

Annex I (page 1)



Notice of FIRST LOCAL CONFERENCE of CHARIS METHODIST CHURCH (UEN: S89CC0696A)

CHARIS METHODIST CHURCH

91 Koon Seng Road
Singapore 427032

05 January 2020

Notice of Call of the First Local Conference of Charis Methodist Church

Dear member of the Local Conference,

Owing to the dangers posed by the infectious disease known as COVID-19 and the safe distancing restrictions in force in Singapore to minimise further spread, and in accordance with the authority vested in the Local Church Executive Committee ("LCEC") by ¶306A.4 of The Book of Discipline (as enacted by the Special Session of the General Conference held on 2 July 2020), Notice is hereby given that the First Local Conference of **Charis Methodist Church** has been called by the LCEC to be held wholly by way of electronic means on **16 January 2021 at 1:00pm** to transact the following business:

Agenda

- 1) Opening Prayer
- 2) Minutes and Matters arising from 2nd Local Conference 2020
- 3) Actions and results on the Direction and goals of CAC
- 4) Issues & concerns of Pastor in charge
- 5) Issues & concerns of LCEC chairperson
- 6) Issues & concerns of Lay Leader
- 7) Issues & concerns of PPRSC
- 8) Financial status on members giving and church expenses
- 9) Ministry Plans for the year 2021
- 10) Other Issues and concerns.
- 11) Resolutions and petitions to Annual / General Conference

Annex I (page 2)

Notice of First Local Conference (continued)

This Notice is sent to you at your electronic mail (“email”) address as notified to us by you or your local church. This Notice can also be found on the website of Charis Methodist Church and may be accessed at the URL - <https://www.charismc.org.sg/events> .

Attached are:

- The detailed agenda including all documents related thereto as referred to in the Summary Agenda incorporated in this Notice.

Important Notes:

In light of the COVID-19 situation and in accordance with the resolutions passed by the LCEC under authority vested by ¶306A.4 of The Book of Discipline, the following alternative arrangements will be adopted for the First Local Conference:

(a) Personal Attendance not permitted. Attendance only by electronic means.

A member of the Local Conference will not be able to attend in person. A member of the Local Conference may only attend the First Local Conference by electronic means as stated below.

(b) Pre-registration is required for attendance by electronic means.

A member of the Local Conference is required to pre-register to enable him/her to attend the First Local Conference by electronic means. Please click on the URL below to pre-register:

<https://forms.gle/bqKsAhSLSzAA6dfv9>

Pre-registration will be conducted between **05 January 2020, 9:00am** and **09 January 2021, 5:00pm** (or such other times and dates as may be notified subsequently).

(c) An email confirmation will be sent once registration is successful.

Upon successful registration, you shall be sent an email confirmation. The email will also include a link to join the First Local Conference at <https://tinyurl.com/y4enhfpm> the username to be entered by you, a password and such other information and log-in requirements as may be specified by the Local Conference recording secretary.

Annex I (page 3)

Notice of First Local Conference (*continued*)

(d) Logging-in on the day of the First Local Conference.

Members of the Local Conference are required to log-in on the date of the First Local Conference by **12:45pm** and in the manner specified in the email confirmation to attend the First Local Conference by electronic means.

(e) Help Hot-Line(s)

The following hot-line(s) may be contacted for technical support on pre-registration, log-in on the date of the First Local Conference and other assistance (including assistance in electronic voting, if applicable)

For Zoom Session, please contact :

Rev Lui Yuan Tze – 97829110

Rev Daniel Teoh Kean Oon – 96485563

Rev Peace Choi Pyong Hwa – 83883464

For online voting via Zoom Polling, please contact :

Ms Lim Shi-Min – 98326515

(f) Use of Zoom for tele-conferencing and open voting.

We will use the 3rd party software known as **Zoom** to conduct most of the First Local Conference, including for open voting. You may wish to download the **Zoom** application onto your electronic device before date of the First Local Conference for a better experience.

(g) Use of Zoom Polling (for secret ballot voting).

We will use the 3rd party software known as **Zoom Polling** to conduct secret ballot voting at the First Local Conference. Please read and comply with the attached file –“ePoll Voter Ref.pdf” for this purpose (to be send out later).

(h) Directions on how delegates may participate at the First Local Conference.

Please follow the directions of the Local Conference recording secretary and the Church staff as to how you may participate in the proceedings of the First Local Conference, including how you may request to speak, table questions for discussion, respond to questions and circulate documents.

Annex I (page 4)

Notice of First Local Conference (*continued*)

(i) Questions relating to the First Local Conference

If you have any questions relating to the Agenda of the First Local Conference, or as to how the First Local Conference will be conducted, please address them to the Local Conference recording secretary and the Church staff by email at shimin@charismc.org.sg no later than **10 January 2021** . We will try to answer all substantial and relevant questions. A single response may be provided to similar/overlapping questions.

Please co-operate with the Local Conference recording secretary and the Church staff team.

This First Local Conference is a momentous occasion. It is the first time that the Local Conference is meeting not by physical attendance but by electronic means. Please fully co-operate with the Local Conference recording secretary and the Church staff organising team so we may hold this First Local Conference in a smooth and harmonious way. Please forgive any shortcomings we make and any inconvenience caused to you.

We ask you to pray for:

- Our Church and for the success of this First Local Conference, and
- Singapore, as together we face these extraordinary times united in know & trusting Our Lord, Jesus Christ.

To God be the Glory!

Chua Hon Wei Marcus

Recording Secretary

**** Once approval of the resolution is passed, Annex 1 together with all the Local Conference Reports to all Local Conference members at least 14 days before the Local Conference.***