

**Burke Community Church**  
**Council of Elders Meeting Minutes**  
**December 19, 2020, 8:00 a.m.**

**Discussion Leader: Steve Knight**

**Attendees:**

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

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

**I. Business**

Discussion Lead	Topic
Council	Approve minutes of Dec 7, 2020 elder meeting.
Marty Baker	Security concerns
Dave DuHadway	Financial review
Ben Allen	Review Elder Roles & Responsibilities for 2021
	Allocate Coverage of Dave Du elder-care responsibilities
	Review of COE Off-site goals
Paul Schmidt	Walk-thru of Building Refurb
Pastor Marty	Staff update

- a. **Minutes.** The Elders approved the minutes of the Dec 7, 2020 Council of Elders (COE) meeting.
- b. **Security.** Details are captured in Exec Session.
- c. **Financial Review.** Dave DuHadway presented an overview of the Accounting Statement for BCC. Congregational Giving continues to be amazing. BCC has truly been blessed. Dave plans to provide monthly updates.
- d. **Roles & Responsibilities for 2021.** Removing Dave Du from the elder roster has increased the responsibilities of each elder. Bob Ashton agreed to accept inputs and update the Roles & Responsibilities matrix for continued discussion at the next meeting.
- e. **COE Off-site Goals.** The Leadership list has been defined. The elders will be working on a plan for a leadership class and pipeline development for future leaders. It is important for the elders to provide vision to volunteers for them to step into leadership roles. This includes education on Spiritual Leadership and instruction on how BCC operates. We should also have a list of volunteer needs whereby new people can step into servant

roles. Pastor Marty had several books to suggest, including Spiritual Leadership by J. Oswald Sanders. Bob Ashton agreed to build a syllabus for a leadership class. The COE recognized the need for both discipleship training and for subsequent elder development.

- f. **Building Walk-thru.** The walk-thru occurred after the meeting was adjourned. Building inspections should occur in the coming week. The zoning application to support DTS has been submitted to the FFX Zoning Board for the public review in March 2021. Staff will work to ensure we have an opportunity to invite our neighbors to show our new facility and discuss this DTS relationship prior to March.

## **II. Other business:**

- a. Three services on Sunday will begin on Jan 10. This will allow more of the congregation to attend. It should also improve the number of volunteers available for Children's Ministry. It will also reduce the number of people in the overflow rooms.
- b. Two elders were invited to volunteer for Michelle Dillard's videotaping of the Goodness of God.
- c. Staff Updates. Nothing to report.

Following a closing prayer, the Council adjourned at about 11:10 a.m.

Respectfully submitted,

Steve Knight,  
Clerk of the Council of Elders