

DAYBREAK GOVERNING BOARD MEETING MINUTES

November 5, 2021

Attendees: *Ric Jacobs, Shawn Andrews, John Chopka, Scott Shirley, Pam French, Victoria Lindstrom, Alan Starner, Adam Herman, Jeff Logue; Sue Schreiner*

John called the meeting to order at 8:30 am.

Devotion & Prayer

Adam led a devotional time on integrity.

Review Charter and Teams

The Board reviewed assignments to the Communication, Nominating, Wide Open Logistics, and Lead Pastor Support and Accountability teams. No changes were made in Board members on each team, nor to staff members involved with each team.

The Board agreed that names should be submitted to the Nominating Committee throughout the year as candidates are identified.

There was discussion on shepherding those nominees who are submitted, but not yet ready to serve on the Ministry Board. The Nominating Committee will develop a process to encourage these nominees to take the steps needed for their development.

After review of the nomenclature used for each team, the Board decided to change the names of two teams:

Nominating will be changed to Nominating and Bylaws

Wide Open Logistics will be changed to Finance and Logistics

Wide Open Logistics Team Financial Update / Financing Update

Scott presented an update on the income, expenses and cash position of the Wide Open initiative.

Use of Reserves Proposal

The Board reviewed a draft Reserve Policy developed by Scott. The policy outlines the three components of a reserve fund: Operating Reserve, Contingency Reserve and Building and Capital Asset Reserve. The purpose of each, as well as how each would be calculated, was discussed. The policy also contains information directing the approvals required for using the funds and how they will be maintained or invested.

Additional review is needed, so the policy will be finalized at the February 2022 Board meeting.

Facilities and Property Update

Shawn and Ric reported on several items relative to Daybreak's properties:

- Hampden Township is requiring Daybreak to make improvements to the parking lot at OBR. Negotiations are ongoing to extend the time this needs to be addressed. We are hopeful the township will allow 12 to 18 months for the lot to be paved.
- Based on some legal issues for Lowell Gates, Ric has reached out and, first and foremost, offered prayer support to him; and, he is working to protect Daybreak's interest in the LINLO property development.
- It is recommended that Daybreak (GP) develop and submit a long-term property plan to Upper Allen Township for signoff. This will allow more effective planning and decision making, ensuring short term changes align with long term goals. Plus, it will ease future approvals needed from the township.

Approval to Convey Property

The bylaws require the Governing Board to approve the sale of land. As such, Scott motioned to give authority to the President of the Corporation to convey the property per the plans which were reviewed and discussed by the Governing Board.

Sue seconded the motion.

The motion was passed unanimously.

Communications Team

The Board discussed preparing the church family for the upcoming strategic planning season. This communication will begin in January.

It was determined that a Spring communication will provide the final results of the Wide Open initiative, communicate the new reserves policy and highlight the strategic planning process.

Daybreak will continue to use communications to strengthen the mission and culture of the church family as the connection that binds us together – not the buildings in which we worship together or separately.

Lead Pastor Support Team Update

Both Pastors Ric and Shawn excused themselves from the meeting so the Board could hold an Executive Session to discuss their evaluation processes and sabbaticals. The Board reviewed the process being used to provide message feedback to the Pastors.

There was also a discussion regarding how to resource Pastor Shawn's sabbatical to meet his spiritual goals. His sabbatical will take place May 8 through August 16, 2022. Covering his Daybreak responsibilities was part of the discussion, as well. More planning will be done, and a final decision made at the February 2022 Board meeting.

Strategic Planning Timeline

Ric and Shawn reviewed the strategic planning process and expressed the primary goal is to give it the prayer, time and space needed to be confident the plans are God-led.

Several key consideration and questions were identified as overarching areas to be addressed:

- For the Sake of Others: How many people in our church think missionally, serving and sharing their faith?
- Reaching: How often do our people intentionally influence people toward Christ?
- Kingdom Expansion: How are we discerning what God wants us to do to expand his kingdom including a third campus or church planting possibilities?
- Generosity: In order to keep our Family on Mission in a generous mindset, what would a Generosity project for next Fall look like?

John closed the meeting with prayer and it was adjourned at 12:00 pm.