

Burke Community Church
Council of Elders Meeting Minutes
July 21, 2018, 8:00 a.m.
Discussion Leader: Joe Terry

Attendees:

Bob Ashton (Elder), Richard Dick (Elder), Curt Hammill (Elder), Gordon Kesting (Elder), Joe Terry (Elder)

The meeting opened with prayer at 8:15 a.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes for COE Meeting July 2, 2018
Allen Miller	Update the council on the recommendations regarding the Treasurer's role under the new constitution (written input)
Council	Review Construction Liaison report
Council	Review plans, agenda for offsite

II. Meeting Notes

- a. **Minutes.** Elders approved the final version of the minutes from the July 2, 2018 meeting.
- b. **Treasurer.** Allen provided the following input to the Council via email:
 - a. “A quick summary of where our review team—Steffani Mears, Brian Buchanan, and I— stand on the Treasurer position. We had a second meeting on the issue on 16 July and will need one more on 7 or 8 August to solidify our recommendation. We are currently researching other church constitutions and consulting our CPA on these issues.
 - b. Thus far, some key points:
 - i. We believe that any option—elder, staff, or lay treasurer—will work, but there are challenges in the aligning authority to match the responsibility of the position. Currently, the constitution's proposed language say[s] that the “Treasurer shall be responsible for all monies collected and distributed...” and that “all funds...shall pass through the hands of the church Treasurer...”
 - ii. An elder has authority, but not the day-to-day responsibility, while a lay treasurer has neither authority nor day-to-day responsibility. A staff

member probably is better positioned, but the dual-control principle suggests oversight from outside is best.

- iii. We should consult our attorney, but other church constitutions in NOVA suggest that the current wording about handling all monies is not essential.
 - iv. At the moment, we favor a lay treasurer and would suggest modifying the language to frame the role in terms of oversight—reviewing statements, reconciliations, and processes and making reports—and remove responsibility for handling all monies. We could address the lack of authority by having the treasurer report to the elders.”
- c. **Offsite planning.** The Council reviewed Curt’s proposed agenda and schedule for the offsite and recommended changes, which Curt will incorporate. The Council recommended that Pastors Marty and Darren invite the staff Executive Council to the offsite. Gordon indicated that the Strategic Planning Subcommittee would provide recommendations for BCC’s strategy at the offsite.
- d. **Construction Liaison.** Curt led the Council in a review of the Construction Liaison report. He expressed a hope that the Fire Marshal would complete her review of the BCC proposal by July 27 and indicated that Whitener Jackson sought to begin street widening on Old Keene Mill Road soon. Curt also highlighted the need to update the congregation on the financial status of the building project and to encourage congregants to fulfill their pledged commitments. Gordon asked that Tansy Schindler provide a more detailed breakdown of the financial implications of identified risks.

The Elder meeting adjourned following a closing prayer at 10:15 a.m.

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