Review of Present System of Records

A report by the General Committee to the Methodist Conference 2004

The North East District sent the following resolution to Conference in 2003.

Taking into account the earlier date of the Spring Synod, the Ministerial session of the North East Synod calls for a revision of the submission dates of those schedules relative to the business of the Synod; and also the regulations with regard to the manse furniture Books.

The Portadown District submitted the following resolution.

The Ministerial Session of the Portadown District Synod considers the present system of record keeping, i.e. Schedule Books and Membership registers, to be somewhat outdated. We feel this requires revision in order to streamline and make relevant ways and means of holding information on Circuits. We ask the appropriate committee of the Methodist Church in Ireland to give this matter consideration.

The Conference noted that manse furniture books were being reviewed by the working party on manses, and the other matters were remitted to the General Committee.

Circuit Schedules

The date of the Spring Synod is determined by:

(a) the date of Easter;

(b) dates of Spring Connexional Committees in relation to the date of Easter;

(c) the production of the Conference Agenda.

Therefore, it is incorrect to refer to the earlier date of the Spring Synod. It is also Important to remember that the date for the return of the circuit schedules to departments is a “not later than” date. There is no reason why they cannot be returned earlier.

Circuit Schedule Book

The Circuit Schedule Book may require some revision before the next printing. However, while some of the circuit information may be held in other forms, it is important to retain a hard copy of this information contained in a bound record i.e. the Schedule Book.

Membership Registers

The Conference in 1993 received a report on this matter. The Conference accepted that computerised lists of church membership etc are adequate for the

purposes of record keeping and presentation at the District Synod provided that:

(a) Printout lists are accompanied by a statistical return which records the changes from the previous quarter;

(b) Computer printout lists are on file as a permanent record;
(c) A ‘back up’ is available and a copy kept in a separate and sec location.

Resolution

C22. The Conference receives the report.