

**Burke Community Church Council of Elders
Meeting Minutes May 16, 2020, 8:00 a.m.
Virtual via Zoom**

Discussion Leader: Bob Ashton

Attendees:

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

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

I. Business

Discussion Lead	Topic
Council	Approve minutes of May 4, 2020 elder meeting
Council	Review final preparations for May 17, 2020 Congregational meeting
Paul Schmidt	Review status of DTS discussions, new building construction, Construction Liaison report
Council	Discuss how to welcome new elder, review elder oversight responsibilities
Strategy Subcommittee	Present summary of BCC Strategic Plan to Council
Dave McKernan, Dave DuHadway	Present outline BCC financial plan
Council	Alec Zacaroli ordination
Council	Discuss COVID-19 and reconstitution plans, impact
Dave McKernan	Review 2019 and 1Q2020 budget performance
Pastor Marty	Staff update

- a. **Minutes.** Elders approved the minutes of the 4 May Council of Elders (COE) meeting. This was Richard Dick’s final set of minutes. The COE has been so grateful for his mentoring, his wisdom, and leadership.
- b. **Preparations for May 17, 2020 Congregational meeting.** During the Congregational meeting at 1:00 p.m. on May 17 being broadcast via church-on-line, the COE will have a parallel Zoom meeting to support answering chat questions during the broadcast. Listeners will also be able to submit questions via email to info@burkecommunity.com. The plan is to post all Q&A, slides, and presentation the following week on the church website. Pastor Marty, Bob Ashton, and Brian Buchanan (Treasurer) have already

recorded their presentations for the meeting. The recently contracted provider for Church On-line will begin this week.

- c. Status of DTS discussions, new building construction.** A meeting is scheduled with DTS on 19 to continue coordination on the layout of the basement and use of shared areas. For the Congregational meeting, Paul's report will include the use of some Blessing over Spending funds that are not a part of the designated Get in the Game building funds; this approach provides a more complete view of the effort. The BCC lawyers are reviewing the expected use of the building by DTS to ensure that joint usage does not conflict with BCC's approved land use from Fairfax County. An early feasibility study has reviewed the opportunities for expanding the number of parking spaces over or beyond the drainage pond at the north side of the parking lot. Further definition of this effort may require \$20-30k before we are prepared to proceed to the County for permission. The COE agreed to defer new costs until the COVID impacts on church giving are better understood. Action to review in July.
- d. New elder welcome and oversight responsibilities.** The BCC Constitution requires a formal installation of a new elder. Following the formal recognition of his election at the Congregational meeting, Marty will introduce Steve Knight at the following Sunday's sermon recording. Bob Ashton will "on-board" Steve with an introduction to dropbox and location of key documents. The elders will hold a Hail and Farewell in June (date TBD). The absentee voting for a new elder was significantly higher than any previous congregational quorum. The COE will revisit the opportunity for a constitutional amendment that would allow absentee voting to encourage greater participation.
- e. Strategy Subcommittee.** Pastor Marty provided Bob and Dave DuHadway with a 2-page Strategy document and they provided feedback. Council agreed to discuss this document after Marty reviews Bob and Dave's comments. It will be very useful for multiple purposes including new staff and new members. This will be discussed at Elder offsite later this summer.
- f. Financial Plan.** Dave McKernan and Dave DuHadway reviewed the 2020 budget and current giving. Currently BCC giving and spending are consistent with 2019, despite the COVID- directed changes to virtual services. The staff is managing activities and purchases to stay within the budget. Separately, plans are underway to open a bookstore in the new building. Funds are necessary to stock initial inventory. Action to Marty to request an overview of the expected costs and associated business plan for the store.
- g. Alec Zacaroli ordination.** The COE tentatively scheduled 26 May to interview Alec in preparation for his subsequent ordination. All the elders have reviewed his statement of faith and have prepared questions to discuss. (Deferred to June at 1 June COE meeting.)
- h. COVID-19 and reconstitution plans.** BCC's response to the survey on restarting attendance on campus has been overwhelming. Over 500 responses were received in the first week. Responses spanned both extremes: some are ready to start attending now, including a minority who object to any government guidance on religious services; others are totally opposed to attendance until a vaccine is available, and some others would

prefer that the congregation eschew singing (based on some recent studies). Through June, BCC will continue to stream Sunday services. Within the guidelines of Fairfax County, the congregation can expect some members of the congregation to start attending, perhaps as early as Sunday, May 31. However, Children's Ministry and Youth activities will not resume until several weeks after the church re-opens. Action to Marty to send a letter to the church describing the planned ramp toward in-person attendance.

- i. Staff update.** The Council looks forward to Jim Powell's arrival in June. Multiple resumes from Froot Group have been reviewed for worship pastor. Pastor Marty is continuing to interview candidates. The next Discover Burke class will be a virtual class. Pastor Michael has already recorded the session. Over 50 people have already signed up to attend.

II. Pastoral care. A number of members were prayed for, all of whom have been reported through the Prayer Team emails. COVID has not brought an end to other sicknesses, car accidents, and even deaths. The prayer team, pastors, and individual members continue to hold up these concerns and needs and to minister to families and individuals.

Following a closing prayer, the Council adjourned at 10:50 a.m.

Respectfully submitted,

Ben Allen,
Clerk of the Council of Elders