**Annual Evaluation Conference Report**

Academic Year:

Campus Ministry:

As part of our Annual Evaluation Conference the following reports were reviewed:

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| **Local Board Membership Report** |
| Criteria: The board chair, and the chairpersons for the personnel, finance, and property (if appropriate) committees are qualified. The proposed board meeting schedule is adequate, students are represented on the board and a board orientation/training session is planned. |
|  | Concur |  | Do Not Concur |  |
| Comments: |

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|  **Budget for the Current Fiscal Year** |
| Criteria: The budget includes a detailed income and expense report for the previous year and the current year (to date), and includes a summary of any other assets or liabilities not reflected in the budget (endowment funds, loans, etc.) |
|  | Concur |  | Do Not Concur |  |
| Comments: |

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| Property Reports submitted on 1 October (as appropriate). |
| Criteria: All required reports were submitted and there is evidence that the property inspection is accurate, corrective action is scheduled for known deficiencies and a preventive maintenance program is in place |
|  | Concur |  | Do Not Concur |  |
| Comments: |

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| Campus Ministry System Reports |
| Criteria: A summary review of the monthly CMS reports was conducted and there is evidence that the campus minister and board are involved in efforts to constant improvement and evaluation and there is evidence of continuous growth in all Explore, Engage and Embody events. |
|  | Concur |  | Do Not Concur |  |
| Comments:  |

Signature:

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District Superintendent Date

The undersigned have reviewed this report

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Campus Minister Date

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Board Chair Date

2/19/19

This review can be posted in your BHECM file drop or emailed to Becky ate (beckytate@vaumc.org).