



BISHOP JANE ALLEN MIDDLETON

THE UNITED METHODIST CHURCH

HARRISBURG AREA - CENTRAL PENNSYLVANIA CONFERENCE

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MEMORANDUM

TO: Central Pennsylvania Conference Members
Serving in Extension Ministries
FROM: Bishop Jane Allen Middleton
DATE: December 10, 2007
RE: Annual Report

It is time for you to review again ¶343 and ¶344 of *The 2004 Book of Discipline* as you complete the attached forms for use by the Cabinet of the Central Pennsylvania Conference in reviewing ministerial status and appointment for the conference year 2008-09. Both forms are also available on the Conference Website at www.cpcumc.org. Please note particularly ¶344.3 that mandates that you designate your **charge conference membership**. Your report will be returned if this relationship is not noted. The only exception to this requirement is members of the Cabinet.

Be sure to include your 2008 salary and benefits package, if available, and enclose with your report any evaluation and/or narrative report. Also, note corrections, if any, of address and telephone number. Please include your Email address. **Send copies of your report to the following persons, addresses included on page 2, by March 31, 2008:**

1. Bishop Jane Allen Middleton
2. Your District Superintendent
3. Board of Ordained Ministry Representatives
4. Bishop of the Area in which you work,
if other than Area in which you are a member.
5. Conference Secretary

The 2008 Central Pennsylvania Annual Conference is scheduled for **Thursday, June 5 through Saturday, June 7 at Messiah College, Grantham, PA.** The Extension Ministries Annual Luncheon has been scheduled for **Thursday, June 5, 2008, at Noon.** Details will be provided on the luncheon as they become available.

We thank God for the blessings and benefits of our United Methodist connection and for your unique ministry in His name. May we together affirm that it is an exciting time to be a Christian.

Cc: Conference Relations BOOM
Conference Secretary
District Superintendents

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