

**Burke Community Church
Council of Elders Meeting
Minutes June 20, 2020, 8:00 a.m.
Virtual via Zoom
Discussion Leader: Dave McKernan**

Attendees:

Ben Allen (Elder), Bob Ashton (Elder), Marty baker (Pastor/Elder), Dave DuHadway (Elder), Steve Knight (Elder), George Lare (Elder), Dave McKernan (Elder), Paul Schmidt (Elder)

I. Business

The meeting opened with prayer at 8:00 a.m.

Agenda:

Discussion Lead	Topic
Council	Approve minutes of June 1, 2020 elder meeting
Council	Discuss preparations for COVID-19 reconstitution and on-site gatherings
Paul Schmidt	Review status of DTS discussions, new building construction, Construction Liaison report, Land Use.
Dave McKernan	Health Plan options
Council	Alec Zacaroli ordination
Council	Set date for Elder Off-site, Hail & Farewell
Steve Knight, Ben Allen	Feedback on WVA trip. VBS feedback.
Council	Roles & Responsibilities
Pastor Marty	Staff update

- a. **Minutes.** Elders approved the minutes of the June 1, 2020 Council of Elders (COE) meeting.
- b. **COVID impacts.** In April, BCC had plans for returning to normal (post-COVID) with attendance at sermon recordings scheduled for 20, 40, and up to 100 people in attendance. That plan was held back pending Pastor Marty's return from vacation in May and subsequent self-quarantine from travel. The plan is still to encourage attendance at the recording sessions so that we will have a group of people who are accustomed to in-person attendance as we open the new auditorium on or about July 19. The staff is planning to film a video to educate attendees on what to expect as they visit BCC in person. The

elders agreed to make a special effort to be in attendance each Saturday.

- c. **New Building status.** Tansy Schindler has departed for San Diego; Dick Riordan is stepping in to support her. The elders will walk through the building on Wed, June 24 to add to the punch list and observe details in final preparations. The Land Use questions are still being reviewed by the lawyers. The question is whether education and training at BCC is consistent with DTS (a different entity) also performing that function on site. Seats in the auditorium will be installed June 6-13 (assuming that they are delivered on time). INTEC is finalizing paperwork with Fairfax County for fire alarm testing. [Testing successfully completed 29 June.] The HVAC consultants to recommend COVID enhancements NLT July. Bids for increases in parking spaces (40 and 96 space options) being accepted. The plan to rework the water retention pond will take longer to bid and to build. The construction costs on the total building project continue to stay under the ceiling (\$17.9M) that was briefed to the congregation.
- d. **Health Plan options.** The staff at BCC have an excellent health care plan. The elders will continue to look for opportunities to control rising health costs for 2021, while continuing to provide excellent care for the staff. A survey will be sent to the staff. The COE continues to be very sensitive to perceived and actual impacts. The goal is to determine if we can maintain benefits and equity to the staff at a reduced overall cost to BCC.
- e. **Ordination.** Previous interviews for ordination were by 2-3 elders rather than the entire council. Marty to schedule a Zoom meeting to interview Alec Zacaroli.
- f. **Elder Off-site.** The annual off-site will be in August, on a Friday night – Saturday format. Agenda to be discussed at the next COE meeting. Hail and Farewell tentatively scheduled for Aug 1.
- g. **WVa and VBS feedback.** Ten men went to West Virginia to build a ramp at the Elkins church. Great thanks to Dave Greenwood for designing and overseeing the build project. Bruce Edwards and others led devotions in Genesis. Elkins paid for materials. BCC and participants paid for lodging, gas, and meals. The Men’s Ministry is continuing to look for other opportunities locally and in WVa. VBS used the BOLT format this year with 18 families hosting VBS sessions at their homes. Over 360 children participated, including attendees from 20 other churches and non-churched families.
- h. **Elder Oversight responsibilities.** Simply inserting Steve Knight into the roles formerly held by Richard Dick is not the best use of the COE giftings and interests. Further, the elders would prefer to be more focused on shepherding the people of the church and participating in ministry than being an oversight board of directors to Pastor Marty and the staff. After discussion, Bob Ashton and Steve Knight to update the roles and responsibilities spreadsheet and present a recommendation at the next COE meeting.
- i. **Staff Updates.** Planning to invite an Audio/Visual Tech applicant to visit

BCC in June/July. Goal would be a new hire to support opening of the building. Jim Powell has picked up leadership for our current and future “virtual” worship and the team that supports that effort. Pastor Marty has another meeting with Froot Group to focus on the new worship Pastor position. We are looking forward to having all the BCC staff work on site in their new offices when the new building is available for occupancy.

II. New Business

- a. The celebration plans for a September festival for the new building are facing challenges due to COVID and related activities. When congregants are not meeting at the church, it is problematic to get them to sign up to volunteer for Festival activities. Similarly, how energetic will they be to even attend the celebration with 500 or more co-worshippers?
- b. BCC is reviewing our “branding” and logos, including our website, in anticipation of re-opening. The new building provides a good opportunity to update how we communicate to the church and the greater community. More details to follow.
- c. Alec Zacaroli is working with Mark Rodgers and a small team to identify cross-ethnic opportunities. Marty to provide a 2-page plan to the COE on these Mission Outreach opportunities.

Following a closing prayer, the Council adjourned at 11:18 a.m.

Respectfully submitted,

Ben Allen
Clerk of the Council of Elders