



**The 143rd Session**  
**The West Tennessee Annual Conference**

Date of Annual Conference: October 5-8, 2017

**Component Report**

Name of Component.....West Tennessee Lay Organization

Number of Members in the Annual Conference..... 115

Number of Conference Meetings held..... 12

Average Attendance at Conference Meetings ..... 25

Number of Executive Board Meetings ..... 2

Average Attendance at Executive Board Meetings..... 13

**List Dates and Locations for Conference Meetings**

Date	Location
<u>November 2016</u>	<u>Galilee AME Church (Planning Executive Board)</u>
<u>December 10, 2016</u>	<u>New Tyler AME Church (Christmas Fellowship)</u>
<u>January 28, 2017</u>	<u>Bethel AME Church</u>
<u>February 25, 2016</u>	<u>Wilson Chapel AME Church (Parade of States)</u>

(List any additional as needed)

March 25, 2017- St. James AME Church, April 29, 2017-St. Andrew AME, May 12, 2017- Crown Plaza Banquet, June 24, 2017- Providence AME, July 22, 2017- Galilee AME, August 26, 2017- Noah Chapel AME, September 28, 2017-Ward Chapel AME, October 4, 2017-Mt. Zion (Lay Witness Night).

**What were the goals for the last conference year?**

- Shared voter’s information and concerns
- Elected Conference Officers and Chairpersons
- Increased the monthly amount of the “Humanian’s Choice” (Snack or personal items)

**What was accomplished on the annual conference level?**

- Monthly increase in presentations of workshops and pertinent information that affect laymen health, safety, financial planning and do’s and don’t for Young Adult Representatives with law enforcement. Elected General Conference Delegates and attended conference.
- Conference 3 annual fund raiser
- United with other components and their projects and activities.
- Held Lay Witness Night Service.
- Send letters and communicated with all local churches to participate in collecting its church history, submit it to the conference Lay History Room.
- Attended the 13<sup>th</sup> District Conference in Murfreesboro, TN. Winner of the Young Adult Representative, also the elected Recording Secretary, Third Vice President, Chaplin, and Parliamentarian from West Tennessee.

**Do you have your goals for this coming year? If so, please list.**

- To continue to collect information for the West Tennessee History Room.
- Schedule 1 day pre quarter for visitation to the History Room.
- Consider one more fund raiser for 2019 Biennial Session in Washington State
- Complete all quarterly workshops indifferent areas of West Tennessee. One especially scheduled for September (Christian Education Month).

**Component Financial Information**

Balance in Treasury as of July 1, 2016 ..... (See Financial Report)

Total income (July 1, 2015 – June 30, 2016)..... (See Financial Report)

Total expenses (July 1, 2015 – June 30, 2016) ..... (See Financial Report)

**Please attach the following:**

1. Financial statement of summary details of income and expense.
2. Copy of your Budget for the last annual conference year.
3. Copy of the financial assessments/requests on each congregation.
4. List of officers

**West Tennessee Annual Conference Laymen’s Organization**  
**Tri-State Bank of Memphis**  
**Financial Summary**

<b><u>Financial Summary</u></b>					
<b>July thru Sept 2016</b>					
		<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>1st Qtr</b>
<b>Beginning Balance 7/1/2016</b>		<b>\$ 6,135.48</b>			<b>\$ 6,135.48</b>
<b>Deposits</b>		\$ 723.00	\$ 144.00	\$ 94.00	<b>\$ 961.00</b>
<b>Check #</b>	<b><u>Disbursements</u></b>				
1179	Chasty Horton - Lay Humanitarian Choice	\$ (20.00)			
1169	Gloria Foster - Hosipital Stay			\$ (10.00)	
1180	Chasty Horton - Lay Humanitarian Choice			\$ (30.00)	
1181	Lovie Jacocks - Travel Expenses Learning Acad/Ink/Study Guide			\$(350.00)	
1182	Mae Pegues - Handout of Workshop			\$ (7.65)	
	<b>Disbursements</b>	\$ (20.00)	\$ -	\$(397.65)	<b>\$ (417.65)</b>
	<b>Ending Balance 9/30/16</b>				<b>\$ 6,678.83</b>

<u>Financial Summary</u>						
<b>Oct thru Dec 2016</b>						
			<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>2nd Qtr</b>
	<b>Beginning Balance 10/1/2016</b>		\$ 6,678.83			<b>\$ 6,678.83</b>
	<b>Deposits</b>		\$ 825.00	\$ 245.00	\$ 650.50	<b>\$ 1,720.50</b>
<b>Check #</b>	<b>Disbursements</b>					
1183	13th Episcopal District - Louisiana Flood Relief		\$ (300.00)			
1184	13th Episcopol District - Lay Breakfast at Planning Meeting			\$(625.00)		
1188	Dorothy L. Ealy - Honorariums/XMAS				\$ (50.00)	
1189	Mary Daniel - Music for XMAS Program				\$ (50.00)	
1191	Rita Nelson - XMAS Programs				\$ (95.00)	
	<b>Disbursements</b>		\$ (300.00)	\$(625.00)	\$ (195.00)	<b>\$(1,120.00)</b>
	<b>Ending Balance 12/30/16</b>					<b>\$ 7,279.33</b>

<u>Financial Summary</u>						
<b>Jan thru Mar 2017</b>						
			<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>3rd Qtr</b>
	<b>Beginning Balance 1/1/2017</b>		\$ 7,279.33			<b>\$ 7,279.33</b>
	<b>Deposits</b>		\$ 35.00	\$1,285.00	\$ 525.00	<b>\$ 1,845.00</b>
<b>Check #</b>	<b>Disbursements</b>					
1187	Newton's Trophy Corner - Plaques for Xmas Program		\$ (147.90)			
1192	Crown Plaza Hotel - Deposit for Banquet			\$ (500.00)		
1190	Chasty Horton - Lay Humanitarian Award - Nov 16				\$ (15.00)	
1193	Chasty Horton - Lay Humanitarian Award - Dec/Jan/Feb				\$ (45.00)	
1194	Rita Nelson - Parade of State Programs, Printing Tickets for Lay Luncheon				\$ (85.00)	
1195	Lovie Jacocks - Reimburse for Screen, Printer Ink & Decoration				\$ (111.52)	
	<b>Disbursements</b>		\$ (147.90)	\$ (500.00)	\$ (256.52)	<b>\$ (904.42)</b>
	<b>Ending Balance 3/30/17</b>					<b>\$ 8,219.91</b>

<u>Financial Summary</u>						
<b>April thru June 2017</b>						
			<b>April</b>	<b>May</b>	<b>June</b>	<b>4th Qtr</b>
	<b>Beginning Balance 4/1/17</b>		\$ 8,219.91			<b>\$ 8,219.91</b>
	<b>Deposits</b>		\$ 5,010.00	\$ 4,810.00	\$ 1,505.00	<b>\$ 11,325.00</b>

Check#	<b>Disbursements</b>						
1197	Newton's Trophy Corner - Plaques for Luncheon Honoree		\$ (68.75)				
XXXX	Bank Fee for Certify Checks to Crowne Plaza			\$ (8.00)			
XXXX	Crowne Plaza - Banquet			\$(1,157.10)			
XXXX	Bank Fee for Certify Checks to Crowne Plaza			\$ (8.00)			
XXXX	Crowne Plaza - Banquet			\$ (254.60)			
1196	Alice Byrd - Reimburse for Postage Stamps			\$ (9.80)			
1198	Crowne Plaza - Banquet			\$(2,542.38)			
1199	Chasty Horton - Lay Humanitarian Award - Mar/Apr/May			\$ (45.00)			
1200	Lovie Jacocks - Purchase item for Silent Auction			\$ (100.00)			
1201	Sidney Davis - DJ for Lay Luncheon			\$ (125.00)			
1202	Rita Nelson - Reimburse Lay Luncheon Programs			\$ (190.00)			
1203	Lovie Jacocks - Traving Expenses 13th District Planning Mtg 10/28 thru 29 - 2016			\$ (146.56)			
1204	Lovie Jacocks - Silver Plates & Engraving for lay Luncheon			\$ (47.00)			
1208	13th Episcopal District Lay /Org. - Registrations for 2017 Biennial			\$(2,000.00)			
1205	13th Episcopal District Lay /Org. - Honoree Banquet Tickets 4				\$ (180.00)		
1206	13th Episcopal District Lay /Org. - Lay Convention Registrations & Banquet				\$(1,300.00)		
1211	Crowne Plaza - Banquet				\$ (249.00)		
1212	Edward Smith - Delegate to District Lay Convention				\$ (25.00)		
1213	Brenda Odell - Delegate to District Lay Convention				\$ (25.00)		
1216	Donna Owens - Delegate to District Lay Convention				\$ (25.00)		
1218	13th Episcopal District Lay /Org. - Lay Convention Registrations & Banquet				\$ (300.00)		
1219	13th Episcopal District Lay /Org. - Budget				\$ (900.00)		
1220	Lovie Jacocks - Lay Convention Housing & Registration				\$ (355.62)		
1223	Verda Phipps - Reimburse for Paper & Ink				\$ (65.00)		
1224	Lovie Jacocks - US Postage Stamps				\$ (18.80)		
	<b>Disbursements</b>		\$ (68.75)	\$(6,633.44)	\$(3,443.42)	<b>\$(10,145.61)</b>	\$
	<b>Ending Balance 6/30/17</b>					<b>\$ 9,399.30</b>	\$

**Lovie K. Jacocks, President**  
**Edward L. Smith, Treasurer**  
**Sidney Davis, Financial Secretary**

Line Item	Income/Fundraisers	Actual	Budget
1	Beginning Balance	\$ 6,135.48	\$ 9,399.30
2	Annual Lay Luncheon	\$ 7,560.00	\$ 9,000.00
3	Parade of States	\$ 1,400.00	\$ 1,700.00
4	34th Biennial-13th Episcopal Lay Dist Office	\$ -	\$ 3,500.00
5	34th Biennial Lay Conv. Reg. for Conf. Delegates	\$ 2,150.00	\$ -
6	34th Biennial Lay Conv. Black Tie	\$ 675.00	\$ 150.00
7	Lay Witness Night	\$ -	\$ 625.00
8	Christmas Fellowship	\$ 650.50	\$ 600.00
9	Dues/Benevolence	\$ 444.40	\$ 600.00
10	Membership Dues	\$ 666.60	\$ 900.00
11	13th Episcopopol District - Lay Breakfast at Planning Meeting	\$ 625.00	\$ 625.00
12	June Convention Meeting	\$ 1,680.00	\$ 1,600.00
13			
14	Total Funds Available	\$21,986.98	\$28,699.30
15			
16	<b>Expenditures</b>		
17			
18	13th District Lay Assessment	\$ 900.00	\$ 900.00
19	34th Biennial Lay Conv. Conf. Delegates	\$ 2,000.00	\$ 9,000.00
20	34th Biennial Lay Conv. Local Delegates	\$ -	\$ 900.00
21	34th Biennial Lay Conv. Black Tie Member Delegate	\$ -	\$ 775.00
22	Stipend	\$ 75.00	\$ 250.00
23	Lay Convention/Honoree's Expense	\$ 280.00	\$ 150.00
24	District President Honorarium	\$ 50.00	\$ 100.00
25	Honorariums/Birthdays - Bishop	\$ -	\$ 250.00
26	Benevolence	\$ 465.00	\$ 500.00
27	Musicians	\$ 175.00	\$ 600.00
28	Ads		\$ 600.00
29	President Registration		\$ 300.00
30	Leadership Academy - Travel & Housing Expense	\$ 350.00	\$ 400.00
31	Midyear Conference Travel & Housing Expense		\$ 400.00
32	13th Episcopopol District - Lay Breakfast at Planning Meeting	\$ 625.00	\$ 600.00
33	Planning Meeting - Travel & Housing Expense	\$ 146.56	\$ 400.00
34	Christmas Fellowship - Expenses	\$ 242.90	\$ 250.00
35	Lay Witness Night - Expenses		\$ 150.00
36	Lay Office Expenses	\$ 287.97	\$ 300.00
37	Local/Conference Travel Expense	\$ 355.62	\$ 700.00
38	Lay Luncheon Expenses	\$ 5,034.63	\$ 5,000.00
39	June Convention Meeting -Reg & Banquet Tickets	\$ 1,600.00	\$ 1,600.00
40			
41	<b>Total Expenses</b>	<b>\$12,587.68</b>	<b>\$24,125.00</b>
42			
43	Biennial Expenses 2017 - 2019	\$ 9,399.30	\$ 4,574.30
44			
45	<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>

**Financial Assessment requested on each congregation:**

**Each local church is asked to pay**

- **Parade of States** **\$100.00**
  - **Christmas Fellowship Service** **\$35.00**
  - **\*Luncheon** **\$350.00 \*(10 ticket)**
- Total \$485.00**

**\*Note: number of tickets prorated according to church size**

## **West Tennessee Conference Officers**

President	Lovie Katrina Jacocks
First Vice President	Mae Pegues
Second Vice President	Wanda Brown
Third Vice President	Freda Dotson
Recording Secretary	Verda Phipps
Assistant Recording Secretary	Gloria C. Foster
Corresponding Secretary	Rochelle Pirtle
Financial Secretary	Sidney Davis
Historiographer	Daniel Lewis
Treasurer	Edward L. Smith
Chaplain	Katherine McDaniels
Parliamentarian	Cheryl Love
Director of Public Relations	Donna Owens
Director of Lay Activities	Michael Steward
Young Adult Representative	Sidney Williams