TEXAS CONFERENCE UNITED WOMEN IN FAITH ANNUAL MEETING SEPTEMBER 25-26, 2026

Lakeview Methodist Conference Center

2026

You are the salt of the earth. - Matthew 5:13
Bringing God's Flavor to the World



UNSTOPPABLE

WOMEN WITH PURPOSE & INFLUENCE

Mission

United Women in Faith seeks to connect and nurture women through Christian spiritual formation, leadership development, creative fellowship, and education so that they can inspire, influence, and impact local and global communities.

Vision

Turning faith, hope,and love into action on behalf of women, children, and youth aroundthe world.

Purpose

We are:
A community of women whose purpose is to know God and experience freedom as whole persons through Jesus Christ; to develop a creative, supportive fellowship; and to expand concepts of mission through participation in the global ministries of the church.

uwfaith.org

United Women in Faith

UNITED WOMEN IN FAITH TEXAS CONFERENCE

SEPTEMBER 25-26, 2026

LAKEVIEW CONFERENCE CENTER

THERESA GRAHAM, PRESIDENT
PAULETTE MOORE-HALL, PROGRAM COORDINATOR

2026 PROGRAM COMMITTEE

Paulette Moore-Hall, Theresa Graham, Debra Wroblewski. Carolyn Milby, Valerie Adame, Stephanie Pounds, Lillian Rogers-Martin, Kathy Kraiza, Dorothy Ringer-Sumner, Kathy Aubin, Suzan Muzny, Carolyn Parker, Stacie Hawkins

VISIT OUR CONFERENCE WEBSITE, WWW.UWFAITHTX.COM

You can find lots of information at our conference website: conference event information, registration links, conference calendar, subscribe to the conference newsletter, and links to many resources available on the National Office website just to name a few.

VERY SPECIAL APPRECIATION

The Program Committee would like to thank the following:

- All the United Women in Faith and friends who joined us at Lakeview this weekend
- Rev. Lataya Simpson for being our keynote speaker
- Deaconess Kathy Kraiza, Conference E/I Mission Coordinator, for organizing the collection of the 2026 Hands-on Mission Project
- Kristen Tropeano and Paulette Moore-Hall for being workshop facilitators
- Meredith Bates and Florence Snyder, our Musician and Song Leader
- Southeast District UWFaith members for leading Greet the Day Devotion
- The Lakeview Staff for their hospitality this weekend
- Stephanie Pounds for technical support
- Valerie Adame and Deborah Wroblewski for serving as Registrars
- Conference Team members for their support in preparing the program

AGENDA

FRIDAY, SEPTEMBER 25, 2026

10:00 am	**CONFERENCE LEADERSHIP TEAM MEETING**
3:00-5:00 pm	**REGISTRATION**
5:30 pm	**DINNER**
7:00 pm	**GATHER IN SONG & ICE CREAM SOCIAL**
	UNSTOPPABLE TOGETHER: 3BS - BELIEVE, BELONG, BECOME

SATURDAY, SEPTEMBER 26, 2026

7:15-7:45 am	**GREET THE DAY**
8:00 am	**BREAKFAST (FOR OVERNIGHT GUESTS)**
8:15-9:00 am	**REGISTRATION**
8:45 am	**GATHER IN SONG**
9:00-10:00 am	**WELCOME**
	OPENING SONG
	PRAYER CALENDAR
	MESSAGE FROM SALLY VONNER
	MISSION CANDLE BURNING
	ANNOUNCEMENTS
	INTRODUCTION OF SPEAKER
	KEYNOTE SPEAKER
	PRESENTATION OF SMR PIN
	HYMN
10:00-10:10 am	**BREAK**

10:10 am-Noon	**BUSINESS MEETING** CALL TO ORDER ROLL CALL / ELECTION RULES COMMITTEE ON NOMINATIONS REPORT ELECTIONS OF NOMINATED SLATE ADOPTION OF 2027 BUDGET PLEDGE SERVICE MISSION MOMENT RECOGNITION OF RETIRING OFFICERS INSTALLATION OF NEW CONFERENCE LEADERSHIP TEAM
	FOCUS GROUP 1
Noon-1:15 pm	**LUNCH**
1:15-2:15 pm	**HYMN** **GREETINGS** **LEGACY FUND UPDATE** **FOCUS GROUP 2**
2:15-2:30 pm	**BREAK**
2:15-2:45 pm	**CLOSING WORSHIP WITH COMMUNION & OFFERING** **BENEDICTION**

GREETINGS FROM OUR PRESIDENT, THERESA GRAHAM



Grace and peace My Sisters in Christ.

Greetings from your Texas Conference United Women in Faith—a Team rooted in love, strengthened by purpose, and called to serve.
We are gathered here for Texas Conference Annual Fall Festival. As Women of faith we believe that God is still moving—still calling—still sending us into the world to make a difference, that is exactly what We has been doing.

For generations, women of faith have stepped forward—not because it was easy, but because it was necessary. We stand on their shoulders.

Because right now, across Texas and beyond, the needs are urgent. Women are navigating economic uncertainty. Children are struggling with access to education and mental health resources. Families are searching for stability, dignity, and hope.

And the question before us is simple: Will we respond? Our answer is yes!
Because our work is not separate from our faith—it is the living expression of it.

But we also know this: the world is changing.And if we are going to continue this work, we must be willing to grow and adapt, by reaching new generations of women who are passionate, diverse, and ready to lead, but who may be looking for new ways to connect.

We must embrace new models of ministry—flexible, creative, and responsive to the realities of today's world.

Now, I want to be honest:
There are challenges. Some of our units are smaller than they once were. Some leaders are carrying heavy loads, and wondering what the future will look like.

But hear this clearly: Our mission is not shrinking. Our calling is not fading. And our impact is not finished.

So today, I invite you—each and every one of you—to be part of this movement.

If you are not yet connected, I invite you to join us.

Because when we come together— align our faith with action—there is no limit to what God can do through us. Let us be a people who do not turn away from need, but lean into it. And let us move forward—together—with faith, hope, and determination.

Because the work of United Women in Faith is not just important, it's essential, and it is far from over.

May God continue to guide and strengthen us all.

Humbly,
Theresa M. Graham, President
Texas Conference United Women in Faith

2026 TEXAS CONFERENCE OFFICERS



Theresa Graham, President



Paulette Moore-Hall, Program Coordinator/VP



Debra Wroblewski, Secretary



Kathy Aubin, Treasurer



Ashley Mayho, Program Resources & Language Coordinator



Valerie Adame, Communication Coordinator



Carolyn Parker, Parliamentarian



Lillian Rogers-Martin, Chair, Committee on Nominations

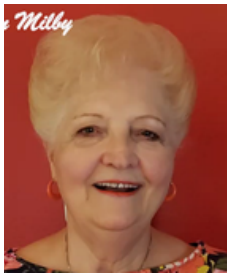
MEMBERS, COMMITTEE ON NOMINATIONS

Susan Muzny (2025)
Carolyn Parker (2025)
Lane Johnson (2026)
Joyce Hancock (2026)
Ella Aubin (2027)
Carren Rogers (2027)

MISSION COORDINATORS



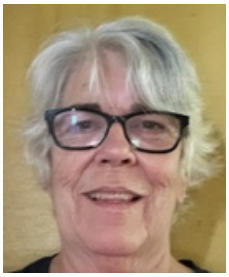
Dorothy Ringer-Sumner, Social Action



Carolyn Milby, Spiritual Growth



Kathy Kraiza, Education & Interpretation



Rhonda Carpenter, Membership Nurture & Outreach



Stephanie Pounds, National Board of Directors



Stacie Hawkins, Legacy Liaison



Cynthia Fierro Harvey, Resident Bishop

2027 TEXAS CONFERENCE HANDS-ON MISSION PROJECT

FEMININE HYGIENE KIT

Value: $24.00 per kit

MATERIALS

- One one-gallon size re-sealable bag
- Two 2oz bottle hand sanitizer
- Three 4-gallonbathroom trash bags
- One travel pack of wet ones
- 10 Tampons(5 regular and 5 super absorbency)
  - Unscented
- 10 Sanitary Napkins
  - Unscented
  - Long super ultra-thin
- Bath-size soap (3 oz. bar or larger)
  - No Ivory or Jergen's soap
  - Do not remove from packaging.
- One pack of flushable wipes (42 count)
  - Unscented
- Six laundry detergent sheets
  - Laundry detergent sheets should be placed inside of a small plastic storage bag prior to being added to the kit.

ASSEMBLY INSTRUCTIONS

- Start with a one-gallon resealable bag.
- Place one pack of flushable wipes and wet ones in the bag.
- Place three 4-gallon bathroom trash bags and the 10 sanitary napkins in the bag.
- Then, add the smaller items in the plastic bag, remove air, and seal.

IMPORTANT NOTES

- All items must be new.
- Do not wash any of the items as they will no longer be considered new.
- Do not include any personal notes, money, or additional materials in the kits.
- Contents of kits or the containers of kits should not be imprinted with cartoon characters, advertisements, religious, patriotic, military or camouflage symbols.

PACKING INSTRUCTIONS

- Complete two packing lists, one for the box and one for your records.
- Place the shipping label/packing list on the outside of the box.

Please send a check for the total amount of hygiene kits times $2 per kit for the cost of shipping to Sager Brown. One check may be written for all of the kits.

2026 MISSION CANDLE

2026 MISSION MINUTE = $8.62
TOTAL DONATIONS = $2091.86
THE CANDLE WILL BURN FOR 4 HOURS

A Mission Minute represents the mission dollars per minute spent last year by the National office on national and international projects and partners.

Districts/Units in the Texas Annual Conference donate funds in memory or honor of special individuals in their churches/units who are recognized for their service to United Women in Faith or their Church.

Mission Candle giving is reported in each unit's pledge as part of their Mission Giving.



District	Amount	Candle Minutes
Metro	$304.30	35.30
Northeast	$125.00	14.50
Northwest	$258.10	29.94
Southeast	$578.78	67.14
Southwest	$825.68	95.79
TOTAL	$2,091.86	242.68

2026 MISSION CANDLE NAMES

Metro District	In Memory	In Honor
Chapelwood/Fair Haven	Annette Money Margaret Mills Sue Pever Ann Thomas	Georgia White (charter member of Fair Haven)
Ebenezer	Carrie Kerl Janet Moore Gloria Ellis	
Legacy	Deborah Redwell Mae Bell Anderson Dr. Marion Godine Terry Freeman Pshaun Hopkins Hattie Gage	Frances Dunlap Edith Clarke Jewell McGowen Eleanor Colvin Genevieve Oliver Patricia Jefferson
Trinity Houston	Gloria McKinney	
Trinity East	Mrs Sandra Tucker Mrs Nadine Woods Ms Cheryl Bobb Rev Robert McGee Willie Flournoy, Sr	
Northeast District	**In Memory**	**In Honor**
Longview	Mary Oldham	Bettye Craddock
Northwest District	**In Memory**	**In Honor**
A&M	Elizabeth Chenoweth Joyce Roberts	

Northwest District	In Memory	In Honor
Brenham	Celia Haley Coleen Murphey Jody Tyson Fritz Herbst	Our service men and women
Fairwood		Our members who contributed to making 511 Hygiene Kits
Southeast District	**In Memory**	**In Honor**
1st Beaumont	Irma Virginia Silvernail Sue Wallon Gladys Guinn Allen Jeanette Kuhlman Marilyn Elizabeth Stone Higgins	
Clear Lake	Dan Lockett Betty Flanders Linda Kesler Jean Rochelle Ron Davis Mary Ellen Caldwell] Sharon Kiel Nancy Gaskill Phyllis Kroll Ross Kroll Randy Jinks Ben Hargrove	Pastors and Staff of Clear Lake UMC
Deer Park	Dorothy Bautsch Tomme Warren Susan Brittan Charlcy Worthen Barbara Shock	
McKinney Memorial	Sharon Kiel	Doris Woodland

Southeast District	In Memory	In Honor
Seabrook	Lois Dunlap Alexander Karen Shannahan Grace Campbell Nell Lyons Donna Hawkins Dorothy Elwood Shirley Martin Ellawese Ross Patti Mitchell Eleanor Scott Elsie Kraner Marilyn Hope Agnes Lane	Smitty Hinners
Windsor Village	Dorothy Page Jean Caldwall Gussie Turner Pastor Velosia Kibe Patricia Sullivan Clara Ester Josephine Loud Mattie D. Wells	Paster Suzette Turner Caldwell Rev. Rejeana Warren Leona Ellis Jeanette Allen Charissa Scott Ruby Fields Karen Clay Bridget Johnson Stacie Hawkins Jean Witaker Shirley Freeman Dr Kirbyjon Caldwell Jessie Lyons-Price Tamara Clark Sally Vonner

Southwest District	In Memory	In Honor
Covenant Glen	Edward Addison Eli Addison Sr Louis W Butler Mattie Hood Caison Lula Duncan Carlotte Games Raymond Le Blanc Willie L Luckett Dorothy L Luckett Ed Whaley	Mrs. Doris Childress Jon Foster Sister Maggie Gipson
Friendship	Tyson Lee Geline Webb Jerry Webb	
John Wesley	Stewart Berry Gregory Blair Lee Cochran Lionell Hall Helen Hansen Joe Magers Mike Michel Lorna Moore	Adrianne Adams-Diaz Sallie Helm Charlene Himburg Bill & Joyce McMoran Paulette Moore-Hall Arlene Rollins UWFaith Sisters-John Wesley Unit Faith Sisters - C&D Inc
Klein	Mrs. G.M. Comer Patrick Johnson Bess Scott Fae Webb	Klein UMC Praise Band Ashlie Driver Ben Miller Allison Hicks Don Fox Debbie Moore Bradley Noble Luis Ramirez Jennifer Jordan Christian Restrepo-Sanchez
St. Peter's	Nancy Calderone Deryl Elms	Janetta Morris 70th Anniversary of Women receiving full Clergy rights in UMC St Peter's UWFaith Leadership Team

THE LEGACY ENDOWMENT FUND

Our Texas Conference
Every Member Legacy Fund Goal:

That every member of
United Women in Faith
make a gift to

The Legacy Fund
of at least $18.69 per year
over and above her Pledge to Mission
for at least five years.

Celebrate United Women in Faith! 157 Years and Counting...

United Women in Faith
Texas Conference

Sustaining Phase, Building on our Success

As a **permanently, invested endowment**, The Legacy Endowment Fund will forever be a source of income of United Women in Faith providing the assurance that United Women in Faith can provide the life-affirming, compassionate care and support that heals, restores and empowers populations of women, children and youth in the years and decades to come. **Every single gift to The Legacy Endowment Fund, of any size, will make a difference.**
In 2014, the national board of Directors launched the Legacy Endowment Fund Campaign, **setting a goal in 2017 to raise $60 million dollars**. During the campaign's 10-year history, United Women in Faith **have raised $57,532,677.60** surpassing 95% of the $60 million goal as of August 2026! **Thru August 31, 2026, United Women in Faith in the Texas Conference have given $274,568.10 to the Legacy Fund! Thank you!**

The Sustaining Phase, builds on the accomplishments achieved during the campaign's 10-year history, strengthening that momentum with a range of activities to help us reach our $60 million dollar goal. With additional gifts received in and beyond 2026, United Women in Faith will have access to financial resources that will be used to deepen and expand its mission to transform lives and ignite change in places near and far. Consider joining your legacy with ours and making a gift today.

The Legacy Endowment Fund is second mile giving, after your critically important support of undesignated Mission Giving through Pledge to Mission, Special Mission Recognition, Gift to Mission, Gift in Memory, and World Thank Offering. Thank you for your support of Mission Giving, and The Legacy Endowment Fund!

LEGACY BUILDER

Consider becoming a Legacy Builder! A Legacy Builder moves forward the mission of United Women in Faith by making a monthlly gift of $18.69 or more to The Legacy Fund Endowment Campaign. As of August 31, 2026, we have at least 13 Texas Conference United Women in Faith who have become Legacy Builders!

Where can I get more information about The Legacy Endowment Fund?

- Contact Stacie Hawkins, your Legacy Liaison at Stacie_uwfaith@att.net or (832) 723-6237
- Links to more information on the United Women in Faith National Office website at www.uwfaith.org/give/legacy-fund/

Text "Faith" to 20503 to stay updated!

Scan this QR Code to be directed to the giving page.

SPEAKERS

REV. LATAYA SIMPSON, SENIOR PASTOR, ST MATTHEW'S UMC, HOUSTON



Rev. Lataya Simpson, at the age of 15, felt called to ministry but had never seen a woman behind a pulpit. So instead of trying to become a preacher right away, she began doing ministry in schools, joined the media team at her church and even launched a marketplace ministry, Christian Networking Group. 15 years

later the call from the Lord came again, only this time it was clear that it was time for her to move toward the pulpit. After fulfilling the basic requirements to become a licensed local pastor, she was appointed as a student pastor to Wesley Tabernacle United Methodist Church.

After graduating from seminary, she moved on to serve as a Chaplain at Houston Methodist Hospital Clear Lake. Thereafter she was appointed as the Associate Pastor of Bellaire UMC. Today she serves as the senior pastor of St. Matthew's UMC in north Houston. Rev. Lataya has now served as a pastor for 10 years.

Along with being a pastor, Lataya is also a wife, mom and an author. Her titles include More Than Pretty: 7 Beauty Secrets That Could Change Your Life and More Than Cramps, a personal story and guided journal to help those struggling with severe menstrual symptoms.

Rev. Lataya Simpson attended Texas Southern University where she obtained a Bachelor of Arts with focus on Broadcast Journalism. She also attended Southern Methodist University's Perkins School of Theology where earned a Master of Divinity degree.

She and her husband, Rev. Johnnie Simpson Jr,. who also serves as a United Methodist Pastor, are proud parents to 3 amazing kiddos.

KRISTEN TROPEANO, DEACONESS, STRAWBRIDGE UMC



Kristen Tropeano, has been serving in Student Ministry for 10+ years and is currently serving as the Director of Student Ministry at Strawbridge UMC. She is a Deaconess in the United Methodist Church as well as a certified Youth Minister approved by GBHEM and the Texas Annual Conference.

She served on the SMU Summit Board for 5 years, and is now serving as the South West District Youth Coordinator. She has created, developed, and lead 10+ Immersive Learning Experiences, helped lead a delegation of Students and Young Adults to the Global Young Peoples Convocation in Ireland, has traveled to the Holy Land, and lead students in 20+ Mission trips both domestic and internationally. She is particularly passionate about creating safe and healthy spaces for students to engage with their faith, ask questions, serve as leaders, and form meaningful relationships…and getting songs stuck in her friends' heads.

PAULETTE MOORE-HALL, PROGRAM DIRECTOR, TEXAS CONFERENCE, UNITED WOMEN IN FAITH



Paulette Moore-Hall is a devoted leader in United Women in Faith, known for her steadfast commitment to spiritual formation, mission outreach, and empowering women. She has served in Conference, District, and National roles, including the Program Advisory Group and the Legacy Endowment Fund Steering Committee.

Paulette currently serves as Conference Program Coordinator/VP and leads the John Wesley Methodist Church Local Unit. She also serves on the United Women in Faith Texas Legislative Event Planning Team.

A dedicated member of John Wesley Methodist Church, her services include prayer ministry, choir, mission outreach and other ministries. Her commitment extends beyond denominational borders through her service as Treasurer on the Spring Interfaith Council.

Professionally, Paulette built a respected career in Pension and Defined Benefits Consulting and Administration, retiring as an Accounts Manager after decades of dedicated work. A graduate of Pace University, she brings both skill and heart to every role she embraces.

SPECIAL MISSION RECOGNITION HONORING KATHY AUBIN



Kathy Aubin has been the Texas Conference Treasurer since 2021. In this role she has held interim district treasurer roles where there are no elected district treasurers, supporting many unit treasurers. Kathy has held roles District President and District Treasurer in the Metro District and various roles in the Terrace unit in Houston.

Kathy joined the United Women in Faith Unit in 1994 where you stated reading books from the reading program which provided exposure to a variety of social action issues. Through the reading program, she met with the reading circle to discuss books and issues. This grounding led her to attend district and conference events. The first School of Christian mission program was on Restorative Justice which charged her advocacy genes. She attended two Assemblies, one in Cleveland and the other in Orlando.

Kathy retired in 2016 as a Project Manager where she coordinated system instantiations for Human Resources data needs. Retirement opened up time for more rest, play, and continued work with United Women in Faith. When not performing UWFaith work, she continues to read, walk, and visit family. She is the proud mother of an adult daughter.

2026 NOMINATIONS REPORT

The Nominations Committee is grateful for the opportunity to present this year's slate of candidates, faithful women who have answered the call to serve with courage, compassion, and commitment. Each nominee brings unique gifts, deep dedication, and a shared vision for advancing the mission of United Women in Faith. We have prayerfully discerned and joyfully recommend the following individuals for election to leadership positions for the upcoming term:

Office	Nominee	Church Affiliation
President	Theresa Graham	CrossRoads UMC, Houston
Secretary	Debra Wroblewski	Deer Park UMC, Deer Park
Treasurer	Kathy Aubin	Terrace UMC, Houston
Chair, Committee on Nominations, Class of 2028	Susan Muzny	Onalaska UMC, Onalaska
Communication Co-coordinator	Valerie Adame	Middleton Memorial Methodist Church, Wallisville
Membership Nurture and Outreach	Rhonda Carpenter	First UMC, Huntsville
Spiritual Growth	Charlene Himburg	John Wesley Methodist Church, Spring
Program Resources	Kathy Kraiza	Strawbridge UMC, Kingwood
Language Coordinator	Ashley Mayho	Klein UMC, Spring
Member, Committee on Nominations, Class of 2029	Dorothy Ringer Sumner	St Andrews UMC, Houston

We thank each nominee for their willingness to serve and for the faithful witness they bring to this organization. May their leadership continue to inspire, uplift, and empower women across our conference as we live out our purpose: turning faith, hope, and love into action on behalf of women, children, and youth.
We respectfully submit this report for your approval and invite your prayers as we move forward together in mission and ministry.

Respectfully Submitted by:
Lillian Rogers Martin, Chair, Committee on Nominations
Texas Conference United Women in Faith

MEET THE NOMINEES

THERESA GRAHAM – CANDIDATE FOR PRESIDENT



Theresa is from the Southeast District and attends CrossRoads UMC. Theresa has served in her local unit and as President and member of Nominations in the former Southeast District. Vice President and Spiritual Growth in the Southwest District. Theresa has served as Education and Interpretation and 2019 – 2022 term as Social Action. Related to her UWFaith positions she has been involved with Mission U and the Texas UWF committee for Legislative Event. She has served as an administrative assistant, claims administrator, and resident coordinator. She has many skills needed in a leadership role.

DEBRA WROBLEWSKI - CANDIDATE FOR SECRETARY



Debra is from the Southeast District and attends Deer Park UMC. Debra may be known to you as a registrar for Conference UWFaith events. She has been involved in many offices in her local unit. She has served in the District as Secretary, Program Resource Management, and on the committee on nominations. Prior to moving to Texas, Debra served as church secretary, taught Sunday School, and was Summer Bible School director in her Illinois church.

KATHY AUBIN - CANDIDATE FOR TREASURER



Kathy is from the Metro District. She is being elected for a third two-term. She was District Treasurer 2015 – 2018. She is proficient in Excel and knowledgeable of UWF National Treasurer website. She has been active in her unit for over 20 years holding several offices. She has attended Conference events including Mission U. Prior to retirement Kathy was Project/Client Manager of a Human Resources Consulting Organization.

SUSAN MUZNY - CANDIDATE FOR CHAIR, COMMITTEE ON NOMINATIONS, CLASS OF 2028



Susan is from the Northeast District and attends Onalaska UMC. She has been both a local officer at Livingston First UMC and a district officer in United Women in Faith. She is a member of the Texas Conference Nominating Committee and actively participates in Texas Impact public notice action alerts, sharing information and recommended actions tied to issues during a legislative session or a key policy moment.

VALERIE ADAME - CANDIDATE FOR COMMUNICATION CO-COORDINATOR



Valerie is from the Southeast District.She has been active in her local unit and held several offices at the district level. She has computer and technical skills. She has provided technical support at our Zoom meetings and serves as conference Communication Co-coordinator.

RHONDA CARPENTER – CANDIDATE FOR MISSION COORDINATOR FOR MEMBERSHIP NURTURE AND OUTREACH



Rhonda is a devoted member of First United Methodist Church in Huntsville, where she currently serves as President of her local United Women in Faith unit. Also, has faithfully served as Chair of the Membership Nurturing Outreach Committee and as Historian, preserving the stories and legacy of her unit with creativity and care. Rhonda's service extends beyond her UWF roles, she has held leadership positions in her church and in community organizations, always guided by faith and a spirit of collaboration.

Professionally, Rhonda brings over 20 years of experience in computer design as an Engineering Technician specializing in roadway design.

Rhonda's vision is to strengthen and expand the reach of United Women in Faith by fostering deeper relationships, welcoming new members, and creating pathways for engagement across generations. She is especially passionate about increasing membership both within her local unit and statewide. Rooted in faith and ready to serve, Rhonda offers a unique blend of spiritual leadership, professional expertise, and heartfelt dedication to the mission of United Women in Faith.

KATHY KRAIZA - CANDIDATE FOR COORDINATOR OF PROGRAM RESOURCES



Kathy is a Deaconess. She worked for UMCOR in Baldwin, La for 10 years; for Justice for Our Neighbors in Houston as executive director for 2 years. She has been President and Vice President in her local unit. Prior to her work at UMCOR, Kathy was a Photographic officer in the US Navy for 22 years; on the staff of a UMC for 4 years. She has participated in the UMC in three Conferences: Washington, Louisiana, and Texas. Her most recent service has been conference Education and Interpretation Coordinator.

CHARLENE HIMBURG - CANDIDATE FOR SPIRITUAL GROWTH



Charlene is from the Southwest District and attends John Wesley Methodist Church. She has served in various leadership offices in UWFaith as well as other positions in the life of her church. Positions include local unit President, circle leader and currently serving as unit Spiritual Growth coordinator.

ASHLEY MAYHO - CANDIDATE FOR LANGUAGE COORDINATOR



Ashley is from the Southwest District and attends Klein UMC in Spring. Currently serves as the Social Action coordinator for Literacy for her local unit. Previously served as Program Resources coordinator and the Language Coordinator for the Texas Conference. She is also a former Mission u dean.

DOROTHY RINGER SUMNER - CANDIDATE FOR MEMBER, COMMITTEE ON NOMINATIONS, CLASS OF 2029



Dorothy is from the Southwest District and attends St. Andrews -NW. She has served in her local unit as Secretary and Vice president. Also, Conference Social Action and Conference Secretary. She has held several positions in her church and served on the district Board of Ordained Ministry. She is also very active in her community.

Open Positions

- Communications Co-coordinator
- Program Coordinator/VP
- Education and Interpretation
- Social Action
- Member, Committee on Nominations, Class of 2027
- Member, Committee on Nominations, Class of 2029

Important Note

No nominations will be accepted from the floor during the Annual Meeting on September 26, 2026.

Rationale: In the spirit of thoughtful discernment and respectful preparation, we ask that all nominations be submitted in advance. This allows the Nominations Committee to:

- Prayerfully consider each candidate's gifts and calling
- Ensure nominees meet eligibility requirements and are willing to serve
- Prepare a complete and transparent slate for review
- Honor the time and process of our Annual Meeting with clarity and unity
- This approach reflects our commitment to intentional leadership and fosters a spirit of collaboration and trust. We thank you for your understanding and support.

JOB DESCRIPTIONS

Communications Co-Coordinator

The Communication Co-Coordinator shall:

- Work with elected leadership in promoting the organization and PURPOSE and publicizing activities of United Women in Faith.
- Provide training for the local unit mission team to develop skills and techniques in publicity; provide training for the local unit mission team to develop skills and techniques in publicity.
- Establish contact with church and secular press; establish contact with church and secular press.
- Serve as editor or cooperate with the editor of the Conference United Women in Faith's newsletter, newspaper or column.
- Serve on the Executive Committee and, where they exist, the Committees on Program, Finance, and Membership Nurture and Outreach. serve on the Executive Committee, and, where they exist.

MISSION COORDINATORS

Education and Interpretation Coordinator (E&I) Coordinator

Leader holds primary responsibility for interpreting the impact and importance of Mission Giving as an act of faith and commitment. Leader empowers women to understand, interpret, and participate in United Women in Faith's mission with women, children, and youth, and outreach of the church, as well as engage in raising funds for mission and outreach.

She will:

- Understand and interpret United Women in Faith mission projects and concepts of mission, working closely with the finance and program committees to ensure that members are well-informed about what happens to their gifts, and what ministries are made possible through their Mission Giving.
- Promote and interpret the need for Mission Giving to fund the total mission program of United Women in Faith, including ministries with women, children, and youth, leadership development, spiritual growth, service and advocacy, and transformative education.
- Develop and promote strategies for engaging in and growing Mission Giving at all levels of United Women in Faith, including promotion of the Five Channels of Mission Giving.
- Inform United Women in Faith members of transformative education and leadership development opportunities such as Mission u and Leadership Development Days.
- Promote mission studies, local mission opportunities, Mission u, leadership development events, spiritual growth retreats, Assembly, Ubuntu Days of Service, annual meetings, and other events underwritten by Mission Giving.
- Promote and utilize United Women in Faith print, online, and audiovisual resources to tell the mission story, and ensure these resources are available for mission programs and projects.
- Work with district/local mission coordinators for education and interpretation, provide resources, and conduct training at least annually.
- Serve on the conference Board of Global Ministries, or equivalent body, and work with the conference secretary of Global Ministries on mission education and interpretation. (The Book of Discipline of The United Methodist Church 2016, ¶633.2).
- Serve on the following committees: leadership team, Program, Finance, Membership, and Mission u.

Social Action Coordinator

Leader works with the leadership team to engage members in advocacy for justice as it is rooted in our biblical tradition. She encourages work on the current national issue priorities (climate justice and ending mass incarceration of communities of color) of United Women in Faith National Office for the greatest potential impact for change. Visit uwfaith.org/what-we-do/serve-and-advocate for these priorities.

Conference social action leaders shall promote and interpret the biblical basis for social action and the position of The United Methodist Church on social issues, using the Social Principles (The Book of Discipline of the United Methodist Church 2020/2024) and The Book of Resolutions of The United Methodist Church 2020/2024.

She will:

- Serve as a member (or members) of the leadership team.
- Work with the leadership team and United Women in Faith National Office to integrate national issue priorities into the work of the local United Women in Faith conference; set a goal for a concrete "win" on one or more of the national issues priorities; and create a plan of action on one or more of the national issue priorities.
- Actively center the voices, leadership, and experiences of individuals—especially women, children, and youth—from communities most harmed around the national issue priorities.
- Train district or local social action counterparts for their role and skills required to advance United Women in Faith social action priority issues; support district social action leaders who plan ongoing district-level work on the issues; and serve as a contact to catalyze local and district work on social action to enable districts to learn from each other and help them to locate resources from United Women in Faith and other relevant organizations.
- Provide the conference communicator with social action content for conference communications and encourage district counterparts to do so at the district level (e.g. website, newsletters, or emails).
- Identify and connect with national, state, and local level organizations that are aligned with United Women in Faith social action priority issues to build relationships and opportunities for support, solidarity, and, as appropriate, collaboration.
- Identify and connect with other justice leaders within and across conferences. Seek to build alliances, share resources, and events with other committees and caucuses, such as Religion and Race, Status and Role of Women, racial/ethnic caucuses, and others. Consider how such alliances can advance work around the issue priorities (e.g. collaboration on resolutions to one's annual conference, education, and strategy development on one or more issue priorities, etc.) and advance conference goals.

Aspirational Responsibilities
She will, as she is able:

- Work with the leadership team and district/local social action leaders to plan an annual or bi-annual state legislative event on United Women in Faith social action priority issues or other issues; this may be with ecumenical partners.
- Collaborate with the United Women in Faith counterpart spiritual growth coordinator to integrate biblical and theological focus into all social action work.
- Collaborate with the United Women in Faith membership coordinator to explore ways to engage new and current members of United Women in Faith through social action.
- Perform other duties as assigned,
    - Serve on the following conference United Women in Faith committees: Charter for Racial Justice, Program Committees, and others as assigned.
    - If serving at the conference level, represent United Women in Faith on your conference Church and Society committee (may have another name), bringing the priorities and concerns of United Women in Faith and explore areas for collaboration.

Program Coordinator/Vice President

In this role, she will work cooperatively with the president and assist the conference in fulfilling the Purpose.

She will:

- Guide the leadership team in its responsibility for planning and implementing program and events to strengthen mission and fulfill the Purpose.
- To the extent possible, actively observe and promote good environmental practices during gatherings.
- Serve as contact person for district/local program coordination designee or vice presidents, provide resources, and conduct training at least annually, as determined by the leadership team.
- Serve as chairperson of the Committee on Program.
- Serve on the following committees: Leadership Team, Program, Finance, and others as assigned.
- Perform other duties, if assigned, such as: promoting ecumenical relations in the conference or equivalent (e.g., interpret and promote Church Women United and the World Federation of Methodist and Uniting Church Women and encourage attendance at their events).
- Perform the duties of the president in her absence.

Committee on Nominations

The chairperson of the committee on nominations and other members are responsible for the nomination of all elected leaders of the conference organization. This requires a clear understanding of the duties of each elected leader.

She will:

- Develop plans to help members of the committee see their task as an ongoing one.
- Provide information to the committee concerning vacancies that need to be filled.
- Work with chairpersons of district committees on nominations to identify and promote new leadership.
- Present an annual written report of term and tenure to the leadership team.
- Serve as the contact person for chairpersons of district committees on nominations, provide resources, and conduct training as determined by the leadership team and based on ongoing assessment and evaluation.
- The chairperson of the committee on nominations will serve on the leadership team and other committees as necessary.

Texas Conference United Women in Faith
Proposed 2027
Administrative & Membership Development Budget

	Approved 2025 Budget	Activity Yr End Date	Variance Year End	Approved 2026 Budget	Activity YR to Date	Variance YR to Date	Proposed 2027 Budget
INCOME							
Start Up Funds Retained from previous year	20,000.00	17,441.12	2,558.88	18,000.00		18,000.00	8,000.00
A&MD Funds Retained from basic pledge	19,000.00	10,207.38	8,792.62	15,000.00		15,000.00	15,000.00
Spring Retreat & Fall Meeting-Registration		5,165.00	(5,165.00)	2,000.00	1,740.00	260.00	4,000.00
United Women in Faith Luncheon		2,505.00	(2,505.00)	2,500.00	3,030.00	(530.00)	3,500.00
Soul Care			-		1,493.03	(1,493.03)	1,500.00
Other		1,025.00	(1,025.00)	500.00	779.00	(279.00)	1,000.00
TOTAL INCOME	**$ 39,000.00**	**$ 36,343.50**	**$ 2,656.50**	**$ 38,000.00**	**$ 7,042.03**	**$30,957.97**	**$ 33,000.00**
DISBURSEMENTS							
MEETINGS							
Leadership Development (Conf)	1,000.00	0.00	1,000.00	500.00	0.00	500.00	500.00
Legislative Event	1,500.00	(410.00)	1,090.00	1,000.00	0.00	1,000.00	1,000.00
Spring Retreat	1,000.00	(78.94)	921.06	1,000.00	(955.55)	44.45	1,000.00
Annual Conference	1,000.00	(691.73)	308.27	1,000.00	(362.65)	637.35	750.00
Leadership Development (Nat'l)	1,500.00		1,500.00	800.00	0.00	800.00	800.00
Mission u	3,500.00		3,500.00	3,500.00	0.00	3,500.00	1,500.00
Soul Care			0.00		(855.05)	(855.05)	900.00
Annual Meeting Fall	2,000.00	(6,182.11)	(4,182.11)	2,000.00	(60.00)	1,940.00	2,500.00
Young Women's Event	350.00	0.00	350.00	350.00	0.00	350.00	350.00
Racial Justice Meetings	850.00	(505.12)	344.88	850.00	0.00	850.00	600.00
Asian/Hispanic Cultural Event	0.00	0.00	0.00	0.00	0.00	0.00	0.00
United Women in Faith (Natl)	3,000.00	0.00	3,000.00	4,500.00	0.00	4,500.00	4,500.00
United Women in Faith Luncheon	5,000.00	(3,069.47)	1,930.53	4,000.00	(3,213.07)	786.93	4,000.00
MEETINGS TOTAL	**20,700.00**	**(10,937.37)**	**9,762.63**	**19,500.00**	**(5,446.32)**	**14,053.68**	**18,400.00**

Texas Conference United Women in Faith
Proposed 2027
Administrative & Membership Development Budget

	Approved 2025 Budget	Activity Yr End Date	Variance Year End	Approved 2026 Budget	Activity YR to Date	Variance YR to Date	Proposed 2027 Budget
COMMITTEES							
Executive	0.00	(1,444.00)	(1,444.00)	800.00	0.00	800.00	800.00
Program	0.00		0.00	0.00	0.00	0.00	0.00
Nominating	0.00		0.00	0.00	0.00	0.00	0.00
Membership, Nurture & Outreach	1,800.00	(1,548.73)	251.27	2,000.00	(812.24)	1,187.76	3,000.00
COMMITTEES TOTAL	**1,800.00**	**(2,992.73)**	**(1,192.73)**	**2,800.00**	**(812.24)**	**1,987.76**	**3,800.00**
ADMINISTRATIVE							
Audit	750.00	0.00	750.00	750.00	0.00	750.00	800.00
Bank Charges	25.00	0.00	25.00	25.00	0.00	25.00	0.00
Church Women United - Texas	250.00	0.00	250.00	250.00	0.00	250.00	250.00
Equipment Maintenance	250.00	0.00	250.00	250.00	0.00	250.00	250.00
Equipment/Software Purchase	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00
Jurisdiction A&MD (1.25% Conf pledge)	1,025.00	0.00	1,025.00	1,025.00	(1,025.00)	0.00	850.00
Literature/Subscriptions	100.00	(81.96)	18.04	100.00	0.00	100.00	150.00
Communications	350.00	(456.05)	(106.05)	500.00	(96.04)	403.96	500.00
Postage	50.00	(87.95)	(37.95)	50.00	0.00	50.00	100.00
Shipping for Program Resources	50.00	0.00	50.00	0.00	0.00	0.00	0.00
SMR's for Retiring Officers	400.00	(40.00)	360.00	400.00	0.00	400.00	400.00
Supplies	275.00	0.00	275.00	150.00	(191.17)	(41.17)	150.00
Travel/Miscellaneous	250.00	0.00	250.00	200.00	0.00	200.00	150.00
ADMINISTRATIVE TOTAL	**4,775.00**	**(665.96)**	**4,109.04**	**3,700.00**	**(1,312.21)**	**2,387.79**	**3,600.00**
SUBSIDIES TO DISTRICTS	**12,000.00**	**(600.00)**	**11,400.00**	**12,000.00**	**(600.00)**	**(600.00)**	**7,200.00**
TOTAL EXPENSES	**$ 39,275.00**	**$ (15,196.06)**	**$ 24,078.94**	**$ 38,000.00**	**$ (8,170.77)**	**$ 17,829.23**	**$ 33,000.00**
			38.7%		21.5%	46.9%	

2027 PLEDGE TO MISSION SERVICE
LED BY CONFERENCE TREASURER, KATHY AUBIN

District	Participants	Pledge
Metro	Willie Johnson	5,000.00
Northeast	Susan Muzny	3,000.00
Northwest	Rhonda Carpenter	7,000.00
Southeast	Kandy Lawson	25,000.00
Southwest	Marjorie Maloney	25,000.00
TOTAL		**68,000.00**

CLOSING PRAYER

Come to the water, the gift of life share with one another. Come to the altar and give of yourself, make it possible for others to drink, for others to live. Know the living water is you, to share and to nurture, to grow and build the water is plentiful, the is you.

Amen

2027 CALENDAR

District Leadership Training	Jan 9	Zoom
Local Unit Leadership Training	Jan	Various Locations
Legislative Event	Jan 24-26	Virtual/Austin
Conference Leadership Team Meeting	Feb 6	CrossRoads UMC
Spring Spiritual Growth Meeting	Mar 13	Trinity UMC
UWFaith Day of Giving	Mar 22	Online
Legacy Fund Event	Mar 23	
Day of Ubuntu Day of Service	April 3	Various Locations
UMC Texas Annual Conference	May 30 – April 2	Hilton Americas Houston
Conference Program Planning Meeting	May 30	Hilton Americas
UWFaith Annual Luncheon	May 31	Hilton Americas
Conference Leadership Team Meeting	April 1	Hilton Americas
Soul Care Retreat	June	CrossRoads UMC
Mission u	July	Zoom
Conference Program Planning Meeting	Aug 7	Zoom
Fall Annual Meeting	Sept 24-25	Lakeview
Conference Leadership Team Meeting	Sept 24	Lakeview
Fall Annual Meeting Friday Event	Sept 24	Lakeview
Fall Annual Meeting Saturday	Sept 25	Lakeview
Wesley Spirit of Helping Luncheon	Oct	Wesley Community Center
Living the Charter for Racial Justice Event	Oct 9	Ebenezer UMC

THE STANDING RULES of
UNITED METHODIST WOMEN
TEXAS CONFERENCE
dba UNITED WOMEN IN FAITH

Date Adopted: OCTOBER 4, 1996

PREFACE

The United Women in Faith of the Texas Conference shall function in accordance with the Constitution and Bylaws for Local, District, Conference and Jurisdiction Organizations of United Methodist Women, dba United Women in Faith adopted by the United Women in Faith National Office. These Standing Rules are supplementary thereto, as found in the 2025-2028 Constitution of United Methodist Women/ United Women in Faith and Bylaws of United Women in Faith. *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority in all instances in which they are not inconsistent with the Bylaws and these Standing Rules.

A. Nominations, Elections and Appointive Procedures

1. **Method of Voting at Annual Meeting**. Voting shall be by ballot, show of voting flag, or voice.

2. **Voting Delegates at Annual Meeting**. The voting body of the Annual Meeting of the conference shall be composed of local unit members, district members, district leaders, conference leaders and directors of the United Women in Faith National Office and leaders of the jurisdiction organization residing within the bounds of the conference, and the Bishop.

3. **Nominations**. No less than thirty (30) days prior to the Annual Meeting of the conference, the Chairperson of the Committee on Nominations shall make the slate of nominees available to the Leadership Team and then to the membership. Voting members may make additional nominations from the floor at the Annual Meeting of the conference provided that:

a. The nominee shall have been advised of the duties and responsibilities of the office and is willing to accept the nomination.

b. the nominee shall be available for presentation to the voting body.

4. **Elected Leaders**.

a. In addition to president, treasurer, secretary, and chair of the committee on nominations elected members of the Leadership Team shall be, program coordinator, communications coordinator, secretary for program resources, mission coordinator for spiritual growth, mission coordinator for social action, mission coordinator for education and interpretation, mission coordinator for membership, nurture, and outreach.

b. Only laywomen who are members of United Methodist churches or who were members of United Women Faith on January 1 of the year of their election and within the boundaries of the conference may serve as elected leaders. Only laywomen who are members of the United Methodist Church may serve as president of a conference organization of United Women in Faith organized within a United Methodist church conference.) (See *Bylaws*, Article III, Section 1).

5. **Elections.**

a. Nomination of all leaders to be elected for the ensuing year, including the chairperson and members of the committee on nominations, shall be presented by the committee on nominations at the time of elections.

b. There shall be opportunity for nominations from the floor. Election may be by acclamation if there is only one nominee for each office. If there is more than one nominee voting it must be by ballot. Eligible voters who are

participating in a meeting by means of conference telephone or electronic video screen communication will be able to cast their votes during the election. A majority vote (>50 percent of people voting) is required for election.

c. When voting is by ballot, the district presidents shall act as tellers.

6. **Inclusive Representation**. The leadership of the conference organization shall reflect the diversity of and is representative of the membership within the conference. Elements of this diversity are age, race, marital status, ethnic and cultural backgrounds, disabilities, and employment and non-employment (See *Bylaws*, Article V, Section 1, b).

7. **Rotation of Terms**. Elections of leaders shall take place biennially in even-numbered years. The chairperson and members of the Committee on Nominations shall be elected annually as their terms expire (See *Bylaws*, Article V, Section 1, a).

8. **Clarification of Term of Office and Tenure**. All elected leaders shall serve for a term of two (2) years unless otherwise specified. A leader who serves less than six months receives no tenure. For additional information and restrictions regarding terms and tenure, see *Bylaws*, Article V, Section 2.

9. **Date Newly Elected Leaders Assume Office**. Elected leaders shall assume their duties on January 1 of the next calendar year. Training for district leaders shall be conducted annually by conference leader counterparts serving for the ensuing year.

10. **Procedure for Transfer of Files from Outgoing to Incoming Elected Leaders**. No later than January 1, each retiring leader shall give the files related to her position to her successor. The retiring president shall be responsible for completing the Annual Evaluation report and mailing it to the United Women in Faith National Office on or before the specified date.

11. **Appointed Leaders**.

a. The President shall appoint a parliamentarian to serve at meetings of the Leadership Team and at the annual business meeting. The parliamentarian may serve as Administrative Assistant for the Leadership Team. The Administrative Assistant is a member of the Leadership Team with voice and vote.

b. The President shall appoint language coordinators in consultation with persons of the language group. Language coordinators are members of the Leadership Team with voice and vote.

12. **Nominees to United in Faith National Office**.

a. At the Annual meeting in the fall of the year preceding each Quadrennial Meeting of the Jurisdiction organization, the Committee on Nominations shall present a slate of two (2) women for possible membership on the United Women in Faith National Office. The slate shall be presented to the conference Leadership Team and then to the local units according to the above-mentioned timeline for nominations to conference office.
Additional names may be nominated from the floor of the Annual Meeting with the consent of the nominee.
Those elected as nominees shall be the two (2) with the highest number of votes.
The conference organization will also elect one woman to serve as an alternate. The committee on Nominations will present the name of one woman for alternate following the procedure above. Additional names may be nominated from the floor of the Annual meeting with the consent of the nominee. The name of this alternate will be retained by the conference secretary. If one of the names of the two nominees is withdrawn, the name of the alternate will then be sent to the jurisdiction organization as the second nominee of the conference.

b. At the Annual Meeting of the conference organization preceding the end of a Quadrennial, the conference organization will elect three women to be considered to serve on the program advisory group of the United Women in Faith National Organization. Nominees will be elected from a slate named by the conference committee on

nominations. Additional names may be nominated from the floor of the annual meeting with the consent of the nominee. The names of those elected will be sent to the United Women in Faith National Office.

13. Delegates to Quadrennial Jurisdiction Meeting.

At the annual meeting of the conference organization prior to the quadrennial meeting of the jurisdiction organization, three (3) voting delegates will be elected by the conference organization, all of whom will be conference elected leaders. The conference president shall be one of the voting delegates. The additional delegates shall be the two conference leaders receiving the next highest vote rank according to the number of votes received.

B. Committees

The president will serve as an ex officio member of all committees except the committee on nominations.
"Ex officio" is defined as having voice and no vote.

1. **Leadership Team**

a. There shall be no less than two (2) meetings of the Leadership Team each year.

b. In the event the president and the vice president are unable to preside, the secretary shall preside.

b. Voting members of the Leadership Team shall be those named in the *Bylaws* (see Article III, Section 1. a);
c. these people shall be expected to attend all meetings of the Leadership Team.

d. Members of the Committee on Nominations may attend (without voting rights) all meetings of the
e. Conference Leadership Team.

e. At its first meeting of the year, the Leadership Team shall determine a recipient of the conference Special Mission Recognition and the Hazel Decker Award.

2. **Administrative Committee**

a. The Administrative Committee shall be composed of five (5) members, the President, who shall serve as Chairperson, the Secretary, and three (3) other members of the Leadership Team appointed by the president.

b. To conduct emergency business, a conference telephone call may be used in lieu of a meeting (see *Bylaws*, Article III, Section 2 for restrictions on decisions by Administrative Committee).

3. **Committee on Program**

In addition to the members named in the *Bylaws*, Article IV, Section 1. a, the Chairperson of the Committee on Nominations shall be a member of the Committee on Program.

4. **Committee on Finance**

a. The Committee on Finance shall be comprised of those people listed in the *Bylaws*, Article IV Other Committees, Section 2. Committee on Finance, a. Membership. District Presidents shall attend with vote in the absence of the District Treasurer. The Committee on Finance shall include only those members listed who are conference officers.

b. The Committee on Finance shall meet in the summer to prepare the total budget, including Pledge to Mission and amounts for conference and district Administration and Membership Development for the following year, for

7. **Standing Rules Committee**

a. The Rules Committee shall consist of no fewer than three (3) members appointed by the president.

b. The Rules Committee shall receive recommendations and propose to the Leadership Team amendments to the Standing Rules for the conference, district, and local unit organizations.

8. **Mission u Planning Committee**

a. The members of the committee shall be the president, treasurer, secretary, registrar, dean, assistant dean, and associate dean, and communications coordinator.

b. The Dean shall serve as the chairperson of the Planning Committee. While she is serving, she will be a member of the conference leadership team.

c. The Dean and Assistant Dean shall be elected by the committee from the members of the committee.

d. The functions of the committee shall be to plan and promote a Mission u which shall serve as one means of fulfilling the PURPOSE.

e. The committee shall meet as needed to plan the event.

9. **Committee on Charter for Racial Justice**

a. There will be seven (7) members of the committee, one-third of whom will be women of color, in so far as possible. The seven members will include the president, who will serve as chairperson, the chairperson of the committee on nominations and a language coordinator, where one exists. The additional members will be nominated by the committee on nominations. They will be one district president, one member of the leadership team and two (2) members (or three (3) in the case of a conference without districts or a language coordinator) selected to ensure inclusiveness and/or s in the skills necessary to accomplish the task. Additional members will serve no more than three y

b. The committee will:
1) Develop and recommend to the leadership team:

a) Plans for the implementation of the Charter of Racial Justice.

b) Plans for training district and local leadership in the implementation of the charter.

2) Monitor conference-approved action plans to implement the charter.

3) Regularly evaluate progress made on conference, district and local implementation plans.

c. The committee will meet at least semiannually and on call of chairperson

10 **-Additional Committees – Chaired as listed below**

a. UMW Luncheon Committee - Vice President/Program Coordinator

b. Communications and Displays - Communications

c. Scholarship Committee Legislative Event - Social Action

d. Scholarship Committee - Educational & Interpretation

e. Courtesy Committee - Nomination Chair

f. Hospitality Committee - President

C. Elected/Appointed Leaders

Each elected/appointed leader is expected to attend all meetings required of the office. Any conference leader or member of the Committee on Nominations with three (3) unexcused absences will be replaced. The Administrative Committee will determine the validity of the excuses for the absences; the Committee on Nominations will make the nomination to fill the resulting vacancy (see *Bylaws*, Article IV, Section 4. b. 5).

D. Meetings

Members of the conference organization or any committee of the conference organization may participate in or conduct a meeting by means of conference telephone or similar communications equipment or technologies, or by electronic video screen communication, provided that all people participating in the meeting are able to hear and communicate with each other at the same time. Each person must be able to participate in all matters before the conference organization or

committee, including without limitation, the ability to propose, object to, and vote on a specific action to be taken by the conference organization or committee, to the extent such person would be entitled to vote at a physical meeting. Participation by such means shall constitute presence in person at a meeting.

1. **Meetings Held Annually**

a. Annual Meeting shall be held each fall at Lakeview Conference Center on the dates determined by the Committee on Program.

b. Mission u shall be held every summer at a location determined by the Mission u Planning Committee.

2. **Other Meetings**

The Committee on Program has the responsibility for planning/implementation and schedule of other conference events.

3. **Ecumenical Organizations**

a. Church Women United: The Conference President is a member of the Leaders' Council of Church Women United in Texas.

b. World Federation of Methodist Women: The Conference Vice President (or her substitute) shall be encouraged to attend the area, regional and state meetings of World Federation of Methodist Women. These meetings follow a sequence and occur every five (5) years.

E. Funds

1. **Conference Administration and Membership Development**. The percentage of local unit Pledge to Mission money to be retained for district, conference and jurisdiction Administration and Membership Development shall be recommended annually by the Expanded Committee on Finance for approval by the conference Leadership Team. (*In 2006, the amount retained is 24% of Basic Pledge to Mission.*)

2. **Emptying the Treasury**. At the end of each year, any Administration and Membership Development funds except one fourth (1/4) of the Administration and Membership Development budget for the following year shall be added to the pledge and sent to the United Women in Faith National Office.

3. **Audit**. As soon as practicable, following the end of the year, the Treasurer shall present the books either to a Certified Public Accountant or to a person who has a minimum of a four-year accounting degree. This person will perform certain procedures outlined by United Women in Faith National Office on the accounting records of the conference and will complete a statement indicating that the procedures were satisfactorily preformed.

4. **Transfer of Records**. A retiring Treasurer shall transfer the conference financial records to the new treasurer no later than January 1.

5. **Authorized Check Signers**. The Conference President, Conference Treasurer, and the Conference Secretary must sign a signature card. One of the above Conference officers will sign checks. The bank statement will be mailed each month to the Conference President for review.

6. **Voucher Procedure**. Leaders who have incurred expenses shall present a voucher for all expenses at least once a quarter for approval to the conference president, who forwards it for signature to the conference secretary, who forwards it for payment to the conference treasurer.

7. **Rate for Travel Subsidized Expenses**. The following costs shall be paid (this includes members of the Committee on Nominations while visiting district meetings and events outside their district to observe potential leadership:

a. Meals, not exceeding $20.00 per day. A maximum of $10.00 will be paid for trips requiring only one meal.

b. Transportation cost or, if using car, a stipend of $.30 per mile. When multiple riders travel in one car, the owner of the car is reimbursed.

c. Housing is based on 25% of cost.

d. If a leader is invited to any meeting and the expense is to be paid by the conference, then the conference organization shall be responsible for all expenses.

8. **Allowable Expenses**.

a. Resources. Subscriptions to *TEXAS IMPACT* shall be provided for the mission coordinator for Social Action and the conference president at the conference expense.
b. The yearly Bundle shall be provided for the Conference President and the Conference Secretary Program Resources at the conference expense.

c. Dependent Care. Dependent care (ONLY) shall be provided at the maximum rate of $150 per day, with prior approval of the conference president and secretary, for a conference leader's immediate family member (husband, parent, child) who lives in her household and requires constant care and supervision. Dependent care (using the same restrictions) shall also be provided for an immediate family member of a district president and members of the Committee on Nominations while attending Leadership Team meetings.

9. **Gifts to Mission and Gift in Memory**.

a. In lieu of fees and honoraria, Gift to Mission cards shall be presented to thank speakers and presenters at conference events. Keynote speakers will also receive the basic SMR pin in lieu of any other gifts.

b. In the event of the birth or adoption of a baby or death in the immediate family of any member of the conference Leadership Team, the conference shall donate a Gift to Mission/Gift in Memory in the amount of $10.00. Immediate family includes spouse, child, parent, or sibling.

10. **Special Mission Recognition**.

a. Retiring conference leaders and members of the Committee on Nominations shall be presented a Special Mission Recognition for continuous service: President - minimum $500.00; other leaders for 8 years 'service $200.00, 6 years' service $100.00, 4 years' service $60.00, 2 years' service $40.00.

b. A Special Mission Recognition pin in the amount of $100.00 shall be given to the recipient of the Hazel Decker Memorial Award.

11. **District Funds**.

a. Administration and Membership Development. From the conference Administration and Membership and Development fund, the portion returned quarterly to districts for their Administration and Membership Development shall be recommended annually by the Conference Committee on Finance for approval by the conference Leadership Team. (T*his amount is 5% of Basic Pledge to Mission, minimum $600 and $1200 maximum)*. If additional funds are needed to carry out the required work, the district president shall request such of the conference Leadership Team.

b. Start-Up Fund. An initial start-up amount of $400 for Administration and Membership Development

c. Subsidy. Districts shall receive a subsidy of one-third the basic cost of housing and registration (rounded to the nearest dollar) for district leaders, including members of the Committee on Nominations, in attendance at Lakeview for Spring Event, Annual Meeting, and Mission u.

d. Mission u Scholarship(s). For one recipient from each district, the conference shall pay the cost of housing and registration, up to $150.00, for one youth, young adult, newly retired or first timer. Consideration shall be given to all ethnic groups in the district. (Each district is responsible for study materials, travel, and supervision of youth.)

12. **United Women in Faith National Office Events Held Quadrennially**. There shall be an amount budgeted to be added annually to a cumulative account from which funds are used for attendance at Assembly, Quadrennial Meeting of the jurisdiction and other National Office or jurisdiction events.

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13. **Jurisdiction Funding**. Funding for the J ership Team Administration and Membership Development shall be paid in the amount and the manner determined by the Jurisdiction Core Planning Group in consultation with the presidents of the conferences. (T*his amount is 1.25% of the Conference Pledge to Mission paid quarterly).*

14. **Authorized Expenditures**.

a. Texas UMC Annual Conference. Expenses are paid for members of the leadership team of the Conference United Women in Faith and District Presidents of United Women in Faith serving as lay members of the Texas Annual Conference as follows: one-fourth charges for room (only nights conference is in session), hotel parking, $20.00 per day for meals. Commuters shall be paid for parking, meals, and mileage for one round trip each day they are in attendance. Lodging for the evening prior to the opening session shall be paid only for those whose travel distance mandates arrival the previous evening to attend the first session; those attending a breakfast meeting the first morning shall seek reimbursement from the appropriate conference committee.

b. Texas United Women in Faith Annual Meeting. Participants in the Conference Annual Meeting program shall be paid for approved expenses and transportation cost when using car, a stipend of, $.30 per mile. When multiple riders travel in one car, only the owner of the car is reimbursed. A participating district officer shall be given the difference between what district allows and actual expense. Expenses shall also be paid for attendance of retired deaconesses and women missionaries living in the bounds of the Texas Annual Conference.

c. Assembly and Quadrennial Meetings of the Jurisdiction. Expenses of members of the Leadership Team and members of the Committee on Nominations attending Assembly and Quadrennial Meeting shall be paid at the stated rate for travel expenses. In addition, a stated amount will also be paid to recipient(s) of Assembly and Quadrennial Meeting scholarship(s).

d. Committee on Program. Newly elected members of the Committee on Program may attend the conference expense the last meeting of the year of the Committee on Program.

e. Conference Committees. Expenses for meetings of conference committees shall be allowed as recommended by the Committee on Finance.

f. Leadership Training. Expenses will be paid for Conference leaders and members of the Committee of Nominations participating in training. District leaders, including members of the committee on nominations, who drive to the January training event will be reimbursed at the current conference mileage rate.

g. Legislative Event. Expenses shall be paid for the Texas Conference representative to attend meetings of the Task Force for Women's Legislative Event. In addition, a stated amount will also be paid to recipient(s) of Legislative Event scholarship(s).

h. Quadrennial Meeting. Expenses of nominees to United Methodist Women National Office, which are not already paid by virtue of another office, shall be paid by the conference at the stated rate for travel expenses.

i. Mission u. Conference shall pay housing for members of the Committee on Nominations to attend Mission u; during this time, they are expected to have at least one meeting together.

j. United Women in Faith National Office. The conference president may attend meetings of United Women in Faith National Office, when invited, at conference expense.

k. Members of the Committee on Nominations shall be reimbursed for expenses incurred during the Annual Conference as it relates to the Committee on Nominations in accordance with Section E. 12a.

15. **Restriction on Solicitation for Funds**. No publications except official Service Center publications and no products such as jewelry or manufactured articles other than those in the Service Center catalog shall be offered for sale, unless prior approval has been granted by the Leadership Team.

16. **Church Women United**. The conference organization shall support Church Women United in Texas each year as recommended by the Committee on Finance and approved by the conference Leadership Team.

17. **Offerings**. Offerings taken at all conference meetings shall be sent as Gift to Mission.

18. **Expenses to be Reimbursed**. Any member of the Leadership Team or Committee on Nominations who makes reservations for an event but does not attend will reimburse conference funds for charges incurred on her behalf. Exceptions shall be at the discretion of the Administrative Committee.

19. **Registration and Reserve Fund.** Funds generated from non-refundable registration, cancellations and registration overages after event bills are paid shall be designated for the purpose of supporting special programming to be decided by the Leadership Team and for purchasing and upgrading equipment. The administration of these funds shall be the responsibility of the Leadership Team.

F. Minutes, Directory, Designated Mailings, Publicity, Records, Files

1. **Minutes**. Minutes shall be distributed to all committee members no later than one month after the meeting of the committee.

2. **Annual Report**. The secretary shall be responsible for completing (including compiling, editing and circulating) the Conference Annual Report and preserving it in the Texas Conference Archives.

3. **Directory**. The Conference Secretary shall prepare a directory which contains names, addresses, and telephone numbers of elected leaders in the districts. The outgoing secretary is responsible for next year's directory.

4. **Mailings**. All members of the Leadership Team shall receive a copy of any promotional information circulated by a conference leader.

5. **Newsletter**. The communications coordinator shall maintain the mailing list.

6. **Financial Records**. The treasurer shall keep the conference financial records for eight (8) years.

G. Amendments

1. No less than thirty (30) days prior to the Annual Meeting of the conference, the secretary shall notify each local unit president of the proposed amendments to the Standing Rules.

2. Upon recommendation of the conference Leadership Team, Standing Rules may be amended by a majority of the delegates present at the Conference Annual Meeting.

Date Revised:		
March 8, 1997	September 29, 2007	September 16, 2017
October 3, 1998	September 27, 2008	September 15, 2018
October 7, 2000	September 26, 2009	September 14, 2019
October 6, 2001	September 25, 2010	June 4, 2020
October 2, 2004	September 22, 2012	August 26, 2025
September 30, 2006	September 19, 2015	