

# ARVADA COVENANT CHURCH MEETING MINUTES

Meeting type: Monthly Council Meeting	Date: 11/15/11	Version: Action Alert	Scribe: Andrea Wright
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## COUNCIL MEMBERS

*Bold type indicates meeting absence*

Julie Anderson Chair	Arnold Wheat Vice Chair	Dean McDaniel Treasurer	Andrea Wright Secretary
Pastor John Martz	Lisa Bernhardt	Rich Rodriguez	Dave Kellenberger
Aurilla Woodburn	Julie Peterson	Gary Palmer	Scott Boyle

## Call to Order, Devotional, and Opening Prayer

Call to order	Julie Anderson called the meeting to order
Devotional & prayer by:	Pastor John Martz went over Chapters 3-4 of <i>Simple Church</i> . For the next Council meeting the discussion will cover <i>Simple Church</i> Chapters 5-6.

### Guests

Joel Adams
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## Meeting Hand-outs

E-mail	Hard Copy
Agenda Financial Documents October 2011 Minutes (1)	
Agenda Item	Secretary's Report
Andrea Wright	Minutes for 10/18/11 presented
Action Taken	A motion was made to accept the minutes for 10/18/11 Council meeting. It was seconded and approved.

Agenda Item	Treasurer's Report
Dean McDaniel Treasurer	The detailed Treasurer's Report is available to interested members by contacting the church office. Budgetary information in regards to contributions is summarized in the Sunday Bulletin.
Action Taken	A motion was made to accept the Treasurer's Report for the 11/15/11 Council meeting. It was seconded and approved.

Agenda Item	Student Ministry
Joel Adams	Joel addressed the Student Ministries need for a female intern. The Student Ministries commission has evaluated the situation and they feel that a female is needed to help with the female students. Since there are 50 to 60 female students during the course of the week, they feel co-directors Kurt and Joel, cannot adequately address the needs of the female student population of the mid-high and senior high groups, and Student Ministries continues to grow every year.  The proposed plan is to inquire at the Denver Seminary and Colorado Christian University to

	<p>find a female student who can partner with Joel and Kurt in the ministry. This intern will help with the relational aspect of the girls and participate in the follow-up programs as well as the weekly programs. She will be needed 10-15 hours per week for 6 months – January, 2012 to July, 2012 (the remainder of the current budget year). The intern position will be included in the next budget going forward.</p> <p>Ian and Joel are currently working on the job description for this position. The budgetary need is estimated at \$5,000. Student Ministries is prepared to cut costs in areas to accommodate the added cost.</p> <p>A straw vote was taken approving the idea for a new position thus allowing Ian and Joel to move forward in developing the job description. This process will be forwarded to the PAC, per current ACC policies and procedures. Further consideration will be made at the next Council meeting in January.</p>
<b>Action Taken</b>	A motion was made to approve a new line item of \$5,000 to accommodate a new female position subject to the PAC committee’s creation of the job description. Motion withdrawn.

<b>Agenda Item</b>	<b>Pastor’s Report</b>
	<ol style="list-style-type: none"> <li>1. Formal Sabbatical Proposal</li> <li>2. Recent developments with Seeds of Hope (Arok’s ministry) - The Seeds of Hope parent organization, based in Seattle, has been dissolved, leaving a lack of leadership for Seeds of Hope ministry, as well as a lack of staff support. Various people have come forward donating their time and services to aid in this effort.</li> <li>3. Staff Christmas Party at the Melander’s home.</li> <li>4. Ground Breaking Missions event – February 12<sup>th</sup>. The Covenant denomination is commissioning James Tang who is part of the Nuer tribe to be instrumental in building bridges between the rivaling tribes of the newly formed South Sudan country. Arok, a friend of ACC’s, and his village are of the Dinka tribe. It will be good to see the cooperation of these two Christians working together to help their country and bring a peaceful cohabitation among people.</li> <li>5. ACC is experiencing an increasing number of people with issues that require more of Bill Merritt’s time than is available. His duties provide ministerial support for people suffering from cancer and other illnesses, injuries, shut-ins, and grief. Pastor John and others have stepped in to assist as needed.</li> </ol>
<b>Action Taken</b>	A motion was made to approve Pastor John’s Formal Sabbatical Proposal. Motion approved.

<b>Council Discussion</b>	<b>Council Business – Information/Follow-Up/Discussion/Action</b>
Julie Anderson	<p>Old Business</p> <ol style="list-style-type: none"> <li>1. Hurlburt Trust update on progress: Bids have been received for the ADA doors and acoustic panels in the gym. Costs have come in lower than originally planned, presenting a savings of \$5,100.</li> <li>2. Nominating Committee – Three people have accepted nominations to be on the Council. Julie Anderson will have the request for nominations from the floor posted into the Bulletin.</li> <li>3. Donation Policy discussion and approval.</li> <li>4. Parking Lot Repairs. Upon further evaluation it was discovered that additional areas of the parking lot need repair, and some revisions have been made from the original repairs identified. Due to the additional work needed, the bids for these repairs are now \$90,000-\$98,000.</li> </ol>
Julie Anderson	<p>New Business</p> <ol style="list-style-type: none"> <li>1. Mission Opportunity Fund Application Review: No applications were presented this month.</li> <li>2. Salary funding was reviewed to bring into compliance with the Donations Policy.</li> </ol>

	<p>3. Cell phone driving policy - Arnold Wheat Arnold is working with the Church Administrator on how to address the usage of electronic devices by employees and volunteers while driving during ACC business. This is an issue the Council needs to start thinking about and developing a policy, since this is a liability exposure to ACC.</p> <p>4. Pastoral housing allowances for John Martz, Nate Powell and Bill Merritt: Presented at the council and reviewed.</p> <p>5. ACC Constitution and Bylaws Revisions - Dean McDaniel Discussion was held regarding the specific authority of Council to authorize spending beyond the approved budget. This was tabled until January.</p> <p>6. Staff Positions – Pastor John How are we meeting our three critical success factors in our requested staff hiring, i.e. another tech position, counselor to replace Lois, and female staff for youth? A staffing plan is needed to determine the prioritization in staffing. As the needs arise, what guides ACC in deciding when and if to hire those positions requested? To address this, the staff will write up a proposal to be presented to PAC.</p> <p>Upcoming dates</p> <ul style="list-style-type: none"> <li>a. Festival of Thanks Service – November 23</li> <li>b. Family Advent Dinner – November 30</li> <li>c. Women’s Advent Brunch – December 3</li> <li>d. Christmas Show – December 10 &amp; 11</li> <li>e. Council Dessert – December 14 at Julie Anderson’s home</li> <li>f. Commission Leaders &amp; Staff - January 10- Commission alignment, to work together inviting their participation</li> <li>g. Next Council meeting - January 17</li> <li>h. Annual Meeting – January 29</li> </ul>
Julie Anderson	
Action Taken	<p>A motion was made to split the \$5,100 savings of the ADA doors and acoustic panels and give \$3,000 to the Northwest Partnership from the Hurlburt estate and \$2,100 toward the parking lot repairs. Motion was approved.</p> <p>A motion was made to approve the Designated Gifts Policy and to make the following change to the Designated Funds – Definitions on page two to read; “D) Income accounts are by their very nature temporary and the funds within them have a life of the then current fiscal year.” Motion was approved.</p> <p>A motion was made to allow up to \$100,000 be spent from the capital reserve account toward the repair and rehabilitation of the parking lot. Motion was approved</p>
Agenda Item	Adjournment
Action Taken	Julie Anderson closed in prayer at 10:15 p.m.
Agenda Item	Next Meeting Date, Time & Place
	6:00 pm, January 17,2012 at BCER