



North Carolina Conference
The United Methodist Church

2021 Charge Conference Training

Part 1: Pastor Reports


Report of Pastoral Ministry

Clergy Compensation Worksheet


Where to find your Charge Conference reports?

- Go to the Conference website: nccumc.org
- Scroll down to the “Helpful Resources” section and click on “Online Data Collection”:

HELPFUL RESOURCES


 Church Lookup

 Media Center

 Pastor Lookup

 Online Data Collection

You will need to enter your pastor username and password to gain access to our Online Data Collection System (OLDACS)

 **Online Data Collection**
North Carolina Conference
THE UNITED METHODIST CHURCH

Username

Password

LOG IN

[Forgot your Username/Password?](#)


If you have forgotten the username or password for your pastor or church account, click the “Forgot your Username/Password” link.

The password or username reset link will be sent to your Conference email.

The password reset link is only valid for one hour.

Once you successfully enter your username & password, this main page will open for you in OLDCS

HOME APPOINTMENTS **AUSTIN MEADOWS**

 **Online Data Collection**
North Carolina Conference
THE UNITED METHODIST CHURCH

You will know that you used your pastor OLDCS password (and not the church password) because your name will appear here.

Main Menu

Clergy related Charge Conference Reports, Compensation information, Conference Journal records, and biographical information may be found by clicking the Personnel button below.

OPEN PERSONNEL RECORD

For this training session, we will explore the reports in your **PERSONNEL** tab.

Annual Audits, Church related Charge Conference Reports, Statistical Tables, and Online Payments for your church(es) may be found by clicking the church button(s) below.

OPEN BETHEL (PELHAM)

OPEN LOCUST HILL (REIDSVILLE)

You will use these links in our next training session on the church Charge Conference reports.



Online Data Collection

North Carolina Conference

THE UNITED METHODIST CHURCH

Austin Meadows (Austin)

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EMPLOYEE



DISTRICT

CORRIDOR

**Please check the “Contact”
tab on your Personnel
section of OLDACS often to
make sure your
information is correct.**

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Compensation

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CC Reports

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Contact

Mailing address (add/edit):

Phone:

Check this box if your preferred mailing address is the same as your physical home address. If it is different, please enter your physical home address below.

Physical home address: Same as mailing address.

Email address:

Enter new email

Re-enter new email

Alternate email address:

Enter an alternate email address if one is available.

Enter new email

Re-enter new email

Mobile number

Check to make sure your mailing address, cell phone number and home phone numbers are correct and update, if needed.



Online Data Collection

North Carolina Conference

THE UNITED METHODIST CHURCH

Austin Meadows (Austin)

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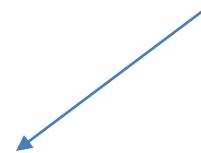
EMPLOYEE



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Now, let's look at the one Charge Conference report that each pastor must complete.



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Charge Conference Reports

Report of Pastoral Ministry

- 2016 Report of Pastoral Ministry -
- 2017 Report of Pastoral Ministry -
- 2018 Report of Pastoral Ministry -
- 2019 Report of Pastoral Ministry -
- 2020 Report of Pastoral Ministry -

Your previous year's "Report of Pastoral Ministry" submissions are available for your review as you begin to work on the 2021 report.

Complete | Incomplete | Print

This report has 3 steps. Make sure you complete all parts.

Save your work as you go OR copy and paste your answers from a WORD doc.

For pastors who serve a Charge or dual appointment, you will need to combine the information for each church into one Report of Pastoral Ministry.

Deacons are only required to answer questions 5 – 8.



Report of Pastoral Ministry - Step One

Selected pastor: Austin Meadows

2020 Charge Conference

[View Printable Page](#)

[Clergy Detail Record](#)

[Main Menu](#)

[Step One](#) | [Step Two](#) | [Step Three](#)

* = required field

To be completed by all clergy appointed in local church settings. Deacons are only required to answer questions 5-8. Each pastor has one report. If you serve a charge or dual appointment, you must combine the info for all your churches into one report.

Year Appointed to Current Charge *

The Report of Pastoral Ministry is designed to capture a snapshot of your ministry over the past year, allow you the opportunity to self-assess your gifts and strengths, and enable the Cabinet to see what goals you have set for the coming year.

For pastors who serve a charge or dual appointments, you will need to combine the information for each church into one Report of Pastoral Ministry.

1. List those received into baptized membership since the last report.

When you have completed all 3 steps, you will need to click the “Form Complete” box and the red “SAVE” link and you will have completed your Report of Pastoral Ministry.

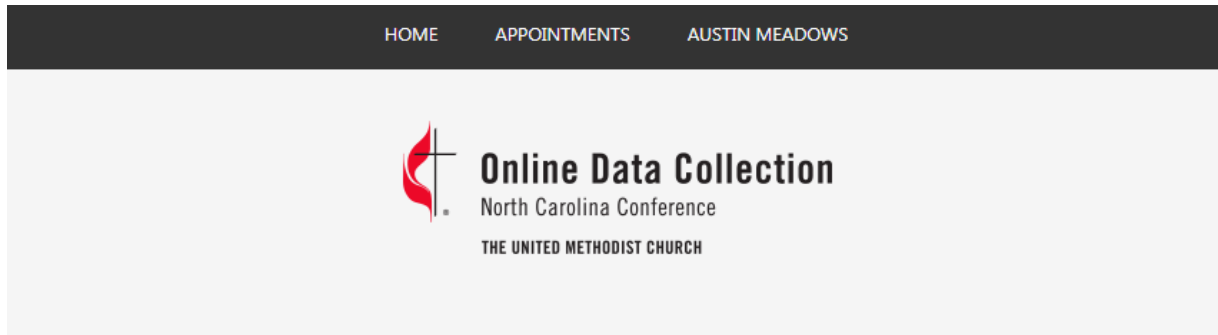
Form complete



View Printable Page
Clergy Detail Record
Main Menu

Click the “Clergy Detail Record” to take you back to the main page of your Personnel OLDICS page.

Now, let's look at your Clergy Compensation Worksheet



Austin Meadows (Austin)

Main Menu



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The resources shown below are found at the bottom of the Pastor Compensation page in OLDACS. They have been updated in OLDACS for the 2022 year.

Reviewing these resources before you begin and complete your Clergy Compensation Worksheet will prove beneficial to you.

- [Clergy Compensation Calculator](#)
- [2021 Compensation and Personnel Policies for Pastors](#)
- [Instructions for Completing the 2021 Clergy Compensation Worksheet](#)
- [Housing Allowance Exclusion Resolution](#)
- [Housing Allowance Q&A](#)
- [Worksheet for Determining Housing Allowance Exclusion](#)

**Next, you will
proof the
“Compensation
Detail”
section**

Compensation Detail - One Record per Pastor

Review your compensation detail data for the upcoming year below. This is a single election for each pastor. There should be no more than one detail line per person (not per church) per time period. Move on to the UMPIP election grid once you have finished the compensation detail section. To edit an existing record, clicking the Edit link. To add a new record, click the Add New Compensation Detail Record button. Historical compensation detail records are locked and can be edited by the District/Treasurer's Offices.


Please note: You should check below to see if your record already exists.

**If you need to
change the
selections, you
click the red “edit”**

**You will note, OLDCS has made an
entry for you for 2022 based on
the selections you made in 2021.**

ADD NEW COMPENSATION DETAIL RECORD

[View all historical compensation records](#)

Effective Dates	Total Appt Time %	Parsonage Provided	Church Participation Waived	Edit
01/01/2021 - 12/31/2021	<input type="text"/>	<input type="text"/>	<input type="text"/>	edit
01/01/2020 - 12/31/2020	<input type="text"/>	<input type="text"/>	<input type="text"/>	

Step Two: Complete Your PIP Selections

You will now complete your pension selections

UMPIP Election - One Record per Pastor


Enter your UMPIP election for the upcoming year below. This is a single election for each pastor. There should be no more than one detail line per person (not per church) per time period. Click the Add New UMPIP Detail Record button to create a new record. Edit/Delete records by clicking the Edit link. Historical compensation detail records are locked and can be edited by the District/Treasurer's Offices.

ADD NEW UMPIP DETAIL RECORD

If you need to change the selections, you click the red "edit"

You will note, OLDCS has made an entry for you for 2022 based on the selections you made in 2021.

[View all historical compensation records](#)

Payer Effective Dates	Before Tax Percent	Before Tax Amount	Roth Percent	Roth Amount	After Tax Percent	After Tax Amount	Contrib. Escalation	TF Contrib.	Edit
Bethel (Pelham) / Locust Hill UMC (Reidsville) 01/01/2021 12/31/2021									edit
Bethel (Pelham) / Locust Hill UMC (Reidsville) 01/01/2020 12/31/2020									

This last step is where you can print off a copy of your UMPIP selections & you can print a copy of your 2022 Clergy Compensation Worksheet to share with your church treasurer.



Step Three: Review and Print Your Compensation Reports

You may review/print your compensation reports below. Enter an effective date for which you wish to review this information.

Contribution to Personal Investment Plan (UMPIP)	<input type="text" value="01/01/2021"/>	UMPIP REPORT
Clergy Compensation Worksheet	<input type="text" value="01/01/2021"/>	CLERGY COMP WORKSHEET

Additional Resources

- [Clergy Compensation Calculator](#)
- [2021 Compensation and Personnel Policies for Pastors](#)
- [Instructions for Completing the 2021 Clergy Compensation Worksheet](#)
- [Housing Allowance Exclusion Resolution](#)
- [Housing Allowance Q&A](#)
- [Worksheet for Determining Housing Allowance Exclusion](#)

 Locked |  Unlocked

[Main Menu](#)

Please note, the default dates for the UMPIP report as well as the Clergy Compensation Worksheet above are set to 1/1/2021. You can change the date to see previous year's reports, in you wish.

Q: Who should I call if I need help with my Clergy Compensation Worksheet?

A: The Conference Benefits Office

1-800-849-4433

Q: Who should I contact if I need help with my Report of Pastoral Ministry?

A: Call the District Office

919-779-9435 or

888-661-4941 (toll free)

A: Email the District Office

districts@nccumc.org

You can also contact your Administrative Assistant to the District Superintendent (AADS) for any questions related to Charge Conference reports.

Beacon/Sound AADS

Ashley Kennedy



akennedy@nccumc.org

Capital/Fairway AADS

Nancy Martinez



nmartinez@nccumc.org

Corridor/Heritage AADS

Sarah Carter



sarah.carter@nccumc.org

Gateway/Harbor AADS

Mary Hartsell



mhartsell@nccumc.org

You may contact your AADS directly by email or by calling the District Office and ask to be connected to their extension. 919-779-9435 or 888-661-4941 (TF)