

CBCGB Church Council Minutes, Q4 of 2022

December 10, 2022

In Attendance

- **Board of Elders (BoE):** Paul Huang (BoE Chairman), Chaw-Bing Chang, KC Chu, Yuguang He, Ji-yong Wang, Ruike Wang
- **Board of Deacons (BoD):** Jianglin Liang (Head Deacon), Petek Ȧltug, Hongwei Huang, Keuiyu Joshua Lin, Philip Sailer, Ye Tang, Stan Wang, Ligong Xu, Jianzhong Yang
- **Pastoral Staff:** Senior Pastor Juta Pan, Minister Taylor Birkhimer, Pastor Steve Chang, Minister Juan Chen, Minister Patrick Chen, Pastor Steven Bowman, Pastor Jeff Hwang, Tony Ng, Pastor Yuegang Zhang, Minister Ruth Tao
- **Incoming Deacons:** Lilian Wang, Eric Mui, He Dong, Zhongli Zhang, Sophie Yang
- **Absentees:**
 - **Elders:** None
 - **Deacons:** Elbert Chang, Samuel Chang, Kelly Hsu,
 - **Pastors:** Pastor Duane Chang,

Location: Building 151, Online Zoom Meeting

Meeting Agenda & Minutes

- Meeting started at 9:01 AM. Elder Paul opened in prayer.
- Introductions of New CC Members (4 new Deacons and Minister Ruth)
- Pastoral Report
 - The state of the entire church
 - We are in the stage of recovering from the impact of the pandemic.
 - The in-person attendance continues growing.
 - More co-workers join the in-person services
 - Many ministries gradually move back to the “New Norm”
 - A lot of in-person gatherings during Thanksgiving.
 - Need to care and recall the members who are left out during pandemic.
 - Need to care for the spiritual situation of members suffering during pandemic.
 - Need to care for the youth and children who mentally and spiritually suffer because of the pandemic.
 - Church wide events (09-11/2022)
 - 10/16 : 53rd Annual service and meeting
 - 11/11-13 : Mission/Social Concern conference
 - 11/27 : Advent started
 - Pastoral staff
 - Minister Patrick Chen has passed his ordination exam, and will be ordained on Feb 11, 2023.
 - Search of New Youth Ministry Staff— still in the stage of forming the search committee.
 - One year interim Youth Ministry Minister Shanshan Tao was onboard in October.
 - Installation during New Year Service
 - Pastoral staff look forward to the study of “outreach to younger generations” in 2023.
 - Pastoral staff look forward to finalize a Catechisms form of abortion issue.
 - 12/2022-01/2023 Church-wide event
 - 11/27-12/24 : Advents
 - 12/24 : Christmas Eve joint service

- 12/25 : Christmas Sunday service
 - 01/01 : New Year Joint service
 - Preparation of retreats in different congregations and ministries
- Ministry focus for 2023
 - Church-wide:
 - Continue the “reboot” after pandemics.
 - Inter-congregational relationship and ministry coordination
 - Search for the ministry operation in “New Norm”
 - CB: Study of CB’s DNA
 - CM:
 - Resume short term mission
 - Community connection and outreach
 - Newcomers ministry
 - Resume campus ministry
 - YM: New pastoral staff’s search, YPA
 - ChM: Ministry for children with special needs Awana schedule?
 - COM: Needs for Young Family
- CM: Caring
 - Stephen Ministries(SM):
 - Sister Sandy Teng, serving as the coordinator for so many years, is stepping down at the end of 2022. We thank Mrs Meiqin as our new leader.
 - We started the regular in-person gathering in late Sept. Half of Stephen Ministers joined.
 - Benevolence Fund: 3 beneficients.
 - 2 Funeral Services were provided.
 - 5 from CM are to be baptized on 12/11, Plus 3 Seniors by the end of Dec.
 - Opens opportunity to reach to Seniors at Elderly Activity Center in Billerica
 - Finally, the 31st PULSE is to be published by 12/25, Sunday.
- CM fellowships:
 - Fellowship pastor is providing bible study materials to fellowships
 - Fellowships are gathering regularly either online or hybrid
 - Fellowships had Thanksgiving parties and invited new friends
 - Fellowships cleaned church yard
 - Fellowships cooked church Sunday lunches
 - Fellowships continue to support various church ministries: Awana, CM worship ushers, transportation, parking, etc.
- CM worship, spiritual formation and evangelism
 - Fall Evangelistic meeting from 09/23-25. Theme: A Quest for Life (生之追尋), the speaker: Elder/pastor Daniel Luan (欒大端長老/牧師)
 - 08/21: 149 Baptism service—4 candidates
 - 10/09: Welcoming new transferred members (8-10 new members)
 - Online theological workshop, 09/10 by Dr. Ping Cheung Lo of Fuller Theological Seminary,
 - The topic: Love and Justice: The Racial Equality and Christian Teaching Love (愛與公義：種族平權與基督教愛的教導)
 - Fall Adult Sunday school started from 09/11: 17 courses,
 - Theme course: Christians and Contemporary Ethical Issues (基督徒與當代倫理)
- Children’s Ministry
 - Responding to increasing number of children with special needs
 - Visited both L.T.D.S. & the May Institute to seek consultation

- Working with May Institute for physical assessment and training
- Need to increase special needs budget moving forward
- Awana running smoothly
- Steady attendance #'s, Sundays 60s-70s & Fridays 50s-60s
- Recruiting/supporting coworkers (Still need a Children's Worship Core Leader)
- Continue to visit and support children, families, and co-workers
- Fall Harvest Program went well - 90+ children attended (thanks youth, CB & CM)
- Bible Quizzing is going well but participation is trending downward, especially among the older children/youth - competing with too many other activities, etc.
- Automating Children's program registration
- Proposal for security/safety upgrades for children's space
- City Outreach Ministry
 - Sunday service attendance (Oct-Dec): 37 online, 137 adults/25 children in person.
 - Welcoming Sunday & BBQ Cookout (Sep 11): ~145 attended
 - Fall Retreat (Oct 7-9): 162 registered, including 12 seekers, 21 children and youth
 - Fall baptism (Nov 20): 7 brothers and sisters were baptized.
 - Thanksgiving: 10 fellowships or small groups hosted special gatherings.
 - Current sermon series: Epistle to the Hebrews (Sep-Nov); Gospel of John (Dec-April).
 - Upcoming events: Christmas Eve service (Dec 24); Child Dedication (Dec 25); Students Winter Retreat (Jan13-14); Baptism & Membership Class (Feb 12-April 2).
- Youth
 - Interim Girl's Minister, Ruth, began serving in October
 - Praise God for successful coworkers recruitment. We are fully staffed for counselors and have recruited enough coworkers to begin a second youth Sunday school class (both firsts since pandemic). Attendance is steady.
 - Passion Night, Small group outings, and other fall events
 - Winter retreat, senior high 2/18-2/20, jr high 2/24-2/26
 - 6th grade welcome social 8/26
 - See QR Code for youth calendar and links



- <https://linktr.ee/cbcgbyouth>
- Cross Bridge
 - CB Sunday = averaged 165 in person and 27 connections online.
 - Sermon series: Finished "This is Us: Discovering our Cross Bridge DNA." Started Advent series
 - CB Retreat: ~100 in attendance (CEF and CM brought on to help with childcare)
 - Baptism during CB service (11/19)
 - Child Dedication for 2 kids, 1 couple (11/26)
 - CB Thanksgiving Lunch (11/26)
 - Planning for CB Vision Kickoff Weekend (1/6/23 to 1/8/23)

- Men's BBQ (10/15)
- Charis fellowship studied the Romans Road (9/16-12/16); events: apple picking (9/17) and baking (9/18), Dumpling & Games (10/14), Thanksgiving (11/26) and Christmas Potluck (12/16)
- Joint Charis and ALIVE worship and prayer night (10/28)
- BOD Report
 - Major Projects in the Pipeline (Active and Planning)
 - Children Ministry (1st FL) Security Enhancement (proposal is ready, actively searching for contractors for quotes)
 - Signage Installation (Feedback on signage proofs collected, the designer provided 2nd digital proofs)
 - Elevator Permit (Per state code change Fire Service Phase II Code [FS90] Permit has been applied for and we have a year to complete the work)
 - Signage Proof, 2nd version:



Qty:1
 96"W x 48"H
 DP W/Lamination on 3/4" PVC
 Custom Shaped
 Double sided panel sign
 W/ White Vinyl Post & Cap
 (Install & Permit Service included)



Qty:1
 96"W x 24"H
 DP W/Lamination on 3/4" PVC Panel
 Double sided
 (Install & Permit Service included)

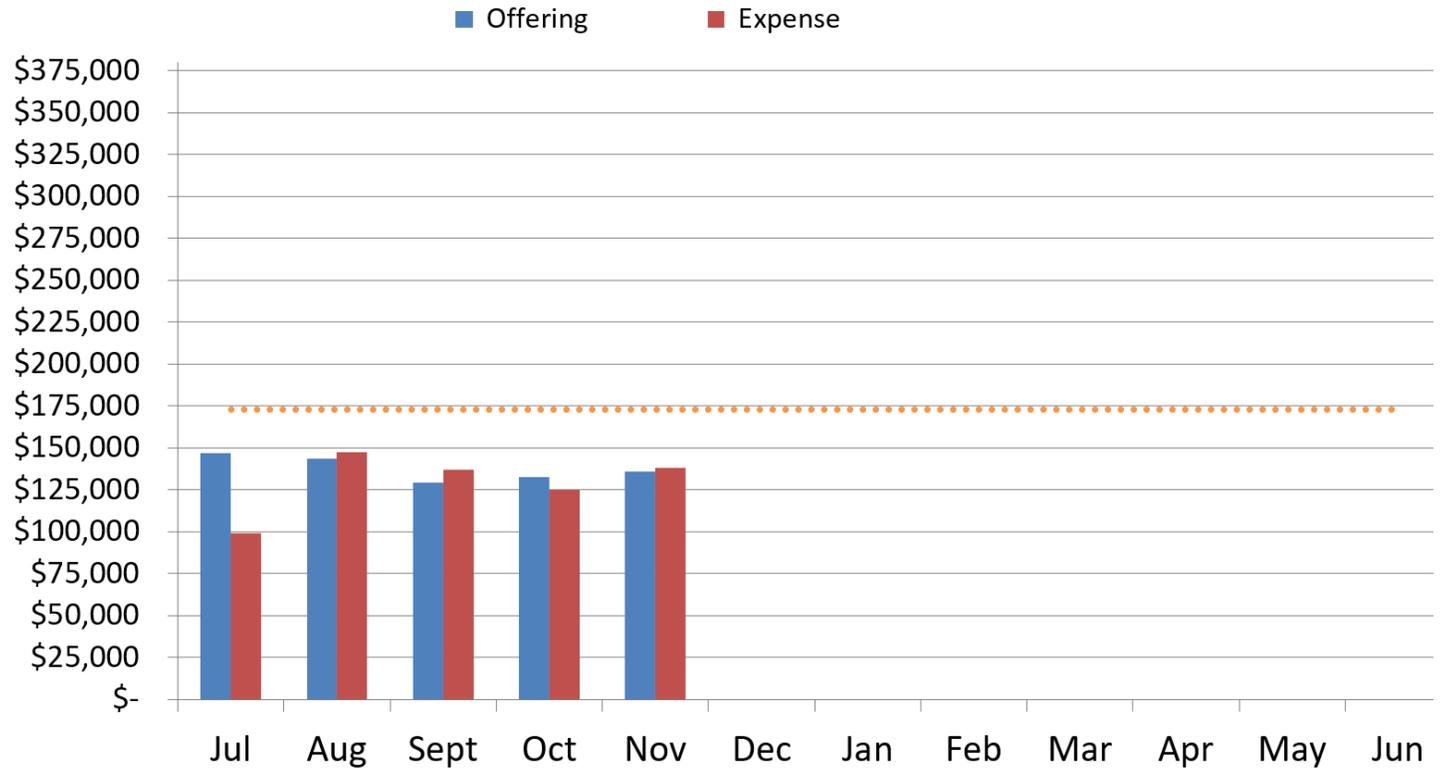
Qty:1
 36"W x 48"H
 DP W/Lamination on 3/4" PVC
 Double sided panel sign
 W/ White Vinyl Post & Cap
 (Install & Permit Service included)

- Property Maintenance & Management Update
 - Sunday services support. Indoor and outdoor events support.
 - Support church reopening (for clean & safe environment).
 - Church-wide cleaning (leaves, branches), landscape maintenance.
 - Church office support (bills , invoices, etc)
 - Purchase supplies and equipment maintenance
 - Kitchen Ministry participated and supported Mission/Social Concern Annual Conference(Dumpling Party, 11/12)
 - Kitchen Ministry renewed the town of Lexington serve safe certificate until 10/3/2027
 - CBCGB parking and traffic task force team continued biweekly meeting to collect ideas and propose conducts to improve parking
 - Stewardship participated in the discussion about "Willow Christian School Application"
- Church-wide Maintenance
 - Installed washing machines in the office basement for cleaning of kitchen clothing, etc. Planning to purchase a drying machine.

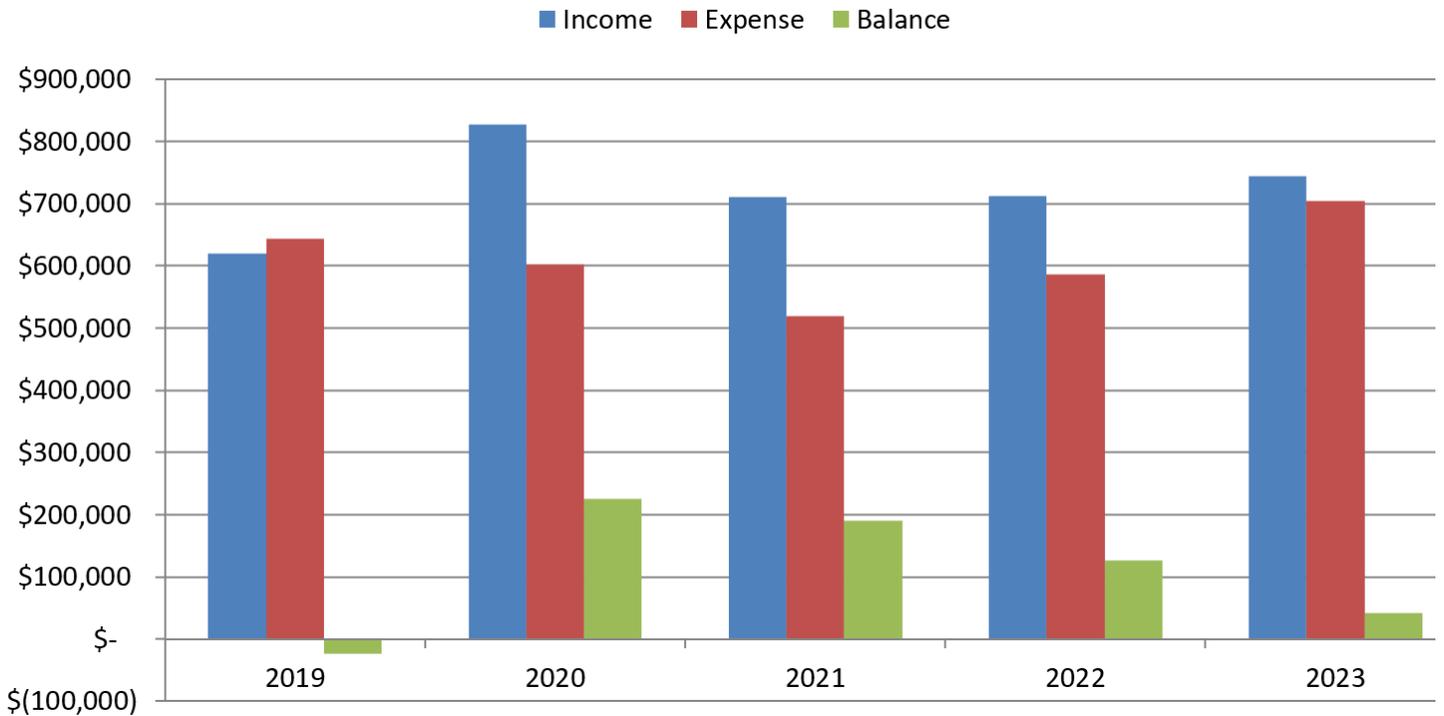
- Fixed the cutting machine for kitchen
 - Fixed a broken door frame for children ministry
 - Working on CBE booklet, more than 600 copies of CBE brochures to be mailed out to church members
 - Fixed the broken door seal of church office
 - Painted the dividend line on the church main drive, and non-stopping space in front of office
 - Replaced the broken lights in room 302 in main building
 - Fixed and repatched the asphalt roof of the tower area, where the water was easy to accumulate during heavy rain/snow
 - Working on sanctuary door
 - Cleaning the leaves church-wide
 - BoD General Updates
 - 5 Deacons stepping down and 5 New Deacons in 2023
 - Ye Tang will be new Head of Deacon, Eric Mui will be new Secretary, and Ligong Xu will continue to serve as Treasurer
 - Church Lunch grew from 245 sold in October 9 to 394 in November 20
 - Small surplus
 - Health Insurance has been approved by BOD
- BOE Report
 - CC Retreat
 - Theme: Building Up a Christ-Centered Team
 - 6-9pm on Dec. 8 at Building 151
 - Fellowship Dinner- Partially Sponsored and Potluck (6-7:30pm)
 - Worship (7:30-7:45pm)
 - Group sharing: What is the most precious lesson you learned this year that can edify you and others? (7:45-8:45pm)
 - Wrap-up (8:45-9pm)
 - BOE Update
 - The 53rd Annual Meeting was held on Oct. 16th.
 - 10/22 BOE had a special meeting to discuss some Q&A questions
 - Presentation with Q&A will be published by 12/18
 - On 12/3 BOE discussed "Can we change policy and allow the un-ordained minister to lead the baptism?"
 - Yanli's Willow Christian School application
 - CBE promotion started in November
 - Elders and pastors will promote at fellowships and home groups
 - CBE brochures distributed
 - Feedback collected and provided to CBE team
 - Finished all Pastoral Staff reviews
 - Elder Yuguang will take over a BOE and CC Chair for 2023
- Finalized 2023 Church Calendar
- Finalized 2023 Ministry Matrix
- Finance Report

November				
	Offering	Expense	Balance	Cumulative Balance
General Fund	\$ 136,041	\$ 138,053	\$ (2,012)	\$ 41,265
Mission Fund	\$ 103,977	\$ 30,828	\$ 73,149	\$ 82,472
Benevolence Fund	\$ 3,175	\$ 2,000	\$ 1,175	\$ 128,640
CBE Fund	\$ 11,954	\$ 1,255	\$ 10,698	\$ 1,399,676
SCM	\$ 14,245	\$ 7,356	\$ 6,889	\$ 42,275
Capital Fund	\$ 234	\$ -	\$ 234	\$ 497,097

2022-2023 General Fund Monthly Offering and Expense



General Fund YTD Balance 5FY Comparison



General Fund YTD Balance 5FY Comparison					
YTD November 2022	2019	2020	2021	2022	2023
Income	\$ 619,356	\$ 827,304	\$ 710,019	\$ 712,324	\$ 744,834
Expense	\$ 642,924	\$ 602,377	\$ 519,673	\$ 586,254	\$ 703,570
Balance	\$ (23,568)	\$ 224,927	\$ 190,346	\$ 126,070	\$ 41,265
Ranking	5	1	2	3	4

- Discussion regarding future of NCPI ministry
 - Lilian is the only one left since Beata and Samuel have moved
 - To be discussed by BOE
- CBE Project Update
 - Promotion (ongoing)
 - Elders and Pastor Pan have signed up to promote the project plan to selected fellowship groups using promotional video and other CBE Material
 - The updated CBE brochure has been updated, printed and sent to current CBCGB members.
 - Fundraising (ongoing)
 - First 11 months (12/18/2021-12/3/2022)
 - Received 42 pledges total \$246,540
 - Total donations received in 11 months: \$184,299
 - Total CBE fund at the end of November: \$1.4M
 - Pledge participation rate is still pretty low
 - Funding Projection for Phase 1
 - Current funding by November 2022: \$1.4M
 - Projected funding by November 2023: \$1.58M
 - Adding \$300K from Capital Fund: \$1.88M
 - Phase 1 design and build cost: \$2.4M
 - Shortfall: \$520K
 - Current CBE project plan

- Divide the current plan into three phases:
 - Phase 1: \$2.4M (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 2: \$1.52M (Fundraising \$1.52M)
 - Complete 14 new classrooms, 4 new offices
 - Phase 3: \$780K (Fundraising \$780K)
 - Complete the new chapel with 355 seats
 - Improve gravel parking lot
- Revised quote from contractor Callahan/Hoffman Co, Inc.
 - Design and Build
 - Phase I: \$2.366M
 - Phase II: \$1.516M
 - Phase III: \$781K
 - Total: \$4.663M
 - Design and Permit: \$308K
 - Build: \$4.355M
 - Contractor is working on detailed design drawing and engineering work for preparation of the building permit application
 - If everything goes smoothly we'll receive a written contract from the contractor by the end of December
- Timeline for Phase I:

Project promotion & fundraising	Dec 2021
Design and Build Contractor searching	Apr 2022
Detail design for building permit	Sep 2022
Apply for building permit	Nov 2022
Construction begins	Mar 2023
Construction complete	Nov 2023
Building occupancy approval	Dec 2023

- Presentation to Fellowship Groups (not up-to-date):

Fellowship Groups

Fellowship	Presenter	Notes
Lexington Central 中區	KC	
Vineyard 葡萄園	KC	Done
Faith 信主		
Love 愛主		
Hope 望主	JP	
Green Oliver 青橄欖		
Berea 庇哩亞	JP	
Young Professional 社青	PH	
Song of Solomon 雅歌		
Grace 恩典		
Hosanna 和散那	PH	Done
Light and Salt 鹽光	YH	
Andover A & B	PH	
粵語/靈果團契	JP	
傳統聖詩團契	JP	
CB 跨越橋	YH	
COM 城區		

- After a few months, we may need to kickoff member loans to make up for the current shortfall
- Looking ahead to 2023
 - How do we enhance our unity in diversity?
 - Understand and appreciate the differences
 - Unity in Christ
 - How do we make a better connection with other sister or daughter churches?
- Meeting ended at 12:14 PM. Pastor Pan closed in prayer.