

A. In Attendance:

- a. **Board of Elders ("BoE"):** Ke-Chieh Chu (BoE Chairman), Yuguang He, Timothy Lu, Chaw-Bing Chang, Chris Cheng, Paul Huang, Ji-yong Wang
- b. **Board of Deacons ("BoD"):** Jason Lee (Head Deacon), Stan Wang (CC Secretary), Jianglin Jiang, YanHua Yan, Samuel Chang, Hongwei Huang, Tuanfeng Zhang, Phil Sailer, Zongkui (Joe) Ma, Charlene Tsang
- c. **Pastoral Staff:** Senior Pastor Juta Pan, Pastor Yuegang Zhang, Pastor Steve Chang, Minister Duane Chang, Pastor Steven Bowman, Minister Juan Chen, Pastor Jeffrey Hwang
- d. **Absentees:**
 - i. **Elders:** Loren Shih
 - ii. **Pastors:** Pastor Jennifer Lin
 - iii. **Deacons:** Dazhi Wang

B. **Location:** 151 building main meeting room

C. Meeting Agenda & Minutes

- a. Meeting started at 9:05 am and Pastor Juta opened in prayer
- b. Reports from the pastoral staff (Pastoral staff)
 - i. Moving from Summer Hibernation to Fall Schedule
 - ii. Church events in the Summer:
 1. Loose Fellowship schedule
 2. Short Term Mission
 3. Social Concern actions
 4. Pastor Yuegang's ordination
 5. COM prepared for new school year
 - iii. Pastoral Staff
 1. Minister Duane Chang's R1 visa application has been filed in the end of July.
 2. Pastor David Eng left for new ministry in Vancouver on August 11th.
 3. Minister Jeffrey Hwang started to be CB ICF & Charis minister on August 21st.
 4. Dr. Jeffrey Arthurs reduced his working hours since September
 5. Continue the CB & Youth pastor/minister searches.
 6. Approved by BOE, one half time Children ministry director will be added to pastoral staff.
 7. A task force for Family Ministry is formed by pastoral staff of different ministries.
 8. Continue the study of "Outreach to Young Generation"
 - iv. Upcoming ministry events
 1. COM fall retreat, 09/27-29
 2. New School year for campus ministries
 3. 50th anniversary celebration, 10/04-06
 4. Mission Conference, 11/01-03
 - v. Lexington Chinese Ministry (CM): Caring Ministries
 1. Stephen Ministries(SM):
 - a. 44 Stephen Ministers now actively being involved.
 - b. We will have the SM Retreat led by pastor Wendell Friest on 04/24-26/2020.
 2. Marriage Enrichment Retreat (MER):

- a. On 08/25, the NE Area coworkers together planned for the next year.
 - b. We will hold the MER II on 11/01-03/2019
 - 3. Funeral Ministries
 - a. 5 memorial services were held.
 - b. Please do pray for those who lost their beloved.
 - 4. Benevolence Fund
 - a. We ministered to 4 recipients.
- vi. CM Fellowships
 - 1. CM Fellowships had outings, outreach, social concerns activities during summer
 - 2. Pastors provided pre-study for Psalms during summer
 - 3. Pastors are providing bible study materials of 3 books for 10 fellowships, and pre-study for 7 of them
 - 4. CM fellowships presented musical offertory in CM worships during summer
 - 5. Evangelism Explosion training and visits are going on
 - 6. One-on-one discipleship training on some fellowship coordinators is still going on
 - 7. Pastor Steve encourages members to attend Tuesday evening prayer meetings
- vii. Lexington Children's Ministry
 - 1. Fall 2019 ministries off to a good start.
 - 2. Brother Tony Ng from CB serving as Children's Ministry Intern
 - a. 10 Hours of Commitment per Week.
 - 3. Excellent Children's Ministry Core Leader Team, need one Awana Core Leader.
 - 4. Making progress in giving the first floor a FACE LIFT
 - a. Painting party Saturday 9/28 12:00PM-5:00PM.
 - 5. Children's Choir Song Offering for Sunday, October 6th during 50th Anniversary Sunday.
 - 6. Xinyu Li has been an excellent intern, pray for his future.
 - 7. Pastor Bowman has submitted request for second half of sabbatical.
 - 8. Feb 29th, 2020 Children's Ministry conference
- viii. City Outreach Ministry (COM)
 - 1. Hope house STM (Jul. 2-7)
 - a. 30 people joined.
 - 2. Co-workers retreat (Aug. 3), focusing on outreach and evangelism.
 - 3. New semester welcome BBQ (Aug. 24)
 - a. 169 people attended, including 55 newcomers.
 - 4. New semester welcome Sundays (Sep. 8, 15, 22).
 - 5. Fall gospel retreat (Sep. 27-29)
 - a. 154 people registered, including 19 seekers.
 - b. Held at Singing Hills
 - 6. Current sermon series on Ephesians.
- ix. Lexington Youth Ministry
 - 1. Ongoing pastor search
 - 2. Summer Sunday School - rotating topics + Public Square Forum
 - 3. Mission Teams went out during the summer:
 - a. NYC: Chinatown (July 20-28) and NYC: Brooklyn (Aug 17-25)
 - i. Partnered with NYCAC and BCCC in NYC
 - 4. Kickoff September 6, 2019 with over 150 students
 - a. ALIVE has have around 100 students the past two weeks
 - 5. Counselor Retreat: September 7, 2019
 - 6. Servant Team Retreat: September 8, 2019

7. Continued servant team and counselor training and equipping
 8. Painted parts of the children's hallway and the basement youth worship area
 - a. Still organizing youth closet
 9. Upcoming events:
 - a. 50th Anniversary Youth/CB Luncheon
 - b. Youth Body Worship
 - c. Passion Night
 - d. painting children's hallway
 10. Prayer:
 - a. Youth Pastor Search
 - b. More counselors/teachers
 - i. still need minimum one male youth counselor (one group without a counselor right now) and one female counselor
 - c. Planning
 - d. Spiritual refreshment for the counselors/teachers
- x. Lexington Cross Bridge (CB)
1. Continuing sermon series on the gospel of Mark in CB worship.
 2. Hunter Barnes One Man Drama on Mark (Friday, 10/18)
 3. Minister Jeff Hwang came on board to take over for Pastor David
 4. CB Pastor Search committee updated job description to emphasize family ministry, continuing to meet
 5. CB looking at different ways to care for family ministry (e.g. HIM Marriage Conference in Feb)
 6. CB Prayer Meeting moved to weekly on Sunday mornings
 7. No Adult Sunday School this semester
 8. Life on Life Discipleship Groups continuing
 - a. Leaders are attending a training clinic next week
 9. ICF/Charis had Fall Kickoff (~50 people)
 - a. Studying 1 Corinthians for the year
 10. Chris and Emily Cheng will take over Family Ministry until we hire another CB Pastor
- c. Report from the Board of Deacons (Deacon Jason)
- i. Stewardship Updates
 1. Email all property issues to property@cbcgb.org
 2. Property projects
 - a. Major projects in the pipeline:
 - i. Hallway carpet replacement (ongoing)
 1. Materials scheduled to be delivered Sept 24 or 25
 2. Contractor will be able to install carpets within 1 week
 3. The hope is the work is done before 50th Anniversary celebrations
 - ii. Children playground repair (ongoing)
 - iii. Solution to basement leaks (ongoing)
 - iv. Water drainage behind church office
 - v. Wall repainting in the main building
 - vi. Fire door-alarm
 1. Looking into magnetic door openers tied to a fire alarm
 - vii. Upper parking lot
 1. Since Town of Lexington did not approve of the upper parking lot, Boston Properties will not help costs

- 2. Need to figure out next steps (crushed stones, black top, etc.)
 - viii. Entrance Deck? (to be discussed)
 - 3. Property Maintenance
 - a. What has been done:
 - i. Fixed the water fountain leaks in building 151
 - ii. Fixed the fire alarm beeping and changed the batteries in 151
 - iii. Cut overgrown tree, removed wasp and yellow jacket nests
 - iv. The floor stripping & waxing was done in Chapel
 - v. Mowed the lawn and pulled out weeds by office colleagues
 - vi. Repaired the driveway ramp to the upper parking lot
 - vii. Maintenance of the bridge to the upper parking lot
 - viii. Other plumbing work
 - b. What needs to be done:
 - i. Basement tile replacement
 - ii. Playground fence repair
 - iii. Water drainage
 - iv. Replace Light bulb in parking lot
 - v. Sign installation
 - vi. Fire door
 - 4. Property Management
 - a. Acquired liability insurance for COM rental facility, the Baptist Church at Main St. Malden
 - b. Due to the increased insurance premium, worked with insurance agent to find other insurance companies to replace the Church Mutual
 - c. Prepared the office for minister Jeffrey Hwang
 - d. Lunch service for New England Pastors Prayer Meeting
 - e. Supported Summerbridge program
 - f. Accommodated baptism ceremony
 - g. Expense reports (electricity, gas, phone, etc.)
 - h. Janitorial supplies and credit card bills
 - 5. Prayer Items
 - a. Please continue to pray for the church Kitchen Ministry, we will need to find a new coordinator
 - b. Please pray for the church Parking Ministry, who might need one more fellowship to join the service
- ii. Technology Updates
 - 1. Church wide management software package
 - a. Planning Center and Realm top contenders
 - b. Maybe Elvanto which supports Chinese
 - c. Need someone on CM side to help in decision
 - i. Probably Pastor Yuegang
 - 2. Issues with new copiers
 - 3. Video system work continues with additions to improve stability
 - a. Currently slides need to be set up on PPT computer
 - b. Possible inconvenience for outside speakers who want to bring their own laptops
 - 4. New sanctuary slides computer in the works
 - 5. Decided to purchase lift but still need to purchase and find a place to store it

6. Working with CM AV team on in-ear monitors
 7. Ongoing network improvements
 8. Security Cameras-ongoing
 9. Note: all technology/AV purchase requests need to go to itdeacon@cbcgb.org before purchase (not just as reimbursement request) even if the money is coming from own budget
- d. Report from the Board of Elders (Elder KC)
- i. New Staff Searches
 1. Searched and Hired CB/College Minister-Minister Jeffrey Hwang
 2. CB Pastor search in progress
 3. Youth Pastor/Minister search in progress
 4. A new part time position created for Children's Ministry Director
 - ii. Major Ministries reviewed or to be reviewed in 2019
 1. CB Fellowship (March, done)
 - a. Elder Paul Huang coordinated
 2. CM Fellowship (April, done)
 - a. Elder Paul Huang will coordinate
 3. Mission Committee (May, done)
 - a. Elder Timothy Lu will coordinate
 4. Church Building Expansion (July, done)
 - a. Elder Chris Cheng will coordinate
 5. Human Resource Committee (August, done)
 - a. Elder Ji-yong Wang will coordinate
 - iii. CBCGB Policy Review
 1. Seminarian Scholarship Policy Review/Update Completed
 2. Background Check/Policy in progress
 - iv. Other Tasks
 1. New Elder and Deacons nomination process completed
 2. Annual membership meeting and annual report preparation in progress
 3. Pastoral Staff and Administration Staffs annual review process started
- e. Quarterly Financial Report (Deacon Joe Ma)
- i. Reviewed Annual Report from last fiscal year (June 2018 - July 2019)
 - ii. August 2019 financials:

	Offering	Expense	Balance	Cumulative Balance
General Fund	120,608	98,250	22,359	59,191
Mission Fund	35,603	31,291	4,312	87,958
Benevolence Fund	700	-	700	7,200
CBE Fund	1,000	-	1,000	347,950
SCM	1,765	985	780	58,159
MS Building Fund	200	62,550	(62,350)	200
Capital Fund	985	12,250	(11,265)	601,999

General Fund Budget Usage Summary (up to July 31):

- | | |
|------------------------|------------------------------|
| 1. Total offering | \$ 252,730 (13.6% of budget) |
| 2. Total expense | \$ 193,539 (10.4% of budget) |
| 3. Cumulative balance | \$ 59,191 |
| 4. Targeted percentage | 16.7% (2 months of the year) |
- f. Annual Meeting (10/6) Planning (Elder KC)
 - i. Reviewed Annual Meeting Agenda
 - g. CBEAT Update (Chris Cheng on behalf of Elder Loren Shih)
 - i. Reviewed Church Building Expansion Project Survey and collected feedback from Church Council members
 - h. 50th Anniversary Celebration Updates (Elder Chaw-Bing Chang)
 - i. Jubilee Celebration Weekend (Oct. 4-6, 2019)
 - ii. Yearbook
 - 1. Prepared by the Pulse Team
 - a. Over 300 pages
 - 2. Printed in Taiwan, CEF Bookstore
 - 3. Expected to arrive in Port of Boston on 9/27/2019
 - 4. Possible Initial distribution on 9/29/2019
 - a. One per family
 - b. Active members first
 - iii. Photo Directory
 - 1. Will distribute after incorporating banquet pictures
 - 2. One free copy per family for those with their portraits taken
 - 3. Others \$10 per copy
 - iv. T-Shirt
 - 1. 693 total sales
 - 2. Sales sufficient to cover cost
 - v. Reviewed Weekend Agenda
 - 1. Friday Evening Program
 - a. Message: Pastor Jamie Taylor, "Blessed to Bless", Genesis 12:1-4a
 - 2. Saturday Program
 - a. Program 1 (11am-2pm)
 - i. Luncheon with Guest Speakers David Ro and Dan Shiau to former and Current Youth and Cross Bridge Members
 - b. Program 2 (2-5pm)
 - i. Children's/Families' activities in Chapel
 - 1. Face painting
 - 2. Art and craft activities for children
 - c. Program 3 (2-5pm)
 - i. Sharing and Thanksgiving by Former and Current Members: Alumni, CM, CB
 - ii. Running concurrently with Program 2
 - d. Saturday Night Dinner at 5:30pm
 - e. Program 4 (7:15-9pm)
 - i. Message: Pastor Caleb Chang, "A Warm Invitation", Scriptures from Hebrew, Matthew, Exodus, and Deuteronomy
 - 3. Sunday Program
 - a. Morning

- i. Joint Service
 - 1. Message: Pastor Morley Lee, "The Great Commission Revisited", Matt 28:16-20
- b. Sunday Afternoon Program 1
 - i. Teatime: 1:30-4pm
 - ii. Fellowship, social gathering
- c. Sunday Afternoon Program 2
 - i. COM (1:30-3pm)
 - 1. Message: Pastor Jamie Taylor, "From Faith to Faith", Romans 1:5, 8, 12, 16-17
- d. Sunday evening Banquet
 - i. 762 registered attendees
 - ii. Parking next to garage
 - iii. Registration link closed for now to control overflow, may open again for a short time period
- i. Elder KC closed in prayer and adjourned the meeting at 11:53 am