

**Burke Community Church
Council of Elders Meeting
March 21, 2020, at 8:30 a.m.
Discussion Leader: Richard Dick**

Virtual Meeting via Zoom

Attendees:

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

The meeting opened with prayer at 8:10 a.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes of March 2, 2020 elder meeting
Paul Schmidt	Review status of DTS discussions, Construction liaison report, new building construction
Council	COVID-19 plans, impact
Pastor Marty, Strategic Subcommittee	Present BCC Strategic Plan
Council	Choose next Clerk
Richard Dick	ENC update
Council	Discuss candidates for leadership training, diaconate
Pastor Marty	Staff update

II. Meeting Notes

- a. **Minutes.** Elders approved the minutes of the March 2, 2020 Council of Elders meeting pending the incorporation of Paul Schmidt's comments on the open minutes; clerk will send out a revised version after the meeting..
- b. **Dallas Theological Seminary (DTS) discussions, new building.** Paul Schmidt briefed the Council that the DTS coordination is proceeding As an aside, Verizon cut BCC's internet access as part of the installation of additional phone lines required for the new building. BCC's worship team and Marty's sermon may be posted as a file rather than live-streamed. The Council noted the excellent response by Marty and the worship team to adapt.
- c. **COVID-19 plans, impact.** The COE approved plans to conduct a Blood Drive at BCC. Whether the donations occur in the sanctuary, Youth Center, or a bloodmobile, is up to the organizers. In response to COVID-19 planning, BCC will normally have

five staff members on campus with the others working from home. Guidance to limit meetings to ten or fewer people will require limits to the number of participants on the worship team and tech support during live-streamed worship services. The staff has work that can be performed off-site and on-site. BCC is continuing to plan for streaming (or recorded) services through Palm Sunday, with anticipation that limits may be lifted for Easter. The staff is continuing to evaluate ways to serve Communion safely. Michelle Dillard is on-board as Women's Ministry Director. She has a Facebook outreach to women on Tuesdays. Jennifer Bertuna is coordinating the Helps Ministry to deliver meals and groceries to those who need it and is advising volunteers to be prudent in their protection and delivery. Melissa Norris has noted that BCC has received more checks in the mail than normal. The Council expressed encouragement that members are continuing to give financially. There was discussion as to whether the Benevolence account should be increased to support members and attenders who may be working less (or not at all) due to shutdowns. Dave McKernan took an action to recommend an amount and a source that could contribute toward these needs; the Council encouraged the staff to continue to remind people that Fairfax County also has programs available. BCC can be a clearinghouse of information and opportunities for short-term employment. Bob Thornton may add links to his status letter. Elders were also reminded to call parishioners to express care.

- d. **Strategic Plan.** In view of the impact of COVID-19, the Council agreed to postpone discussion. The Strategic Subcommittee (Pastor Marty, Bob Ashton, and Dave DuHadway) agreed to meet virtually within the next two weeks to discuss the plan.
- e. **Choose next Clerk.** Ben Allen volunteered and was selected for a one-year term following Richard Dick's departure in May.
- f. **ENC Update.** The COE received a recommendation from the Elder Nominating Committee (ENC). The Council asked Dave DuHadway to investigate electronic options for the May congregational meeting and the constitutional implications of postponing the meeting.
- g. **Candidates for leadership training and diaconate.** Bob Ashton has compiled a list of people who have been identified for leadership training this fall. He will make recommendations on potential elders, deacons/deaconesses, and other ministry leadership roles. The objective would be to conduct the training for as many people as are interested and to consider individuals for specific roles after the training is completed. Marty took an action to identify books or videos for the training curriculum.
- h. **Staff Update.** Jim Powell is scheduled to arrive in May. Marty has identified a candidate for Audio/Visual Tech Director who will be available after Easter.
- i. **Celebration.** Marty briefed the Council on the September Celebration in the new building. Marty is working with a planning committee for a full weekend of activities

to include prayer time and a concert on Friday, a Fall Festival-type event for families on Saturday, and a celebration of BCC's 45th anniversary on Sunday. The COE discussed congregational needs, prayer, members caught out-of-state by COV-19 directives, as well as the impact of funerals and other meetings being deferred.

i. The meeting adjourned at 10:30.

Calendar items:

Communion: not on BCC calendar

Next 2 Council Meetings:

- Monday, April 6, 2020 at 6:30 p.m. (Dave McKernan lead)
- Saturday, April 18, 2020 at 8:00 a.m. (Paul Schmidt lead)