)	B	
<b>19. TOTAL SALARY &amp; BENEFITS</b> (Total of All Items in Amount Column)	LEAVE THIS SPACE BLANK.	<b>129,618.72</b>

# Appendix G Clergy Salary & Benefits Worksheet #3a



This document is a worksheet to plan the pastor's compensation package and for voting at the charge conference. After it is voted on, it must be submitted as a charge conference form at [www.calpacumc.org/ccf3\\_sb](http://www.calpacumc.org/ccf3_sb), and signed by the SPRC Chair & Clergy Member.

<b>District:</b> Hawai'i District	<b>Pastor:</b> Won-Seok Yuh	
<b>Church:</b> First United Methodist Church of Honolulu	<b>Effective Date:</b> 01/01/24	

For an accurate calculation, you **MUST** complete each statement below by typing X in the appropriate box.

The above-named pastor is:  full-time       3/4 time       1/2 time       1/4 time

The above-named pastor is:  FE, FD, PE, PD, OE, OD, OP, AM, FL (Full, Provisional & Associate Members, full-time local pastors)  
 PL (part-time local pastors)       OF (member other denomination)

The above-named pastor:  has work status AR (Appointed & Retired)       waives some/all benefits\*

For each item below, you **MUST** indicate a Method of Payment (except for the boxes marked "Leave this space blank"). The form will not calculate totals unless EVERY Method of Payment box contains a letter (A,R,B,D) or the word NONE.

A = Allowance Paid to Pastor without receipt

B = Benefit Payment (i.e. insurance, CRSP, CPP)

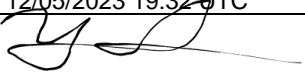
R = Reimbursement following presentation of receipt or voucher

D = Direct Payment to Vendor (service provider, utility)

ITEM	METHOD OF PAYMENT (A,R,B,D or NONE)	AMOUNT
1. Salary (not tax-adjusted)	LEAVE THIS SPACE BLANK.	56,666.61
2. Continuing Education (minimum \$500 for full-time service)	R	500.00
3. Automobile and Transportation (minimum \$3500 for full time service in single charges)	R	3,500.00
4. Utilities	R	4,800.00
5. Professional & Travel Expenses	R	3,500.00
6. Geographical variant (Hawaii & other approved remote areas) (\$1200 per Rule Change 23-03, 2023 Rules XII.J.10)	A	1,200.00
7. Annual Conference expenses	R	850.00
8. Social Security tax allowance (Instructions in Guidelines)	A	-
9. Other --- specify      Cell phone	R	1,200.00
<b>10. ADJUSTED SALARY</b> Total of Line 1 and all items marked as an allowance (A)	<b>ADJUSTED SALARY</b> <b>57,866.61</b>	LEAVE THIS SPACE BLANK.
11a. Housing Allowance--NOT parsonage (minimum allowance of \$24,000 for full-time)	LEAVE THIS SPACE BLANK.	42,000.00
11b. Housing--PARSONAGE (25% of Adjusted Salary in Line 10)	0.00	LEAVE THIS SPACE BLANK.
<b>12. PLAN COMPENSATION</b> Total of Adjusted Salary in Line 10 plus Line 11a or 11b	<b>PLAN COMPENSATION</b> <b>99,866.61</b>	LEAVE THIS SPACE BLANK.
13a. Health Insurance Premiums (conference carriers)	B	8,954.16
13b. Health Insurance Premiums for Non-Conference for small group plans, such as SHOP (see Guidelines)	B	-
14. Dental Insurance (optional)	B	439.68
15. CRSP-DC (3.1% of Line 12) (Clergy Retirement Security Program - Defined Contribution)	B	3,095.86
16. CRSP-DB Funding (10% of Line 12) (Clergy Retirement Security Program - Defined Benefit)	B	9,986.66
17. CPP (3.1% of Line 12, full-time & 75% appts) (CPP is the Comprehensive Protection Plan, the death and disability program.)	B	3,095.86
18. Church Contribution to Tax-Deferred 403(b) plans (UMPIP or outside 403(b) plan contributions at church expense)	B	
<b>19. TOTAL SALARY &amp; BENEFITS</b> (Total of All Items in Amount Column)	LEAVE THIS SPACE BLANK.	<b>139,788.84</b>

## CHARGE CONFERENCE FORM #4: Annual Report on Church Staffing

REPORT YEAR	2023-2024			
<b>I. ABOUT THE LOCAL CHURCH</b>				
A. DISTRICT	Hawaii at hawaiiidistrict@calpacumc.org			
B. LOCAL CHURCH	First UMC of Honolulu			
C. SPRC CHAIR	Helena Ogle			
D. SPRC CHAIR EMAIL	helenaogle@hotmail.com			
E. CHURCH OFFICE EMAIL	office@firstumchonolulu.org			
F. PASTOR-IN-CHARGE	Won-Seok Yuh			
G. PASTOR-IN-CHARGE EMAIL	revyuh@firstumchonolulu.org			
<b>II. EMPLOYMENT CLASSIFICATION</b>				
1. HOW MANY HOURS PER WEEK CONSTITUTES FULL-TIME EMPLOYMENT FOR LAY STAFF?	35			
2. HOW MANY HOURS PER WEEK CONSTITUTES PART-TIME EMPLOYMENT FOR LAY STAFF?	1-9 hours, 10-19 hours, 20-29 hours, 30-34 hours			
3. DOES YOUR CHURCH HAVE ADDITIONAL CLASSIFICATIONS FOR LAY STAFF, OTHER THAN FULL-TIME OR PART-TIME? IF SO, PLEASE LIST HERE.	Substitute, Independent Contractor			
<b>III. EMPLOYED POSITIONS</b>				
4. HOW MANY UNIQUE EMPLOYED POSITIONS/TITLES DO YOU HAVE?	16			
5. HOW MANY EMPLOYEES (ALL TYPES AND CLASSIFICATIONS) DO YOU HAVE?	21			
6. In the questions below, list each employed position by title. Indicate the Number of Employees in Position; Type (either clergy or lay); and Classification (Full-time, Part-time, Casual).				
	<b>EMPLOYED POSITION TITLE</b>	<b># EMPLOYEES IN POSITION</b>	<b>POSITION TYPE</b>	<b>POSITION CLASSIFICATION</b>
1.	Co-Elder Pastor of Tongan-Language Ministires	1	Clergy	Full-time
2.	Co-Elder Pastor of English-Language Ministries	1	Clergy	Full-time
3.	Deacon Pastor of Discipleship and Community Engagement	1	Clergy	Full-time
4.	Facilities Administrator	1	Lay	Full-time
5.	Office Manager	1	Lay	Full-time
6.	Director of Young People's Ministry	1	Lay	Part-time
7.	Handyman/Custodian/Security/Youth and Young Adult Director	1	Lay	Full-time
8.	Secretary	1	Lay	Part-time
9.	Custodian	2	Lay	Full-time
10.	Custodian	2	Lay	Part-time
11.	Choir Director	2	Lay	Part-time
12.	Pianist	1	Lay	Part-time
13.	Nursery Worker	1	Lay	Part-time
14.	Audio/Visual Assistant	3	Lay	Part-time
15.	Finance Administrator	1	Clergy	Part-time
7. (OPTION 1) If you have more than 15 position titles, ATTACH A LIST IN WORD, EXCEL OR PDF THAT INCLUDES POSITION TITLES, NUMBER OF EMPLOYEES IN THE POSITION, TYPE, AND CLASSIFICATION.				
7. (OPTION 2) If you have more than 15 position titles, COPY & PASTE A FULL LIST OF THE EMPLOYED POSITION TITLES, NUMBER OF EMPLOYEES IN THE POSIITON, TYPE, AND CLASSIFICATION. Praise Band Director (Independent Contractor), 1 Employee, Lay, Part-Time				
8. TOTAL NUMBER OF EMPLOYEES REPORTED IN QUESTION 6.   20				
SPRC Chair		Helena Ogle		
SPRC Chair Signature Date		12/05/2023 19:32 UTC		
SPRC Chair Signature		<i>Helena Ogle</i>		

Pastor-In-Charge	<b>Won-Seok Yuh</b>
Pastor-In-Charge Signature Date	12/05/2023 19:32 UTC
Pastor Signature	

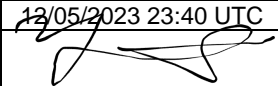
## CHARGE CONFERENCE REPORT #2: Annual Report of the Finance Committee

REPORT YEAR	2023-2024	
<b>I. ABOUT THE LOCAL CHURCH</b>		
A. DISTRICT	Hawaii at hawaiidistrict@calpacumc.org	
B. LOCAL CHURCH	First UMC of Honolulu	
C. PASTOR-IN-CHARGE AT LOCAL CHURCH	Rev. Won-Seok Yuh	
D. PASTOR-IN-CHARGE EMAIL	revyuh@firstumchonolulu.org	
E. CHURCH OFFICE EMAIL	office@firstumchonolulu.org	
<b>II. COMMITTEE ORGANIZATION (BOOK OF DISCIPLINE 2016 ¶258.4)</b>		
1. HAS THE COMMITTEE BEEN ORGANIZED PER THE BOD (¶258.4)?	Yes	
2. FINANCE COMMITTEE CHAIR	Mark Houff	
3. FINANCE COMMITTEE CHAIR EMAIL	dmarkhouff@gmail.com	
4. NAME OF VICE-CHAIR	Ongo Koli	
5. NAME OF CHURCH TREASURER	Michelle Eugenio	
6. NAME OF FINANCIAL SECRETARY	Sandi Brekke	
<b>III. BUDGET &amp; COMMITMENT PLAN (BOOK OF DISCIPLINE 2016 ¶258.4)</b>		
7. HAS THE COMMITTEE SUBMITTED A COMPLETE BUDGET FOR THE FOLLOWING YEAR TO THE CHURCH COUNCIL OR CHARGE CONFERENCE?	No	
7a. IF NO, WHY NOT?	In progress	
8. DID THE COMMITTEE GIVE THE CHURCH COUNCIL AN OPPORTUNITY TO REQUEST FINANCIAL SUPPORT FOR RECOMMENDED MINISTRIES?	Yes	
9. HOW OFTEN DOES THE FINANCIAL SECRETARY OR TREASURER SEND MEMBERS AND DONORS GIVING STATEMENTS TO SUMMARIZE WHAT THEY HAVE GIVEN TO THE CHURCH DURING THE YEAR?	Quarterly	
10. IS GIVING BY INDIVIDUAL PARTICIPANTS IN THE LOCAL CHURCH REGULARLY REVIEWED?	Yes	
11. WHAT ARE THE PLANS TO RAISE SUFFICIENT INCOME TO MEET THE BUDGET ADOPTED BY THE CHURCH COUNCIL OR CHARGE CONFERENCE?	We're still working on the 2024 budget. We're planing to have a balance budget.	
12. DOES THE FINANCIAL SECRETARY OR TREASURER REPORT REGULARLY TO THE CHURCH COUNCIL ON GIVING TRENDS, AGGREGATE GIVING YEAR-TO-DATE, AND OTHER SUMMARIES OF THE FINANCIAL STATUS OF THE CHURCH?	Yes	
<b>IV. THE HANDLING OF CHURCH FUNDS (BOOK OF DISCIPLINE 2016 ¶258.4)</b>		
13. ARE ALL BENEVOLENCES AND OTHER CONNECTIONAL FUNDS REMITTED MONTHLY TO THE CONFERENCE TREASURER?	Yes	
14. WHAT BANKS HAVE BEEN DESIGNATED BY THE CHURCH COUNCIL AS A DEPOSITORY?	First Hawaiian Bank	
15. ARE ALL ACCOUNTS FDIC INSURED AND IN AMOUNTS AT OR BELOW THE CURRENT FDIC INSURABLE LIMIT?	Yes	
16. ARE ALL ACCOUNTS IN THE NAME OF THE CHURCH?	Yes	
17. HAS THE COMMITTEE ESTABLISHED WRITTEN FINANCIAL POLICIES TO DOCUMENT THE INTERNAL CONTROLS OF THE CHURCH?	Yes	
17b. IF YES, ATTACH POLICY DOCUMENT AS A SUPPLEMENT. Keep a copy of this policy document with the signed form.		
17c. IF YES, HAVE THESE POLICIES BEEN REVIEWED BY THE COMMITTEE AND FOUND TO BE ADEQUATE AND EFFECTIVE?	Yes	



18. ARE CHURCH OFFERINGS COUNTED BY A COUNTING COMMITTEE PER THE BOD?	<b>Yes</b>
19. ARE FUNDS DEPOSITED PROMPTLY IN ACCORDANCE WITH PROCEDURES DEVELOPED BY THE FINANCE COMMITTEE?	<b>Yes</b>
20. ARE THE FINANCIAL OFFICERS OF THE CHURCH BONDED OR INSURED?	<b>Yes</b>
21. HAVE THE FINANCIAL RECORDS OF THE CHURCH AND ALL ITS ORGANIZATIONS BEEN AUDITED FOR THE PRIOR FISCAL YEAR?	<b>Yes</b>
21b. IF YES, WERE THERE RECOMMENDATIONS OR EXCEPTIONS?	<b>No</b>
Finance Committee Chair	<b>Mark Houff</b>
Finance Committee Chair Signature Date	11/27/2023 20:30 UTC
Finance Committee Chair Signature	<i>D. Mark Houff</i>
Pastor-In-Charge	<b>Rev. Won-Seok Yuh</b>
Pastor-In-Charge Signature Date	11/29/2023 17:55 UTC
Pastor-In-Charge Signature	<i>[Signature]</i>

## CHURCH & CLERGY ANNUAL REPORT #c: Fund Balance Report

REPORT YEAR	2023-2024
<b>I. ABOUT THE LOCAL CHURCH</b>	
A. DISTRICT	Hawaii at hawaiiidistrict@calpacumc.org
B. LOCAL CHURCH	First UMC of Honolulu
C. AUDIT CHAIR / AUDITOR	Terry Fujii CWA Associate
D. AUDIT CHAIR / AUDITOR EMAIL	ongoo@firstumchonolulu.org
E. FINANCE CHAIR	Mark Houff
F. FINANCE CHAIR EMAIL	dmarkhouff@gmail.com
G. CLERGY OR LPA NAME	Won-Seok Yuh
H. CLERGY OR LPA EMAIL	revyuh@firstumchonolulu.org
I. CHURCH OFFICE EMAIL	office@firstumchonolulu.org
<b>II. GENERAL AUDIT INFORMATION, EXCEPTIONS &amp; RECOMMENDATIONS</b>	
1. CALENDAR YEAR OF AUDIT	Year End 2021
2. UPLOAD YOUR COMPLETED WORKSHEET, INCLUDING COMPLETED RECEIPTS & DISBURSEMENTS TABLE <a href="https://calpacumc-my.sharepoint.com/:b:/g/personal/dataservices_calpacumc_org/Ea1FdCGXkzhMisDURLgQTHQBcWdAKjsjBssqCR2KpU-dNw?name=/1171285852_118342816_2022auditdraftreport.pdf">https://calpacumc-my.sharepoint.com/:b:/g/personal/dataservices_calpacumc_org/Ea1FdCGXkzhMisDURLgQTHQBcWdAKjsjBssqCR2KpU-dNw?name=/1171285852_118342816_2022auditdraftreport.pdf</a>	
3. AFFIRMATION	The Auditor and/or Audit Committee has examined the funds listed in the worksheet submitted in Section II, reviewed the accounting procedures of counting and accountability under The Book of Discipline 2016, has reconciled receipts and disbursements with bank deposits and bank balances, and has found the balances presented to be correct, procedures proper, and records properly kept, except as noted in the Exceptions below.
4. EXCEPTIONS	Attached is the auditor's draft report for the year ending 2021, recently approved by the church council. The CWA Associate is a CPA firm that is currently working on auditing our 2022 financial records.
5. RECOMMENDATIONS FOR CHANGES IN FINANCIAL POLICIES AND PRACTICES	No recommendation from the auditor. Internally, we will need to adjust the G/L account numbers so it's easier to understand.
Auditor or Audit Chair	Terry Fujii CWA Associate
Auditor or Audit Chair Signature Date	12/05/2023 23:36 UTC
Auditor or Audit Chair Signature	<i>Terry Fujii CWA Associate</i>
Pastor-In-Charge	Won-Seok Yuh
Pastor-In-Charge Signature Date	12/05/2023 23:40 UTC
Pastor-In-Charge Signature	

# First UMC of Honolulu

Charge Conference  
December 5, 2023  
Budget Proposal for 2024  
Approved December 4, 2024

BUDGET WORK SHEET	Budget 2023	Appointment Adj. 2023	Approved 2024	Difference
40000	<b><u>RECEIPTS</u></b>			
40010 Pledge - English	\$ 134,000.00		\$ 130,000.00	\$ (4,000.00)
40020 Pledge - Tongan	\$ 150,000.00		\$ 140,000.00	\$ (10,000.00)
40030 Loose Offerings	\$ 3,500.00		\$ 3,500.00	\$ -
40110 Admiral Thomas Lease Rent	\$ 1,400,000.00		\$ 1,400,000.00	\$ -
40115 Parsonage – Kilauea Rent				\$ -
40116 Parsonage – Ulumaika Rent				\$ -
40120 Preschool Contributions	\$ 1.00		\$ 1.00	\$ -
40130 Samaritan Counseling Center Hawaii	\$ 8,400.00		\$ 8,400.00	\$ -
40140 Rental Revenue	\$ 500.00		\$ 3,000.00	\$ 2,500.00
40150 Parking Revenue	\$ 70,000.00		\$ 72,000.00	\$ 2,000.00
40210 Hano Rent	\$ 11,400.00		\$ 11,400.00	\$ -
41010 Checking Account Interest	\$ 50.00		\$ 50.00	\$ -
41020 Other	\$ 21,000.00		\$ 5,000.00	\$ (16,000.00)
<i>Total Income</i>	\$ 1,798,851.00		\$ 1,773,351.00	\$ (25,500.00)

<b><u>EXPENSE</u></b>				
50000	<b><u>APPORTIONMENTS</u></b>			
50100 World Service & Conf. Benev.				\$ -
50110 Ministerial Support				\$ -
50120 General Administration				\$ -
50140 Black College Fund				\$ -
50150 African University				\$ -
50171 Interdenominational Fund				\$ -
50172 Episcopal Fund				\$ -
50173 Western Jurisdiction				\$ -
50174 Annual Conference				\$ -
	\$ -		\$ -	\$ -
<b><u>Special Quotas</u></b>				
50175 Border Ministry				\$ -
50176 Campus Ministry				\$ -
50177 Hunger Appeal				\$ -
50178 Strength For the Journey				\$ -
50179 Young People's Ministry				\$ -
50180 Youth Service Fund				\$ -
<i>TOTAL</i>	\$ 112,000.00		\$ 120,960.00	\$ (8,960.00)

51000	<b><u>STAFF SALARIES</u></b>			
51010 Facilities Administrator	\$ 50,106.42		\$ 52,220.91	\$ 2,114.49
51020 Facilities Administrator - Pension	\$ 4,509.58		\$ 4,699.88	\$ 190.30
51021 Facilities Administrator – Medical	\$ 18,494.91		\$ 19,974.50	\$ 1,479.59
51030 Choir Director - English	\$ 9,292.50		\$ 10,056.34	\$ 763.84
51040 Choir Director - Tongan	\$ 9,292.50		\$ 10,056.34	\$ 763.84
51050 Audit by Outside Accountant	\$ 20,000.00		\$ 20,000.00	\$ -
51060 Organist/Pianist	\$ 12,798.45		\$ 15,600.00	\$ 2,801.55
51062 Praise Band	\$ 15,750.00		\$ 16,414.65	\$ 664.65
51063 AV Technicians (English)	\$ 5,000.00		\$ 5,411.00	\$ 411.00
51064 Handyman	\$ 51,450.00		\$ 57,264.51	\$ 5,814.51
51065 Handyman Medical			\$ -	\$ -
51066 Handyman Pension	\$ 3,910.20		\$ 5,153.81	\$ 1,243.61
51070 Workers Comp - H. Koli			\$ -	\$ -

51071 WC - H. Koli - Medical	\$ 4,271.44	\$ -	\$ (4,271.44)
51072 WC - H. Koli - Pension	\$ -	\$ -	\$ -
51080 Custodian I - Salary	\$ 20,654.40	\$ 32,245.67	\$ 11,591.27
51081 Custodian I - Medical and Dental	\$ 9,325.64	\$ 10,071.69	\$ 746.05
51082 Custodian I - Pension	\$ -	\$ -	\$ -
51090 Nursery Worker	\$ 6,618.78	\$ 3,685.76	\$ (2,933.02)
51100 Custodian II - Salary	\$ 14,318.72	\$ 15,495.72	\$ 1,177.00
51110 Custodian II - Medical and Dental	\$ 8,595.59	\$ 9,283.24	\$ 687.65
51119 Custodian II - Pension	\$ 1,932.84	\$ 1,394.61	\$ (538.23)
51113 Substitute Custodian	\$ 1,000.00	\$ 1,000.00	\$ -
51120 Bookkeeper	\$ 19,656.00	\$ 20,485.48	\$ 829.48
51150 Office Assistant	\$ 6,748.56	\$ 21,677.76	\$ 14,929.20
51160 Custodian III - Salary	\$ 29,949.86	\$ 31,213.74	\$ 1,263.88
51161 Custodian III - Pension	\$ 2,472.79	\$ 2,809.24	\$ 336.45
51162 Custodian III - Medical and Dental	\$ 814.97	\$ 17,300.16	\$ 16,485.19
51165 Security (Phoenix - Tim Antoku)	\$ 15,038.44	\$ 15,673.06	\$ 634.62
51175 Website and Social Media	\$ 1,500.00	\$ 1,500.00	\$ -
51176 Staff/Volunteer Honorariums	\$ 5,000.00	\$ 5,000.00	\$ -
51180 Office Manager - Salary	\$ 49,941.11	\$ 52,048.62	\$ 2,107.51
511801 Office Manager - Medical and Dental	\$ 24,401.92	\$ 26,354.07	\$ 1,952.15
511802 Office Manager - Pension	\$ 4,049.14	\$ 4,684.38	\$ 635.24
511803 Medical/Mark Brekke	\$ -	\$ -	\$ -
51189 Finance Administrator	\$ 21,851.09	\$ 22,773.21	\$ 922.12
511891 Finance Administrator - Medical	\$ 9,162.84	\$ 9,895.87	\$ 733.03
511892 Finance Administrator - Pension (6 mos)	\$ 1,966.60	\$ 2,049.59	\$ 82.99
51190 Office Intern	\$ 3,000.00		
51191 Unbudget Payroll /Medical	\$ -		
51194 AV Technician (Tongan)	\$ 5,000.00	\$ 5,411.00	\$ 411.00
51200 Associate Minister Deacon (6 months)	\$ -		\$ -
51201 Director of Young People's Ministry	\$ 15,200.85	\$ 16,450.36	\$ 1,249.51
51203 Custodian IV	\$ 3,500.00	\$ 18,426.10	\$ 14,926.10
51204 Custodian IV Dental	\$ -	\$ -	\$ -
51205 English Youth Director - English	\$ 4,200.00		\$ (4,200.00)
			\$ -
			\$ -
<b>TOTAL</b>	<b>\$ 490,776.13</b>	<b>\$ 563,781.28</b>	<b>\$ 73,005.15</b>

51500 **STAFF BENEFITS**

51501 Employment Liability			
51530 Unemployment Taxes			
51540 TDI Payments			
51550 Employer FICA Taxes			
51560 Worker's Comp. Insurance			
51565 Admin Cost HUMU			
51570 Pension			
<b>TOTAL</b>	<b>\$ 38,000.00</b>	<b>\$ 64,795.64</b>	<b>\$ 26,795.64</b>

52700 **PASTOR - L. MOA**

52710 Moa - Salary	\$ 60,415.00	\$ 68,401.86	\$ 7,986.86
52720 Moa - Prof. Reimbursement	\$ 4,000.00	\$ 4,000.00	\$ -
52721 Moa - Travel		\$ 3,500.00	\$ 3,500.00
52725 Moa - Housing Allowance	\$ -	\$ -	\$ -
52730 Moa - Medical	\$ 24,402.00	\$ 26,862.48	\$ 2,460.48
52740 Moa - Dental	\$ 1,510.00	\$ 1,510.00	\$ -
52750 Moa - CRSP - DC	\$ 2,360.46	\$ 2,697.07	\$ 336.61
52760 Moa - CRSP - DB	\$ 7,614.38	\$ 8,700.23	\$ 1,085.85
52771 Moa - CPP	\$ 2,360.46	\$ 2,697.07	\$ 336.61
525871 RHRF - Retiree Healthcare Reserve Fund			\$ -
52780 Moa - Utilities Allowance	\$ 8,000.00	\$ 8,000.00	\$ -
52781 HECO			\$ -
52782 BOW			\$ -
52783 HAWNTEL			\$ -

52784 Cable				\$	-	
52790 Moa - Geographic Variant	\$	500.00	\$	1,200.00	-	
52791 Annual Conference	\$	850.00	\$	850.00		
52793 Cell Phone	\$	1,200.00	\$	1,200.00	\$	-
<b>TOTAL</b>	<b>\$</b>	<b>113,212.30</b>	<b>\$</b>	<b>129,618.71</b>	<b>\$</b>	<b>16,406.41</b>

<b>52900 PASTOR TOM CHOI</b>						
52901 Choi - Salary	\$	62,332.40		\$	(62,332.40)	
52902 Choi - Professional Expense	\$	4,000.00		\$	(4,000.00)	
52904 Choi - Annual Conference	\$	400.00		\$	(400.00)	
52905 Choi - Geographic Variant	\$	500.00		\$	(500.00)	
52907 Choi - Housing	\$	36,000.00		\$	(36,000.00)	
52908 Choi - Utilities Allowance	\$	6,000.00		\$	(6,000.00)	
52909 Choi - Medical+Dental	\$	24,749.76		\$	(24,749.76)	
52910 Choi- CRSP-DC	\$	3,249.80		\$	(3,249.80)	
52911 Choi- CRSP-DB	\$	10,483.24		\$	(10,483.24)	
52912 Choi - CPP	\$	3,249.80		\$	(3,249.80)	
52914 Cell Phone	\$	1,200.00		\$	(1,200.00)	
<b>TOTAL</b>	<b>\$</b>	<b>152,165.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>(152,165.00)</b>

<b>52920 PASTOR K.HOUFF</b>						
52921 Houff - Salary	\$	43,857.40	\$	49,117.00	\$	5,259.60
52922 Houff - Professional Expenses	\$	4,000.00	\$	4,000.00	\$	-
52923 Houff - Annual Conference	\$	2,000.00	\$	2,000.00	\$	-
52924 Houff - Geographic Variant	\$	500.00	\$	1,200.00	\$	700.00
52925 Houff - Utilities Allowance	\$	8,080.00	\$	8,000.00	\$	(80.00)
52926 Houff - Medical	\$	2,594.00	\$	2,594.00	\$	-
52927 Houff - CRSP-DC	\$	1,784.48	\$	1,949.78	\$	165.30
52928 Houff - CRSP - DB	\$	5,756.38	\$	6,289.63	\$	533.25
52929 Houff - CPP	\$	1,784.48	\$	1,949.78	\$	165.30
52930 Houff - Cell Phone	\$	1,200.00	\$	1,200.00	\$	-
52931 Houff - Travel & Transportation	\$	3,500.00	\$	3,500.00		
<b>TOTAL</b>	<b>\$</b>	<b>71,556.74</b>	<b>\$</b>	<b>81,800.19</b>	<b>\$</b>	<b>10,243.45</b>

<b>52940 PASTOR WON-SEOK</b>						
52941 Won-Seok - Salary	\$	25,025.00	\$	56,666.61	\$	31,641.61
52942 Won-Seok- Professional Expense	\$	2,000.00	\$	4,000.00	\$	2,000.00
52943 Won-Seok- Annual Conference	\$	425.00	\$	850.00	\$	425.00
52944 Won-Seok- Transportation and Travel	\$	1,750.00	\$	3,500.00	\$	1,750.00
52945 Won-Seok- Geographic Variant	\$	250.00	\$	1,200.00	\$	950.00
52946 Won-Seok- Housing	\$	21,000.00	\$	42,000.00	\$	21,000.00
52947 Won-Seok - Utilities Allowance	\$	2,400.00	\$	4,800.00	\$	2,400.00
52948 Won-Seok - Medical	\$	4,792.00	\$	8,954.16	\$	4,162.16
52949 Won-Seok - Dental			\$	439.68	\$	439.68
52950 Won-Seok- CRSP-DC	\$	1,429.82	\$	3,095.86	\$	1,666.04
52951 Won-Seok- CRSP-DB	\$	4,612.30	\$	9,986.66	\$	5,374.36
52952 Won-Seok- CPP	\$	1,429.82	\$	3,095.86	\$	1,666.04
52953 Won-Seok- Cell Phone	\$	600.00	\$	1,200.00	\$	600.00
<b>TOTAL</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>65,713.94</b>	<b>\$</b>	<b>139,788.83</b>
					<b>\$</b>	<b>74,074.89</b>

<b>53000 ADMINISTRATION</b>						
53010 Annual Conference	\$	5,000.00	\$	5,000.00	\$	-
53020 Office Supplies	\$	5,000.00	\$	5,000.00	\$	-
53030 Postage & Bulk Mail	\$	1,500.00	\$	1,500.00	\$	-
53040 Office Equipment	\$	10,000.00	\$	13,000.00	\$	3,000.00
53050 License Fee	\$	3,000.00	\$	3,000.00	\$	-
53060 Service Charge/HUMU					\$	-
53085 Event advertisement	\$	1,500.00	\$	1,500.00	\$	-
53100 SPRC Budget	\$	1,500.00	\$	1,500.00	\$	-
53102 Payroll Processing Fee	\$	3,000.00	\$	3,000.00	\$	-
53110 Finance Office Expense	\$	7,500.00	\$	7,500.00	\$	-
53200 Admiral Thomas Legal Expenses	\$	5,000.00	\$	5,000.00	\$	-

53210 Books,Subscriptions,Reference	\$	9,000.00	\$	9,000.00	\$	-
53220 Staff Development	\$	2,000.00	\$	5,000.00	\$	3,000.00
53230 Travel	\$	3,000.00	\$	3,000.00	\$	-
53240 General Excise Tax	\$	66,080.00	\$	70,000.00	\$	3,920.00
53250 Loan Repayment	\$	46,320.00	\$	132,844.08	\$	86,524.08
<b>TOTAL</b>	<b>\$</b>	<b>169,400.00</b>	<b>\$</b>	<b>265,844.08</b>	<b>\$</b>	<b>96,444.08</b>

<b>54000 TRUSTEE</b>						
54010 Church & Parsonage Liab. Ins.						
54020 Janitorial Supplies	\$	8,000.00	\$	8,000.00	\$	-
54040 Rubbish Service	\$	9,000.00	\$	9,000.00	\$	-
54050 Pest Control	\$	3,000.00	\$	3,000.00	\$	-
54060 Elevator Maintenance	\$	15,000.00	\$	15,000.00	\$	-
54070 Sound System Maintenance			\$	3,000.00	\$	3,000.00
54080 Air Conditioners maintenance	\$	10,000.00	\$	10,000.00	\$	-
54090 Fire Alarm Testing/Inspections	\$	6,000.00	\$	4,000.00	\$	(2,000.00)
54100 Irrigation Maintenance	\$	2,500.00	\$	2,500.00	\$	-
54110 Piano Maintenance	\$	2,000.00	\$	2,000.00	\$	-
54120 Tree Trimming	\$	10,000.00	\$	5,000.00	\$	(5,000.00)
54121 Landscaping Contract	\$	12,000.00	\$	14,000.00	\$	2,000.00
54130 Parsonage - Ulumaika	\$	10,000.00	\$	10,000.00	\$	-
54140 Parsonage - Kilauea	\$	3,000.00	\$	10,000.00	\$	7,000.00
54160 Kitchen Maintenance	\$	5,000.00	\$	10,000.00	\$	5,000.00
54170 Plumbing	\$	30,000.00	\$	30,000.00	\$	-
54195 Electrical	\$	5,000.00	\$	5,000.00	\$	-
54200 Emergency Repairs	\$	10,000.00	\$	10,000.00	\$	-
54210 Miscellaneous/Workdays	\$	2,500.00	\$	2,500.00	\$	-
54220 Other Trustee Expenses					\$	-
<b>TOTAL</b>	<b>\$</b>	<b>143,000.00</b>	<b>\$</b>	<b>153,000.00</b>	<b>\$</b>	<b>10,000.00</b>

<b>55000 PROGRAM MINISTRIES</b>						
55100 Promotion & Education Supplies	\$	500.00	\$	500.00	\$	-
55110 Aloha Fellowship	\$	500.00	\$	1,000.00	\$	500.00
55120 Stewardship	\$	500.00	\$	500.00	\$	-
55130 Worship Supplies	\$	3,000.00	\$	3,000.00	\$	-
55140 Na Leo Paulele Choir	\$	500.00	\$	500.00	\$	-
55141 Tongan Choir	\$	300.00	\$	500.00	\$	200.00
55150 Adult Education	\$	2,500.00	\$	3,000.00	\$	500.00
55160 Sunday School	\$	3,000.00	\$	5,000.00	\$	2,000.00
55176 Youth & Young Adults (Tongan)	\$	10,000.00	\$	10,000.00	\$	-
55178 Youth & Young Adults (English)	\$	2,500.00	\$	5,000.00	\$	2,500.00
55250 Praise Team	\$	2,000.00	\$	2,000.00	\$	-
55260 Media Production	\$	6,000.00	\$	6,000.00	\$	-
55261 Media Hardware/Installation	\$	5,000.00	\$	5,000.00	\$	-
55270 New Program Ministries	\$	3,000.00	\$	3,000.00	\$	-
55271 Tutoring	\$	-	\$	-	\$	-
55272 Dance Ministry	\$	1,000.00	\$	1,500.00	\$	500.00
55276 Family Promise	\$	-	\$	-	\$	-
55277 Yoga Class	\$	650.00	\$	2,800.00	\$	2,150.00
55280 Bloom Conference	\$	2,500.00	\$	2,500.00	\$	-
55281 Hospitality Ministry	\$	2,500.00	\$	2,500.00	\$	-
55282 Queen Ka`ahumanu Elem. School	\$	500.00	\$	500.00	\$	-
55283 Brass Instruction	\$	-	\$	-	\$	-
55284 Holiday and Special Events Music	\$	5,000.00	\$	5,000.00	\$	-
55278 Missionaries	\$	6,120.00	\$	8,000.00	\$	1,880.00
55286 Seniors Ministry	\$	5,000.00	\$	2,500.00	\$	(2,500.00)
55287 Young Married Couples Ministry	\$	2,000.00	\$	2,000.00	\$	-
<b>TOTAL</b>	<b>\$</b>	<b>64,570.00</b>	<b>\$</b>	<b>72,300.00</b>	<b>\$</b>	<b>7,730.00</b>

<b>56000 PROPERTY EXPENSE</b>					\$	-
56100 Utilities - Church						
56101 HECO-6817						

56102 HECO-6486			
56103 BOW			
56104 Spectrum Internet			
56105 HAWANTEL - ELEVATOR			
56106 The Gas Company			
56107 Utilities - Church - Other	\$ 90,000.00	\$ 97,200.00	
56200 Real Property Taxes	\$ 900.00	\$ 900.00	
62870 Property Insurance	\$ 30,000.00	\$ 30,000.00	
<i>TOTAL</i>	\$ 120,900.00	\$ 128,100.00	\$ 7,200.00

**OTHER EXPENSE**

57100 Unbudgeted Expenses	\$ 4.00	\$ -	
60930 Fines, Penalties, Judgements		\$ -	
62110 Accounting Fees		\$ -	
62140 Legal Fees		\$ -	
65130 Interest Expense		\$ -	
68300 Travel & Meetings		\$ -	
			\$ -

TOTAL CHURCH EXPENDITURES \$ 1,475,580.17 \$ 1,719,988.73 \$ 244,408.56

**INCOME/EXPENSE**

PP&E Expenditures \$ 203,000.00 \$ 196,000.00 \$ (7,000.00)  
Total Proposed Expenditures \$ 1,678,580.17 \$ 1,915,988.73 \$ 237,408.56

Total Income Admiral Thomas \$ 1,400,000.00 \$ 1,400,000.00 \$ -  
Total Income (non-Admiral Thomas) \$ 398,850.00 \$ 373,351.00 \$ (25,499.00)  
GRAND TOTAL INCOME \$ 1,798,850.00 \$ 1,773,351.00 \$ (25,499.00)

**NET TOTAL INCOME/EXPENSE** \$ 120,269.83 \$ (142,637.73) \$ (262,907.56)

**Admiral Thomas Fund and Programs, Projects, & Education (PP&E) Addendum**

	<b>APPROVED 2023 BUDGET</b>	<b>PROPOSED 2024 BUDGET</b>	<b>DIFFERENC E</b>
<b>Income</b>			
Admiral Thomas Fund	\$ 1,333,920.00	\$ 1,333,920.00	\$ -
<b>Total Net Income</b>	<b>\$ 1,333,920.00</b>	<b>\$ 1,333,920.00</b>	<b>\$ -</b>
<b>Expense</b>			
<b>Obligated - Mission and Outreach (PP&amp;E)</b>	<b>2023 Proposed</b>	<b>2024 Proposed</b>	<b>Difference</b>
Scholarship	\$ 50,000.00	\$ 50,000.00	\$ -
Susannah Wesley Community (SWC)	\$ 24,000.00	\$ 24,000.00	\$ -
Wesley House - Cambodia 12 Women's Scholars	\$ 6,000.00	\$ 6,000.00	\$ -
Wesley Foundation UH Manoa	\$ 50,000.00	\$ 50,000.00	\$ -
Frank & Irene Butterworth Scholarship	\$ 10,000.00	\$ 10,000.00	\$ -
The Legal Clinic	\$ 50,000.00	\$ 50,000.00	\$ -
Food Bank	\$ 1,000.00	\$ -	\$ (1,000.00)
Houffs Moving Expense	\$ 6,000.00	\$ 6,000.00	\$ -
<b>Total MISSION AND OUTREACH</b>	<b>\$ 197,000.00</b>	<b>\$ 196,000.00</b>	<b>\$ (1,000.00)</b>




# CHARGE CONFERENCE FORM #1: Annual Composite Report of the Trustees

REPORT YEAR	2023-2024		
<b>I. ABOUT THE LOCAL CHURCH</b>			
A. DISTRICT	Hawaii at <a href="mailto:hawaiidistrict@calpacumc.org">hawaiidistrict@calpacumc.org</a>		
B. LOCAL CHURCH	First UMC of Honolulu		
C. BOARD OF TRUSTEES PRESIDENT (3.1 TRUSTEE #1)	Karlen Ross		
D. BOARD OF TRUSTEES PRESIDENT EMAIL	<a href="mailto:Karlen.ross@gmail.com">Karlen.ross@gmail.com</a>		
E. PASTOR-IN-CHARGE	Won-Seok Yuh		
F. PASTOR-IN-CHARGE EMAIL	<a href="mailto:revyuh@firstumchonolulu.org">revyuh@firstumchonolulu.org</a>		
G. CHURCH OFFICE EMAIL	<a href="mailto:office@firstumchonolulu.org">office@firstumchonolulu.org</a>		
<b>II. BOARD ORGANIZATION</b>			
REPORT IS FOR THE PERIOD BEGINNING...	Nov 29, 2022		
TO DATE OF CURRENT CHARGE CONFERENCE...	Dec 05, 2023		
1. IS THE LOCAL CHURCH INCORPORATED? (§2529.1)?	Yes		
2. ORGANIZATION FOR THE TRUSTEES ROSTER BELOW WAS EFFECTIVE AS OF ...	Jan 01, 2023		
3. TRUSTEES ROSTER. The following Trustees have served in the present conference year (no less than 3, no more than 9).	NAME	TERM EXPIRES	
3.1 PRESIDENT (TRUSTEE #1)	Karlen Ross	Dec 31, 2026	
3.2 VICE-PRESIDENT (TRUSTEE #2)	Sioeli Mafi	Dec 31, 2026	
3.3 SECRETARY (TRUSTEE #3)	Paini Harris	Dec 31, 2023	
3.4 BOARD TREASURER (TRUSTEE #4)	Linita Moa	Dec 31, 2023	
3.5 TRUSTEE #5	Mark Brekke	Dec 31, 2023	
3.6 TRUSTEE #6			
3.7 TRUSTEE #7			
3.8 TRUSTEE #8			
3.9 TRUSTEE #9			
<b>III. PROPERTY INFORMATION</b>			
4. WHO IS THE CUSTODIAN OF DEEDS AND OTHER LEGAL PAPERS?	First Hawaiian Bank		
5. WHERE ARE DEEDS AND OTHER LEGAL PAPERS KEPT?	Safe Deposit Box		
6. DO YOU HAVE A LONG-TERM PLAN FOR REPLACEMENT OF FACILITIES AND EQUIPMENT AS THEY DETERIORATE?	Yes		
<b>7. About Property Owned By the Church</b>			
7. HOW MANY PROPERTIES DOES THE CHURCH OWN?	3		
7a. TITLE NAME PROPERTY #1	Church Buildings		
7a. PROPERTY TYPE #1	Church Building	7a. TRUST CLAUSE IN DEED #1?	Yes
7a. OFFICE, BOOK & PAGE RECORDING OF DEED #1	First Hawaiian Bank	7a. VALUE OF PROPERTY #1	6230703.00
7b. TITLE NAME PROPERTY #2	Ulumaika Parsonage		
7b. PROPERTY TYPE #2	Parsonage	7b. TRUST CLAUSE IN DEED #2?	Yes
7b. OFFICE, BOOK & PAGE RECORDING OF DEED #2	Kept in Church Archives	7b. VALUE OF PROPERTY #2	1930000.00
7c. TITLE NAME PROPERTY #3	Kilauea Parsonage		
7c. PROPERTY TYPE #3	Parsonage	7c. TRUST CLAUSE IN DEED #3?	Yes
7c. OFFICE, BOOK & PAGE RECORDING OF DEED #3	Kept in Church Records	7c. VALUE OF PROPERTY #3	1555000.00
<b>IV. ACCESSIBILITY AUDIT</b>			

8. HAS AN ANNUAL ACCESSIBILITY AUDIT FOR CHURCH PROPERTIES BEEN CONDUCTED THIS YEAR (§2533.6)?	<b>Yes</b>		
9. HAS YOUR CHURCH DEVELOPED AN ACCESSIBILITY PLAN FOR YOUR PROPERTIES?	<b>Yes</b>		
10. ATTACH ANNUAL ACCESSIBILITY AUDIT HERE. Keep a copy of this policy document with the signed form.			
<b>V. INSURANCE (§2533.2, §2550.7) &amp; SAFETY</b>			
11. HAVE THE BUILDINGS BEEN INSPECTED FOR FIRE AND OTHER SAFETY HAZARDS WITHIN THE PAST YEAR?	<b>Yes</b>		
12. HAVE THE PROPERTIES BEEN ASSESSED FOR REPLACEMENT VALUE WITHIN THE LAST 5 YEARS?	<b>Yes</b>		
12a. IF YES, WHO PERFORMED THE ASSESSMENT?	<b>HUB International</b>		
13. IS THE AMOUNT OF INSURANCE ADEQUATE?	<b>Yes</b>		
14. ATTACH STATEMENT OF PROPERTY VALUE FROM HUB INTERNATIONAL. Keep a copy of this policy document with the signed form.			
<b>15. About Insurance</b>			
<b>15a. CHURCH BUILDING(S)</b>			
15a. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15a. POLICY EXPIRATION	<b>Jan 01, 2024</b>
15a. REPLACEMENT VALUE	<b>6230703.00</b>	15a. AMOUNT OF COVERAGE	<b>6230703.00</b>
15a. TYPE OF COVERAGE	<b>Property Policy</b>	15a. INSURANCE COMPANY	<b>HUB International</b>
15a. RESTRICTED BY COINSURANCE?	<b>No</b>	15a. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>15b. PARSONAGE(S)</b>			
15b. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15b. POLICY EXPIRATION	<b>Jan 01, 2024</b>
15b. REPLACEMENT VALUE	<b>6474320.00</b>	15b. AMOUNT OF COVERAGE	<b>6474320.00</b>
15b. TYPE OF COVERAGE	<b>Property Policy</b>	15b. INSURANCE COMPANY	<b>HUB International</b>
15b. RESTRICTED BY COINSURANCE?	<b>No</b>	15b. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>15c. CHURCH FURNISHINGS &amp; EQUIPMENT</b>			
15c. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15c. POLICY EXPIRATION	<b>Jan 01, 2024</b>
15c. REPLACEMENT VALUE	<b>174032.00</b>	15c. AMOUNT OF COVERAGE	<b>174032.00</b>
15c. TYPE OF COVERAGE	<b>Property Policy</b>	15c. INSURANCE COMPANY	<b>HUB International</b>
15c. RESTRICTED BY COINSURANCE?	<b>No</b>	15c. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>15d. PARSONAGE FURNISHINGS &amp; EQUIPMENT</b>			
15d. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15d. POLICY EXPIRATION	<b>Jan 01, 2024</b>
15d. REPLACEMENT VALUE	<b>28470.00</b>	15d. AMOUNT OF COVERAGE	<b>28470.00</b>
15d. TYPE OF COVERAGE	<b>Property Policy</b>	15d. INSURANCE COMPANY	<b>HUB International</b>
15d. RESTRICTED BY COINSURANCE?	<b>No</b>	15d. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>15e. VEHICLE(S)</b>			
15e. DO YOU HAVE INSURANCE COVERAGE?	<b>No / Not applicable</b>	15e. POLICY EXPIRATION	
<b>15f. GENERAL LIABILITY</b>			
15f. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15f. POLICY EXPIRATION	<b>Jan 01, 2024</b>
		15f. AMOUNT OF COVERAGE	<b>10000000.00</b>
15f. TYPE OF COVERAGE	<b>Umbrella Liability</b>	15f. INSURANCE COMPANY	<b>HUB International</b>
15f. RESTRICTED BY COINSURANCE?	<b>No</b>	15f. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>15g. DIRECTORS &amp; OFFICERS (covering errors, omissions, crimes)</b>			
15g. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15g. POLICY EXPIRATION	<b>Jan 01, 2024</b>


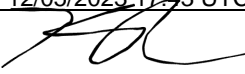
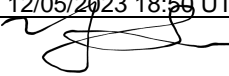
		15g. AMOUNT OF COVERAGE	<b>1000000.00</b>
15g. TYPE OF COVERAGE	<b>Umbrella Policy</b>	15g. INSURANCE COMPANY	<b>HUB International</b>
15g. RESTRICTED BY COINSURANCE?	<b>No</b>	15g. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
15h. PROFESSIONAL LIABILITY COVERAGE (includes sexual misconduct)			
15h. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15h. POLICY EXPIRATION	<b>Jan 01, 2024</b>
		15h. AMOUNT OF COVERAGE	<b>3000000.00</b>
15h. TYPE OF COVERAGE	<b>Umbrella Liability</b>	15h. INSURANCE COMPANY	<b>HUB International</b>
15h. RESTRICTED BY COINSURANCE?	<b>No</b>	15h. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
15i. WORKERS' COMPENSATION			
15i. DO YOU HAVE INSURANCE COVERAGE?	<b>Yes</b>	15i. POLICY EXPIRATION	<b>Jan 01, 2022</b>
		15i. INSURANCE COMPANY	<b>1000000.00</b>
15i. RESTRICTED BY COINSURANCE?	<b>No</b>	15i. IF YES, AMOUNT OF COINSURANCE	<b>0.00</b>
<b>VI. PERMANENT INCOME STREAMS</b>			
<b>16. Investment Streams.</b>			
16a. FUND #1	<b>Primary Investment Fund Established around 2018 \$2,772,432 (as of 09/30/23) Invested with First Hawaiian Bank Yield is normally approximately 9.9%, but will be less this year due to market swings. Investment for emerging needs. CFA voted to tithe on the annual returns starting in 2023 for ministry-related activity.</b>		
16b. FUND #2	<b>Tongan Cultural Fund Established around 2018 \$607,519 (as of 09/30/23) Invested with First Hawaiian Bank Yield is normally approximately 9.9%, but will be less this year due to market swings. Used for Tongan Ministry support as necessary</b>		
16c. FUND #3	<b>Gressit Fund First established ~20 years ago \$135,390 (as of 09/30/23) Invested with First Hawaiian Bank Yield is normally approximately 9.9%, but will be less this year due to market swings. Designated for emerging music-related needs.</b>		
16d. FUND #4	<b>Tatje-Lins-Clark Fund First established over 20 years ago \$7,337 (as of 09/30/23) Invested with First Hawaiian Bank Yield is normally approximately 9.9%, but will be less this year due to market swings. Designated for youth camper-ships</b>		
16e. FUND #5	<b>Memorial Fund First established over 20 years ago \$70,119 (as of 09/30/23) Invested with First Hawaiian Bank Yield is normally approximately 9.9%, but will be less this year due to market swings. Flexible use--when needed, used for scholarships</b>		
16f. FUND #6	<b>Memorial Fund in the Cal-Pac Foundation First Established over 20 years ago \$114,738 (no change in account as of 09/30/23) Invested with First Hawaiian Bank Flexible use--when needed, used for scholarships.</b>		
16g. IF MORE THAN 6 FUNDS, ATTACH SUPPLEMENTAL INFORMATION ABOUT INVESTMENT STREAMS. Keep a copy of this policy document with the signed form.			
17. SOCIAL RESPONSIBILITY STATEMENT	<b>We invest responsibly and avoid investments in areas of tobacco, arms, etc. Additionally, our council on finance and administration conducted a Save and Spend Strategy team/working group in 2022 that emphasized appropriate investments in socially-responsible areas per the UMC discipline.</b>		
<b>VII. DISASTER RESPONSE PLAN</b>			
"[T]he states and U.S. territories within the boundaries of the California-Pacific Annual Conference are subject to wildfires, floods, earthquakes, hurricanes, tsunami and other forms of disasters... THEREFORE, BE IT RESOLVED that the California-Pacific Annual Conference urges every local congregation to put into effect a 'Disaster Plan of Action' to be implemented in the event of a disaster of any kind that may affect its parishioners and parish." (Resolution 10-1, California-Pacific Conference)			
18. HAS YOUR CHURCH BEEN IMPACTED BY A DISASTER (NATURAL OR HUMAN-CAUSED) IN THE LAST 5 YEARS?	<b>No</b>		
19. DOES YOUR CHURCH HAVE A DISASTER RESPONSE PLAN (A 'DISASTER PLAN OF ACTION') IN EFFECT?	<b>Yes</b>		
19b. IF YES, ATTACH A COPY OF DISASTER RESPONSE PLAN. Keep a copy of this policy document with the signed form.			
<b>VIII. FACILITY USERS</b>			
20. HOW MANY FACILITY USER GROUPS DOES YOUR CHURCH HAVE?	<b>4</b>		

21. DO YOU HAVE CURRENT INSURANCE CERTIFICATES ON FILE FOR ALL FACILITY USERS?	<b>Yes</b>
22. LIST THE NAMES OF ALL FACILITY USERS WITH CURRENT ARRANGEMENTS TO USE YOUR FACILITIES.	<b>First United Methodist Church Preschool The Legal Clinic Samaritan Counseling Center Hawaii Association of Non-profit Organizations</b>
<b>IX. PARSONAGE(S)</b>	
For this section, residential buildings owned by the church are considered parsonages, whether the buildings are occupied by a pastor or not. Each residential building owned by the church should be inspected annually to assess its condition, whether it is used as a parsonage or used as a rental property.	
23. HOW MANY PARSONAGE(S) DOES THE CHURCH OWN?	<b>2</b>
23a. IF 1 OR MORE, DOES THE CHURCH HAVE A PARSONAGE COMMITTEE?	<b>No</b>
23b. IF YES, DOES THE PARSONAGE COMMITTEE HOLD REGULAR MEETINGS?	
24a. PARSONAGE #1 STATUS	<b>Pastor Occupied</b>
24b. ATTACH COMPLETED PARSONAGE WORKSHEET FOR PARSONAGE #1. Keep a copy of this policy document with the signed form.	
25a. PARSONAGE #2 STATUS	<b>Pastor Occupied</b>
25b. ATTACH COMPLETED PARSONAGE WORKSHEET FOR PARSONAGE #2. Keep a copy of this policy document with the signed form.	
Trustees President	<b>Karlen Ross</b>
Trustees President Signature Date	11/22/2023 20:44 UTC
Trustees President Signature	<i>Karlen Ross</i>
Pastor-In-Charge	<b>Won-Seok Yuh</b>
Pastor-In-Charge Signature Date	11/29/2023 18:05 UTC
Pastor-In-Charge Signature	

## CHARGE CONFERENCE FORM #6: Abuse Prevention Policy Verification

The California-Pacific Conference has transitioned to **MINISTRY SAFE**. The program Ministry Safe has been adopted to comply with California law **AB506**. The Ministry Safe program has been fully reviewed by both our Conference Chancellor and Philadelphia Insurance (the Conference insurer) and has been found to comply with California and Hawaii laws.

- **All churches in the Conference must have an Abuse Prevention Policy.** This is not only a requirement at the Conference level, but also an insurance company requirement as a condition of abuse and molestation liability coverage. More importantly, a strong Abuse Prevention Policy is for the protection of our youth and vulnerable adults. It is our responsibility to keep them safe at our churches and offsite church trips and events.
- **AB506 requires** administrators, employees and/or volunteers of a "youth service organizations", to complete child abuse and neglect reporting training, and undergo background checks, including fingerprinting. The bill requires that all "youth service organizations" develop and implement strong abuse prevention policies and procedures. A youth service organization includes churches with youth groups, childcare, Sunday School, Vacation Bible School, youth sports and other youth related groups and/or activities.
- Previous announcements include (live links at the form URL):
  - **March 2022:** <https://www.calpacumc.org/announcement/ministry-safe/>
  - **November 2022:** <https://mailchi.mp/calpacumc/announcement-ministry-safe-november-2022-update-sprc>

REPORT YEAR	<b>2023-2024</b>	
<b>I. ABOUT THE LOCAL CHURCH</b>		
A. DISTRICT	<b>Hawaii at <a href="mailto:hawaiidistrict@calpacumc.org">hawaiidistrict@calpacumc.org</a></b>	
B. LOCAL CHURCH	<b>First UMC of Honolulu</b>	
C. SPRC CHAIR	<b>Helena Ogle</b>	
D. SPRC CHAIR EMAIL	<b><a href="mailto:helenaogle@hotmail.com">helenaogle@hotmail.com</a></b>	
E. BOARD OF TRUSTEES PRESIDENT	<b>Karlen Ross</b>	
F. BOARD OF TRUSTEES PRESIDENT EMAIL	<b><a href="mailto:karlen.ross@gmail.com">karlen.ross@gmail.com</a></b>	
G. PASTOR-IN-CHARGE	<b>Won-Seok Yuh</b>	
H. PASTOR-IN-CHARGE EMAIL	<b><a href="mailto:revyuh@firstumchonolulu.org">revyuh@firstumchonolulu.org</a></b>	
I. CHURCH OFFICE EMAIL	<b><a href="mailto:office@firstumchonolulu.org">office@firstumchonolulu.org</a></b>	
<b>II. ABOUT THE CHURCH'S ABUSE PREVENTION POLICY</b>		
1. DOES THE CHURCH HAVE AN ABUSE PREVENTION POLICY IN PLACE FOR THE CURRENT CALENDAR YEAR?	<b>Yes</b>	
4. THE POLICY WE ARE CURRENTLY USING IS	<b>Ministry Safe</b>	
5. THE POLICY PROGRAM COVERS SCREENING AND BACKGROUND CHECKS	<b>Yes</b>	
6. THE POLICY PROGRAM COVERS TRAINING	<b>Yes</b>	
7. THE POLICY PROGRAM COVERS SUPERVISION AND SAFE PRACTICES	<b>Yes</b>	
8. THE POLICY PROGRAM COVERS RESPONSE AND REPORTING PROCEDURES	<b>Yes</b>	
9. WE ACKNOWLEDGE THAT CHURCHES IN THE CALIFORNIA-PACIFIC CONFERENCE ARE REQUIRED TO HAVE AN ABUSE PREVENTION POLICY PROGRAM. OUR PROGRAM IS CURRENTLY COMPLIANT WITH CALIFORNIA LAW AB506 OR WE ARE MOVING TO AN AB506-COMPLIANT PROGRAM (MINISTRY SAFE).	<b>Yes</b>	
SPRC Chair	<b>Helena Ogle</b>	
SPRC Chair Signature Date	<b>12/05/2023 04:50 UTC</b>	
SPRC Chair Signature		
Trustees President	<b>Karlen Ross</b>	
Trustees President Signature Date	<b>12/05/2023 17:43 UTC</b>	
Trustees President Signature		
Pastor-In-Charge	<b>Won-Seok Yuh</b>	
Pastor-In-Charge Signature Date	<b>12/05/2023 18:50 UTC</b>	
Pastor Signature		

## CHARGE CONFERENCE FORM #14: Annual Report of the Certified Lay Servant

REPORT YEAR	2023-2024	
<b>I. ABOUT THE APPLICANT FOR CERTIFICATION</b>		
A. NAME	Dorinda Dunlap	
B. PRIMARY EMAIL	dorindadunlap916@gmail.com	
[REDACTED]		
F. GENDER	Female	
G. FLUENT LANGUAGES	English	
<b>II. ABOUT THE LOCAL CHURCH</b>		
H. DISTRICT	Hawaii	
I. DISTRICT OFFICE EMAIL & DISTRICT LAY SERVANT MINISTRIES DIRECTOR	hawaiiidistrict@calpacumc.org & wingin322@yahoo.com	
J. LOCAL CHURCH	First UMC of Honolulu	
K. PASTOR-IN-CHARGE AT LOCAL CHURCH	Won-Seok Yuh	
L. EMAIL OF PASTOR-IN-CHARGE	RevYuh@firstumchonolulu.org	
M. CHURCH OFFICE EMAIL	office@firstumchonolulu.org	
<b>III. INFORMATION ABOUT CERTIFIED LAY SERVANTS &amp; CERTIFIED LAY SPEAKERS</b>		
<b>IV. QUALIFICATION AS A CERTIFIED LAY SERVANT</b>		
1. CERTIFIED LAY SERVANT STATUS	Renewal as a Certified Lay Servant	
2. WHAT YEAR DID YOU COMPLETE THE BASIC COURSE?	2013	
3. WHAT YEAR DID YOU COMPLETE YOUR LAST ADVANCED COURSE?	2021	
4. WHAT WAS THE TITLE OF YOUR LAST ADVANCED COURSE?	Spiritual Disciplines by Maxie Dunnam	
5. WHICH ADVANCED COURSES HAVE YOU COMPLETED?	Preaching, United Methodist Polity, Other: Spiritual Disciplines by Maxie Dunnam	
6. (OPTIONAL) DO YOU HAVE A CERTIFICATE YOU WANT ATTACHED TO YOUR DIGITAL LAY SERVANT MINISTRIES RECORD? ATTACH IT HERE TO UPLOAD TO THE CONFERENCE LIBRARY.		
<b>V. QUALIFICATION AS A CERTIFIED LAY SERVANT</b>		
7. DESCRIBE YOUR CARING MINISTRIES IN THE LAST YEAR.	Food Bank; Weekly Prayer Hour via Zoom; Monthly "Coffee and Conversation" to "talk story" with current, new and potential new members.	
8. DESCRIBE YOUR LEADING MINISTRIES IN THE LAST YEAR.	Chair of church Programs, Projects, and Education Committee Member of SPRC Chair of District Superintendency Committee Member of District Planning and Strategy Committee Member of District Lay Ministry Committee Team Member for Women's Walk to Emmaus	
9. DESCRIBE YOUR COMMUNICATING MINISTRIES IN THE LAST YEAR.	Read scripture at least 4 times in different worship services.	
10. DURING THE PAST YEAR I HAVE PARTICIPATED IN	None	

THESE ADDITIONAL OPPORTUNITIES FOR MINISTRY.	
11. DEVELOPMENT OF DEVOTIONAL LIFE.	<b>Reading weekly and devotional presentations from "The Cottage" blog by Diana Butler Bass plus her essays. Bible scriptures</b> <b>Attend weekly Bible studies following worship service and Monday evening studies.</b> <b>Participate in weekly Walk to Emmaus reunion group. I've read the following: The Case for Easter, Lee Strobel; The Making of Biblical Womanhood, Beth Allison Barr; Do I Stay Christian, Brian D. McLaren; Incarnation, Adam Hamilton</b>

**VI. QUALIFICATION AS A CERTIFIED LAY SPEAKER**

12. CERTIFIED LAY SPEAKER STATUS	<b>Not a Certified Lay Speaker</b>
----------------------------------	------------------------------------

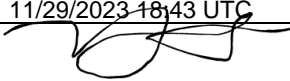
**VII. FEEDBACK AND ADDITIONAL DELIVERIES**

17. WHAT ADDITIONAL TRAINING OR SUPPORT DO YOU NEED OR WOULD SUGGEST TO FURTHER YOUR MINISTRY AS A LAY SERVANT.	<b>None at this time.</b>
18. GIVE ANY RECOMMENDATIONS YOU HAVE FOR IMPROVING THE LAY SERVANT MINISTRIES IN YOUR DISTRICT OR CONFERENCE.	<b>None at this time.</b>

Applicant Name	<b>Dorinda Dunlap</b>
Applicant Signature Date	11/22/2023 04:36 UTC
Applicant Signature	<i>Dorinda Dunlap</i>

The signature of the Pastor-in-Charge below is affirmation that the Pastor-in-Charge recommends this individual as a Certified Lay Servant or Certified Lay Speaker to the District & Conference Lay Servant Ministries Committee.

If the Pastor-in-Charge does not recommend this individual, the form should not be signed and the applicant should not be presented to the Charge Conference. The individual will not be recognized as a Certified Lay Servant for the next calendar year. If the Charge Conference does not recommend the Lay Servant be recognized, the Pastor agrees to inform the Lay Servant Ministries Director (Rev. Garth Gilliam) at the conclusion of the charge conference.

Pastor-in-Charge Name	<b>Won-Seok Yuh</b>
Pastor-in-Charge Signature Date	11/29/2023 18:43 UTC
Pastor-in-Charge Signature	

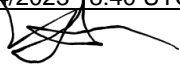


## CHARGE CONFERENCE FORM #14: Annual Report of the Certified Lay Servant

REPORT YEAR	2023-2024
<b>I. ABOUT THE APPLICANT FOR CERTIFICATION</b>	
A. NAME	Judy Olson
B. PRIMARY EMAIL	mfjko2@me.com
F. GENDER	Female
G. FLUENT LANGUAGES	English
<b>II. ABOUT THE LOCAL CHURCH</b>	
H. DISTRICT	Hawaii
I. DISTRICT OFFICE EMAIL & DISTRICT LAY SERVANT MINISTRIES DIRECTOR	hawaiiidistrict@calpacumc.org & wingin322@yahoo.com
J. LOCAL CHURCH	First UMC of Honolulu
K. PASTOR-IN-CHARGE AT LOCAL CHURCH	Pastor Won-Seok Yuh
L. EMAIL OF PASTOR-IN-CHARGE	revyuh@firstumchonolulu.org
M. CHURCH OFFICE EMAIL	office@firstumchonolulu.org
<b>III. INFORMATION ABOUT CERTIFIED LAY SERVANTS &amp; CERTIFIED LAY SPEAKERS</b>	
<b>IV. QUALIFICATION AS A CERTIFIED LAY SERVANT</b>	
1. CERTIFIED LAY SERVANT STATUS	Renewal as a Certified Lay Servant
2. WHAT YEAR DID YOU COMPLETE THE BASIC COURSE?	2014
3. WHAT YEAR DID YOU COMPLETE YOUR LAST ADVANCED COURSE?	2020
4. WHAT WAS THE TITLE OF YOUR LAST ADVANCED COURSE?	Biblical Storytelling and Teaching Adults
5. WHICH ADVANCED COURSES HAVE YOU COMPLETED?	Preaching, Other: Preaching, Teaching Adults, Living Our United Methodists Beliefs, Biblical Storytelling
6. (OPTIONAL) DO YOU HAVE A CERTIFICATE YOU WANT ATTACHED TO YOUR DIGITAL LAY SERVANT MINISTRIES RECORD? ATTACH IT HERE TO UPLOAD TO THE CONFERENCE LIBRARY.	
<b>V. QUALIFICATION AS A CERTIFIED LAY SERVANT</b>	
7. DESCRIBE YOUR CARING MINISTRIES IN THE LAST YEAR.	<p><b>My primary caring ministries over the last year have been caring for our grandson (11) and granddaughter (8) while helping our son-in-law after our daughter's passing in December, 2021. For the past two years, my husband and I have spent considerable time in Minneapolis, MN to be close to the family and assist where we can. Since our grandchildren no longer have their mother in their lives and in the home, both my husband and I have tried to provide what love and caring we can to fill some of that gap while maintaining close distance to allow for our son-in-law and grandchildren to function as a family unit.</b></p> <p><b>We have also spent time in Las Vegas where our son and family live. Both my husband and I have tried to provide caring ministries to the family as our son and daughter-in-law have gone through a separation. Our son and daughter-in-law have two children, an 11-year-old son, and 16 year-old-daughter. While allowing for our son and daughter-in-law to maintain homes for our grandchildren as they have chosen, we have tried to provide love and caring for them and for our grandchildren when we can.</b></p> <p><b>When we are in HI both my husband and I volunteer at FUMC's Food Pantry. FUMC's Food Bank is of great service and care to many people.</b></p>



	<p>Probably my best adult friend over the years is Jan Brandau who lives in Berthoud, CO. She was diagnosed with a different type of breast cancer in each of her breasts and underwent a different 8 week chemo treatment for each breast. While she is a very strong faithful Christian, I would offer encouragement, hope and scripture verses through regular texts and phone calls. My husband and I would stop in Berthoud to visit Jan and her husband, Duane who has leukemia, on our road trips from Las Vegas to and from Minneapolis.</p> <p>Our daughter's passing in the midst of the pandemic was a considerable Holy Disruptions in our lives. We are beginning to see a new way forward and looking for opportunities that our experiences can help us provide comfort and care to others.</p>
8. DESCRIBE YOUR LEADING MINISTRIES IN THE LAST YEAR.	<p>As co-Lay Leader at FUMC, I serve on the SPRC, PP&amp;E, and CoFA committees. Since these meeting are conducted via Zoom, I have been able to participate in the meetings while I have been off-island.</p> <p>As a Lay Leader at FUMC, I have been a delegate to Cal-Pac Annual Conference and attended the conference in CA this past June. I attended the Cal-PAC special session in November via Zoom.</p>
9. DESCRIBE YOUR COMMUNICATING MINISTRIES IN THE LAST YEAR.	<p>Participating in FUMC's Wednesday Prayer group has provided me with opportunities to communicate with others who need prayers, share concerns and praises and at times just need someone to listen. At times I have assisted with hosting the group via Zoom.</p>
10. DURING THE PAST YEAR I HAVE PARTICIPATED IN THESE ADDITIONAL OPPORTUNITIES FOR MINISTRY.	<p>When we are in Las Vegas, we attend The Crossing Church and have been meeting for over 8 years with a small group of married couples mostly via Zoom. As life presents challenges to members of our small group these are shared and there are opportunities to minister to them. During our Zoom Faithful Friends small accountability group, opportunities arise to provide encouragement and support to other members of our group. They certainly do that for me.</p>
11. DEVELOPMENT OF DEVOTIONAL LIFE.	<p>The development of my devotional and spiritual life has been though Bible studies and small group studies. I have taken advantage of opportunities for Bible and book studies at FUMC as well as the Prayer group mentioned earlier. I seek out readings and articles to help answer some of my questions. Almost every morning I start my day using the Abide App to listen to a devotional.</p> <p>As mentioned earlier, we meet with a small group from the Crossing Church in Las Vegas to focus on a specific study. This past year we did a study from Right Now Media on The Holy Spirit which was helped me learn more about the Holy Spirit in my life. On occasion I have led an evenings session for which I have spent extra hours in study.</p> <p>I have also joined a small group via Zoom, Women of the Word, from Calvary Lutheran Church we attend in MN. It has been more challenging managing different time zones than anticipated.</p> <p>My devotional life is filled with attending a live service almost every Sunday wherever we are and listening to as much of two other online services as possible.</p> <p>The churches we attend are:  First United Church of Honolulu where we are members  The Crossing Church in Las Vegas  Calvary Lutheran Church in New Hope, MN</p> <p>They all have excellent in-person and online services.</p>
<b>VI. QUALIFICATION AS A CERTIFIED LAY SPEAKER</b>	
12. CERTIFIED LAY SPEAKER STATUS	Renewal for Certified Lay Speaker
13. I HAVE COMPLETED THE TRACK OF STUDY OUTLINED IN QUESTION #5.	Yes
14. DATE OF LAST INTERVIEW WITH DISTRICT OF CONFERENCE COMMITTEE ON LAY SERVANT	

MINISTRIES.	
15. WAS YOUR LAST INTERVIEW FOR CERTIFIED LAY SPEAKER STATUS APPROVED OR DENIED?	<b>Have not been examined yet (this is my application for Certified Lay Speaker status)</b>
16. FOR THE PASTOR: WHY DO YOU THINK THIS PERSON IS QUALIFIED TO BE A CERTIFIED LAY SPEAKER?	
<b>VII. FEEDBACK AND ADDITIONAL DELIVERIES</b>	
17. WHAT ADDITIONAL TRAINING OR SUPPORT DO YOU NEED OR WOULD SUGGEST TO FURTHER YOUR MINISTRY AS A LAY SERVANT.	<b>I plan on continuing to take courses through Be a Disciple. Hopefully additional courses will be offered through the Hawaii District via Zoom.</b>
18. GIVE ANY RECOMMENDATIONS YOU HAVE FOR IMPROVING THE LAY SERVANT MINISTRIES IN YOUR DISTRICT OR CONFERENCE.	<b>I am planning to attend the Lay Leader Brunch on January 27, 2024. If there has been other communication from the District or Conference regarding Lay Servants or Lay Speakers within the last few months, I have failed to note or receive them.</b>
Applicant Name	<b>Judy Olson</b>
Applicant Signature Date	12/04/2023 07:58 UTC
Applicant Signature	<i>Judy Olson</i>
<p>The signature of the Pastor-in-Charge below is affirmation that the Pastor-in-Charge recommends this individual as a Certified Lay Servant or Certified Lay Speaker to the District &amp; Conference Lay Servant Ministries Committee.</p> <p>If the Pastor-in-Charge does not recommend this individual, the form should not be signed and the applicant should not be presented to the Charge Conference. The individual will not be recognized as a Certified Lay Servant for the next calendar year. If the Charge Conference does not recommend the Lay Servant be recognized, the Pastor agrees to inform the Lay Servant Ministries Director (Rev. Garth Gilliam) at the conclusion of the charge conference.</p>	
Pastor-in-Charge Name	<b>Pastor Won-Seok Yuh</b>
Pastor-in-Charge Signature Date	<del>12/04/2023</del> 18:40 UTC
Pastor-in-Charge Signature	

**PROGRAMS, PROJECTS, AND EDUCATION (PP&E)  
2023 REPORT**

It's been a pleasure to serve as the chair of PP&E this year. Our three main accomplishments were:

- Awarding a total of \$50,000 in scholarships to 21 of our young people seeking to further their education.
- Supporting four UMC missionaries, all of whom served at one time in Hawaii, by donating \$2,000 to each one:
  - Kristen Givens - Alicante, Spain
  - J.J. Park - Southeast Asia Mission
  - Andrew Lee - Cambodia
  - Claudia Genung Yamamoto - Kobe, Japan
- Celebrating the service of three Living Treasures of our church: Dick and Lissi Chadwick for their many years of dedicated service to our Lord through their ministry of operating our FoodBank and Mosese Koli for his many years of dedication to our Lord through his service as Lay Leader for our Tongan congregation.

I give thanks and praise to our Heavenly Father for the members of my committee and the many others who assisted us in making this a successful year of serving our Lord.

Respectfully

*Dorinda Dunlap*

Chair

PP&E