

**Baltimore Washington Conference
Washington Region
District Board of Church Locations and Buildings**

UMC Book of Discipline, 2012
Chapter Six –CHURCH PROPERTY
District Board of Church Locations and Buildings

Section IV. Annual Conference Property

2515. Sale, Transfer, Lease, Mortgage, or Purchase of Annual Conference Property -

No annual conference real property shall be sold, transferred, or leased for a term that exceeds twenty (20) years, or mortgaged or purchased without the consent of the annual conference or ad interim, (a) the consent of the presiding bishop and of a majority of the district superintendents, and, in the case of discontinued or abandoned local church property or property to be purchased, the consent of a majority of the district board of church location and building (*see 2549*), etc. (b) The bishop's determination that such transfer or encumbrance conforms to the Discipline. (Etc.)

Section V. District Property

2518. District Parsonages and Board of Trustees –

1. A district parsonage for the district superintendent may be acquired when authorized by the charge conferences of two-thirds of the charges in the district or when authorized by two-thirds vote of the district conference, subject to the advice and approval of **the district board of church location and building** as provided in *2519-2524*. (Etc.)

2519. Authorization and Establishment of District Boards of Church Location and Building –

There shall be in each district of the annual conference a district board of church location and buildings. The Board shall consist of the District Superintendent, and a minimum of six and a maximum of nine additional persons nominated by the district superintendent in consultation with the district nomination committee, if one exists, and elected annually by the annual conference, provided that in a district of great geographical extent an additional board may be so elected. It is recommended that the membership include one-third clergy, one-third laymen, one-third laywomen, and where possible, should be inclusive of gender, race, age, and people with disabilities. These persons shall be professing members of the United Methodist Church. The members of the board, excluding the district superintendent, shall be divided into three classes. One third shall be elected annually for a three-year term. A chairperson and a secretary shall be elected annually at the first meeting following annual conference. The board shall file a report of any actions taken with the charge conference of each local church involved, and the report so filed shall become a part of the minutes of the said conference or conferences. The board shall also make a written report to the district conference (or, if there is not district conference, to the district superintendent), and this report shall become a part of the records of that conference.

**Baltimore Washington Conference
Washington Region
District Board of Church Locations and Buildings**

2520. *Duties and Responsibilities of the District Boards of Church Location and Building –*

1. *Local Church Building Sites and Plans-* The board of church location and building shall investigate all proposed local church building sites, ascertaining that such sites are properly located for the community to be served and adequate in size to provide space for future expansion and parking facilities (See 259.1, 2544.2)

2. If there is a district strategy committee for parish development or a metropolitan commission (633.5j) in the district, the board shall consider its recommendations in planning a strategy for continuing the service of The United Methodist Church in changing neighborhoods. If no parish development committee or commission is operative, the board shall study the duties assigned to each and seek ways to provide continuity of service in parishes where there is a change in the racial, ethnic, or cultural character of the residents, to the end that the resolutions of the General Conference involving such neighborhoods be given careful consideration. **One member of the board shall also have membership on the strategy committee or on the commission.**

3. The board of church location and building shall investigate all proposed local church or parsonage buildings to determine the best method to make the structure energy-efficient.

2521. *Standards for the Approval of Building Proposals-*

1. The board shall review the plans of any church in the district which proposes to construct or purchase a new church or educational building or a parsonage, or remodeling of such a building if the cost will exceed 25 percent of the value of the building. Such proposal shall include a statement of the need for the proposed facilities, preliminary architectural plans, cost estimate of the project, and a financial plan for defraying such cost. Before finally approving the building project, the board shall determine that the preliminary architectural design and financial plans have been evaluated and approved by proper authorities. Where readily achievable and financially feasible, renovation plans shall provide for equal access to persons with disabilities.

2. When the local church has secured final architectural plans and specifications and a reliable and detailed estimate of the cost of the proposed undertaking as provided in #2544.7, the board shall require their submission for consideration and approval. The board shall study carefully the feasibility and financial soundness of the undertaking and ascertain whether the financial plan will provide funds necessary to ensure prompt payment of all proposed contractual obligations and provide for the full financial support of the program ministries, including annual conference and general Church benevolences. It shall report its conclusions to the church and to the cabinet in writing.

3. A final decision of the board approving purchase, building, or remodeling shall automatically terminate after a period of one year where no action has been taken by the local church to carry out such decision.

**Baltimore Washington Conference
Washington Region
District Board of Church Locations and Buildings**

2522. *Appeals of district Boards of Church Location and Building Decisions-*

A decision of the board disapproving such purchase, building, or remodeling shall be final unless overruled by the annual conference, to which there is reserved unto the local church the right of appeal.

2523. *Application of Standards to the Acquisition of a District Parsonage-*

The above provisions shall apply to the acquisition of a district parsonage.

2524. *Sale, Transfer, Lease, or Mortgage of District Property-*

No district property shall be sold, transferred, or leased for a term that exceeds twenty years, or mortgaged, without: (a) the consent of the presiding district superintendent; and (b) the district superintendent's determination that such transfer or encumbrance conforms to the Discipline. The district superintendent's written statement evidencing the satisfaction of this condition shall be affixed to any instrument or transfer or encumbrance. Any required written instrument necessary to carry out the action so authorized shall be executed in the name of the corporation by any two of its officers, or any two officers of its board of trustees, and any written instrument so executed shall be binding and effective as the action of the corporation.