

**Burke Community Church
Council of Elders Meeting Minutes
May 19, 2018, 8:00 a.m.
Discussion Leader: Curt Hammill**

Attendees:

Bob Ashton (Elder), Marty Baker (Pastor/Elder), Darren Brown (Pastor), Richard Dick (Elder), Dave DuHadway (Elder), Curt Hammill (Elder), Allen Miller (Elder), Joe Terry (Elder)

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

I. Business

Discussion Lead	Topic
Council	Approve minutes for COE Meeting May 7, 2018
Pastor Darren/Subcommittee	Schedule next meeting for governance subcommittee, discuss potential meeting with BCC lawyer and new draft of changes incorporating additional legal protections
Council	Review final draft of slides for May congregational meeting; review information meeting results
Pastor Marty/Pastor Darren	Pastors brief Council on proposed staff development plan, hiring plan
Council	Discuss scheduling of 2018 pastor-elder offsite
Curt Hammill/Pastor Darren	Brief Council on plan for meeting with INTEC owner
Pastor Darren	Introduce Worship Assistant candidate to Council
Strategic Planning Subcommittee	Schedule subcommittee meeting, set out goals, including reviewing remaining 2017 off-site items not covered in 2018 budget discussions (e.g., video venue plan and timelines, executive pastor responsibilities) and deciding which items to continue to pursue
Pastor Darren/Curt Hammill	Review Construction Liaison report
Pastor Marty	Staff update

II. Meeting Notes

- a. **Minutes.** The Elders approved the minutes for the May 7, 2018 regular and executive sessions.
- b. **Governance Subcommittee.** Pastor Darren briefed the Council that he was awaiting feedback from the lawyer before scheduling the next meeting of the subcommittee; health issues have delayed the lawyer's response. The Council agreed to set September 23, 2018

as the date for the special congregational meeting on revising the BCC Statement of Faith and Bylaws. Pastor Marty indicated that he had reviewed the proposed change to the Statement of Faith and provided Pastor Darren with minor corrections. At the suggestion of a congregant, Richard will contact Elder Larry Cooper of McLean Bible Church, who reportedly was heavily involved in changing the constitution of McLean along the same lines as the proposed changes for BCC.

- c. **Congregational Meeting preparations.** The Council reviewed the final slides for the meeting. Dave brought up the possibility of a Staff Appreciation Sunday. The pastors briefed the Council on the Missions Sunday scheduled for August; the elders expressed enthusiastic support for the event.
- d. **Strategic planning.** The Council agreed to shift the discussion of staff development to October, after the strategic planning effort has substantially progressed. The Council agreed that the near-term staffing plan would be briefed to the Council in July in order to support the 2019 budget discussions and the strategic planning process. Pastor Darren volunteered to provide a draft strategic framework that he has been working on to the subcommittee; the members will agree on an inaugural meeting date and also propose a date for the staff-elder offsite.
- e. **Building project.** The Council reviewed the report of the Construction Liaison, noting the impact of rising steel prices and Whitener Jackson's highly professional attitude in absorbing some of the unforeseen costs of the increase. The Council reviewed and approved PCO 8 in the amount of \$29,358 to account for additional steel costs. Pastor Darren and Curt expressed confidence that Whitener Jackson would begin excavating in the coming week. The Council discussed in executive session the scheduled June 7, 2018 meeting with INTEC and Whitener Jackson, agreeing that Pastor Darren, Tansy Schindler, Curt, Gordon, and Bob would represent BCC and that the INTEC owner and senior staff should represent the architect.
- f. **Staff update.** Pastor Darren introduced to the Council the current candidate for Worship Assistant, Greg Marble, and his wife Sarah. The council discussed several staff matters in executive session.
- g. **Care Deacon.** Pastor Marty expressed particular appreciation for Deacon Joe Wojtyna's heartfelt concern for Pastor Marty and his family following the death of Marty's sister. The Council again commends Joe and Deaconess Jennifer Bertuna for their diligent encouragement and prayer with people in need from BCC.

The meeting ended with prayer at 11:05 a.m. and was adjourned.

Respectfully submitted by
Richard Dick,
Clerk of the Council of Elders