

Meeting Minutes
CBCGB Board of Elders (“BoE”)
January 9, 2021

Present: Chaw-Bing Chang, Samuel Chang (BoD Head), Yuguang He (BoE Secretary), Paul Huang (BOE Chair), Juta Pan (Senior Pastor), Ji-yong Wang, Ruike Wang, Jian Zhang
Invitees: P. Steve Chang, Min. Jeff Huang (CB)

(09:00 am) Elder Paul opened the meeting with a prayer.

Free Sharing

- Current Christian demography and the global mission trend. Because of globalization, cross-cultural missions can happen in your hometown.
- COM was and still is intended as a mission field. It should be still in our mind that it still is, and about the cross-culture, which is fitting in the COM setting. Demographically, though it is local or domestic but is cross-culture, such as also reaching out to Maine Hope House as well to the people of different ethnic groups, who are our neighbors, which may be considered at least as part of the mission
- Whether to raise this concept to the mission committee. GCTS also paid attention to the development of COM.
- Issues about political unrest within our church, and how to pacify the situation and reconcile the different opinions.
- In principle, follow God’s will and do our best to communicate with the congregants in question. We have to accept the fact that no matter what stand we take some of the people may not be immediately and/or fully satisfied.

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

- Two directions: COVID-19 surge, and vaccine development and distribution. Current step is optimistic and prudent, and we need to prepare for the future opportunities
- Events: Christmas eve and New Year Sunday, being creative thanks to some of the coworkers with traditional and contemporary styles combined, with a lot of diligent work, across different ministries with two kinds of “mild” responses as well, which raised a question of how to embrace variety of (e.g., worship) styles. The key is unity.
- Commissioned Chris and Emily as CBCGB missionaries
- Installation of deacons
- Baptism of one COM candidate
- Installation of Min. Duane Chang
- Dealt with two emergent suspicious COVID-19 cases
- Goal for 2021: Preparation for normal
 - Project: CBEAT
 - Growth: Spiritual
 - Research: new ministry possibilities such as online, social concern, mission ...
 - Integration: ministries and congregations in terms of family ministry, worship disciple training, etc.

- Min. Jeff passed the ordination interview, ready for ordination service
- Renew the CB pastoral search position
- P. Bowman on sabbatical for three months
- “New norm” worship plan drafted, to be finalized
- Online holy communion process reviewed and rethought
- Two issues
 - Response to emergent cases of COVID-19, which may be better understood now
 - Practice to allow ministers to lead baptism, which is a pending issue from past BOE meeting
 - Two issues were raised
 - If elders could lead the baptism
 - Transparency over Min. Jeff’s ordination. (*P. Juta took the responsibility and step to reveal the process and committee: composed of three insiders and two outsiders. For Min. Duane, the committee has not been settled yet, but in the process of forming.)

[Q]: About the online ministry: Too broad and includes many possibilities?

[A]: Initial concept, to be furnished, such as spiritual formation. AFC last year started training coworkers online, with P. Juta and Ms. Pan, and Min. Duane, which exposed us to more experience.

[C]: CMC2021 online opens opportunities to more people, but needs in person relation.

Board of Deacons Report (Head Deacon Samuel Chang)

- Being prepared for new norm, short and long term, with BOE in the task force, to keep everyone safe in mind while remaining open
- Logistically: physically, materially and spiritually ready, to regular check the church facility status and keep it up to date
- Scale-up: unified and cohesive in all the ministries and teams including medical team, stewardship, worship ministries, etc. with expectation in a few month still closed
- Hope: how as a church to reach out to the world of hopeless and darkness, to meet the need of the neighbors
- Support: help executing future plans, e.g., online ministries such as youtube video, social media, online presentations and exposures, to reach out to the people and community
- Requests: more suggestions are welcome

[Q]: Well equipped studio for recording and live streaming?

[A]: In the process

[Q]: Also provide proper personnel to support the physical facility?

[A]: Selecting and training and policy are in the consideration

[Q]: Would the room be sufficient?

[A]: Yes.

[Q]: May need to inspire more deacons to get involved in preparation?

[A]: All hands of BOD on deck, communication will be in place, and training will be placed for taking temperature, for example, and guarantee the process to go smoothly

[C]: Transparency may be needed, such as church shutdown, to avoid speculations, to alleviate pressure from some key personnel

Reopening Task Force Planning for 2021 (Elder Ruike)

- Mission and strategies: care for the spiritual, physical and mental well-being and compliance with the local, state and federal governments guidelines
- Now at phase 1 (restricted access, e.g., under 25 people), planning for phase 2 (Cautious access)
- Church facilities opened and open with a limited number of personnel allowed such as worship team, COM, and CB, YM with limited access to the facilities such as sanctuary, chapel, church office, building 151, and outdoor area. No incident happened during the opening of the use of facilities
- Protocols are in place with more experience of opening, with clearer procedure, to avoid confusion in case of emergencies
- Task force, including medical team, has met since last May on the regular bases to monitor and review the procedure as needed as the pandemic goes on, with BOE on board for approval and implementing guidelines and policies
- Later phases may incorporate medical conditions and other special needs
- Phase 2: Cautious - additional activities may resume operations with restrictions and capacity limits. Some exploratory trials such as once a month opening have been tested out and will be tested more in the future. If successful, open up twice a month may be granted
 - [Q]: If not a sufficient number of coworkers, what would happen?
 - [A]: Detailed 3-step proposal is in place, but depending the availability of coworkers
 - [Q]: Pastoral staff response?
 - [A]: CM has no objection to preach at the sanctuary, which has happened as in January this year during baptism. May need to collect more feedback from other ministries
- CM has different demographics, so it needs to be addressed differently, may reference to other congregations or churches similar to us, such as , RCCC, Park Street and Grace Chapel.

Church Expansion Planning and Goals for 2021 (Elder Jian)

- CBE plan options (more discussions needed): chapel and attic
 - On the 1st floor, expanded children area, with single entry point for children area, while remaining other doors as emergency exits
 - Chapel area may need to be refined due to the immovable feature of one side of the wall, by raising the ceiling a little higher to include a cross under skylight, which appears to be natural but may cost some more with possibility of opening up the roof
 - Move the center stage to the left side of the current state and make the chapel rectangular, making the seating widely spread, and adding lobby, which includes elevator in the chapel (dilema)

- [Q]:
 - Concern about indoor lighting under the skylight, may need to consult with CB?
 - Uneven roof now, how to bring them even?
- Multi-purpose building: will add 367 people capacity with 19 rooms of various sizes
- Carriage house needs to be demolished, in addition to the renovation of the chapel
- Chapel may need to be shared among CB and CM
- Remaining tasks
 - Consulting with CB
 - Drawing help is needed for the plan under the current schedule
 - Building structural calculation
 - Promotion (to all the ministries and ministry leaders, and congregation)
- [Action item]: Elder Jian to share the plan at BOD in the coming BOD monthly meeting

Planning for Church Website Update/Upgrade (Elder Jian)

- Website structure
 - CBCGB.org: CM, CB, COM
 - Home page: links to main branches
 - Info: about us (vision, etc), ministries (Mission, etc), services (room reservation, etc)
 - Data: bylaws, policies, literatures, sermons, special announcements, etc.
- Tasks (estimated 1 month)
 - Create homepage
 - Convert current content (info and data) to connect to the homepage
 - Special: Search and security (3 months)
- KM (Kids Ministry) and YM (Youth Ministry):
 - Simplify the page
 - Include Calendar, etc.
 - Modern looking
 - More pictures
 - Easy platform
 - Bridging KM and YM and other ministries (CM, CB, etc.)
- Web team:
 - Proposed team:)Cary Shao, Peter Gao, Bob Chen, Sarah Luo, Ligong Xu, Jimmy Wang, Jian Zhang (advisor), plus more needed
 - BOE has no reservation for the Web team
- Content updating process needed in place
 - Newscast personnel needed for each ministry
 - Clear definition of responsibilities
 - Each ministry may have its own standard for updating, such as pictures and announcements

Approve Christian Education Memorial Fund Committee (Elder Paul)

- Proposal

- Establishment for memory of individuals who significantly contribute to teaching, preaching and leadership to CBCGB
- Recommended by the committee and reviewed by BOE
- Committee: Paul Huang, CB Chang, Irene Chang, Jeff Hwang, Jiyong Wang
- Approved by BOE

Proceed to propose the guideline for the supports for Pastoral Staff's Advanced Study (Elder Paul)

- Elder Paul to proceed the proposal: Out of CBCGB budget, such as education fund to support to those who pursue further education
- No objection

Review the ministry matrix and Identify major ministry reviews in 2021 (All)

- March: Draft of new norm: collective worship schedule (Elder Ruike to coordinate)
- August: How to reach the young generation (brainstorm on big picture, strategies in separate meeting): college students, young professionals, children/youth (family) (Jeff, Duane, Bowman, Yuguang to coordinate)
- Stewardship (TBD)
- Church building expanding team (TBD)
- Church planting (TBD)
- Youth Ministry (TBD)
- Spiritual formation (TBD)
- Technology (TBD)

Approve Minister Juan Chen's Application for Permanent Residency (Elder Paul)

- Proposal:
 - To start PR application for Juan
- Approved by BOE

Human Resource Director Position

- Need more discussions within BoE. If the position is approved, the position will be opened to the congregation and non-church members.

(12:39 pm) Elder Paul Huang closed with a prayer

*Notes:

[Q] - Question

[A] - Answers

[C] - Comments