

Board of Deacons (“BoD”) Meeting Minutes

August 21, 2021

In Attendance

- **Attendees:** Samuel Chang (Head Deacon), Kelly Hsu, Hongwei Huang, Jianglin Liang, Keuiyu Joshua Lin, Beata Shih, Ye Tang, Dazhi Wang, Stan Wang, Ligong Xu, Yanhua Yan
- **Pastor:** Jutta Pan
- **Elder Representative:** Ruike Wang
- **Absentees:** Elbert Chang

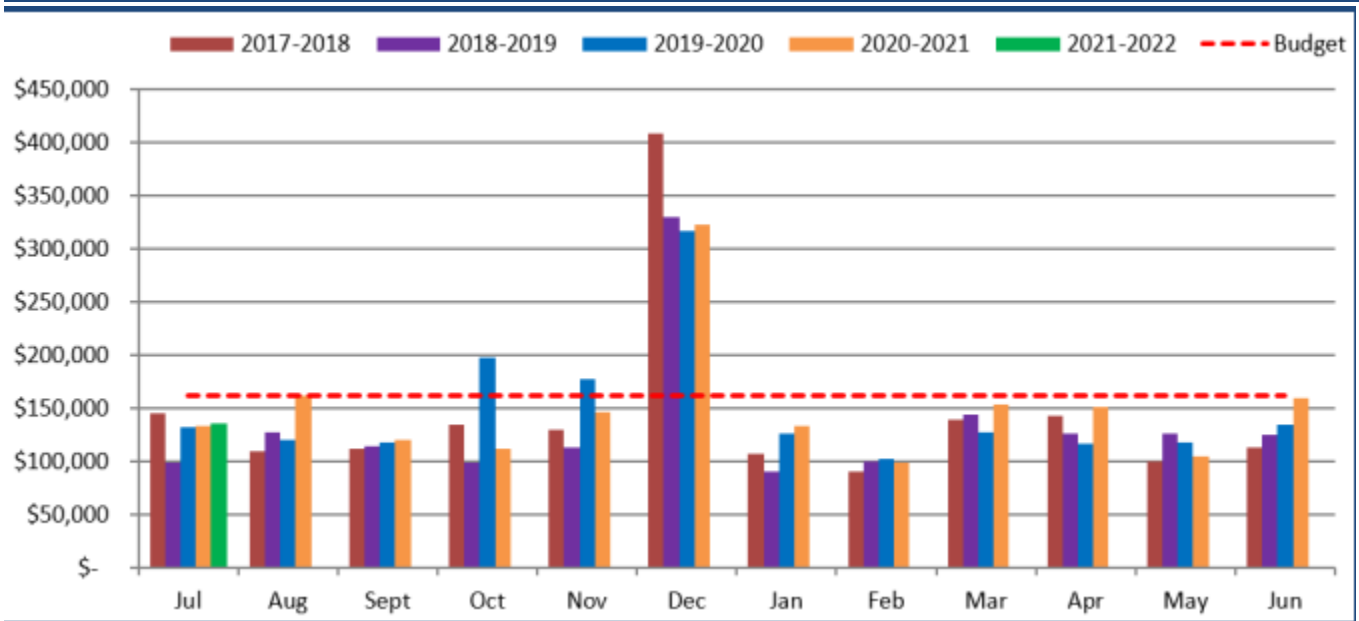
Location: Online Zoom Meeting

Meeting Agenda & Minutes

- Meeting started at 9:02 AM. Pastor Pan opened in prayer.
- Pastoral Sharing
 - State of the church
 - General situation of the church
 - Congregations and ministries are preparing for fall semester and the return of “new norm”
 - The status of transitional period
 - CM
 - 7/18 Sunday Service: 95 in person and 289 online
 - Child dedication
 - 8/1 Sunday Service: 69 in person and 318 online
 - Drop partially due to recent surge in COVID cases
 - 8/1 theme Sunday School: 3 in person and 75 online
 - CB
 - 7/25 Sunday Service: 105 in person
 - 8/8 Sunday Service: 125 in person (because of BBQ?)
 - COM
 - In person average 68 adults + 16 children, Online: average 58
 - A lot of preparation work: AV, cleaning system, recruiting coworker, ushers, etc.
 - Events in July and early August
 - CM
 - Summer Sunday School- average attendance 145
 - 7/18 Child dedication, 6 families
 - Stephen Ministry retreat for CM 8/6-7:
 - 8/6 around 350 connections
 - 8/7 around 200 connections
 - CB
 - Pastor search: 7/23-25, on-site interview
 - The candidate, Patrick Chen, has been approved by CBPS and has been approved by BOE
 - COM
 - New student service: airport pick-up

- Financial Report

Class Fund Summary				
July				
	Offering	Expense	Balance	Cumulative Balance
General Fund	\$ 136,111	\$ 93,743	\$ 42,368	\$ 424,043
Mission Fund	\$ 22,951	\$ 32,215	\$ (9,264)	\$ 107,051
Benevolence Fund	\$ 3,690	\$ -	\$ 3,690	\$ 126,914
CBE Fund	\$ 1,800	\$ -	\$ 1,800	\$ 1,220,925
SCM	\$ 4,869	\$ 6,218	\$ (1,349)	\$ 48,490
Capital Fund	\$ 236	\$ 1,320	\$ (1,084)	\$ 28,180



- Stewardship Report

- Updates on Major Projects in the Pipeline
 - Lower parking lots gravel refill - completed
 - Two trees were also removed
 - Children ministry (1st floor) security enhancement - proposal
 - Church office roof replacement - pending

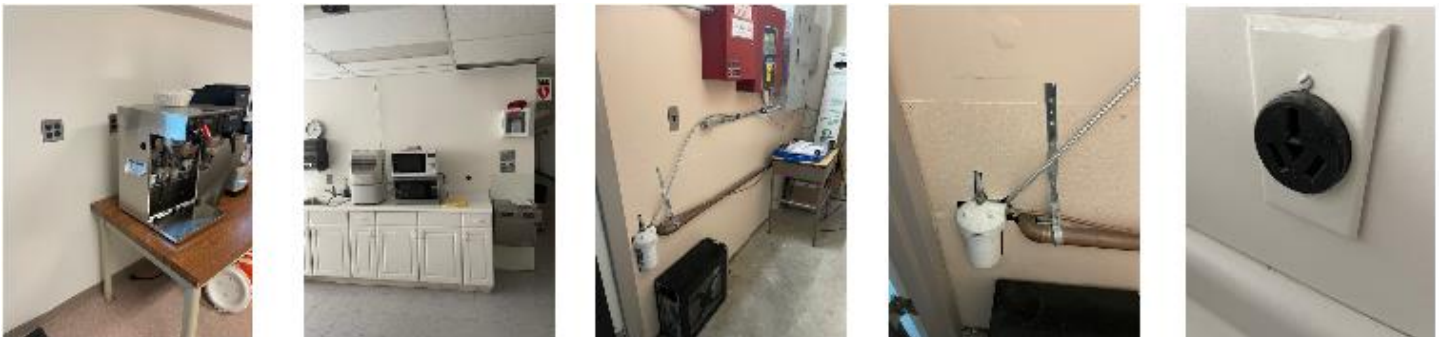


- Property Maintenance and Management
 - Support church reopening (for clean and safe environment)
 - Church cleaning and landscape maintenance
 - Indoor flowers organized and cleaned by sisters
 - Indoor/outdoor events support

- Sunday services support
- Church office support (bills and invoices)
- Purchase and maintain supplies/equipment
- August church fire drill (TBD after fully reopen)
- Church Building Inspection
 - Certificate on hold by city of Lexington due to updated computer systems; recent inspection noted new safety issues
 - Church Fire Alarm and Sprinkler system annual inspection - passed
 - Elevator Quarterly Maintenance - completed
 - Church front entrance stairs - needs to be repaired: proposal
 - Handicap ramp at church side door needs to be repaired - ongoing
 - New deck (near main entrance) handrail installation - ongoing project - Brother Eric



- Co-workers Change
 - Church office: A new temp co-worker (Ben Lin) will start on 9/1 when Jay is absent from Sept. to Dec.
 - Brother Ben Lin will work on maintenance and repair of facilities; assist in janitorial/cleaning schedule and follow-up
 - The reduction in number of co-workers in church van ministry (based on brother Jingjie's survey)
 - Brother Hantai is planning to step down from serving at kitchen ministry
- Commercial Coffee Maker Installation



- For both CB and CM congregation on Sunday mornings

- Location: basement close to the sink and water fountains
- 30A, 240V outlet and waterline is available
- Not a high traffic area between 9-10AM on Sunday mornings
- Minister Taylor has experience installing such a power outlet and waterline joint
 - Possible savings: \$700
- BOD expressed some concerns about safety and location
 - Stewardship will work with Minister Taylor to address some concerns and questions
- Neighbor Church Support Initiative Discussion
 - At least \$80K donated (probably between \$80K and \$85K after final totals counted)
 - Discussion about if CBCGB should increase our match from \$50K to \$85K
 - Decision to get the donations with \$50K match out ASAP
 - Discuss the additional \$30K-\$35K at next month's CC meeting
 - Pastor Pan hopes our church can be a church of practical action in addition to just financial giving
- Samuel closed the meeting in prayer at 11:37 PM