

**Meeting Minutes**  
**CBCGB Board of Elders (“BoE”)**  
**May 13 2017**

Present: Yuguang He (BoE Chair), David Ho, Timothy Lu (via Skype), Loren Shih (BoE Secretary), Bryan Che, Pastor David Eng, Haiguo Wu (BoD Chair), Jason Lee (BoD observer).  
Absent: None

(9:20) Timothy led opening prayer

BoE Open Sharing:

- Yuguang will be traveling from 5/23-6/6. Loren will be acting BoE chair during this time.
- Bryan moving on 5/25 to China, will not have opportunity to travel back to US until 2018.
- Timothy’s contract job will be ended in May 31th at Silicon Valley, so will be back to Boston to looking for new opportunity
- Christian situation in China is starting to tighten up, some concerns from missionaries, please pray.
- Jason Lee will be July through mid September; Jon Tang will be supporting IT during this time.

Updates from Senior Pastor

David Eng

- Memorial Day retreat, 5/27-5/29. Approximately 500 signups so far.
- Adult Sunday School Teachers training 6/10-6/11.
- The Pulse publication targeted for end of June.
- Children’s Ministry:
  - The Philly Teachers need new coworkers to replace those who have been stepping down, and Sunday School core leader.
  - Core meeting on 6/4, and Ministry Training on 6/11.
- Youth:
  - Missions trip preparation to Hopi, NYC, Lynn.
  - Successful Outreach Night on 4/28.
- Cross Bridge:
  - Sermon on the Mount series starting 5/21. Dr. Arthurs will help out through June, until P. Tim starts.
  - Emily Cheng is taking over for Bryan Che for CBL Core Chair.

Updates from BoD

Haiguo Wu

- Building pedestrian path from 151 to upper parking lot. \$6500, work to start around May.
- Deacon Jessica will be stepping down from BoD 5/31, moving out of Boston, BoE will appoint a replacement. Deacon Bow-Nan will take over for children’s ministry from Jessica until December 2017.

- Technology Update: Sometimes wifi is going down, still working on solutions.
- Pastor David brought up that the stairs from church office to carriage house are hazardous; will need to repair or block off.

### Budget Process Review

Bryan Che

- Our budget process is very bottom up, there's no real oversight in terms of where our money goes for strategic priorities. E.G. How much do we spend on outreach, facilities, pastoral staff, etc.
- Given our budget, where should our priorities be, and this is how we should allocate, and finance committee oversees.
- This will also be timely because we are coming up with missions and vision statement and should align the budget with that.
- Practical example: If outreach is a strategic thing, then it shouldn't be up to each individual fellowship to allocate. Instead, the church should say we're going to spend 20% of our budget on outreach, and fellowships get enough for maintenance and then we give additional budget to outreach, special conferences, etc. BoE may start up new initiatives.
- **[Action Item: Yuguang]** Proposal to ask Jiyong to prepare a summary report at BoE and council level, some higher level analysis of our spending, we can discuss categories that we're interested in. E.G. "We're spending this much on missions, capital, fellowships..." That would give us visibility for this year, and we can start planning for 2018. We would like this report by June CC meeting.

### Update on Deacon Nomination

Ming-Chih Ho

- Three deacons 2nd term ending. Christopher Cheng, Haiguo Wu, Jimin Xiong.
- Jessica is leaving Boston 6 months into first term, so we will need to replace her. Bylaws cites that BoE is responsible for appointing a replacement, though can delegate. So BoE has decided to appoint BoD nomination committee, and will approve the candidates.
- Two deacons who will need to renew for 2<sup>nd</sup> term: Shan-Chuang Zhao and Tuan-feng Zhang.
- BoE reviewed and approved the list of nominees for CM side.
- CB side is still pending sending the list – one list to replace Jessica immediately, one list to replace Chris for 2018.

### English Pastor Search Update

Bryan Che

- P.Tim starting in July. Had Q&A session. Working with CB leadership to advise Tim on needs and priorities.
- We have found temporary housing for P.Tim.
- Budget for moving expense has been approved.

### Senior Pastor Search Update

## Yuguang He

- Yuguang is preparing the job description as next step.
- Have received some candidate names.

## Mission Statement

### Bryan Che

- Have shared at info meeting and council.
- Incorporated feedback; only major feedback was to add “in Christ”.
- Next step is to formally turn it into a mission statement, make it official.
- [Action Item] Mission statement will be put to Church Council agenda for approval.
- If approved, afterward we will formally share with CM and CB, and will need to come up with strategic goals.
  - Life on Life program may be a good model for how to approach mission statement – e.g. disciple training, how to outreach to others, etc.
  - [Action Item: Yuguang] Inventory the current discipleship training programs being run at CBCGB, to determine how to align those with mission statement goals. Reach out to pastoral staff.

## Church stance on policy

### Loren Shih

- Loren reviewed latest draft.
- [Action Item: Loren] Send latest draft to be reviewed offline by BoE, then email to Church Council, then put on agenda for final approval to Church Council.

## Pastoral Review

### Loren Shih

- Generally annual reviews are conducted in August/September.
- Loren shared latest documents on pastoral review process.
- [Action Item: Loren] Send latest draft to be reviewed offline by BoE, then email to Church Council, then put on agenda for final approval to Church Council.
- [Action Item: Loren] Create a form to be used for filling out by pastors for review process.
- [Action Item: David] Jennifer Lin is leaving in July 1st, BoE should start reaching out for feedback immediately, she will go through current policy.
- [Action Item: David] Find the formal evaluation form and send to Loren, Loren to revise.

## Discussion of joint worship

### David Eng

- Currently we have joint service and then CB service for Mother’s Day, Easter, Christmas.
- Attendance at CB worship for these worships is typically good, 180-200.
- Need to figure out logistics for child care, Sunday School.
- We would continue to have joint services for New Year’s, Anniversary, Father’s Day.
- Both ideological and practical reasons for having joint service, with or without CB service afterward.

- Parking.
- Feeling of unity.
- We commission short term missions teams on Father's Day, which is why Father's Day is joint but not Mother's Day.
- Separate CB service for Easter for newcomers/seekers.
- Translated service is worse for both CM and CB, for example CM seekers may not come for Easter because it is translated.
- Teachers for Sunday school would be impacted.
- [Action Item] See how many CB attend joint service on Mother's Day. If that number is not high, reconsider to no longer have as many joint worship + CB worship. We may end up with just joint service (with no CB service) for Anniversary, Father's Day, New Year's, and the rest will be separate.

### Information Session

Yuguang He

- BoE reviewed the list of questions asked.
- Many people use the Q&A session as a public forum for their ideas. Recommended that we can change it to an information session.
  - People can raise ideas and proposals in the meeting,
  - BoE will formally consider the proposal and agree to a response, if the idea has X signatures of support.
- Recommended that elders have informal "office hours" or informational sessions in small groups to give more opportunities for feedback and be approachable.
- Discussion of "best practices" that if members in official positions (e.g. church council) have suggestions, those are brought up outside of the information meeting.

### Summer CC Retreat Planning

Yuguang He

- Scheduled for Sat 6/17 at 151, and informal sharing meeting on Thurs 6/15.
- For Thursday 6/15 6:30-9:30pm meeting:
  - Primarily sharing, no church business.
  - Spouses are invited.
  - Yuguang to host.
  - Start with pot-luck dinner.

Closing Prayer (12:10pm)

Bryan Che