

**First Baptist Church of Beverly  
Church Council  
Sept 21, 2021**

Gloria Stoneham called the meeting to order at 7:36 with 17 members present. She noted that Jaimie Crumley is unable to attend due to transportation constraints from Cambridge, so she will join the meeting via Facetime on Gloria's phone.

**Welcome All and New Members**

Gloria welcomed the group and led an icebreaker activity. A handout described the responsibilities and functions of all FBC committees, as synthesized from the bylaws. A list of Church Council Members was distributed. In addition, the meeting dates for the year were included; mark your calendars!

**What you can expect from the moderator**

When meeting notices go out, an agenda and handouts will be included to allow time for participants to review the material in advance. There will be 6 meetings a year, two of which will be business meetings. That leaves four meetings where we can have discussion among the committees, allowing for time for sharing and committee updates. Gloria will always ask for the action items to be reviewed right before we adjourn.

**Concerns and Celebrations**

Julie shared that Jaimie was with us in-person for Rally Day, and she will be here this coming Sunday too. She reminded us that Bev Powers' celebration of life will be held on October 16 at 2:00 pm. Both Esther Chang and Robert Littlefield will be participating; please hold Ellen and Alison in your prayers. Gloria shared an update about her colleague from work who has protracted complications due to a brain tumor. Gloria celebrated that Lisa auditioned for a seasonal chair for the symphony and she won! Prayers are requested for the Antonuk family, as Cindy is likely in the end stages of her battle with cancer. Elly Flowers had successful eye surgery today!

**Opening Prayer**

Julie offered an opening prayer.

**Approval of the Church Council meeting minutes** of 5/19/21

After a motion made and duly seconded, it was unanimously  
**VOTED:** to approve the minutes of 5/19/21.

**Trustees Update**

Wally Flowers spoke on behalf of the Board of Trustees of Endowment on the need to fill the term of Adam Winn.

After a motion made and duly seconded, it was unanimously  
**VOTED:** to add Dave Constantine to fill the term of Adam Winn on the Trustees of Endowment.

Neiland Douglas gave an update about the “Compassion Fund” on behalf of the Trustees of Endowment. In March of 2020, a fund was established to support those impacted by COVID-19. The fund had access to \$29,750 – funded by the Trustees of Endowment as well as contributions by church members. Analysis of the disbursement of funds during the 16-month period revealed that only 15% of the available funds has been disbursed. As a consequence of little demand against a backdrop of expanding demand for funds for church capital projects, the Trustees moved to terminate the Fund. In addition, the Trustees recommend a transfer of a portion of the money to the Fellowship fund. The Trustees seek Church Council support of this initiative.

After a motion made and duly seconded, it was unanimously

**VOTED:** to terminate the Compassion Fund and transfer \$5,000 to the Fellowship Fund, to be administered by the Board of Deacons

### **Treasurer’s Financial Report**

John Thomson presented the Financial Report (see handout), detailing the actuals through July 31, 2021. In general, the church is operating under healthy financial conditions. At the time of this 7-month report, we have received 50% of the total income budgeted. It is expected that there will be some shortfall of income. Current expenses are at 48% of the budgeted amount. Staffing is still in flux, and it is expected the staff portion will be under budget. Other expenses will fill out to the full budget, such as Music and Missions. Note that any resulting “surplus” isn’t a true surplus; if we have a surplus, we simply take less from the endowment than had been approved in the budget. John noted that the Fellowship Fund has a positive balance of about \$8,000; additional requests are anticipated since much of the federal assistance has concluded.

After a motion made and duly seconded, it was unanimously

**VOTED:** to accept the financial report as presented.

### **Staff Administration Committee update on staffing**

A report from Rick Harris was distributed, entitled “Pastoral Leadership Proposal”. While this was all pre-Covid, the results of the survey are applicable in many ways. The recommendation was that for the next 2-5 years, the church call a third full-time minister. At the point of that report, FBC was still operating with Team Ministry. Now we are in another place and time, and Kent’s retirement has pushed us to the next level, Staff Ad. has been meeting about how to fill the position. Jaimie was hired as a “bridge” for a very different set of programs; Jaimie’s contract has been extended to June 30<sup>th</sup> .

Tracey Armstrong is co-chairing the committee with Pam Constantine. Tracey gave a report on behalf of the committee. A decision has already been made to move to the “Senior Minister” model. They are looking at flexible titles for the new minister – an Associate. It would not be an “interim”. The intention is to move away from Team Ministry with more hierarchy at this time, though the emphasis will continue to be collaborative in nature. A draft job description has been made and an advertisement has been created. Feel free to give any feedback to Staff Ad. The goal is to make a hire during this calendar year. In addition to the minister position, the committee is looking at programmatic support from a lay leader. Negotiations are underway with a particular person for a part-time position that would start as soon as possible. The committee is also working to develop systematized steps for “onboarding” for use with any new hires.

Neiland Douglas asked what consideration was given, if any, to the business needs of the church. John has retired from the Business Manager role, and he would prefer to be the Treasurer. Neiland noted that the trustees are trying their best to fill the gap, but this area of need should not be ignored. Gloria responded that the immediate focus is to get ministerial help for Julie, yet acknowledged the business needs.

### **Information regarding the Church Council meeting structure and the community**

#### *Community Initiative Fund Request*

As described in the May 19, 2021 minutes, The Community Initiative Fund has the following purpose: “To provide funds to be of service to the wider community that are not currently included in the Church’s budget.” There is currently \$15,000 in the budget for this fund. The procedure for disbursement of funds is as follows:

- all new ideas should go through a Committee before being brought to Council.
- Committee Chair will contact the Moderator to put the idea on the agenda for discussion at Church Council.
- Church council will determine whether or not an idea meets the objectives of the Fund.

Current Request: Karen Popadic described a request that came from the Deacons at their recent meeting to provide relief to Haiti. With the knowledge that the Ansara family is already very involved with building hospitals and urgent care centers in Haiti through Build Health International, this organization was recommended.

After a motion made and duly seconded, it was unanimously

**VOTED:** to contribute \$5,000.00 to Build Health International from the Community Initiative Fund

### **Other Business**

Church security and notes about facilities:

At this time, the church is not open all of the time. This is not a “policy change”, but a temporary situation due to Covid, current staffing, and the new door system. All meetings must be put on the monthly calendar; they are working on a system for the new locking system of the doors. White Whale meetings are back in full, with certain constraints. Fellowship Hall cannot be used until the new improvements are made, and they are expected by November. The Chapel is limited to six people. In general, the basement should be avoided.

Neighbors next door at First Parish are doing a major renovation, and their sanctuary is not functional. They will keep their services virtual, perhaps using our sanctuary to live stream after our service concludes.

### **Adjourn**

The meeting was adjourned at 9:00.

Respectfully submitted,

*Deborah B. Blanchard*

Deborah Blanchard, Clerk