

Meeting Minutes
CBCGB Board of Elders (“BoE”)
February 10, 2018

Present: Yuguang He (BoE Chair), Loren Shih (BoE Secretary), Chaw-Bing Chang, Ke-Chieh Chu, Timothy Lu, Pastor Caleb Chang (Senior Pastor), Pastor Tim Conkling (pastoral staff guest representative), Jiyong Wang (BoD chair), Zongkui Ma (BoD guest representative)

Absent: None

(9:00am) Elder Loren opened in prayer

Open Sharing
All

Senior Pastor Report

Pastor Caleb Chang

- This month: ICF retreat, Chinese New Years activities, Junior High youth retreats
- Calendar for next few months has many activities. Are we getting too busy with activities and not prioritizing spirituality (prayer, discipleship, etc.).
- 49th anniversary for CBCGB planning - looking for guest speaker.
- Emergency Response team has been formed by BoD (see 1/2018 BoE minutes for more details).
- Weather Church Closure policy created by pastors (see 1/2018 BoE minutes for more details, see below for details).
- Pastoral task force led by Pastor Tim to explore whether we should add another Sunday service. (Will talk more in depth in 3/2018 BoE.)
- Request to give an update about CBE. (Will talk more in depth in 3/2018 BoE.)
- Annual theme initial proposal by Pastor Caleb: “The Just Shall Live by Faith”, BoE to discuss further.

BoD Report

Deacon Jiyong Wang

- Upper parking picnic area will be turned into additional parking.
- Installed upper parking lights at access road and top of hill.
- Added WiFi controller to front entrance walkway lights.
- Some church basement tiles replaced.
- Want to fix some cracks in 151 classroom floors.
- Smoke, fire alarm, sprinkler, elevator, kitchen fire suppression, extinguisher, etc. annual inspections completed and passed.
- Public sewer connection project is being investigated. Cost analysis completed.
- Main sanctuary video occasionally not working, is being investigated.
- Church office printers occasionally have issues, being investigated.

- Adding TV & projector adaptors for all classrooms.
- We may have a Capital fund by end of fiscal year (6/30/2018) when general fund surplus is moved to Capital fund..

COM Report

Elder Chaw-Bing Chang

- Juan Chen - new COM minister - will be joining.
- Pastor Pan created a detailed plan for COM operation during his sabbatical.
- COM members will join the Spring Evangelistic meeting at Lexington.
- Spring Sunday School classes started on 2/4. Topics include: seekers, baptism, 1on1 discipleship training, purpose leading Christian life.
- Space is becoming an issue: number of children is increasing, not enough buildings for Sunday Schools and other activities. Task force created to look into long term facility needs.

Healthcare Insurance Benefit Policy Revision Update

Elder Yuguang He

- Proposal by BoD to amend the health insurance benefit policy.
- BoE will not change the policy for this year, but has assigned HRC to collect nationwide data from nonprofits and churches, to inform future decisions.
- Proposal to pool a special reserve to support any pastoral staff that have health expense-related hardships. **Lay Elders** will start by donating from their personal money to help fund this.

SCM Charter Policy Updates

Elder Yuguang He

- Proposals for SCM policy changes:
 - 25% reserve fund was being kept. SCM proposed lowering that reserve to 10%.
 - SCM wants to increase maximum committee size, final size would be 4-7 person committee.
 - Change annual fundraising pledge event from SCM conference to Missions+SCM joint conference.
- BoE feels:
 - Keep disaster fund statement unchanged, and have congregation donate directly to disaster relief; finance committee **can help by collecting** checks and **sending them to the relief organizations for the congregation.**
 - Approve others amendments.
 - Ask SCM to add page numbers to their policy doc, and make sure the revision numbers per page are consistent.

Ministry Review Proposal

Elder Yuguang He

- Discussed scheduling for BoE review of major ministries.

- Proposal for next upcoming reviews: Children's, Youth, CM Spiritual Formation, CM Fellowships, Quincy.
 - Quincy review is a followup from 08/2016 BoE review action items. (See 8/2016 BoE meeting minutes.)
 - For CM fellowships, understand status and challenges, particularly **for how to attract young people to the fellowship groups and Sunday worship.**
 - Schedule CM Fellowship review for next month. Yuguang to talk to Yuegang.

Church Closure Procedure Proposal Review

Elder Yuguang He

- Reviewed church closure procedure document which was proposed by pastoral staff.
- Yuguang motioned to approve, Chaw-Bing seconded. Motion passed with unanimous approval. Proposal is now official.

Security Preparedness Workshop

Pastor Steve Bowman

- Some other local churches - Grace Chapel - have had active shooter training at their churches. Bowman shared standard run/hide/fight document.
- Most common emergency at churches is lost child - usually is just child is hiding, but also have to take care of suspicious missing child situations.
- Contingencies for church damage.
- Everyone should be on the lookout for suicidal, depression, other emotional concerns.
- Everyone should be vigilant around suspicious people or suspicious behavior. "See something, say something."
- Already have a recently formed emergency response team on BoD headed by Berhan Yeh.
- Also considering basic CPR or other types of emergency training.
- Review security camera policy, and ensure security cameras are still working.
- Bowman will head establishing a safety committee, and work with Berhan.
- Bowman will look into CORI/SORI checks and whether those would be appropriate and non-objectionable for at least pastoral staff.
- BoE to consider who from BoE will be a representative on safety committee.

Deacon Nomination Committee updates

Elder Timothy Lu

- Timothy is DNC chair.
- Committee members are Haiguo Wu, Chris Cheng, Fang-Ying Yen, Steven Chung, plus one additional to be confirmed.
- Deacons to be re-elected for 2019-220 are Ji-Yong Wag, Bow-Nan Cheng, Jason Lee, Jianglin Liang, Zongkui Ma.
- Deacons ending term at end of 2018 are Jiang Zhang, Paul Huang.

Ordination Procedures Policy Review

Elder Yuguang He

- No written rule or policy for recommending a minister for ordination. But from tradition:
 - Any BoE member is permitted to recommend a minister for ordination.
 - Typically, ministers have been eligible for recommendation after 2-4 years of service at CBCGB.
 - Ordination procedure is handled by pastoral staff, includes supporting testimonies from coworkers, evaluation, examination, etc.
 - Ordination must be unanimously approved by BoE.
- BoE and pastoral staff will consider whether to draft an ordination policy