

SAMPLE Executive Agenda

(Name of District Here) **District Church of the Nazarene**

(# goes here) **NYI Convention**

Location goes here

Date/Time goes here

- 1:00 Welcome & Prayer – District NYI President
Call Convention to Order – District NYI President
Packet information
- 1:02 Secretary organizes the Convention
Recording Secretary – *name*
Election Chairman – *names*
Pages – *names*
Greetings sent - *names*
- 1:03 President turns chair over to District Superintendent
- 1:05 President's Report - *name*
- 1:25 Ballot #1 – President's Ballot
Board of Tellers #1, *name* - Chairman
Secretary explains ballot
Recommendation from NYI council that this be a two year vote
Approval of nominating committee report (makes ballot final)
- 1:30 Special Song – *name*
- 1:35 Ballot #2 – General Delegates (Read from *Global Ministry Plan*)
Board of Tellers #2, *name* - Chairman
Recommendation for the third ballot be limited to five names
Recommendation that the fourth ballot be by plurality vote
Recommendation that those with next highest votes on the final ballot serve as alternates
Secretary reads ballot
Approval of nominating committee report (makes ballot final)
- 1:42 Accept reports of Vice President and Secretary
- 1:43 Special Song – *name*
- 1:48 Report of District NYI Treasurer – *name*
Accept Treasurer's report

Year Adopted Budget, Approved at District Assembly
Recommendation of NYI Council concerning treasurer
Read from *District Ministry Plan*

- 1:55 Camp Report – *name*
2:00 Ballot #3 – NYI Council, Teen Reps and Members at Large
Board of Tellers # 1, *name* - Chairman
Secretary reads ballot
Approval of nominating committee report (makes ballot final)
Plurality vote motion
Recommendation for elected council to appoint any ministry directors
2:07 Special Song – *name*
2:12 Missions Emphasis – *name*
2:23 University Report – *name*
2:28 Quizzing Report – *name*
2:35 Awards – *name*
2:45 Motion to authorize secretary to edit, harmonize, expunge extraneous matter, in preparation of the minutes.
2:47 Introduction of new District NYI Council
2:51 Prayer of Commission for new NYI Council – District Superintendent
3:00 Final motion to adjourn