

## **FIRST BAPTIST CHURCH**

Richmond, Kentucky

---

### **MINUTES OF THE CHURCH BUSINESS MEETING**

July 21, 2013

Bill Fort opened the meeting with prayer. The meeting was called to order by Mike York, Moderator, at 1:00 p.m. Attendance was 27.

The agenda was approved as presented.

The minutes of the May 19, 2013, business meeting were accepted as presented

#### **ORGANIZATIONAL REPORTS**

**Finance Committee** by John Roden, Chairman

John shared that through May 2013 we have a \$41,767.18 budget surplus. Our payment on our debt through May 2013 is \$47,816.48 leaving a cash flow of -\$6,049.30.

Through mid-July ~ \$139,000 has been given towards debt retirement. The Finance Committee likes to see our YTD receipts at least at 95% YTD. Through mid-July we are at 96.3%.

Designated funds are considered a liability on our balance sheet. To that end the Finance Committee will be communicating with individuals/committees/ministries who are responsible for certain designated funds and requesting that they be used so that the number of designated funds can be reduced. In the future these will be limited.

John wanted to commend the church for the response to the need for VBS food items. After the church was notified that food for the VBS children wouldn't be provided, the Finance Committee allocated \$3,000 for this purpose. The church was asked to assist in providing items to hopefully offset this unexpected cost. After the church provided items, only ~ \$1,000 was used from the budget.

Mike thanked John and the Finance Committee for their continued hard work.

**Nominating Committee** by Chairwoman Ginni Fair

Ginni presented the following additions/changes to the Officer & Committee Roster (OCR):

International Missions Rep – Jeff Prosser

Marriage & Family Director – Sam Newman

Media Center Volunteer – Doris Price

Mosaic Council name changed to The Bridge

Ginni then presented changes to the Committee & Organization Manual (COM). As the Nominating Committee has worked with this document this year they have found several things:

- What was outlined in the COM didn't always match our practices,
- The COM and OCR weren't in alignment (staff liaison),
- Some of our Committees/Councils weren't in the correct groupings (administrative, program or service).

In light of the above, many changes were made. The more pertinent ones are listed below:

- "A committee/council member who completes a 2 or 3-year rotation of service in a particular committee/council will not be eligible for that same committee/council until a lapse of two years."
- "Service teams will be organized to have a coordinator and any other officers as the team deems necessary."
- "Each committee/council will keep minutes of all meetings, including documentation of any actions taken by the committee. A copy of the minutes should be submitted to the Church Administrator."
- "Unlike the committees/councils, service teams will not necessarily meet to discuss team business. Rather, the team members function as volunteers for distinct church ministries. While the team coordinator may call a meeting of service members, monthly or regular meetings are to be called at the discretion of the coordinator and as a result of service needs."
- A Bus Driver team was added to our list of Service Teams.

Marsha Elliott made a motion that the title Church Administrator (3<sup>rd</sup> point above) should be changed to Director of Administrative Services. This motion was seconded and approved.

Keith Stinson noted that there was incorrect information on the composition of the Disaster Relief team. The last 5 words should be struck "Six members at large (2 serving 3-year, 2 serving 2-year, and 2 serving 1 year, officers elected from this pool." Keith commented that the team had not been operating in this manner. Keith made a motion to strike the last 5 words. This motion was seconded and approved.

The motion to change the COM with all of the updates plus the two amendments was seconded and approved.

*(Note: The revised COM will be available on the FBC website later this week for review.)*

Mike York then went back to the OCR to approve those changes. The motion to change the OCR was seconded and approved.

**Written Reports** were submitted as follows:

- Discipleship
- Missions
- Women's Ministry
- Disaster Relief
- Request for Church Letters
- Sunday School Attendance

Mike called attention to the Sunday School Attendance report with thanksgiving that our numbers represent many people and so many children being reached through this program.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**ADJOURNMENT**

There being no further business to come before the meeting, there was a motion to adjourn. Upon a vote, the meeting was adjourned at 1:38 p.m. and Bill Fort closed in prayer.

Respectfully submitted,

Marsha Elliott, Technology & Communications Mgr.