

**Burke Community Church
Council of Elders Meeting Minutes
January 25, 2020, 8:00 a.m.**

Discussion Leader: Bob Ashton

Attendees:

Ben Allen (Elder), Bob Ashton (Elder), Marty Baker (Pastor/Elder), Richard Dick (Elder), George Lare (Elder), Dave McKernan (Elder), Paul Schmidt (Elder)

The meeting opened with prayer at 8:05 a.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes of January 6, 2020 elder meeting
Paul Schmidt, Dave McKernan	Review status of DTS discussions, funding source for DTS preparations, Construction Liaison report
Pastor Marty	Review topics to be covered in State of the Church address
Pastor Marty, Dave McKernan	Introduce staff personnel handbook
Dave McKernan	Potential donations
Council	Discuss candidates for leadership training
Pastor Marty	Staff update

II. Meeting Notes

- a. **Minutes.** Elders approved the minutes of the January 6, 2020 Council of Elders meeting.
- b. **Dallas Theological Seminary (DTS) discussions, new building.** The Council agreed to take funding out of the Blessings over Spending account from past years to provide \$250K to start funding the basement construction to house DTS offices and library. DTS rent payments will return \$150K to BCC over the period of the rental agreement. The Council further agreed to fund the finishing of the basement storage space for BCC from the building fund. Of the total projected construction cost for the DTS spaces of \$710K, DTS will pay \$460K up front and BCC will supply \$250K, as noted above. While Steffani Mears is still closing out the 2019 budget, she expects to be able to pay for the new mobile lift, heating/ventilation/air conditioning renovation, new playground, playground fencing and wall, and mulch out of the 2019 budget. Paul Schmidt informed the Council that he had signed Projected Change Order (PCO) #48 in the amount of \$10,650 for bathroom partitions and PCO #49 in the amount of \$6850.50 as a credit to BCC for work on louvers.

Paul and Pastor Marty informed the Council that BCC would host another facility tour of the new building in late March. Paul asked about progress in planning the Care and Counseling Center; Ben asked that Pastor Marty bring the existing plans for the center to the next COE meeting. Marty informed the Council that the staff team working on the celebration for the new building would meet on January 27 at the Mears'. Marty has informed the staff that the church will employ movers to transfer furniture, equipment, and other items to the new building.

- c. **State of the church address.** Pastor Marty briefed the Council on his upcoming state of the church sermon. He intends to build vision for the congregation in evangelism and apologetics, noting that BCC needed to be salt and light, even on a national level. Marty also will celebrate God's provision in funds for the new building and will challenge the church to look toward being debt-free. Highlighting BCC's growing online presence, he will show what other churches are doing to raise the bar for BCC's ability to minister effectively online. He will also discuss the DTS partnership, noting the opportunities for BCC congregants to take advantage of the DTS presence.
- d. **Leadership training candidates.** Elders agreed to forward names to Bob Ashton, who will compile a list for further discussion.
- e. **Strategic Personnel Handbook.** Dave McKernan had provided the Council with electronic copies of the handbook and asked that elders be prepared to approve it at the next meeting. Marty said that Steffani was looking at external sources for staff training in addressing sexual harassment; Bob Ashton noted that volunteers would also need to be trained.
- f. **Potential donations.** The Council agreed to a request by the McFadden family that memorial donations in honor of Bill McFadden be allocated to the West Virginia mission trip.
- g. **Staff update.** Pastor Marty announced that BCC had hired Christine Little and Peter Rey as part time administrative assistants.
- h. **Next COE meeting.** In view of Pastor Marty's upcoming trip to Israel, the Council elected to meet only once in February, on February 8. The Council asked Pastor Marty to task Mary Ann to adjust the BCC calendar and reserve the room.
- i. **Elections.** Bob Ashton asked that BCC host voter registration and prepare a non-partisan voter guide. He volunteered to lead the effort on these issues.
- j. **Senior Pastor appraisal.** In view of ongoing hiring actions and the upcoming Israel trip, the Council agreed that Pastor Marty would submit his appraisal inputs at the April 18 COE meeting.

Following a closing prayer, the Council adjourned at 11:25 a.m.

Respectfully submitted,

Richard Dick,
Clerk of the Council of Elders