

**Burke Community Church
Council of Elders Meeting Minutes
September 9, 2019, 6:30 p.m.**

Discussion Leader: Ben Allen

Attendees:

Ben Allen (Elder), Marty Baker (Pastor/Elder), Darren Brown (Pastor), Richard Dick (Elder) (attended latter part of meeting), Dave DuHadway (Elder), George Lare (Elder), Dave McKernan (Elder), Paul Schmidt (Elder)

The meeting opened with prayer at 6:35 p.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes of August 16-17, 2019 Pastor-Elder Offsite
Council	Review status of DTS discussions
Pastor Marty, Dave McKernan	Review 2020 budget deliberations
George Lare	Review member and attendee lists for elder shepherding assignments
Pastor Marty, Strategy Subcommittee	Review status of strategy preparation
Pastor Marty	Update Council on progress of planning celebration of new building
Pastor Marty	Staff present results of analysis of staff salary structure for adequacy, equity
Pastor Marty	Staff update
Richard Dick, Bob Ashton	Discuss status of Senior Pastor midterm

II. Meeting Notes

- a. **Minutes.** Elders approved the minutes of the August 16-17, 2019 Pastor-Council of Elders offsite.
- b. **Dallas Theological Seminary (DTS) discussion.** The Council discussed this item in Executive Session.
- c. **Budget review.** The Council discussed this item in Executive Session.

- d. **Elder shepherding assignments.** George Lare told the Council that Sondra Horst would deliver the shepherding assignments in time for George to present them to the Council at the September 21 meeting.
- e. **Strategy presentation.** Pastor Marty and the Strategy Subcommittee indicated that they would be prepared to brief the BCC strategy in October. Council concurred.
- f. **Celebration planning.** The Council postponed the discussion of this topic.
- g. **Staff salary equity.** Pastor Darren committed to provide the pastoral pay worksheet to the elders before his departure [provided electronically September 11, 2019]. He recommended examining at Fairfax County median family (as opposed to individual) income as the baseline and to consider the cost to BCC of replacing the individual staff member as part of the salary calculations. Richard Dick reported that Steffani Mears had verified with the BCC legal counsel that the church may loan money (e.g., down payment assistance) to newly hired staff, although the lawyer did not recommend it as a best practice.
- h. **Staff update.** Pastors Marty and Darren reported that Froot Group was launching their search for Worship Pastor candidates. They also reported that Alec Zacaroli (missions and outreach director), Josh Harper (part-time 5th-8th grade director), and Kevin McCarthy (part time worship assistant) had signed their hiring agreements.
- i. **Senior Pastor midterm.** Richard indicated that, in view of the pastoral workload and the number of items that were accomplished at the recent offsite, he and Bob Ashton recommended that the Council forego a midterm assessment of the senior pastor. The Council concurred.

Following a closing prayer, the Council adjourned at about 10:00 p.m.

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