

## January 2020 Board News

**Elders** - The Board of Elders met in special session on January 14, 2020 and took the following actions:

- Answered all of the question in the Annual Constitutional Inquiry in the positive. Each year the pastors and elders are asked to respond to these questions that are found in the RCA *Book of Church Order*.
- Voted to follow the approach adopted last year (celebrating the Lord's Supper the first Sunday of every other month) and voted to set the following dates for 2021: First Sunday in February 7, April 4, June 6, August 1, October 3, and December 5.
- Our next Communion service will be held on February 2, 2020. The elders decided to invite the nursery workers and children's ministry workers to receive Communion before the service starts at around 9:00 a.m. along with the praise team members.
- Discussed a variety of ways to serve the Lord's Supper in order to make it more memorable. Pastor Howard reported on serving Communion to shut-ins.
- Continued our conversation regarding how to preserve and respond to what we learned from the Grace/Truth books by Preston Sprinkle. The pastors presented a rough draft statement on Christian Discipline that will be further refined.
- Set the date for the next New Members Gathering on Sunday, March 1st following the Sunday School hour.
- Submitted written reports on their contacts with member families and talked about extending special care to members of our congregation.
- **Next meeting, Tuesday, February 18, 2020, at 7:00 p.m.**

**Admin Board** - At their January 14, 2020 meeting, the Administrative Board took the following actions:

- Assistant Treasurer presented the Financial report Year to Date
- Admin. Board members were updated with changes to the Staff Support team. Barb Boomstra is the new chairman and Rog Bruins has stepped down from his Staff Support role.
- Admin Board members were presented with a newly created position called the Next Steps Director. The job description and approximate hours to do the job were discussed
- A motion was made to approve the Next Steps Director job description with the recommendation to increase the budget by \$5,500.00 with up to 10 hours per week for this position. Motion was seconded and approved.
- Due to being elected as the Admin. Board chairman, Dave Benison is stepping down from his role on the Church Aid committee. Lisa English will be fulfilling the last year of his commitment on this committee.
- Bryan Dennis and Linda Dittman will be creating a review report for Pastor Austin to be completed by June 1, 2020 and December 1, 2020.
- The Vision 2020 Discussion was discussed, and Admin. Board members were asked to give more thought to this item.
- Admin Board members were updated with some of the items that the BERT committee are doing and have recently completed.
- Admin. Board members were updated on the Building and Maintenance Supervisor job. Graham started on December 29, 2019 and will be working approximately 10 – 15 hours per week.
- Admin. Board was updated as to where we are at with Breeze. Pushpay was completed in mid-December and Breeze is up and working. Reporting to accountants is working well. New brochures are going to be made to show the different ways to give and the fees associated with each way.
- **Next Admin. Board Meeting is Tuesday, February 11, 2020 at 6:00 p.m. in the Office Classroom**

**Deacons** - At their January 15, 2020 meeting, the Deacon Board took the following actions:

- Treasurers Report
  - All church funds reviewed and discussed
  - We have made more payments towards our loan from the new building project with another couple payments scheduled. We are on track to be at a set goal by November when we switch to a traditional loan.
- Church Aid Report – No New Requests
- Youth Treasurers Report
  - Youth checking accounts reviewed and discussed
- Property Report
  - DHE Quote for new heating and cooling units in the office wing. We will reach out to a couple more contractors to get a second opinions. Randy will reach out to a couple contractors

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- Property Team Committee Meeting – Jim will reach out to Deb to get a list of people who may be interested in joining the committee
- Need to set a date this spring for a spring clean up
- Registers in copy room have been painted
- Walkthrough with new Building and Grounds Supervisor – Property team will attend this walkthrough with any other deacon who is available/would like to attend. Jim will set up a time.
- New Business –
  - Welcome new members, and review collection procedures and count team details.
  - When dropping the offering at the bank we should have 1 person drop off and a person follow.
  - New job description – First Steps Director, this would be an added position to Kaitlyn’s job description, if it is successful, we would look to transition her fully to that position. As a trial we will be adding an additional 5 hours to her workload.
- A Motion to approve an additional 5 Hours of work for the first steps director – Motion approved and supported. All in Favor None opposed
  - Go over individual office duties – Tracie will become assistant clerk; Ross will continue with Youth Treasurers Duties as well as Treasurer.
  - Year End Giving statements – they are ready
  - Staff appreciation - We have a pastor appreciation in October, then all staff in December, should we look at condensing this into one time?
  - Giving envelopes for 2021 – We need to place the order fairly soon, need to get the communion schedule and decide on the new building envelopes.
- A motion to move staff appreciation envelopes to October and continue with the new building plan envelopes for 2021. – Supported, moved, all in favor none opposed.
  - Long term CMF – Should we “ earmark” certain amounts of money to go towards big ticket items? Keep in place what we have right now.
  - Tech Team Proposal – Approve the previous Technology upgrade request from last year – Motion Supported and Approved – All in Favor none opposed.
- Open discussion
  - Communion is Feb 2 – try and have plenty of deacons on hand for this.
- **Next Deacon Meeting Feb 19 at 7:00 p.m.**

**Consistory** - The Consistory met on January 28, 2020 and took the following actions:

- Welcomed New Members: Don Brunink, Dennis DeJong, Al DeLange, Lisa English, Tracie Kumko, Heidi Mucha, Connie Paul and Marie Westra
- Rev. Dr. Tanner Smith presented a discernment process towards creating values and an operational mission at Rosewood. We have enlisted Tanner Smith and Len Pilon to help guide us through this process. It will be in three-stages. Phase one: Mission. Phase two: Culture. Phase three: Change.
- Consistory members reviewed a list of possible candidates that would represent a cross-section of our church to be part of the Mission and Values Team. We proposed, supported and approved a list of people and alternates for the Mission and Values Team.
- Year-End Financial Reports for 2019 were distributed, reviewed and explanations were given for any budget amounts that were over.
- Financial information as of January 22 was presented. It was noted that \$10,000.00 from the budget and \$15,000.00 from pledges were paid to the loan in January. The current loan balance is \$490,000.00.
- Reports from Church Staff were sent with the agenda and consistory members were directed to individual staff members if they had any questions.
- Consistory members were updated on the Staff Support changes. Barb Boomstra is the new chairman and Rog Bruins is stepping down.
- **Next Consistory meeting is Tuesday, April 28, 2020 at the Children’s Ministry Center.**