

Meeting Minutes
CBCGB Board of Elders (“BoE”)
February 08, 2020

Present: Chaw-Bing Chang, Ke-Chieh Chu (BoE Chair), Paul Huang, Juta Pan (Senior Pastor), Ji-yong Wang (Acting BoE Secretary), Ruike Wang, Jian Zhang
Invitees: Hongwei Huang (BoD representative)
Absent: Chris Cheng (BoE Secretary)

(9:05am) Elder KC opened in prayer

Open Sharing (All)

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

- Important events
 - Primary focus: Coronavirus and its impacts
 - Impact to Spring festival outreach, Sunday service
 - Possible impact to ministry plan in the beginning of 2020: Spring Adult Sunday school, Marriage Enrichment Retreat, Stephen ministry, Spring Evangelistic Meeting
 - Temporary Status? If outbreak worsens, what will be further action?
 - CM suggestion when staying home: use more spiritual growth materials; social media to encourage brothers/sisters. Some CM fellowships use mixing methods-on line + normal meeting
 - Church website has the related announcement (in Chinese) about church's strategy to Coronavirus
- Chinese Ministry
 - Some fellowship Spring Festival celebration parties were cancelled due to Coronavirus
 - Low attendance of the Winter Adult Sunday school (Introduction of social concern ministry); Possible reasons—an important but ignored topic, winter vacation, need better preparation
 - Good prayer meeting attendance
 - Marriage Enrichment Retreat (Mar. 06-08) is facing difficulties
 - Sermon messages from John 13-17 after April, will be fit for current concern
- Cross Bridge
 - New preaching series: How to Get Unstuck Spiritually.
 - Prayer Meeting on Sunday before worship: Good start
 - 9-week OT Survey fellowship group for families on Saturdays.
 - Four retreats in February and one in March.
- City Outreach Ministry
 - Coronavirus concern: Did two UMass Boston students have contact with the confirmed case?

- Minister Duane Chang's R1 visa is still pending, church HR informed of some progress in overall R1 processing timeline
- Ruggles Baptist Church informed that they are raising their renting fee to double the current fee.
- Youth Ministry
 - New Youth Minister (Taylor Birkheimer) on board.
 - Winter retreat attendance: Senior Alive—128, Junior Alive--84.
- Children's Ministry
 - Half-time Children Ministry Director—Tony Ng
 - Children Ministry Conference will be held on February 29. The theme is "Empower God's Children". Around 40 registered
- Pastoral Staff
 - Minister Taylor and family arrived and came on board on Feb. 5
 - Minister Duane Chang is still awaiting approval of his R1 visa. There is little improvement regarding USCIS's processing timeline.
 - Tony Ng's offering letter is being prepared; office space requires rearrangement (waiting for BoD)
 - Will the church have tuition support to support pastoral staff who wish to enroll in a degree program? Will the existing seminary scholarship be sufficient if used on pastoral staff?
 - Ordain to our missionary: installation/sending as usual, and ordain when they come back after 4 years.
- Other issues
 - What else can we do when facing the coronavirus outbreak? What if it worsens?

Board of Deacons Report (Deacon Hongwei Huang)

- Deacon Hongwei reviewed the Board of Deacons items discussed at the January Church Council meeting, mainly on the Stewardship report and IT
- A new quote from H MJ construction (Kevin Huang) has been approved by BoD for repainting the entire church interior except sanctuary: uniform paint color, signs,
- Projects in pipeline: Church office roof replacement; repave driveway/parking lot; drainage around church office, etc.
- The church has started a trial with Realm church management software from ACS Technology.
- Lift purchase: CBCGL just bought a used one.
- Security monitoring system
- For more information, please refer to the January Board of Deacons and Church Council Meeting Minutes.

Pastoral Staffs Vacation Planning

- Issue: Church policy only enables carrying over of half of vacation days to next year; this causes pastors to need to take vacation days during the busy December Christmas season in order not to lose them.
- Possible proposals: 1. Give more time to take the vacation (1.5 yr or 2 yr); 2. Allow for a one or two month grace period; 3. change the vacation year from calendar year to fiscal year or Feb to Jan.; 4. Reduce the number of vacation days in exchange for a mandatory mini two-week Sabbatical taken every year.
- BOE agreed with proposal number 3: change the vacation year to the fiscal year (from July to June) instead of calendar year (January to December). Pastor Pan will double check with COM staff to make sure all pastoral staff agree with this proposal.

Cross Bridge Pastor Search Updates (from Elder Chris Cheng's email)

- The committee continues to receive and review resumes and candidates. Two candidates will be interviewed by the Search Committee.

Information Session (4/5/2020) Planning

- Purpose: communication between church leaders and church members.
- Major events/achievement since last congregational meeting in Oct. 2019
- Major ongoing projects
- Major future plans/proposals
- Collect member feedback and questions.
- Contents discussed:
 - KC and pastor Pan's reports
 - CBE report
 - CB's major events and plans
 - 1.5 hours: KC – 10 min; pastoral staff – 35 min; CBE – 30 min; Q&A – 15 min

Interim/Elder Nomination Process (Paul Huang)

- Elder Paul Huang had sent a draft of guidelines to the rest of the BoE on the Board of Elders which defined objective and subjective criteria and a discipleship process for prospective elder candidates.
- The Board of Elders provided some feedback for improving the guidelines.

Half-Time Children Ministry Director

- The Board of Elders approved an offer package for the half-time Children Ministry Director's position.

Miscellaneous

- A dinner with Elder Huang from RCCC for exchanging spiritual formation information during the CM evangelistic meeting
- Church leadership team's meeting with Elder Way Ren Chen from Taiwan Friendship Presbyterian church – in July and August organized by Spiritual formation committee
- Stephen Tong's Rally in September

- Pastoral staff/elder's mentor possibility to mission committee: Elder Paul Huang said yes.

(12:52p) Elder Ruike Wang closed in prayer