

Burke Community Church
Council of Elders Meeting Minutes
February 6 2017 6:30 p.m.

Attendees:

Bob Ashton (Elder) Marty Baker (Pastor/Elder) Richard Dick (Elder)
Gordon Kesting (Elder) Curt Hammill (Elder) David Pennington (Elder)
Joe Terry (Elder) Darren Brown (Pastor)

The meeting opened with prayer at 6:38 p.m.

I. Business

Discussion Lead	Topic
Council	Approval of minutes for COE Meeting January 21
Pastor Brown	Staff update
Curt Hammill	MPC Update
Council	Pastoral and Staff review

II. Meeting Notes

- a. Minutes of January 21 meeting were approved.
- b. Pastor Darren provided the COE with a staff update.
 1. Tansy Schindler has accepted the Construction Liaison position and will begin working 25 hours per week with increase in hours during the summer.
 2. Pastor Matt Watson recommends the position description for Tammy Hassett be changed to Director, Children’s Program. This accurately identifies the work requirement and the change will bring needed visibility in the bulletin and other necessary aspects of the organizational structure. The COE supports this change provided that Tammy is in agreement.
 3. The “first serve” arm of the Worship Arts Ministry (Greeters, Ushers, Parking Team, and Coffee Team) will be moved under Assimilation and will fall under the purview of Pastor Michael Coffey. The COE supports this change.
 4. Pastor Darren informed the COE of the “Right Now” media conference to be held in Orlando, Florida and identified 8 staff members who will be traveling to the conference.
- c. Darren provided an update regarding facilities improvements:
 1. Construction is underway for the expansion of the transition door from Student Auditorium foyer and Children’s Classroom hallway.

2. Moving forward with relocating the gas pipe at Main Foyer entrance which will facilitate the replacement of the “barn wall” of the HVAC enclosure with an improved brick wall.
 3. On track for buying an additional van that will match the color and style of the three vans currently being used. This is a certified 2016 vehicle and only has 30,000 miles.
- d. Curt distributed the “Plan – A” pricing for the new building and the council was able to better understand installation costs. Curt provided a first blush analysis of the “Plan-A” and adjusted “Plan-B” and projects that the cost is over target budget; however additional detailed analysis may lower the overall project cost Curt reviewed possible descoping projects (change in roof, metal on Old Keene Mill side of building, furnishings etc.). Darren reported that Whitener Jackson is preparing cost savings for descoping plan with an a la carte price tag for each item under consideration.
1. Curt reminded the council that a completed page by page review of the project with new orientation will be conducted on 24 February and a final detailed cost estimate will be completed with 50% concept drawing on 20 April.
 2. Ground breaking is currently scheduled for 13 December but this is not set in stone and is contingent upon weather.
 3. Pastor Marty and Pastor Darren will be talking to Generis Ministries to determine the best way to proceed for the next phase of the fundraising plan moving forward.
- e. Richard Dick asked Pastor Marty to provide input to his 2016 Annual review and goals for 2017.
- f. Pastoral Care discussion is documented in executive session minutes.
The council concluded with prayer at 9:45 p.m.

Calendar items:

12 February – Communion Sunday

Next Meetings:

- COE meeting Saturday – February 18, 8:00 a.m. (Curt Hammill leads)
- COE meeting Monday – March 6, 6:30 p.m. (Marty Baker leads)

Respectfully submitted,

Dave Pennington
Clerk of the Council
February 16, 2017