

**2025 Directory
and
Resource Guide
Utah/Western CO District**



United
Women
in Faith

LETTING OUR LIGHT SHINE

IGNITED FOR JUSTICE

OUR 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.

PURPOSE OF UNITED WOMEN in FAITH

We are a community of women whose PURPOSE is to know God and to 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.

THE VISION

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

LIVING THE VISION

We provide opportunities and resources to grow spiritual, become more deeply rooted in Christ and put faith into action.

We are organized for growth, with flexible structures leading to effective witness and action.

We equip women and girls around the world to be leaders in communities, agencies, workplaces, governments, and churches.

We work for justice through compassionate service and advocacy to change unfair policies and systems.

We provide educational experiences that lead to personal change in order to transform the world.



United
Women
in Faith

Please note:

The names and addresses in this directory are for the use of members of the United Women in Faith in carrying out official business of the Organization.

***It is never to be used for a commercial mailing list
or commercial purposes.***

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**UTAH/WESTERN COLORADO DISTRICT
UNITED WOMEN in FAITH
DISTRICT MISSION TEAM 2025-2026**

President

Beth McCorkle
2534 Linda Vista Drive
Montrose, CO 81401
720-339-8290
beth.e.mccorkle@gmail.com

Secretary

Open position

Treasurer

Laura Albright
56372 High View Court
Olathe, CO 81425
435-720-1329
lalbri218@gmail.com

MISSION COORDINATORS

Spiritual Nurture

Traci Collins
1171 Mustang Lane
Delta, CO 81416
303-596-0335
tcollins9204@gmail.com

Program Resources

Laura Lunsford
59 Knife Edge Place
Pagosa Springs, CO 81147
970-398-1183
lunsfordUWF@gmail.com

Education of Mercy & Justice

Carol Phelps
555 E 5th
Delta, CO 81416
970-874-7310 (h), 970-596-0647 (c)
clphelps1@yahoo.com

Committee on Nominations

Annie Hauck
60836 Logan Lane
Montrose, CO 81403
970-275-2607
hauckannie@gmail.com

Glenna Kyker
2492 Park Vista Street, Unit E
Grand Junction, CO 81505
970-683-8756
kyker.brayton@gmail.com

Julie Thomas
15291 Road 25
Dolores, CO 81323
970-394-0310
jmeethomas61@gmail.com

Karen Cole
1730 Stonebridge Drive, Unit 31
St. George, UT 84770
925-708-3655
karen.cole@att.net

Communications

Elisa Stanley
1743 E 7th Street
Delta, CO 81416
970-589-6196
smithelisamarie@gmail.com

Mountain Sky Conference United Women in Faith 2026 Leadership Team

President

Robin Ball
PO Box 4960
Pagosa Springs, CO 81157
970-731-5585 (h), 970-946-1581 (c)
robinball1581@gmail.com

Vice President

Janet Ulrich
24 Bruyer Way Loop
Kalispell, MT 59901-6319
907-230-5881
bluejaytree5881@gmail.com

Secretary

Cindy Warren
1718 E Thunder Mountain Road
Billings, MT 59106
970-275-8220
cwarren5740@gmail.com

Treasurer

Connie Pittenger
126 Columbia Way
Montrose, CO 81401
970-249-4308 (h), 970-417-1857 (c)
conpittenger@gmail.com

Spiritual Growth Coordinator

Denise Logan
18377 County Road GG
Rocky Ford, CO 81067
719-980-6676
grumpybear59@hotmail.com

Coordinator for Membership Nurture and Outreach

Karen Waldren
5825 Plateau Court
Fort Collins, CO 80526
970-282-7183 (h), 970-219-0898 (c)
keakw@comcast.net

Conference Website:

mtnskyumw.org

Mission Coordinator for Social Justice and Action

Judy Scrimshire

Mission Coordinator for Education and Interpretation

Linda Lloyd

Coordinator for Program Resources

Mary Ann Tabor
4075-B Autumn Heights Drive
Colorado Springs, CO 80906
719-226-9879
matabor318@gmail.com

Communications Coordinator

Linda Cockett
341 W 23rd Avenue
Torrington, WY 82240
307-532-4238 (h), 307-575-3462 (c)
linliec@hotmail.com

Committee on Nominations

Teresa Rivera (Chair)
3788 W Hillsboro Circle
West Jordan, UT 84084
801-557-4319
rivera.slc@comcast.net

Robin Iles
602 N 15th Street
Grand Junction, CO 81501
970-200-2766
robiniles@yahoo.com

Members, Committee on Nominations

Robynn Wood (Big Horn District)
PO Box 127
Loma, MT 59460
406-781-1654
rwood42381@gmail.com

(Mile High Metro District)
Open Position

Pat Blasi (Southern Colorado District)
506 S 5th Street
Rocky Ford, CO 81607
719-469-5302
blasienp@gmail.com

Judy Eicher (Wyoming District)
2361 Foothills Road
Cheyenne, WY 82009
307-630-9693
judyeicher@gmail.com

Ellie Young (Utah/Western CO District)
2239 Stagecoach Road
Grand Junction, CO 81507
970-245-8157 (h), 970-260-8312 (c)
ellie.umw@gmail.com

Peg Plimpton (Western Mountains District)
1929 E Broadway
Missoula, MT 59802
406-542-1543
peggi@montana.com

Dean - Mission u

Assistant Dean - Mission u
Sandy Barton

UWF National President

Jana Jones
19948 E Union Drive
Centennial, CO 80015
303-910-5199
jl.jones@outlook.com

District Presidents

Big Horn

Diane Martin
845 Road 4
Powell, WY 82435
307-202-0628
biblio2teca@gmail.com

Mile High Metro

Marcia Canter
4877 Knox Court
Denver, CO 80221
303-477-6278
bomaanka@yahoo.com

Southern Colorado

Elaine Allison
33698 County Road 4
Fowler, CO 81039
719-469-7394
neallison72@gmail.com

Utah/Western CO

Beth McCorkle
2534 Linda Vista Drive
Montrose, CO 81401
720-339-8290
beth.e.mccorkle@gmail.com

Western Mountains

Janet Ulrich
24 Bruyer Way Loop
Kalispell, MT 59901-6319
907-230-5881
bluejaytree5881@gmail.com

Wyoming

Judy Christensen
PO Box 2372
Cheyenne, WY 82009
406-989-2313
tjchris65@gmail.com

Western Jurisdiction Leadership Team

Vice President

Stacey King
PO Box 187
Superior, MT 59872
406-788-0459
completionsk@gmail.com

Secretary

Hamu Chigwada
5343 Parfet Street
Arvada, CO 80002
414-334-3305
hamu.umw@gmail.com

Environmental Justice Guide

Miok Fowler
5455 Landmark Place, #911
Greenwood Village, CO 80111
303-790-1779
ml.fowler@comcast.net

MOUNTAIN SKY CONFERENCE UMC

PO Box 462200

Centennial, CO 80046

303-733-3736 / 800-536-3736

Website: mtnskyumc.org

Resident Bishop: Kristin Stoneking

2025 APPOINTED COMMITTEES

Charter for Racial Justice Committee

Emily Jones

ejones@uwfaith.org

Conference UWF Registrar for Mission u and Annual Gathering

Lora Fulton

1710 Dogwood Court

Broomfield, CO 80020

303-439-2129 (h), 720-339-4378 (c)

fultonhaus@comcast.net (personal)

mrcumwregistrar@gmail.com (registrar)

UWF Website, Technical Support

Dallas Heard

719-440-7145 (TEXT ONLY)

dheard@haveyouheardcreations.com

Deaconesses in Mountain Sky Conference

Liwliwa Robledo (Colorado Springs, CO)

liwliwa@yahoo.com

Deaconesses cont.

Robin Ridenour (Greenwood Village, CO)

robinridenour@gmail.com

Lauri Fujinami (Westminster, CO)

tlef13@msn.com

Molly King (Helena, MT)

mooguin@gmail.com

Kim Lewis (Billings, MT)

kimberlylewis1968@gmail.com

Kimberly Peters (Centennial, CO)

mrskimberlypeters@gmail.com

Stacey Groom Atkins (Snowmass, CO)

stacey@somethingdifferentministries.org

Home Missioner

Steve Holtz-Russell (Denver, CO)

steve.holtzrussell@gmail.com

NATIONAL OFFICE CONTACTS

United Women in Faith National Office

Church Center for the United Nations
777 United Nations Plaza, 11th Floor
New York, NY 10117
Phone: 212-870-3900
info@uwfaith.org

General Secretary/Chief Executive Officer

Sally Vonner
svonner@uwfaith.org

Operations Officer (Nominations)

Mollie James-Vickery
mjames-vickery@uwfaith.org

Executive for National Ministries

Jessica Tulloch
jessicatulloch@uwfaith.org

Transformation Officer

Khia Shaw
kshaw@uwfaith.org

Membership Nurture and Development

Katie Pryor
kpryor@uwfaith.org

Treasurer/Chief Financial Officer

Tamara Clark
tclark@uwfaith.org

Corporate Secretary

Susan Moberg
smoberg@uwfaith.org

Director of National/International Ministries

Hortense Tyrell
htyrell@uwfaith.org

Director of Communications

Praveena Balasundaram
pbalasundaram@uwfaith.org

Spiritual Growth and Formation Specialist

Nora Cunningham
ncunningham@uwfaith.org

Social Action Coordinator

Emily Jones
ejones@uwfaith.org

Program Resource Coordinator

Operations Director (Communication)

Andrew Cheu
acheu@uwfaith.org

Language Coordinator

Alana Walls
awalls@uwfaith.org

WESTERN COLORADO SUB-DISTRICT

Cedaredge Community UMC

3rd & Aspen
PO Box 369
Cedaredge, CO 81413
970-856-3696
office@cedaredgecumc.com

President

JoAnn Price
9874 Horseshoe Lane
Austin, CO 81410
970-835-3065
jodygish42@gmail.com

Secretary

Joyce Garman
18176 Ward Creek Road
Cedaredge, CO 81413

Treasurer

Bev Gardner
280 SW 11th Street
Cedaredge, CO 81413
970-856-6780
bgardner280@hotmail.com

Cortez First UMC

515 North Park
PO Box 1016
Cortez, CO 81321-1016
970-565-3002
fumccortez@gmail.com

Inactive

Crawford Community UMC

297 Dogwood Avenue
PO Box 415
Crawford, CO 81415
970-921-3300
crawfordcumcoffice@gmail.com

Inactive

Crossroads UMC

599 30 Road
Grand Junction, CO 81504
970-242-0577
crossroadsumcgj@gmail.com

Co-Presidents

Cheryl Hiebert
578 29 1/2 Road
Grand Junction, CO 81504
970-213-8038
chsparkyumw@gmail.com

and

Debbie Harvey
970-213-8038
debra.harvey.mom@gmail.com

Secretary

Robin Iles
602 N 15th Street
Grand Junction, CO 81501
970-200-2766
robiniles@yahoo.com

Treasurer

Charlene Longhorn
804 San Gabriel Street
Fruita, CO 81521
970-858-1321
gclonghorn@msn.com

Crossroads UMC cont.

Program Resources

Debra Harvey

Social Action Coordinator

Robin Iles
602 N 15th Street
Grand Junction, CO 81501
970-200-2766
robiniles@yahoo.com

Spiritual Growth Coordinators

Cheryl Hiebert
578 29 1/2 Road
Grand Junction, CO 81504
970-245-9128
chsparkyumw@gmail.com

Nominations Committee

Unit at-large

Delta UMC

477 Meeker
PO Box 477
Delta, CO 81416-4270
970-874-9501
church@deltamethodist.org

Circle Presidents

Carol Phelps
555 E 5th
Delta, CO 81416
970-874-7310 (h)
970-596-0647 (c)
clphelps1@yahoo.com

Debbie McCarty
425 Shilo Ct
Delta, CO 81416
970-209-1498
dorijo10555@aol.com

Delta UMC cont.**Circle President & Secretary**

Sue Hughes
 1780 S Apple Drive
 Delta, CO 81416
 970-874-5184
 thughes102@aol.com

Treasurer

Merriam Helmsing
 9228 Coogans Bluff Road
 Austin, CO 81410
 970-835-3817
 mhelmsing52@gmail.com

Chairwoman of Program**Resources**

Barb Sanford
 595 SW 3rd Avenue
 Cedaredge, CO 81413
 970-209-7407
 barbsanford@yahoo.com

Membership Nurture & Outreach Coordinator

Carlotta Gibson
 2472 Pioneer Road
 Delta, CO 81416
 970-874-1930
 carlottaipgibson@gmail.com

Summit Church (FUMC Durango)

2917 Aspen Drive
 Durango, CO 81301-4475
 970-247-4213
 jeff@summitdurango.org
 www.summitdurango.org

Inactive**First UMC - Grand Junction**

522 White Avenue
 Grand Junction, CO 81501
 970-242-4850
 firstmethodist@fumcgj.org

Coordinator

Ellie Young
 2239 Stagecoach Road
 Grand Junction, CO 81507
 970-260-8312
 ellie.umw@gmail.com

Treasurer

Pam Bersch
 248 Little Park Road
 Grand Junction, CO 81507
 970-260-2982
 mpbersch@gmail.com

Spiritual Growth

Glenna Kyker
 2492 Park Vista, Apt E
 Grand Junction, CO 81505
 970-683-8756
 kyker.brayton@gmail.com

Education and Interpretation

Gina Freel
 970-628-5807
 freelgina@gmail.com

Membership Nurture

Connie Robbins-Brady
 3101 B Road
 Grand Junction, CO 81503
 970-216-5400
 connierbrady@yahoo.com

Social Action

Sue Yeager
 1335 Texas Avenue
 Grand Junction, CO 81501
 970-245-5839
 syeager@coloradomesa.edu

First UMC – GJ cont.**Reading Program**

Janine Stanford
 611 Partee Drive
 Grand Junction, CO 81504
 970-243-3724
 janinestanford@icloud.com

Fruita UMC

405 E Aspen Avenue
 Fruita, CO 81521
 970-858-3490
 secretary@fruitaumc.org

Inactive**Hotchkiss Community UMC**

285 2nd Street
 PO Box 576
 Hotchkiss, CO 81419
 970-872-3540
 hotchkisscumc@gmail.com

Inactive**Mancos UMC**

470 Grand Avenue
 PO Box 505
 Mancos, CO 81328-5050
 970-533-7460
 mancosumchurch@qwestoffice.net

Inactive

Montrose First UMC

19 S Park Avenue
 Montrose, CO 81401
 970-249-3716
 office@montroseumc.org

President

Beth McCorkle
 2534 Linda Vista Drive
 Montrose, CO 81401
 720-339-8290
 beth.e.mccorkle@gmail.com

Vice President

Roberta Crabtree
 302 Howard Fork Avenue
 Montrose, CO 81403
 765-336-6061
 rdcrabtree123@gmail.com

Secretary

Krista Drake
 2809 Covington Way
 Montrose, CO 81401
 970-901-1376
 kristadonn2@gmail.com

and

Anita Melson
 68200 Tumblewood Rd
 Montrose, CO 81403
 719-433-5635
 LAMelson@msn.com

Treasurer

Laura Albright
 56372 High View Court
 Olathe, CO 81425
 435-720-1329
 Lalbri218@gmail.com

Montrose First UMC cont.**Program Resources****Coordinator**

Linda Pavlich
 14420 6100 Road
 Montrose, CO 81403
 970-209-1352
 jolinpavlich@gmail.com

Spiritual Growth Coordinator

Sally Burrichter
 2218 Cambridge Drive
 Montrose, CO 81401
 970-615-7356 (h)
 970-497-9019 (c)
 arrow150@gmail.com

**Membership Nurture
Coordinator**

Ann Liebermann
 603 Pilot Knob Avenue
 Montrose, CO 81403
 910-471-9109
 annliebermann@gmail.com

Social Action

Connie Pittenger
 126 Columbia Way
 Montrose, CO 81401
 970-249-4308 (h)
 970-417-1857 (c)
 conpittenger@gmail.com

Members at Large

Sharon Hayes
 3448 Congress Street
 Montrose, CO 81401
 970-240-3505
 sshayes369@gmail.com

Connie Pittenger
 126 Columbia Way
 Montrose, CO 81401
 970-249-4308 (h)
 970-417-1857 (c)
 conpittenger@gmail.com

Montrose First UMC cont.**Members at Large cont.**

Sharyl Waldron
 1335 Cement Creek Avenue
 Montrose, CO 81401
 970-240-6179
 pwcorgikasper@yahoo.com

Olathe UMC

512 S Hersum
 PO Box 148
 Olathe, CO 81425
 970-323-6465
 olatheumc@gmail.com

Inactive**Pagosa Springs Community UMC**

434 Lewis Street
 PO Box 300
 Pagosa Springs, CO 81147
 970-264-5508
 secretary@cumcps.org

Co-Presidents

Lorraine Hesselbach (day circle)
 38 Ripple Court
 Pagosa Springs, CO 81147
 720-308-2457
 lhesselbach@hotmail.com
 and

Robin Ball (evening circle)
 PO Box 4960
 Pagosa Springs, CO 81158
 970-946-1581
 Robinball1581@gmail.com

Secretary

Barb Draper
 69 Teakwood Drive
 Pagosa Springs, CO 81147
 970-507-0224
 nanambarb@gmail.com

Pagosa Springs CUMC cont.**Treasurer**

Caroline Wilson
 227 Island Place
 Pagosa Springs, CO 81147
 972-746-8146
 cara_wilson55@yahoo.com

**Reading Programs/
Communications**

Laura Lunsford
 59 Knife Edge Place
 Pagosa Springs, CO 81147
 970-398-1183
 lunsforduwf@gmail.com

Member At-Large

Sheryl Gardenour
 304 Capitan Circle
 Pagosa Springs, CO 81147
 970-430-8088
 rgardeno@msn.com

Palisade UMC

365 Main Street
 PO Box L
 Palisade, CO 81526
 970-464-5972
 office@palisadeumc.com

Inactive**Paonia UMC**

307 Onarga
 PO Box 157
 Paonia, CO 81428
 970-527-3348

President

open

Paonia UMC cont.**Vice President**

Maridell Rose
 PO Box 1329
 Paonia, CO 81428
 970-527-3899
 maridellrose@gmail.com

Secretary

Claudia Henshall
 15360 Amsbury Road
 Paonia, CO 81428
 970-527-7525
 twandcj@aol.com

Treasurer/Nominations/Reading

Myrna Westerman
 PO Box 99
 Paonia, CO 81428
 970-527-4798
 mwesterman@hotmail.com

Redlands UMC

527 Village Way
 Grand Junction, CO 81507
 970-245-1478
 office@redlandsumc.org

Inactive**United Church of the San Juans**

295 N Lena Street
 Ridgway, CO 81432
 970-626-5803
 ucsjoffice@gmail.com

Inactive

MOUNTAIN SUB-DISTRICT

Aspen Community UMC

200 E Bleeker
Aspen, CO 81611
970-925-1571
office@aspencommunitychurch.org

Inactive

Basalt Community UMC

167 Holland Hills Road
PO Box 1159
Basalt, CO 81621
970-327-4098
basaltmethodistchurch@gmail.com

Inactive

Carbondale Community UMC

385 S 2nd Street
PO Box 793
Carbondale, CO 81623
970-963-4461
carbondalectumc@gmail.com

Inactive

Eagle Valley UMC

333 E 2nd Street (Eagle Campus)
PO Box 546
Eagle, CO 81631
970-328-6598
office@umcofeaglevalley.org

Secretary

Diane Gress
PO Box 157
Eagle, CO 81631
970-471-6705
diboo21@yahoo.com

Eagle Valley UMC cont.

Treasurer

Christine Allen
PO Box 3793
Eagle, CO 81631
970-376-8666
thomastca@aol.com

Glenwood Springs First UMC

824 Cooper Avenue
PO Box 7
Glenwood Springs, CO 81602
970-945-6232
roaringforkumc@gmail.com
*Coop between Basalt and
Carbondale*

Chairs

There are multiple women who rotate taking on this responsibility.

Secretary/Communications

Carol Dickson
550 River Bend Way
Glenwood Springs, CO 81601
334-714-0943
challenhc@gmail.com

Treasurer

Brenda Cox
1094 E 19th Street
Rifle, CO 81650
757-254-4536
bcocox31965@gmail.com

Social Action

Jamie Darien
19 Chaparral Circle
Glenwood Springs, CO 81601
970-379-3077
jbdarien79@gmail.com

Glenwood Springs First UMC cont.

Program Resources

Kris Bakich
389 Maroon Court
New Castle, CO 81647
303-883-1890
krisbakich.maema@gmail.com

Nominations Committee Chair

Angel Harris
1217 ½ Colorado Avenue
Glenwood Springs, CO 81601
970-214-3966
angelmaherharris@gmail.com

Membership and Outreach

Molly Hoey
234 Spring Ridge
Glenwood Springs, CO 81601
614-237-7714
rhoey1@gmail.com

Meeker UMC

PO Box 26
Meeker, CO 81641
970-878-5904
meekerumc@gmail.com

President/Treasurer Pro-tem

Martha Cole
1969 County Road 43
Meeker, CO 81641
303-886-8086
davidmarthacole@gmail.com

Secretary

Peggy Strate
PO Box 208
Meeker, CO 81641
970-366-0072
nelliestrate@yahoo.com

Parachute Grand Valley UMC

132 N Parachute Avenue
PO Box 125
Parachute, CO 81635-0125
970-285-9892
office@grandvalleyumc.com

Inactive

Rifle UMC

200 E Fourth Street
Rifle, CO 81650
970-625-1603
rifleUMPC@gmail.com

Inactive

Heart of Steamboat Spgs UMC

736 Oak Street
PO Box 77374
Steamboat Springs, CO 80477
970-879-1290
office@heartofsteamboat.com

Inactive

Thomasville Community UMC

24523 Frying Pan Road
PO Box 3 c/o Patricia Crowley
Meredith, CO 81642
970-927-4098

Inactive

UTAH SUB-DISTRICT

Aldersgate UMC

235 E 850 S
Brigham City, UT 84302
435-723-2506
staff@aldersgateutah.org

Inactive

Centenary UMC

1740 S 500 E
Salt Lake City, UT 84105
801-485-9831
centenaryumchurch@msn.com

President

Lois Archuleta
978 S Cheyenne Street
Salt Lake City, UT 84103
801-973-8276
gnu2loarch@gmail.com

Secretary

Karen Hendry
176 C Street
Salt Lake City, UT 84103
801-363-8719
cmkhendry@gmail.com

Treasurer/Membership

Nancy Smith
5515 Dunbarton Drive
Salt Lake City, UT 84114
801-266-6737
nancysmith5258@comcast.net

Spiritual Growth Coordinator

Marge Sherwood
1055 Eastgate Road
Salt Lake City, UT 84107
801-263-0850
margeorion@msn.com

Centenary UMC cont.

Social Action

All members

Committee on Nominations

All members

Christ UMC – Salt Lake City

2375 E 3300 S
Salt Lake City, UT 84109
801-486-5473
officemanager@christumcutah.org

President

Suzanne Nissen
3097 Teton Drive
Salt Lake City, UT 84109
801-484-4015 (h), 801-201-8322 (c)
soozeyq97@gmail.com

Secretary

open

Treasurer

Pam Allison
1590 Harvard Avenue
Salt Lake City, UT 84105
801-897-8676
p.h.allison@att.net

Social Action

open

Education & Interpretation

Pat Linnebur
1878 E Stratford Avenue
Salt Lake City, UT 84106
801-486-6170
linneburpt@msn.com

Christ UMC – Salt Lake City cont.

Membership Nurture & Outreach Coordinator

Bev Mittelstadt
4287 S 2900 E
Salt Lake City, UT 84124
801-755-4115, 801-272-7137 (c)
bevjm4287@yahoo.com

Nominations Chairperson

Mary Ann Allison
4515 Gilead Way
Salt Lake City, UT 84124
801-278-9223
allison13@mindspring.com

At-Large

Gina Williams
1832 E Laird Avenue
Salt Lake City, UT 84105
801-230-5388
chuckgina@att.net

Eureka Community UMC

183 W Main Street
PO Box 64
Eureka, UT 84628-0081
435-433-6600
sehugs2@msn.com

Inactive

First UMC – Salt Lake City

203 S 200 E
Salt Lake City, UT 84111
801-328-8726
office@fumcslc.org

Inactive

Talateu Ma'ae Kaha 'U

1044 N Geneva Road
 Provo, UT 84601
 801-691-4088

Inactive

Hilltop UMC

985 E 10600 S
 Sandy, UT 84094
 801-571-5777
 office@hilltopumchurch.org

President

Sarah Burton
 189 Alpine Trail Drive
 Draper, UT 84020
 801-414-1386
 sb1645@hotmail.com

Treasurer

open

Social Action Coordinator

Connee Schoon
 8894 S Cheshire Drive
 Sandy, UT 84093
 801-942-7675
 conneesch@comcast.net

Spiritual Growth

Sandy McCormick
 975 E Buddlea Drive
 Sandy, UT 84094
 801-523-3369
 sandyjmcc@aol.com

and

Marilynn Tetrick
 8671 S Tracy Drive
 Sandy, UT 84093
 801-943-9650

Hilltop UMC cont.**Members at Large**

Gygi Olsen
 1231 Edenbrook Drive
 Sandy, UT 84094
 801-652-4293
 gnelsen9@gmail.com

Kris Garrison
 11301 Alta Peak Road
 South Jordan, UT 84095
 443-968-0798
 robnkris@comcast.net

Sara Hake
 2021 E Candle Spruce Cove
 Sandy, UT 84092
 801-518-6926
 sara.j.hake@gmail.com

Mountain Vista UMC

8931 S 3200 W
 West Jordan, UT 84088
 801-280-4148
 office@mtnvistaumc.org

President

Barbara Hurley
 519 E 9800 S
 Sandy, UT 84070
 801-244-9106
 dbaj497@aol.com

Treasurer

Cheryl Brown
 3370 Surf Court
 West Jordan, UT 84084
 801-884-3659
 cherylbrownwsu@gmail.com

Secretary

Donna Kasten
 2373 Mary Beth Circle
 Taylorsville, UT 84129
 801-209-7756
 utahkasten@comcast.net

Mountain Vista UMC cont.**Photographer**

Jane Tage
 9668 East Stoneoway Circle
 South Jordan, UT 84009
 801-739-5161
 teach86503@yahoo.com

Member at Large

Karen Riching
 10362 S Silver Mine Road
 South Jordan, UT 84095
 902-809-1842
 riching@sbcglobal.net

Ogden Community UMC

163 W 4800 S
 Ogden, UT 84405-6133
 801-479-7430
 office@community-umc.net

Inactive

Ogden First UMC

1339 W 400 N
 Marriott-Slaterville, UT 84404
 801-393-5662
 ogdenfumc@gmail.com

President

Jennie Sambamurthi
 575 West 2350 South
 Perry, UT 84302
 435-225-5920
 jenniess@comcast.net

Secretary

Barbara Sandstrom
 3436 N 950 E
 North Ogden, UT 84414
 916-740-5898
 barbsandstrom@comcast.net

Ogden First UMC cont.**Treasurer**

Karen Lee
 5660 S 1425 E, #3A
 Ogden, UT 84403
 801-725-4592
 klee2828@comcast.net

Co-Leaders

Julie Coley
 2732 S 2225 W
 West Haven, UT 84401
 801-643-0716
 cly459@aol.com

and

Linda Gates
 172 S 3000 W
 West Point, UT 84015
 503-717-2486
 lindag234@gmail.com

Program Resources

Cecilia Tank
 2792 W 2075 N
 Plain City, UT 84404
 801-732-2770
 mctank735@gmail.com

Spiritual Nurture

Judy DeLong
 4340 Powder Mountain Rd
 Eden, UT 84310
 801-745-9639 (h), 801-889-6619 (c)
 judydello@gmail.com

Education of Mercy & Justice

Judy Nordello
 2420 S 2225 W
 West Haven, UT 84401
 801-309-4707
 njudy65@yahoo.com

Park City Community UMC

4501 N Hwy 224
 Park City, UT 84098
 435-649-8131
 communications@parkcitychurch.org

Inactive**Price UMC**

10 N 200 E
 PO Box 543
 Price, UT 84501
 435-637-0127
 priceumc2015@gmail.com

Inactive**Shepherd of the Hills UMC**

920 S Tonaquint Drive
 St. George, UT 84770
 435-627-8638
 office@shmcstgeorge.com

President

Karen Cole
 1730 Stonebridge Drive, #31
 St. George, UT 84770
 925-708-3655
 karen.cole@att.net

Vice President

Mary Lynn Matthews
 1003 W Coyote Way
 Dammeron Valley, UT 84783
 832-331-2161
 mary.lynn@me.com

Secretary

Harvee Jean
 4312 Windsong Way
 St. George, UT 84790
 760-481-8913
 harveejean@gmail.com

Shepherd of the Hills UMC cont.**Treasurers**

Brenda Hay
 894 W Hampton Road
 St. George, UT 84770
 307-631-4617
 bhay@tds.net

and

Darlene Adams
 2755 S 1490 West Circle
 St. George, UT 84770
 435-673-5533
 coderdar@yahoo.com

Program Resources

Susan Javery
 344 W 270 S
 Ivins, UT 84738
 858-740-4408
 javerysusan@gmail.com

St. Paul's UMC

8601 W Hillcrest Street
 PO Box 71
 Copperton, UT 84006-0071
 801-860-3974
 samuel.loftin@protonmail.com

Inactive

Tongan UMC

1553 W Crystal Avenue
West Valley City, UT

President

Sekola Nusi
1606 W Wright Circle
Salt Lake City, UT 84104
801-860-7093
losenusi@gmail.com

Secretary

Lile Finau
8783 W Florence Drive
Magna, UT 84044
562-637-6382
lxfinau@gmail.com

Treasurer

Sela Fonua
6414 W King Valley Road
West Valley City, UT 84128
801-205-6043

To Ae'Ofa UMC

5071 Steele Street
Kearns, UT 84118
385-216-3091
atamani@comcast.net

Wife of Supply Pastor

Vaiola Longolongofolau
4106 S 1540 W
Salt Lake City, UT 84123-1116

Toole UMC

78 E Utah Avenue
Tooele, UT 84074-1840
435-228-6450
tooleumc@gmail.com

Inactive**Trinity UMC**

3610 S 4400 W
West Valley, UT 84120
801-968-6891
trinityumc2016@outlook.com

Contact

Marion App
5437 W 4605 S
West Valley City, UT 84120
801-955-1514 or 801-955-3942
marionapp@hotmail.com

**United Church of Kanab-
Fredonia**

530 S 100 E
Kanab, UT 84741-0118
435-644-2919
pastorunitedchurchkf@gmail.com

Inactive

United Women in Faith Mission Resources

As a member of United Women in Faith, you have probably ordered something from one of our resource centers, whether from the Service Center in Cincinnati or Mission Resource Center in Atlanta, there has been a place for you to find resources for mission.

Why do we have a resource center?

The reason is rooted in our PURPOSE. United Women in Faith continually develops resources that help expand concepts of mission. These resources are a valuable part of the spiritual formation, transformative education, leadership development, service and advocacy that organize us for growth and form the foundation of this 140-year-old organization. We have a center because we need a place to put the resources!

As technology changes, the national staff has worked to make sure our resources are cared for in the most efficient and economical way possible. The production and distribution of resources should pay for itself, so the staff continually researches best practices for the caring and delivery of these items.

Our research has shown that there is a better way to equip women for mission, and the mission resource center is moving and expanding to meet your needs. We are pleased to introduce a new and improved resource center: United Women in Faith Mission Resources!

As a bonus, all orders placed online are processed without additional cost to us. By ordering online, you make the most of mission dollars. United Women in Faith Mission Resources will carry the mission products you have come to know and rely on:

- **The Reading Program** helps people chart their own course of continuing mission education. By purchasing through the resource center all profit on sales go to mission.
- **Response** magazine is the magazine for women in mission. It is available by subscription, with archived copies available at the resource center.
- **The mission**, spiritual growth and geographical studies help give fresh perspectives and deepen our understanding of the world around us.
- **The Program Book** helps guide groups through a spiritual understanding of current issues and lifts up the work that your mission dollar makes possible.
- **The Prayer Calendar** invites people to a daily discipline of prayer and awareness of the many people united in the work of mission every day, around the world.
- **Promotional materials**, many of which are available for free, help you promote and celebrate the work of United Women in Faith.

So, check us out online or give us a call.

www.uwfaithresources.org

Call toll free: 1-888-409-8137

Email: cs@uwfaithresources.org

United Women in Faith – Social Action Network

What is it?

The United Women in Faith's Social Action Network is a tool to assist members of the organization of United Women in Faith in being informed and prepared to act on public policy issues affecting women, children, and youth. The responsibilities for many of the issues United Women in Faith are most concerned about are being passed from the federal level to the states. The Action Network will help United Women in Faith respond to state-based initiatives more effectively.

Who can join?

The Social Action Network is made up of interested and motivated women committed to acting for social change. Any member of the organization of United Women in Faith can join.

What will I be asked to do?

By joining the Social Action Network women make a commitment to act on issues that are brought to their attention. They receive action alerts and updates with background information and suggested actions. Most activities are in public policy advocacy - writing and calling members of Congress and/or state officials. Others include joining campaigns and public witness activities such as prayer vigils and protests.

Do I have to respond to every issue?

When you join the Social Action Network, you will identify the issues you are committed to working on. You will receive updates and action alerts only on the issues you choose.

What if I don't agree with some of the information I receive?

United Women in Faith is a community of women focused on ministries with women, children, and youth. These ministries include grappling with and addressing the social ills of our society. Our PURPOSE, the scriptures, the Social Principles, Social Creed and Book of Resolutions of The United Methodist Church, and Women's Division policy statements lay the foundation from which issues are reviewed and analyzed. No one can tell you what to believe. If you don't agree with some of the information you receive, refer to these documents, study and pray.

How do I sign up?

To sign up, register online at <https://uwfaith.org/get-involved/become-a-member/>
Be sure to check one or more of the issue areas you are committed to acting on!

United Women in Faith Information - News - Resources

Information:

For up-to-date information about United Women in Faith, go to uwfaith.org

For information regarding the Mountain Sky (Rocky Mountain) Conference, United Women in Faith, visit mtnskyumw.org

News:

For the latest United Women in Faith news updates and to sign up for the email mailing list, visit uwfaith.org/news/latest-news/

Resources:

The Mission Resource Center distributes United Women in Faith Resources. Printed catalogs are available.

Check it out online or give us a call!

www.uwfaithresources.org

Call toll free: 1-888-409-8137

Email: cs@uwfaithresources.org

Mailing address:

Mission Resource center

PO Box 742349

Atlanta, GA 30374-2349



Response, an award-winning publication, is the official magazine of United Women in Faith. It is published by the Women's Division, General Board of Global Ministries. It is the magazine for every Christian who wants to be part of creating a more peaceful, just world where all people are truly children of God.

To subscribe (print and digital available), visit uwfaith.org/resources/response-magazine/

**Utah/Western Colorado District
United Women in Faith
2026 Standing Rules**

PREFACE: The United Women in Faith of the Utah/Western Colorado District of the Mountain Sky Conference shall function in accordance with the Constitution and Bylaws for District Organizations of United Women in Faith, Inc. During 2022 the United Methodist Women assumed the new name, United Women in Faith. During this time of transition both names are in use for banking and legal documents. We are United Methodist Women doing business as (dba) United Women in Faith.

ARTICLE A: NOMINATIONS, ELECTIONS, and APPOINTIVE PROCEDURES

1. Voting Body of the District Annual Meeting organization shall be composed of all representatives from the Units of the local churches and all District at-large members, plus all District Officers in attendance at said meeting: Conference Officers, Chairpersons of Committees of United Women in Faith, and with the officers of the Western Jurisdiction residing within the boundaries of the district. The slate of nominees submitted by the Committee on Nominations shall reflect the diversity of women throughout the church in age, race, marital status, ethnicity and cultural backgrounds, physically challenging conditions, employment status, and geographical location. Nominees shall affirm their commitment to uphold the program and PURPOSE of United Women in Faith.
2. The slate of nominees shall be published and available to the Leadership Team and Local Units at least 30 days prior to the Annual Meeting. Other nominations may be made from the floor at said meeting, provided private consent has been obtained from the nominee and the nominee meets required qualification.
3. Elections shall take place at the District Annual Celebration, electing officers for a two-year term. Each officer may hold the same office for four years if desired by the officer and the district organization. A person serving at least six [6] months of an unexpired one-year term will be considered as having served a full year.
4. Voting shall be by voice unless more than one candidate for each office has been nominated; in that case, voting shall be by ballot. A ballot form will be included with the District Annual Celebration Program Book.
5. Election of Officers
 - a. The following officers will be elected in even-numbered years: President, Secretary, Mission Coordinator for Education for Mercy and Justice, Communications Coordinator and members for Committee on Nominations.
 - b. The following officers will be elected in odd-numbered years: Treasurer, Mission Coordinator for Spiritual Nurture, Mission Coordinator for Program Resources, Chairperson for Committee on Nominations and members for Committee on Nominations.
6. The District President shall annually appoint a Utah/Western Colorado District Event Planner to assume the responsibility for planning and organizing the Annual Celebration. This position is a member of the District Leadership Team for the appointed year.
7. Newly elected officers assume office at close of the District Annual Celebration, with the exception of the Treasurer. The Treasurer shall function through the end of the calendar year to close the books. If she is elected to another position, she shall take office in the new position on January 1 following the District Annual Celebration.

8. Outgoing officers shall transfer pertinent records, books, and files plus provide training to incoming elected officers following the election and prior to the incoming elected officers assuming office.
9. A representative to Crossroads Urban Center Board shall be named annually by the District President following the annual meeting and may succeed herself. She shall report to the Executive Committee and shall serve as liaison for the District responsibilities at Crossroads Urban Center. It is recommended that the representative live within commuting distance. The position may be filled by members of the District Leadership Team. The Crossroads Urban Center Board is responsible for all of the community outreach programs.
10. The District President shall serve as a member of the Crossroads Legacy Committee. This committee functions as the governing board for the physical facility. Being a member of the Crossroads Legacy Committee is a position that is separate from the representative position.

ARTICLE B: COMMITTEES

1. District Leadership Team: In addition to elected officers, the District Leadership Team shall include as voting members the Conference Executive Committee, the Western Jurisdiction Core Planning Group, and National Officers who reside within the District.
 - a. Meeting attendance is necessary for work of committee to be effective.
 - b. The District President shall appoint a District Officer to represent her when she is unable to attend a Conference Executive meeting.
 - c. Any appointed or elected leader failing to fulfill her obligations shall be notified in writing via certified letter with return receipt from the President that she has failed to meet her responsibilities and may be replaced. A certified letter with return receipt shall also be sent to the Chair of the Nominations Committee notifying the committee to seek a replacement. An unexcused absence from two (2) consecutive meetings or events shall be considered a resignation from office.
 - d. The President and District Leadership Team will appoint committees to do specific tasks as needed.
2. Administrative Committee: The Administrative Committee includes the President, Secretary, Treasurer and Chair of Nominations.
3. Finance Committee: The Finance Committee shall determine and make recommendation to the Leadership Team the amount of the District Mission Pledge to the Conference. The proposed budget shall be published thirty (30) days in advance of the District Annual Celebration and in the Celebration Program Book.
4. Committee on Membership shall be composed of the Mission Coordinator for Spiritual Nurture as chairperson, President, and other members appointed by the President.
5. Committee on Nominations
 - a. The Committee on Nominations shall consist of five (5) persons elected in classes with each serving one two-year term with eligibility for a second two-year term (total of four years). The Chairperson shall serve no more than two (2) years in that position.
 - b. Committee on Nominations responsibilities:
 - i. Maintain an up to date "talent bank" for the District.
 - ii. Maintain and update the District spreadsheet of the women who have served in the different offices and terms they served.

- iii. The Committee will be responsible for ordering:
 - 1. a sapphire Special Mission Recognition pin for retiring President,
 - 2. a President's pin for the incoming President.
 - 3. Gift in Missions cards in the amount of \$5.00 for officers changing positions and officers resigning after less than a full two year term.
 - 4. Gift in Missions cards in the amount of \$20.00 for officers departing at the end of a full two-year term.
 - 5. Special Recognition Pin in the amount of \$40.00 for officers completing four or more years of service.
- iv. The District Committee on Nominations has the authority to recommend other levels for Special Recognition for officers who have completed longer terms of service in multiple positions.
- v. These items will become property of retiring officers and will be purchased by the Treasurer.
- vi. The committee will be responsible for ordering name tags for all new officers.

ARTICLE C: MEETING

1. The District Annual Celebration will be held each Fall prior to the Annual Meeting of the Conference Organization. The place and date shall be determined by the District Leadership Team, rotating among sub-districts, Western Colorado, Southwest Colorado, Utah, and Mountain.
 - a. A Mission Offering shall be taken at the District Annual Celebration.
 - b. At the discretion of the District Leadership Team, special persons invited to the Annual Celebration may be given Special Mission Recognition to come from the Mission offering.
 - c. Nominees for the District Leadership Team shall be invited by the Nominations Committee to the Annual Celebration at District expense.
 - d. Minutes will be included in the District Annual Celebration Program Book from the previous Annual Celebration with signatures of Secretary and Reviewer(s) to be appointed by the President.
 - e. The District will offer one (1) annual scholarship to the sub-district hosting the District Celebration. The scholarship includes registration, housing and travel expenses per District Guidelines.
 - f. One (1) scholarship will be awarded to a first-time attendee to include registration, housing and travel expenses per District Guidelines.
 - g. The District will provide two (2) scholarships to the District Annual Celebration to women of church(es) identified as next year's Celebration Hosts. Scholarships will include registration, housing, and travel expenses per District Guidelines.
 - h. District scholarships are to be administered by the Committee on Membership.
2. Displays will be encouraged from projects, programs, and agencies of United Women in Faith and United Methodist Church. Sales will be permitted only with prior approval for projects of the Utah/Western Colorado District United Women in Faith.
3. The District Leadership Team shall meet a minimum of four (4) times per year. Members present, either in person or via video conferencing shall constitute a quorum.

4. Officers are expected to attend Conference Annual Meeting for training, Planning Retreat, Executive Meetings, Leadership Training Day, and District Annual Celebration. Team members are encouraged to attend the Spiritual Life Retreat and Mission u.

ARTICLE D: FUNDS

1. All funds come from Mission Giving. Officers shall practice good stewardship in the use of these funds.
2. The District bank account must carry the signatures of the Treasurer, President, and Secretary, although only one signature is required on checks.
3. A maximum of \$200 shall be available for scholarships for each sub-district spiritual retreat. The local group organizing the retreat may administer the scholarship funds.
4. An annual financial review shall be made of the District financial records in accordance with United Women in Faith guidelines. Copies of the report shall be sent to the Conference Treasurer, District President, and Secretary. One copy will be kept with the Treasurer's records.
5. The outgoing District Treasurer's financial computer (provided by the Conference), funds, and supplies shall be given to the new Treasurer between December 16 and January 14, following her election. Financial records for the previous year shall be given to her after the financial review is completed.
6. In the event the Treasurer is unable to complete her term, and a new Treasurer is elected to fill out the term, a Schedule of Cash Activities Statement (audit) will be completed before transferring the books to the Treasurer.
7. Acting Treasurer: In the event of serious illness or death of the District Treasurer, all books and property of the office shall be released and given immediately to the District President. The Administrative Committee shall appoint a temporary Acting Treasurer until the Committee on Nominations can submit a nominee for election by the District Leadership Team or the District Organization.
8. The District shall pay all reasonable operating expenses of each District Leadership Team member incurred in fulfillment of the duties of her office in accordance with the reimbursement guidelines outlined in article D, items 9 through 12.
9. District Leadership Team members may use a voucher for necessary dependent care up to \$30.00 per day as per United Women in Faith's policy.
10. Mileage will be paid at 25 cents per mile if the price of gas is less than \$4.00 per gallon, 30 cents if the price of gas is between \$4.01 and \$5.00, and 35 cents per mile if gas is over \$5.00 per gallon. Mileage will be paid from District Leadership Team members' legal residences to allowable meetings and events. The reimbursement rate will be increased by 5 cents per mile if three (3) or more officers ride in a single vehicle. Meals will be paid up to \$25.00 per day. If traveling or meeting for part of a day, the meals will be figured accordingly. Receipts should be submitted with vouchers to show cost per gallon of gasoline and for meals. Carpooling is encouraged.
11. When housing and meals have been arranged at a special rate, only that amount shall be reimbursed. Leaders are expected to have two women per room with two beds. Therefore, housing will be reimbursed at ½ of the negotiated room cost. If no special rate has been arranged, the team members will receive a reimbursement of \$50.00 per night.

12. Expenses (housing, meals, dependent care, and travel) shall be paid from District funds for District Leadership Team meetings, District Administrative meetings, and District events. Team members are encouraged to complete an expense voucher shortly after arrival at a meeting. The District Treasurer will prepare and distribute reimbursement checks as quickly as is possible.
13. Expenses (travel, housing, meals, dependent care, and program materials) of any speaker invited to participate in a District program or workshop shall be the responsibility of the District. Current District Officers and workshop presenters will be reimbursed at the levels outlined in items 9 through 12.
14. Expenses for the Annual Celebration must be accounted for and defrayed by the Registration Fee. The principal (keynote) speaker at the Annual Celebration will be reimbursed for a single occupancy room. A \$100.00 gift to mission, honorarium, material gift, etc. may be given to Annual Celebration presenters and charged to that event. At least one Conference Officer from outside her own district will represent the Conference Executive Committee at District Annual Celebration. Conference will pay representative's travel expenses, and the host District will provide lodging, meals, and meeting expenses.
15. Per Conference Standing Rules, the Conference shall pay expenses for District Officers to attend conference events as follows:
 - a. Annual Meeting
 - b. Spiritual Life Retreat
 - c. Mission u or training event
 - d. District Officer Training and Leadership Development meeting.
16. Members of the District Leadership Team are entitled to receive the annual Program Guide, Daily Prayer Guide, and the Mission u workbook from the Mission Resource Center. Each team member will order their own materials and may be reimbursed for incurred expenses from the Treasurer by attaching receipts to an expense voucher.
17. Remittance of funds shall be scheduled as follows:
 - a. Local United Women in Faith Treasurer to District Treasurer by the tenth (10th) of the month.
 - b. District Treasurer to Conference-monthly by the sixteenth (16th) of the month.

ARTICLE E: COMMUNICATIONS

1. All members of the District Leadership Team will communicate with their local unit counterparts through the District Newsletter, *The Chronicles*. Copies of separate mailings should be sent to District Leadership Team members and the Conference Counterpart.
2. Newsletter distribution shall be by electronic format unless requested otherwise. The newsletter is posted on the Mountain Sky Conference website, Utah/Western Colorado pages, or an e-mail attachment. Persons leaving the District Leadership Team may request an electronic copy.
3. There will be a minimum of two (2) issues of *The Chronicles* per year with at least one each spring and fall. *The Chronicles* will be sent to officers of local Units as listed in the Utah /Western Colorado District Directory, members of the District Leadership Team, and members of the Mountain Sky Conference Executive Committee, and others as requested.

ARTICLE F: RESOURCES

In accordance with United Women in Faith's policy, only Mission Resource Center literature and other articles offered or suggested by the Mission Resource Center or catalog plus items supporting mission projects of the Utah/Western Colorado District shall be displayed for sale at official gatherings of the Utah/Western Colorado District of United Women in Faith.

ARTICLE G: READING PROGRAM

There shall be five methods in which individuals and units are recognized for their participation in the Utah/Western Colorado District Reading Program.

1. Individual Recognition

- a. Each unit member will submit to one's Unit Program Resource Coordinator a list of UWF-approved books read during the UWFaith calendar year, by July 31 of each year. That coordinator will submit all individuals' lists to the District Program Resource Coordinator by August 15 of each year. The district coordinator will reward each participant's accomplishments with a (bookmark) certificate at the Annual District Celebration in September, and their names shall be included in the District Report.
- b. There shall be five (5) levels of readers. Anyone who has read 1- 4 approved* books fulfill the Entry Level qualifications. Plan I readers will have read 5 books, i.e. one from each category;** Plan II, 10 books, i.e. 2 from each category; Plan III, 15 books, i.e. 2 from each category and 5 more from any category; and Plan IV, 20 books, i.e. 2 books from each category and 10 more from any category.
- c. *Note: A new list of approved books is selected each UWFaith calendar year; after 5 years on the approved reading list, those books are "retired", i.e. they no longer may be counted as a reading list book.
- d. **Note: The five categories of Reading Program books are: Education for Mission, Leadership Development, Nurturing for Community, Social Action, and Spiritual Growth.

2. Grants for Units

- a. The district may provide a total of \$150 each UWF calendar year, to be used for a minimum of 3 grants (up to \$50 each) for units to purchase books for their church reading program. Any unit wishing to receive this grant shall apply via the application form found by contacting the District Program Resource Coordinator or the District Communications person. No unit may receive this grant in consecutive years.

3. Drawing (Individuals)

- a. Each unit member who receives a certificate for participating in the annual reading program will be entered into a random drawing, in which three names will be selected. A \$30 check will be awarded to the unit in which each person is a member. These checks are to be used to purchase books for the unit's reading program.

- b. The district also has an active monthly book club, which is open to all interested persons; UWFaith members from other districts are welcome. These participants also shall be recognized for their engagement in the reading program. The two methods of recognizing these people are as follows:
4. Book Club (Individuals)
 - a. The District Program Resources Coordinator will recognize each participant's engagement in the district book club with a (bookmark) certificate awarded at the District Annual Celebration. Each name will also be listed in the District Report.
 5. Drawing (Individuals)
 - a. Each person who participates at least 3 times in the monthly book discussions (per the UWFaith yearly calendar) will be entered into a random drawing, in which one name will be selected for one's unit to receive a \$20 check to purchase books for the unit's reading program.

ARTICLE H: EQUIPMENT, PROPERTY, AND RECORDS

1. All property purchased by Utah/Western Colorado District becomes the property of the District.
2. Each District Officer shall assume responsibility for her office's inventoried items at the time of taking office.
 - a. President: Program booklets and directories for historical purposes. Retain in perpetuity Annual Celebration booklets and the annual District Directories.
 - b. Secretary: Maintain all previous secretaries' records and notebooks for perpetuity, to include minutes from District Annual Meetings, regular monthly District Team meetings, and newsletters (*Chronicles*).
 - c. Treasurer: Retain detailed financial records for seven years. Retain in perpetuity the following records: End of Year financial reports (Profit and Loss Statement, Balance Sheet); Last bank reconciliation and Financial Review (audit or Schedule of Cash Activities); record of any unusual activity.
 - d. Communications Coordinator: Historical materials, computer files with Directory files and mailing lists for directories and newsletters. Maintain a list of all communications software, usernames, and passwords and ensure updated information is communicated to the President and Secretary.
 - e. Spiritual Nurture: Communion set
 - f. The Secretary is responsible for maintaining lists of equipment and property, and confirming the correct officer is in possession of assigned items at the Planning Retreat.

ARTICLE I: INSURANCE

All District events shall be covered by liability insurance. Events held at a local United Methodist Church are covered by the local church's insurance policy. For events held in other locations, the Local Unit should apply at least five weeks in advance of the event for a Certificate of Insurance. Application is made to the National Office using the 'Special Event Insurance Request Form'.

ARTICLE J: PROVISIONS FOR CHANGES IN STANDING RULES

The Standing Rules are procedural statements and are supplementary to the current Constitution and Bylaws of the Organization. No Standing Rule is in order if it conflicts with these documents. The Standing Rules are designed to ensure continuity of procedures. They can be amended at any meeting of the District Organization by a majority vote of the voting members of the District Organization when previous notice has been given or by 2/3 vote of voting members of the District Organization when no previous notice has been given.

Standing Rules for Utah/Western Colorado District United Women in Faith

Committee: Beth McCorkle, Amy Gibbs, Sue Yeager

Approved: September 20, 2025