

**Burke Community Church
Council of Elders Meeting Minutes
February 4, 2019, 6:30 p.m.
Discussion Leader: Allen Miller**

Attendees:

Bob Ashton (Elder), Darren Brown (Pastor), Dave DuHadway (Elder), George Lare (Elder), Allen Miller (Elder), Paul Schmidt (Elder)

The meeting opened with prayer at 6:40 p.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes of January 19, 2019 meeting
Pastor Marty	Discuss pastoral sabbatical policy
Council	Review 1/20/2019 Special Congregational Meeting; discuss followup actions
Dave DuHadway	Communion preparations
Council	Review ENC request for guidance
Pastor Darren, Paul Schmidt	Review status of building project
Council	Discuss approaches to recognize staff performance
Pastors Marty, Darren	Staff update

II. Meeting Notes

- a. **Minutes.** Elders approved the releasable minutes of the January 19, 2019 Council of Elders meeting; executive minutes are pending Paul's final edit (executive minutes were amended and approved subsequent to the meeting).
- b. **Sabbatical Policy.** Pastor Marty is with his wife in San Diego so this topic was deferred until he returns.
- c. **Special Congregational Meeting.** The Council recognized the successful 20 Jan 19 meeting and the positive feedback from congregants. The final version of the constitution and Articles of Incorporation are being reviewed by the BCC lawyer and will then be signed, posted and submitted to the Commonwealth of Virginia. The BCC Staff Operations Handbook will also be updated where necessary and submitted for Elder Council approval.
- d. **Communion preparations.** Dave asked Council to consider the preparations and distribution of the elements and how to improve.

- e. **Question from 2019 Elder Nominating Committee (ENC).** In response to a question from the ENC, the Council approved the ENC contacting the first four persons on the potential elder list.
- f. **Construction Liaison report.** The Council discussed the progress on the building, remaining work, and current budget. Tansy continues to oversee and guide the work and is greatly appreciated by all. Council requested Darren and Marty update the congregation with progress on the building more often and include the need for continued giving.
- g. **Staff recognition.** Darren suggested choosing one month with each Sunday recognizing a portion of the staff and, after discussing with Marty, will request approval by Council.
- h. **Staff update.** Darren is considering candidates to serve as Worship Assistant and asked Council if potential candidate from Canada is eligible; Council agreed that if he has the required visa, he should be considered.

The Council adjourned the meeting following a closing prayer at approximately 9:45 p.m.

Respectfully submitted by
Bob Ashton on behalf of Richard Dick,
Clerk of the Council of Elders