



IOWA ANNUAL CONFERENCE



TREASURY NOTES

August 2007

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Housekeeping Checklist

In recent weeks I have been reviewing the worker's compensation claims for the churches of the Conference. The most frequent claim is injury because of a slip or fall. So I thought it would be good to share with you a checklist so as you walk through the church property you will be able to look for hazards that might cause injury or be a safety concern.

- Is access to exits kept clear at all times?
 - Is storage kept out of the aisles and hallways?
 - Are carts, tables and chairs placed in areas where they will not block access to furnace or walkways?
 - Are carts, tables and chairs stacked in such a way that they will not slide or fall?
 - Are cords kept from lying across an aisle or hallway?
 - Is there enough clearance around fire doors for proper closing in case of an emergency?
 - Is there clear access to all fire extinguishers?
 - Are all the fire extinguishers hanging where they belong?
 - Is there at least 18 inches of clearance under all sprinkler heads?
 - If the church does not have a sprinkler system what are the plans for immediate care of a potential fire in any room in the building?
 - Is there plenty of clearance around electrical panels?
 - Are hazardous chemicals kept in closed containers when they are not in use?
 - Are hazardous chemicals kept in secure locked places away from children?
 - Are hazardous chemicals put back into proper storage after use?
 - Are wet floors around entryways mopped up and monitored on regular basis?
 - Is machinery and equipment kept free of clutter and debris, especially in furnace and other mechanical rooms?
 - Is trash removed often enough so rubbish does not build up?
 - Are floors swept when dirt, dust or other particles accumulate?
 - Is the kitchen and bathroom floors mopped regularly and sanitized to be free of any slick or sticky substances?
- Are tools, pencils, paper, etc. regularly picked up and placed in the proper places after use or before the next time a room is used?
 - Is storage on shelves stable so nothing hangs over the edge?
 - Are stacked materials arranged so the stacking is stable?
 - Are items that have to be stored leaning on end supported so they will not fall over or slide down?
 - Is food kept away from areas where toxic materials are used?
 - Is leftover food thrown away in leak proof containers with covers and not left in the refrigerator or on kitchen counters.

Good housekeeping can prevent many accidents and help people avoid the trip they do not need to take.

Outside Activities

During the summer months many congregations plan services or summer classes/activities for children and youth in the park. Recently I ran across a risk management memo about lightning that I thought would be worth sharing. It was entitled Lightning Facts and Fictions.

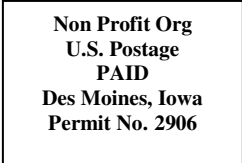
Fiction: You can tell the distance to lightning by counting one second per mile between the flash and the thunder.

Fact: The sound of thunder travels about one mile in five seconds. So, count five seconds for one mile, 10 seconds for two miles, and so on. For example, if you see a lightning flash and hear thunder 15 seconds later, the storm is about three miles away.

Fiction: If it isn't raining, you don't have to worry about lightning.

Fact: Lightning often strikes outside of heavy rain and may occur as far as 10 miles from the nearest rainfall.

Fiction: More people are killed at the peak of a lightning storm's intensity than at any other time during the storm.



Fact: While the peak of a thunderstorm may produce a greater number of lightning strikes than less intense times, it is still dangerous to be exposed during the beginning and end of a thunderstorm. In fact, more people are struck toward the start and end of a thunderstorm than at any other time. If you hear thunder you are close enough to get struck by lightning.

Fiction: If you have no place to go for shelter during a storm the best thing to do is to lie flat on the ground.

Fact: If your skin tingles or your hair stand on end, lightning is about to strike, so crouch on the balls of your feet. Place your hands on your knees and your head between them. Make yourself the smallest target possible.

Miscellaneous Information

Because of the change in the apportionment formula approved at this year's Annual Conference and the many transitions occurring within the Conference, the 2008 apportionments will be mailed to each congregation by the end of August.

The Conference Board of Pensions will set the health insurance rates for both the traditional PPO plan and the high deductible plan at its August 30 meeting. The rates will be published in the next Treasury Notes.

The Medicare Supplement rates for retired clergy will not be set until November.

The Conference Offices Closed

The Conference offices in Des Moines and other parts of the state will be closed Monday, September 3 for Labor Day.

Another Moving Season

As August begins another moving season for United Methodist clergy has come and gone. If you moved this year and had a good experience with the mover you selected or a bad experience, would you please take time to inform the Treasurer's office at chuck.smith@iaumc.org. Each year we meet with representatives of the movers group and report to them the concerns and positives. Only when our office knows can we help improve the process. Also, if you had damages during your move, please report it to the moving company and to our office as well. The Conference carries the insurance for the moves. You should submit an estimate of the repair or replacement to the Conference office. The Conference will pay the \$500 deductible for you and the rest should be paid by the mover. However, it is important to do this right away in order to be clear that it was moving error and not something that occurred after the move. Thank you for your cooperation.

July Apportionment Receipts

	2006	4 YR AVG	2007
Ministerial Support	2,595,193 44.71%	2,687,867 44.57%	2,567,965 45.40%
Administration	1,105,912 35.58%	989,585 35.40%	1,240,042 36.98%
World Service & Conf Benev	1,814,606 31.57%	1,797,213 31.58%	2,011,020 32.50%
Other Ministries	78,167 36.62%	79,749 36.42%	74,339 36.56%
Total	5,593,878 37.61%	5,554,414 37.69%	5,893,367 38.27%