

Meeting Minutes
CBCGB Board of Elders (“BoE”)
October 12, 2019

Present: Ke-Chieh Chu (BoE Chair), Chaw-Bing Chang, Chris Cheng (BoE Secretary), Paul Huang, Timothy Lu, Juta Pan (Senior Pastor), Loren Shih, Ji-yong Wang
Invitees: Jason Lee (BoD Chair), Tuanfeng Zhang (BoD Member)
Absent: Yuguang He

(9:05am) Elder KC opened in prayer

Open Sharing (All)

- The elders shared about the 50th anniversary celebration, about the need to show appreciation to the many who volunteered their time to make the celebration a huge success, and about parking woes after the banquet.

Updates on the State of the Church (Pastor Juta Pan)

- Important events last month and next month
 - City Outreach Ministry (COM) newcomer’s ministry in September.
 - COM Fall Retreat was held on September 27-29 with 164 attendees.
 - The church’s 50th anniversary celebration was last weekend (October 4-6).
 - Missions Conference on November 1-3 with speaker Paul Borthwick. The theme will be “From Neighborhood to the Nations”.
- Chinese Ministry
 - A sermon series on Philippians is beginning.
 - Small group Bible Study: Pre-studies are being conducted on Mark. There is also study material available for Exodus and 1 Corinthians.
 - Some have asked whether the church ought to plant a church in Quincy. There have also been questions asked about how the church can support the North Shore Fellowship as Gordon College policies shift. The pastoral staff is discussing how the church will respond to both situations.
 - A Chinese Ministry coordinators meeting was held on September 22 with the theme: “Weave a dream for the future”
- Cross Bridge
 - Six members attended Life-on-life Missional Discipleship training in New Jersey in September.
 - The college fellowship, ICF, is holding their fall outing today.
 - The young professionals fellowship, Charis, held a “small group night” last night.
 - An outreach event will be held on Friday as Cross Bridge has invited a pastor-actor to perform a one-person play on the book of Mark.
 - Cross Bridge is encouraging members to attend the Home Improvement Ministries (HIM) Marriage Conference on February 7-9.
 - Chris and Emily Cheng have begun to focus on family ministry.

- City Outreach Ministry
 - Baptism class starts next week
 - Adult Sunday Schools are focused on small group Bible study training and career development
- Children's Ministry
 - Gospel goody bags will be made for families to hand out from their houses during Halloween.
 - The search for a Children's Ministry Director has begun.
 - Pastor Bowman continues to visit parents struggling through family-related issues.
- Pastoral Staff
 - The pastors have been involved in various team building activities.
 - Annual reviews for pastoral staff are being conducted from September to December.
 - Pray for the timely processing of Minister Duane's visa application.
 - Five members have formed a Family Ministry task force. They are Pastor Steven Bowman, Pastor Yuegang Zhang, Pastor Jen Lin, Minister Jeff Hwang, and Emily Cheng.
 - The staff continues to study how to outreach to younger generations.

Board of Deacons Report (Deacon Jason Lee)

- The hallway carpet was completed minutes before the church's 50th anniversary celebration began last Friday.
- There are many ministries looking for help. The church needs to identify how to enable new people to serve and take ownership for the church while also identifying creative solutions to address the various needs.
- Please continue to pray for a coordinator for the kitchen ministry and the parking ministry which needs one more fellowship to help.
- Identifying a church-wide management software package is a key priority because of the administrative problems a church our size faces. However, the solution will not be cheap.
- For more information, please refer to the September Church Council Meeting Minutes.

Youth Ministry Search Updates (Elder Loren Shih)

- A candidate for the youth pastor position is coming to visit during the weekend of October 25-27. The candidate comes with very strong references. The Board of Elders will tentatively meet with the candidate on Saturday, October 26.

Children's Ministry Director Search (Elder Loren Shih)

- Pastor Bowman has formed the search committee: Pastor Bowman, Melissa Yang, Ying Huang, Charlene Tsang, and Judy Miao
- A job description has been created and posted.
- While the job does not require seminary training, the church is open to both candidates who have and do not have a seminary education. However, the job description as written

might be overlooked by those who are interested in pastoral ministry long-term. Elder Loren will propose language to the search committee that indicates an openness to those who are interested in pastoral ministry long-term, though the church cannot promise anything in the short-term.

Cross Bridge Pastor Search Updates (Elder Chris Cheng)

- A revised job description was created in September. Now that the 50th anniversary celebration has passed, Elder Chris hopes that the search will pick up momentum.

CORI Checking Process Review/Update (Elder Chris Cheng)

- Elder Chris created drafts of a church CORI Policy and Safe Church Policy. The CORI policy is necessary because the state requires one if the church exceeds a minimum threshold of CORI requests each year. A safe church policy was recommended by our insurance company as a means to reduce insurance premiums.
- Elder Chris will have Pastor Bowman, Pastor Jen, and Edwin Tam (as the Human Resources Committee Chair) review the draft policies after some minor revisions related to how long the church will keep documents.

Pastoral Staff Annual Review Process and Scheduling (Elder Yuguang He)

- Elder Yuguang continues to coordinate the pastoral staff annual review.
- Each elder is encouraged to attend at least two or three of the reviews.

Church Facility Usage Policy (All)

- The church facility usage policy was amended to allow all co-workers on the church ministry matrix and former elders to endorse the use of facility requests.
- **Elder Chaw-Bing motioned to approve the revised church facility usage policy. Elder Loren seconded. The motion passed unanimously.**

(11:37a) Elder Chris closed in prayer