

Meeting Minutes (draft)

**CBCGB Board of Elders (“BoE”)
April 8, 2023**

Present: KC Chu (CBE chair), Yuguang He (BoE chair), Chaw-bing Chang (Elder), Ji-yong Wang (Elder), Ruike Wang (Elder), P. Yuegang Zhang (CM pastor), Ye Tang (Head deacon)

Invitees: Paul Lowe (HR manager), P. Patrick Chen (CB pastor), P. Duane Chang (COM Pastor), M. Juan Chen (COM minister)

Absent: Juta Pan (Senior Pastor), Paul Huang (BOE secretary) both are at COCM Short Term Mission

Date/time: 09:00 - 12:40, April 8, 2023

Location: Hybrid meeting: Church Office Conference Room, and zoom

Opening Prayer (E. Yuguang)

Brief Sharing (E. Ruike)

- Culture: long time thinking on this topic. “What is culture?” a good definition is in need although everyone understands it but not widely acceptable. Definition quoted from “余秋雨的” (Qiuyu Yu’s) book “何谓文化 (What is the culture)?”
- Why are we ashamed of Chinese Culture: Germany vs China? Germany started two world wars in recent history, but nobody hates Germany’s music (Bach, Mozart, Beethoven, etc...), China seldom colonized any country in history, but why was Chinese Culture misread?
- China is the only one of the four oldest civilizations left, why and what is the secret?
- We need to ask ourselves: what glues us at CBCGB? What is our identity? God gave us the cultural gifts, how can we use it in gospel preaching?
- Reflection: E. KC: Chinese culture is good, mild and not aggressive, typical of eastern culture (vs western culture, aggressive). So Chinese culture seems to have less impact on the world, partially because we started late to impact. Waiting for 10-20 years we may see the difference; E. Chaw-bing: The different behavior between “知识分子” (Intellectuals) and “其他人群” (others; e.g., not so polite behavior of Chinese people in the supermarket). Majority Chinese people is not 知识分子 (intellectuals).
 - E. Yuguang: interesting points and worthy of more discussion. 1. We have a mission to let people know the gospel; 2. Every culture has merits and short-comes, we should come together from every background and culture under the same roof- church of multicultural believers.
 - E. Chaw-bing: Christianity is self-less, we should come to Christianity from every cultural background.

Pastoral Staff Update for the State of the Church (P. Yuegang)

- General situation:
 - YM senior and junior high retreats
 - Spring outreach in CM, lunar new year
 - Three short term mission teams to Kyrgyzstan, London (COCM), and Honduras
 - Good Friday and Easter services
 - Easter Baptism for CB, COM, YM (7-9) during the worship
- Status of each ministry
 - CM :
 - Stephen Ministry: Caregiver recruit, 4 new coworkers
 - Spring Evangelistic meeting : 04/28-30, 05/05 (COM)
 - Brandeis student fellowship started to meet on campus every Wed., bilingual
 - CB:
 - Adaptive Leadership Workshop with Tod Bolsinger (3/4)
 - CB H.I.M. Marriage Conference (3/5)
 - YM:
 - Three Sunday schools—Senior, Junior, Baptism
 - COM :
 - Young Family meetings (13 families join) on every other Saturdays
- Future Events and Ministry Plan
 - CM :
 - Spring Evangelistic meeting 04/28-30
 - Baptism: 05/07
 - Pastor Chuang's daughter Ruth Wong sharing on inner city public school - church partnership: 05/14
 - Summer revival meeting, 05/19-21: Family and parenting, Speaker: David Lin 林为谦(?) and his wife
 - CB : Charis retreat, 05/19-21
 - CHM : 05/06 Special training of coworkers working with special needs children by The May Institute
 - YM : Parent gathering: 04/30
 - COM : extra evangelistic meeting, 05/05
 - Churchwide :
 - Four more short term missions in the summer: 2 Kyrgyzstan teams, Taiwan team, Peer Servant teams
 - Mother's Day and Father's Day services (STM commission)
 - May 6th May Institute Special Needs Training
- Status of Pastoral Staff
 - Search of Youth Ministry staff on going
 - Pastor Patrick's ordination service: 02/11
 - Minister Taylor joined the Kyrgyzstan team, 03/07-24
 - Pastor Ziyi leads a contextual educational team in Turkey and Greece, 03/23-04/05

- Pastor Juta joins the COCM team 04/03-11
- Ministry issues study in 2023
 - How to care for members with special situations and needs?
 - How to reach the Younger Generation?
- How to prevent sexual harassment and abuse events in the church
 - Guideline to prevent the sexual abuse to children, youth, and adults
 - The reporting and investigating system and process
 - Teaching the congregation right perspectives and response when been offended
- Others
 - Jackie Ro's ordination will start in March and hopefully can finish in June:
Ordination committee—Rev. Patrick Fung (general director of OMF), A female pastor in Grace Chapel, Ella Ho, Steven Bowman (secretary), and Juta Pan (chair)

BOD updates-Major activities and planning (Deacon Ye)

- Major Projects in CBCGB
 - Children Ministry (1st FL) single-entry project (security enhancement)
 - Kylie has contacted 4 construction contractors,
 - Coworkers (Kylie, Jason, Tony, Hongwei, Ye) met on(April 2nd) to share information and discuss on future steps
 - Kylie will reach out to Grace Chapel and LCA, as well as some contacts in the church security and church management Facebook groups, to see if any recommendations for contractors are available.
 - Tony and Kylie will sync up to discuss the non-negotiables and how we will present to CC when needed. Children ministry will continue to advocate that the capital fund is to be used for this project.
 - Jason will also look up different options for battery backup and fail-safe to determine which would be best, so we know what to ask the security consultant.
 - Once all of these items are complete, Kylie will follow up with contractors to see if they have any referrals to architects or if we need to find an architect to make drawings, so we can then get a better quote from the contractor, including permitting costs, etc.
 - Stewardship will keep communicating with the CBE team. Both projects remain flexible in terms of where the connection from the new building attaches to the main building. Given that both projects will have an impact on each other and require working with the city in terms of permitting and fire code
 - Action: One sister from MIT fellowship can help to make the drawing, E. KC to make the connection

- Signage installation
 - Determined to move forward with "Yuling Designs".
 - Contract Signed by Kylie, estimated cost ~\$750,
 - Service will cover 1. branding color palette. 2. branding fonts. 3. graphic guideline PDF
- Property Maintenance & Management
 - Sunday services support.
 - Church-wide cleaning and winter maintenance
 - Church office support (bills , invoices, town inspections, etc)
 - Purchase supplies and equipment maintenance
 - Church-wide repairing and fixing(door knob, office kitchen dishwasher pipe)
 - Repaired sanctuary baptism bathtub heating system
 - Fixed leaking area on roof above glass room
 - TTOF replaced with new projector (this projector was once used in the sanctuary)
 - New screen, much better view for people to worship and listened to sharing
- Special request of campus use (from Pastor Bowman)
 - Nancy, the director of the special needs school (Community Therapeutic Day School) around the corner from CBCGB on Springs Street. She would like to make a formal arrangement for the unlikely emergency evacuation of their school (due to natural disaster, fire, active shooter, etc.) and use CBCGB campus as a meeting point. They are only open Monday thru Friday 8:00am to 5:00pm so it wouldn't affect Friday nights and Sundays.
 - Incidentally their campus could act as an evacuation place for us as well. She would like a formal response from us asap.
 - Action: Wei-xin and P. Bowman will be responsible to continue the conversation

COM Ministry Review

- **Planning Group Members**

	Ministry	Fellowship
Xiang Li 李祥	Coordinator	Longwood
Chaw-Bing Chang 張召斌	Elder	MIT
Ji Yong Wang 王繼勇	Elder	MIT
He Dong 董和	Deacon	Malden

Hsiao-Dun Chang 張孝惇	Worship/Evangelism	Young Family
Lin Shi 石林	Spiritual Formation	Longwood
Juan Chen 陳娟	Caring/Fellowship	BSF
Shin Jong Chung 鍾信忠	Operation	BSF
Patsy Huang 鍾曼玲	Children	ROD

- COM Ministry Review:

Ministry Review



- Worship
 - Sunday Service Attendance

	Adults (online)	Adults (in person)	Children (online/in person)
Jan-Apr 2022	57	87	20
May-Aug 2022	39	115	21
Sep-Dec 2022	33	134	25
Jan-Apr 2023	20	140	24

- Sermon Arrangement

	Dec-Apr Gospels Seekers	May-Aug Old Testament Coworkers	Sep-Nov New Testament Letters Christian Newcomers
2020	Luke	Minor Prophets	2 Corinthians
2021	Mark	Isaiah	1&2 Peter
2022	Matthew	Jeremiah	Hebrews
2023	John	Ezekiel	Revelation
2024	Luke	Daniel	

- **Coworker Recruiting & Training**

Coworkers	Active	Inexperienced	Leaving/ Taking a break
Presiders	11	0	4
Vocalists	18	8	5
Pianists	10	3	2
PPT/AV	14	5	3

- **Spiritual Formation**
 - **Adult Sunday School**

Categories	Classes
Seekers and new believers	Baptism (Spring & Fall) One on one discipleship (Summer & Winter)
Coworkers training	Small group Bible study leader (Spring & Fall) Fellowship coworker (Summer)
Book discussion group	Biblical study, Church history, Christian ethics, Social concern, Evangelism & apologetics, Relationship & Marriage...
Special topic	Journey to Intimacy (Summer)



- Reflection: E. Ruike and other elders - suggest to add the book helping returning students to serve the family/community
- **Caring**
 - Newcomers Welcoming
 - Ushers: when they first came, introduction
 - Networking
 - Fellowship
 - Airport pickup
 - Students : ~ 90 (normal 30-40, in Pandemic 70+)
 - Harvard, MIT, BU, BC, NEU, UMass Boston...
 - University's Chinese student association were inactive, so COM took over
 - Coworkers : 27
 - including coworkers from CM
 - Stephen Ministry & Special Caring

Stephen Ministry & Special Caring

Stephen Ministry

- ▶ ~6 coworkers
 - ▶ brothers and sisters
- ▶ several sisters received caring and felt grateful and better

Special Caring

- ▶ caring team for special cases
 - ▶ cancer, depression, suicidal ideations, schizophrenia, anxiety, bipolar, etc.

- **Evangelism**
 - Fall Retreat
 - Outreach Events: holidays
- **Operation**
 - COM website new design: estimate to be on in Aug-Sept 2023
 - Facility: Ruggles church is also growing, more competitive usage and conflict. There is a need to have more room.
 - Finance: healthy and stable
- **Children/Kids/Youth**
 - VBS: starting 2022 and encouraging, continue this year, attracted new families and kids; outreach to local families
 - Youth Small Group: also attracting new friends/families
 - Young Family Fellowship: w/ kids 3 yr. and younger. 2nd and 4th Saturday meeting in P. Duane's home, ~13 families
- **Fellowship**

Fellowship Lists

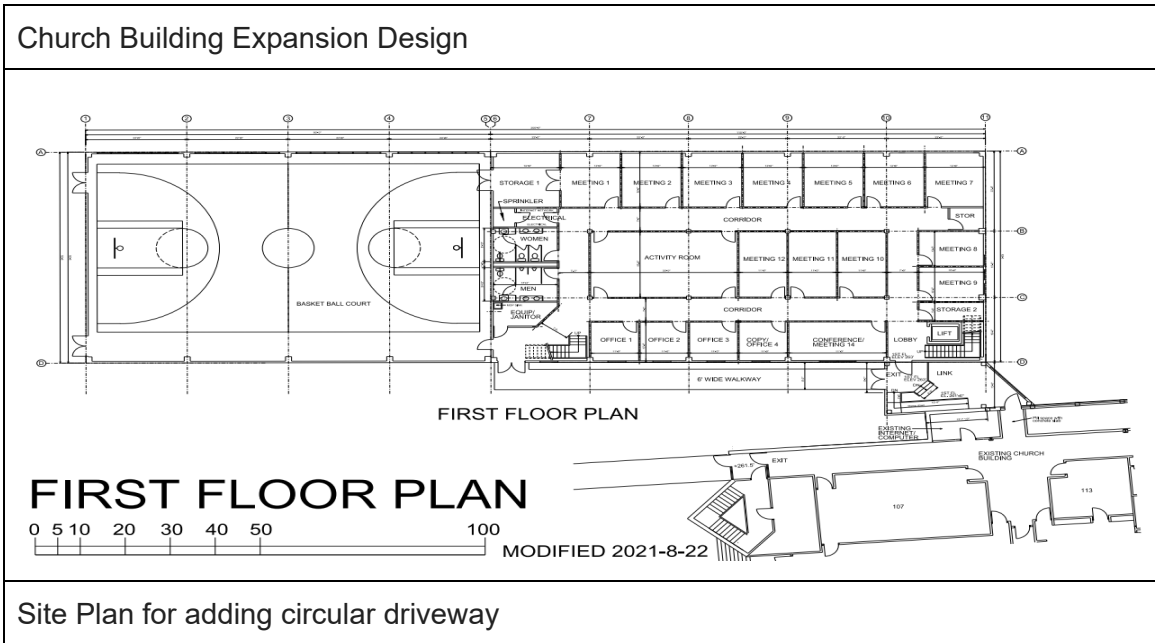
Fellowship	Members	Attendance	Counselors	Prayer Meeting
BSF	Students	60	11	Yes
ROD	Young Adults	60	5	Yes
Longwood	Family/Visiting Scholars	20	0	Yes
MIT	Students/Young Adults	60	12	Yes
Malden	Students/Young Adults	20	4	Yes
Young Family	Family	15	0	No

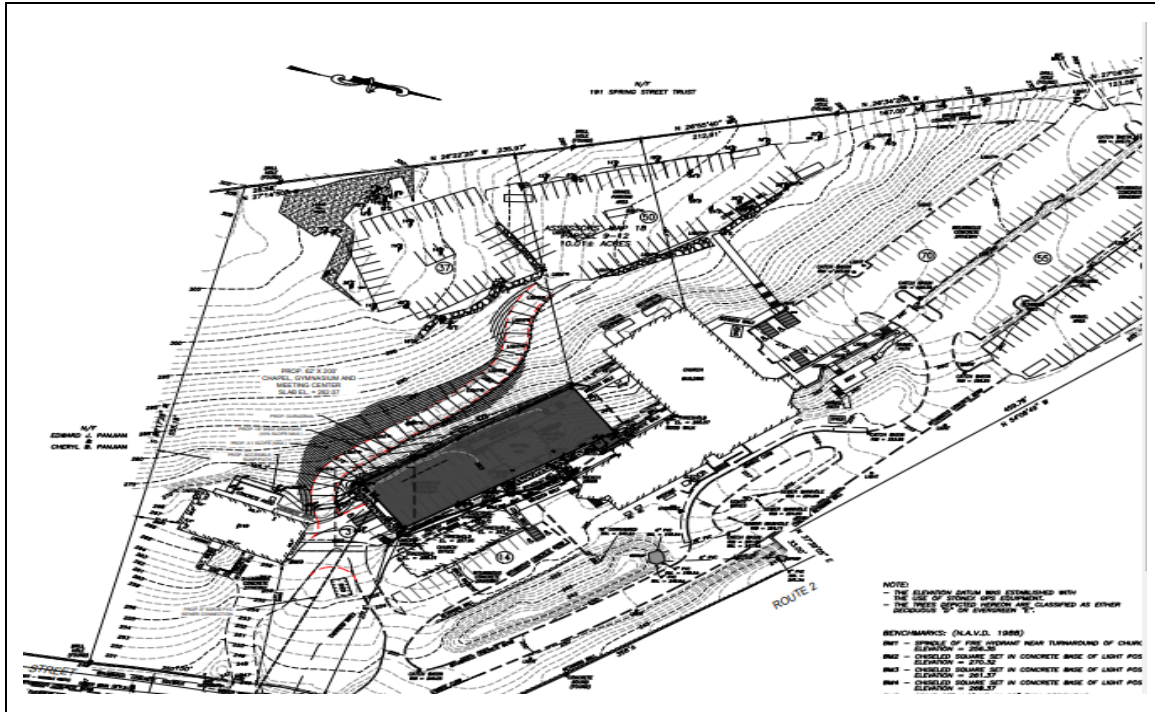
- Counselors
- **Future Plans**
 - Counselors
 - Short term goal: Recruiting & training more counselors; Enhancing the relationship between counselors
 - Long term goal: 40 long term counselors for the next 15 years
 - Family
 - Short term goal: Friday children program; Saturday young family fellowship; Sunday youth group
 - Long term goal: Integrated Children/youth/family ministry
 - Facility
 - Short term goal: Expanding the usage of Ruggles Baptist Church; Ex: Sunday morning, Saturday, weekdays ...
 - Long term goal: Another "COM" in Malden? Dedicated space for COM?

CBE Update (E. KC)

- Pledge participation rate is still kind of low: First 16 months (from 12/18/2021 – 3/31/2023): Received 59 pledges total \$317,872. Total donation received in 16 months: \$305,542. Total CBE fund at the end of Mar 2023 : \$1,511K
- Revised quote from Callahan/Hoffman Co, Inc.:
- Design & Build: Phase I: \$2,121K, Phase II: \$1,490K, Phase III:\$ 792K, Total: \$4,403K (Design & Permit: \$293K, Build: \$4,110K)
- The design and build contractor is working on the detailed drawing and engineering work for the preparation of building permit application. Communication between the contractor and Lexington Town Officials started: for the requirements of the permits

- Current funding by Mar. 2023: \$1,511 K, Projected funding by Mar. 2024: \$1,691 K, if adding \$300 K from capital fund: \$1,991 K. Phase I design and build cost: \$2,121 K, and the Shortfall will be \$130K.
- Church Building Expansion Project Updates:
 - Divide the current plan into three phases.
 - Phase one: \$2.12 mm (fundraising \$750K)
 - Multipurpose Activity Center: Indoor Gym
 - Bathrooms for multipurpose activity center
 - Bathroom fittings for the new chapel.
 - Foundation for classrooms, office and new chapel.
 - Phase two: \$1.49 mm (fundraising \$1.49 mm)
 - Complete 14 new classrooms, 4 new offices.
 - Phase Three: \$0.79 mm (fundraising \$0.79 mm)
 - Complete the New Chapel 355 seats.
 - Improve gravel parking lot





- [Actions]:
 - The contractor will talk to the Lexington town to finalize the requirements for applying the Building permit - ongoing
 - Contractor will finalize the final written quote for Phase 1 - meeting on 4/10/2023
 - BoE needs to approve the final written contract
 - Possible June CC meeting will needs to approve the fund transfer from capital fund to CBE fund

Special CC Meeting Agenda on CBE

- Proposed date in May 2023
- Watch the CBE video clip
- History review of the current main building: financial situation and roadmap
- CBE roadmap from previous blueprint to current design
 - The needs
 - The vote
 - The cost
 - The functionality
 - The vision: Future growth
- Fellowship CBE participation: some fellowship is high, P. Yuegang will follow up
- Actions: E. Paul to collect all Q/A answers

Information Meeting

- E. Yuguang will send the draft to collect the ideas

DNC Update: E. Ruike

- The committee is forming: one sister accepted, will need another sister: Current members: E. Paul, Timothy Lu, Ye Tang, Ted Liu, Fang Liu, Ruike, P. Yuegang (advisory)
- first meeting: end of April
- 3 positions need to be filled: stewardship, finance (?)

Closing prayer: E. Ruike

Acronyms

ANM: Afghan Neighbor Ministry

BoD: Board of Deacons

BoE: Board of Elders

CB: Cross-Bridge Ministry

CBCGB: Chinese Bible Church of Greater Boston

CBCGL: Chinese Bible Church of Greater Lowell

CBE: Church Building Expansion

CBET: Church Building Expansion Team

CBEAT: Church Building Expansion Advisors Team

CC: Church Council

CCSANA: Chinese Christian Scholars Association in North America

COC: Community Outreach Commission

COPAHNI: the Fellowship of Hispanic Pastors of New England (*Confraternidad de Pastores Hispanos de Nueva Inglaterra*)

CES: Chinese-Evangelical Seminary

CESA: Chinese-Evangelical Seminary of North America

ChM: Children Ministry

CM: Chinese Ministry

COM: City Outreach Ministry

DNC: Deacon Nomination Committee

ESL: English as the Second Language

FHEPNE: Fellowship of Haitian Evangelical Pastors of New England

GPS: fellowship group for family with older children or empty nester

MaPs: fellowship group for mom and papa school parents meet saturday

HR: Human Resources

IPS: Investment Policy Statement

IT: Information Technology

MA: Master of Arts

MC: Mission Committee

MGM: Mandarin Gospel Meeting

MoU: Memorandum of Understanding

NCNI: Neighbor Church

NST: Neighborhood Support Team

NYT: New York Times

SIV: Special Immigration Visa
SS: Sunday School
SSC: Social-Security Card
TT: Total
YM: Youth Ministry