

**Meeting Minutes**  
**CBCGB Board of Elders (“BoE”)**  
**November 11 2017**

Present: Yuguang He (BoE Chair), Loren Shih (BoE Secretary), Timothy Lu, Bryan Che, Pastor Caleb Chang, Pastor Tim Conkling, Pastor Yuegang Zhang, Haiguo Wu (BoD Chair), Pastor David Eng

Absent: David Ho

9:10: Loren Shih opened in prayer

Updates from Senior Pastor

Pastor Caleb Chang

- Reconfirm BoE agreement on CBC sister churches pulpit support stance; slight change from “Outside Services” policy. Caleb will figure out details.
- CBCGL Senior Pastor Peter Wu has informed of his leaving in April. CBCGL now has a few pastoral openings.
- 10/24 Youth and Parent Teacher Association noodles night.
- 10/31 Harvest Party replaced by “Salt & Light” neighborhood outreach.
- Crossbridge core retreat, how to wrapup 5-year plan, and other initiatives.
- 11/19 Kids Ministry special training.
- Draft of 2018 calendar created and shared with BoE.
- 10/1 Mandarin Gospel Meeting, planning next MGM meetings in March and Sept
- STEMI meeting on 11/1.
- Pastors worked out an “On Call” duty list during weekday office hours. Will receive training on phone system as needed by IT Deacon (Jason Lee).
- Proposal for CAST cultural dance, approved, will need to work out details for fund raising.

BoD Report

Haiguo Wu (BoD Chair)

- Discussed permits and property questions with BoE.
- In process of moving from RCN to Verizon FiOS (phone service will remain with RCN).
- Completed stairway from upper parking lot to main building. You are encouraged to use the handrail for safety, PVC is being added for better handrail grip.
- Installed improved septic pump with 167% more horsepower.
- Added railings to church office front steps.
- Completed paving the walkway from the upper parking to 151.
- Investigating two awning designs for first floor drop-off entrance.
- Fiscal Year 2017 \$15K surplus discussion, still receiving proposals, will close on this in next BoD meeting.

Policy on Outside Speakers

#### Pastor Caleb Chang

- Pastors will be gatekeepers to approve outside speakers, to vet for conflict, policy, spiritual concerns, etc.
- Suggestion to have a formal policy, created by BoD, to track approval, room logistics, need for usher help, others.
- CBCGB will maintain an approved list of outside speaker.

#### Guidelines for Off Campus Record Proposal

##### Yuguang He

- BoE reconfirmed, per BOE 2017-10-14 meeting minutes, more flexible policy when supporting daughter churches as “church assignment”.

#### December Ministry Review

##### Yuguang He

- Invite Eric and Sandy for missions committee review in terms of transition and other aspects.

#### Vocation Ministry Integration

##### Yuguang He

- Proposal approved to integrate vocation ministry under spiritual formation starting in 2018.

#### SPS Update

##### Yuguang He

- SPSC has integrated all the feedback from the congregation and will have the position posted on 11/18/2017, as according to schedule

#### Y2108 Ministry Matrix

##### Yuguang He

- Y2018 ministry matrix has been initiated.

#### December CC Retreat

##### Yuguang He

- CC retreat will take place Thursday 12/7/2017, at TBD place, followed by CC joint meeting on 12/9/2017, with newly elected deacons and elders.

#### Pastor Tim First Impressions and CB Review

##### Pastor Tim Conkling

- Amazing congregation, leadership is very strong, has been meaningful visiting small groups.
- General observation that CB members are all very devoted and active in serving.
- Identified increased need for prayer, and for prayer to be foundational versus supplemental.

- Risk or feeling of burnout particularly for families with young children.
- From small group visitations. A few needs identified:
  - A plan for growing new groups
  - Better support and training to small group leaders for studies
  - Develop new leaders
  - Improve child care situation for families with young children
- Very positive experience working with pastoral staff.
- Tim is available for any group or individual who has needs specialized attention, to meet with him up to 3 times for an initial engagement.
- Tim is getting involved in pre-engagement and pre-marital counseling.
- Tim is working with seminarians for training in preaching and other areas.
- Discussion about office admin support for CB.
  - Tim will put together a proposal for any personal assistant needs, overall CB needs, and CB pastoral assistant needs.

Discussion about worship coordinator for CB music worship needs

Pastor Tim Conkling

- Several different proposals shared.
- BoE will discuss offline before next BoE meeting and come with a stance.

12:10 Timothy Lu closed in prayer