

**Burke Community Church
Council of Elders Meeting Minutes
December 14, 2019, 8:00 a.m.**

Discussion Leader: George Lare

Attendees:

Ben Allen (Elder), Bob Ashton, (Elder), Marty Baker (Pastor/Elder), Richard Dick (Elder), George Lare (Elder), Paul Schmidt (Elder)

The meeting opened with prayer at 8:07 a.m.

I. Business

Discussion Lead	Topic
Council	Approve minutes of December 2, 2019 elder meeting
Paul Schmidt	Review construction liaison report
Paul Schmidt	Review status of DTS discussions.
Council	Review elder oversight responsibilities
Council	Discuss next Clerk of the Council
Council	Discuss any guidance to Elder Nominating Committee
Pastor Marty	Staff update

II. Meeting Notes

- a. **Minutes.** Elders approved the minutes of the December 2, 2019 Council of Elders meeting.

- b. **Construction Liaison report.** Paul Schmidt noted the need to begin moving furniture into rooms in the new building in July in preparation for the Fire Marshal's inspection. He also noted the need to move children's Sunday School into temporary classrooms at about the same time to permit the start of construction in the existing building. Paul exhorted the elders to focus on the planning dates in the reports of the Construction Liaison. Pastor Marty committed to meet with the staff to alert them to the planning dates and determine what the staff has already done to prepare. Paul also recommended an increased focus on giving to reduce the size of the future mortgage. He recommended September 15, 2020 as a planning date for the celebration of the new building and noted that Dick Riordan and Curt Hammill have volunteered to help with project closeout after the Schindler family moves to California. The Council approved Prospective Change Order #45 for \$11564, dealing with risers for the stadium seating in the new sanctuary.

- c. **Dallas Theological Seminary (DTS) discussion.** Paul proposed signing a contract with the architect for initial design work (\$14K) in advance of final signature of a contract with DTS, which will probably take place in January 2020.
- d. **Elder oversight review.** The Council reviewed and revised the list of elder oversight responsibilities; Bob Ashton will post the revised list in Dropbox. The elders also discussed the need to encourage diverse individuals to pursue leadership responsibilities and the need to prepare a list of candidates for the 2020 leadership development class. The Council will discuss candidates at the January 6, 2020 council meeting.
- e. **Staff update.** Marty briefed the Council on the church's efforts to hire additional part time administrative help (three volunteers at 32 hours per week or six volunteers at 20 hours per week) and ten staff positions. He announced that Christine Little had accepted the position as administrative assistant for women's ministries and that Trish Lowe had agreed to serve as Special Events Coordinator. Additionally, he explained that Kim Grindle would oversee and lead both High School and Junior High ministries, and that Alec Zacaroli would start full time as Outreach and Missions Pastor in January 2020. Sondra Horst has agreed to work ten hours per week supporting membership development. Michele Bowden expressed deep gratitude for her year-end bonus (as have several other staff members). Froot Group has committed to provide an initial group of candidates for the Worship Pastor position by January 31, 2020.
- f. **Clerk of the Council.** Richard Dick encouraged the council to continue to consider the next clerk and when he might start turnover.
- g. **Elder Nominating Committee.** The Council discussed providing additional guidance to the committee concerning upcoming elder vacancies and decided no additional guidance was necessary.
- h. **Church history.** George Lare presented thoughts on Christophanies in scripture.

Following a closing prayer, the Council adjourned at 10:20 a.m.

Respectfully submitted

Richard Dick,
Clerk of the Council of Elders