

## TIMOTHY BAPTIST CHURCH MEETING

Timothy Baptist Church meeting was called to order at 11:10 am by Rev. Dr. Larry Green Sr. on June 29, 2019.

The following members were in attendance:

Sister Shanice Maxwell	Deaconess Diana Strother
Sister Estella Mabrey	Deaconess Betty Green
Minister Erica Wilder	Sister Shelia Brooks Scott
Rev. E. Hardy	Bro. Randall Scott
Sister Dolores Smith	Sister Donna M. Edwards Dixon
Sister Wendy Anderson	Sister Janice Watts
Deaconess Mary Erby Smith	Deaconess Hattie Frazier
Sister Dale Kilgore	Sister Lee Anna Talbert
Sister Jeannie Bynoe	Sister Renee Washington
Sister Jocelyn Henry Crayton	Deacon Lawrence Crayton
Rev. Johnnie C. Smith	Deacon Warren Norris
Deaconess Sonya Norris	Bro. Larry Green Jr.
Sister Eileen Rosado	Rev. Dr. Larry Green Sr.

Devotion :( Songs): Lift Jesus Higher & What a Mighty God We Serve

Prayer: Deacon Crayton

Rev. Green states no agenda available at the moment due to technical difficulties.

Rev. Green asked that the Nominating Committee give their report first.

### Nominating Committee Report:

Report was given by Sister Shanice Maxwell which stated the following:

- There will no longer be an audit chair but an Auditing Committee
- This committee will consist of 5 members
- As outlined in the bylaws the 5 members elected will exclude the Business manager, Assistant Business Manager and Trustees

Rev. Green then stated he had spoken with some people who do audits for the church which includes their responsibilities and requirements and stated he would forward the information too Sister Shanice.

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Sister Shanice Maxwell then continued with the following:

- Nominations will be held from June 16- July 21
- Nomination forms will be on line and in print
- Sister Dolores has already sent the online forms via email
- She has received only 9 so far
- The nomination box will be located at the front entrance to the church by the balcony
- Only 4 more Sundays left to place your vote
- The slate of candidates will be approved by Pastor and will be shared with the Advisory Council at the next meeting on September 28, 2019
- The body will vote on the slate of candidates at the next church meeting on October 5<sup>th</sup>, 2019

### The Nominating Committee recommended the following actions:

- Recommend that ministries refrain from electing the same person that has already held the office for at least 3 years or more

Rationale: Term limits and guidelines were created using our Church litany and by laws which will help ministries elect people best suited for the position and those who are not skilled in the duties of the office. This will also create a standard of accountability for our ministry officers just as it is doing for leaders elected by the body of the church. This report was submitted on 6/29/2019 by Sister Shanice Maxwell, Sister Terrin White and Sister Dominique Brooks ( Nominating Committee).

Rev. Green stated he wanted to highlight a couple of points regarding the Nominating Committee report which was the following:

- Be playful about your submission
- Pray about who is best suited for the job
- We need new thinking
- We can't step up if we don't step away
- If you create an opportunity people will rise to the occasion

### Church Meeting Minutes

Next Rev. Green asked Sister Rosado the Church Clerk to read the last church meeting minutes held in January and the emergency meeting minutes from June. Rev. Green asked for a motion to except the minutes from the last church meeting and the church emergency meeting. Sister Shanice Maxwell made a motion to except the minutes from both meetings and Deacon Crayton seconded the motion. Motion accepted with none opposed.

### Regarding the Church's Financial Status

Rev. Green stated that his figures were off and we did not need 17,000 a month, but 3,000 to 4,000 a week to meet the budget. Rev. Green asked Sister Scott who stated that we needed 4,000 a week which was 16,000 a month.

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### Finance Report

Rev. Green asked for the financial report which was given by Sister Scott who stated the following:

- Everything is the same to date
- Tithes and offering: 53,492.77
- Annual budget for tithes and offering is 133,000
- Remaining 79,507.23
- Everything to date including ministries and church income is 79,657.78
- Annual budget is 195,558.00
- Need to be collected is 124,604.61
- Year to date 75,282.17

Rev. Green then stated that the finance report was given in the Advisory Council last meeting and those who were not in attendance can go on line and read the report. Rev. Green further stated that we are in a hole but we are not so far in that we can't dig our way out. Rev. Green called for a motion to except the finance report. Motioned by Sister Shanice Maxwell to except the finance report and seconded by Sister Janice Watts. Motion accepted with none opposed.

### Praise Break

Rev. Green called for a praise break which was led by Sister Dixon, Deaconess Strother and Deacon Crayton with the songs Lift Jesus Higher and What a Mighty God We Serve.

### Diaconate Report

Rev. Green then stated the meeting was out of order and further stated that they found the Diaconate report which would be given by Deaconess Smith who stated the following:

- We currently have 131 members
- This quarter we had one new member join and Bro. Shawn Green reinstated
- 1 new Deacon added which was Deacon Lawrence Crayton
- Possibility of another Deacon in the near future
- How will the church know when a ministry is being dissolved? A notice will be placed in the church bulletin for 1 month
- How does the Diaconate act as a bridge between the Pastor and the congregation of which 4 answers were given:
  1. Serve communion to the sick and shut in
  2. Help to resolve conflict in the church
  3. Making sure the reward system works (Each Diaconate member has a ward and their job is to check on them and help any way possible).
  4. Create a bond between the Diaconate and members
- How does the Diaconate help the Pastor: Pray for his leadership, see if he needs anything and perhaps send him and the 1<sup>st</sup> lady to dinner

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Brother Larry Green stated to Deaconess Smith he was not clear on the process for dissolving a ministry and requested further clarity. Deaconess Smith stated that the process should be the same for starting a ministry which is to send a letter to the Diaconate and why they want to dissolve the ministry. Further any outstanding obligations the ministry has and if so what is going to be done about it and the Diaconate will decide if the ministry will be dissolved or if someone else should take over the ministry. If the ministry is to be dissolved they will notify all necessary parties which include the business manager and the clerk. Deaconess Smith states how would the body know and it was stated that a notice would be put in the church bulletin with the said date that the ministry was dissolved.

Bro. Green also asked Deaconess Smith about the how the ministry act as a mediatory for the Pastor of which she stated the following: Visiting the sick, reward system, communion and fostering relationships with the members. Sister Crayton asked if there was a standardized template for dissolving or starting a ministry and Deaconess Smith stated no. Sister Crayton volunteered to create the templates and Rev. Green approved the action.

Sister Shanice Maxwell wanted to know if the reward system had already started and Deaconess Smith stated yes and Sister Shanice wanted to know if you only heard from the ward leader if you did not come to church and Deaconess Smith stated it is up to the ward leader to decide.

Rev. Green stated that the mandate is to establish a relationship with those in your ward. Further stating that the ward leader should be communicating with the member to determine how they are doing or if they need anything. Rev. Green stated that if your ward leader has not contacted you, please Deaconess Smith who is the Diaconate chair and she can assist in finding out who is your ward leader.

Bro. Larry Green stated the Diaconate and the Missionaries seem to hold similar task. Deaconess Smith stated that the Missionaries do visit the sick and Bro. Green stated that if the Diaconate gave up that task it would free them up to tend to more pressing issues in the church. Deaconess Smith went on to say that everyone should visit the sick and the missionaries also visit people who are not members of the church.

Rev Green asked for a motion to except the Diaconate report which was motioned by Sister Wendy Anderson and seconded by Deacon Warren Morris. Motion accepted with none opposed.

Old Business:

Church Outing:

Missionary Update

Pastor Anniversary 2019

Outreach

Church Outing:

Church Outing was discussed which the Women Ministry stated was cancelled this year and no alternate date was discussed. Sister Dixon stated the event was to take place this year but nothing

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was organized. For future reference the Women's Ministry will speak with the church secretary to talk about an alternate date and time.

### **Missionary Update:**

Sister Jeannie Bynoe gave an update on the sheet drive sponsored by the Missionaries for the Sojoin House. The Missionaries wanted to thank all those who donated sheets. A total of 29 sheets were donated of which 8 were full size, 13 twin and 8 crib sheets which went to 12 families. The program manager Victor Diaz was very grateful for the donations and gave a donation form for future endeavors and listed the church as a donor. Sister Bynoe states she will be reaching out to three other shelters in addition to the Sojoin House to determine their needs. Sister Bynoe stated that at the last Advisory board meeting it was recommended by Sister Jessica Bristol to place the event on the calendar so that members will have time to make a donation. Sister Bynoe stated the sheet drive will take place in June.

Rev. Green then stated that the Missionaries will need help to develop a budget with goal and objectives so that next year they will have monies available to purchase items needed. Sister Shanice Maxwell stated that we were asked last year to create a budget and mission statement but no rational was given.

Rev. Green stated last year was the first year and there were some missteps and they are being corrected and we are moving forward.

### **Pastor's Anniversary 2019**

Sister Rosado gave a report on Pastor's Anniversary which included a cruise around the Boston Harbor and Apostle Dupree was the guest homilist for the anniversary. All the proceeds for the souvenir booklet went to Rev. Green and members were asked to give a love offering of 200 dollars.

### **VBS (Outreach)**

Rev. Green stated he spoke with Sister Bristol in regards to VBS and if they did not have the appropriate number of volunteers it would be cancelled. Rev. Green stated that if someone is supposed to come in at 11am and does not show up to 2pm it throws the hold day off. He further stated that as the chief administrator the children are not in a safe environment because of student to teacher ratio. Rev. Green stated VBS has struggled in the past with unsafe ratios and he was no longer going to put the program in that position.

Rev. Green then spoke about how the BCNE has donated a 1,000 dollars to VBS due to they were unable to send any volunteers this year and how we only pay 75.00 a month of which we receive more than we pay out. Rev. Green also stated BCNE gave money toward the lift a 1,000 dollars and did not except any money for the use of the van.

Deaconess Green states she did not want to discourage anyone from giving money but more than anything they needed the physical bodies and the commitment for this to work.

### **Youth Report**

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Youth Report was given by Sister Wendy Anderson which she stated the following:

- 1<sup>st</sup> youth explosion was a success
- The 5<sup>th</sup> Sunday was given to the Men's Ministry this month
- Moving forward every 5<sup>th</sup> Sunday will be a youth explosion
- On the 5<sup>th</sup> Sunday in September a band from YEC will be coming of which Sister A. Anderson and Sister D. Scott are working on

### Swipe:

Rev. Green stated that starting next week they will be introducing swipe of which you can swipe your credit card or debit card. Sister Shanice Maxwell asked what was the process and Rev. Green stated Sister Scott would be over in a space by the outside of his office and those with a credit card or debit card would be able to swipe their cards. Rev. Green states members who did not receive their financial giving statement would receive it today.

### Street Church Report

- Rev. Green stated this was going well and he was very excited
- States that we do not need to do street church just on Sundays but we can have a spiritual conversation with one person during the week and give him the name and date you spoke with the person and it will be placed in a basket and prayed over.

### Trustee Report: Rev Green

- Rev. Green wanted to thank Sister Mabrey, Sister Council, Brother Green and Sister Monterio for their work
- The trustees and Rev. Green came to the church and walked around and each had a different component which they were assigned to
- This is our house and we are responsible for it. Ezra 1:5 tells us that they were stirred up to rebuild the house of the Lord which was in Jerusalem
- You have to understand they were not in the city but we are and we need to get excited about our house.
- We were informed by the insurance company if we do not resolve the following issues our insurance will not be reinstated
- We are past due and Rev. Green spoke with the insurance company and received an extension and he mapped out a plan and the agent was okay with it
- The following need to be done:
- Need to make sure a licensed contractor does all the work
- The oil tank in the shed needs to be moved as well as the concrete which it is on. It has been recommended that we fix the cover instead of trying to move the tank which would cost about 4,000 dollars and this is an ongoing discussion
- 700 dollars for the outside door which is a special type of door

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- Cut down the tree and limbs which are scraping the roof of church and remove limbs from two trees in the back for a total cost of 1,800 through South Shore Tree Company
- Several smoke detectors missing. The law has now changed and the smoke detector and carbon dioxide detector must be combined and must have a 10 year warranty battery. Cost is 7 at 30.00 dollars each for a total of 210.00. The cost to install is about a 1,000 dollars
- Side walk needs crack repaired which is around 650.00
- Broken window in Nurse's station need to be completed by the Bulloch's which about a 100 dollars owed
- Roof very expensive. Will need someone to research and find a grant to help with the roof. Sister Crayton and Bro. Larry Green Jr. have agreed to look for the grant
- Dr. Lorenzo who is Sister Talbot's brother who is vice provost at a college who will write the grant for the roof for free
- To help meet the budget these are the suggestions:
  1. Media
  2. Music
  3. Youth
  4. Homecoming everyone give 50 to 52 dollars. Budget \$5,000
  5. Men and Women Day: Great Day of Giving: Budget 10,000
  6. Founder Day
  7. Gleaners: 10 dollars for every one gleaner
  8. 1<sup>st</sup> fruit: Decide what you can give on the 1<sup>st</sup> of next year in January
  9. Change jar
  10. Jubilee Concert: Everyone bring one person and each give 20.00
  11. Faithful tither

Rev. Green asked members to help with the repairs that were unexpected and not in the budget and the amount needed at this time is 3,500. The following members have agreed to donate the following amounts. This is will be called **the Capital Campaign for insurance related repairs:**

Sister Crayton: 2,000

Deacon Crayton: 250.00

Sister Frazier: 100.00

Sister Watts: 250.00

Bro Larry Green: 900.00

Sister Rosado: 200.00

Sister Mabrey: 200.00

Rev. Green: 500.00

Total: 4,400.00

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Monies will be given as possible. This will be a key line item and remain open as people continue to give.

Sister Wendy Anderson stated that the Trustees need to keep up with the new laws concerning the church which Rev. Green agreed upon.

Meeting was adjourned at 1:55pm by singing Reach out and Touch Somebody with prayer by Rev. Smith

Respectfully Submitted

Eileen Rosado

Church Clerk