

**Bridgewater Church of the Brethren**  
**Board of Administration**  
***Draft Minutes – Pending Approval***  
**March 20, 2019**

**Members present:** Jeff Carr, Sally Jane Conner, Erin Dalrymple, Heather Driver, Mike Fike, Phil Flory, Kathleen Gardner, Alice Lee Hopkins, Rufus Huffman, Dave Lineweaver, Steve Longenecker, George Mason, Bea Miller, Bill Miracle, Gladys Remnant, S.L. Simmons, Tony Stovall, and Chris Zepp.

**Members absent:** Ann Daggett, Beth Day-Miller, Gena Day-Miller, Bill Faw, Ted Flory, Terry Houff, Todd Kiracofe, and Elizabeth Kreps.

**Others present:** Jim Replogle

The meeting of the Bridgewater Church of the Brethren (BWCOB) Board of Administration (BOA) was called to order by Chair Rufus Huffman at 7:03 p.m. Senior Pastor Jeff Carr led the group in prayer.

The minutes from the January 19, 2019 meeting were approved as presented.

**Treasurer's Report**

Treasurer Phil Flory reported for the period January 1, 2019 – February 28, 2019, income toward the budget was \$115,123.63, which was over the budgeted amount of \$105,000.00 making a difference of \$10,123.63. Total budgeted expenses for the same period were \$105,362.80, which was just over the budgeted amount of \$105,000.00 resulting in a difference of \$362.80. The net operating gain for the same period was \$7,885.95. \$560.00 was designated to the Mission Partners. These gifts will be mailed quarterly.

**New Business**

**Finance Commission Recommendation** – A motion was made **recommending the Board of Administration consider using either or both of the *Annual General Fund Allocation Acct. #42016/55016 of \$73,821.00* and the *Building Repair Reserve Acct. 42017/55017 of \$9,255.82* to pay down the Church's Line of Credit until these funds are needed.**

The Line of Credit was for \$208,000, which was used to pay the roof repair/replacement.

The Annual General Fund Allocation account represents the money (3 ½ percent over a 5-year rolling average) allocated from the General Fund of the Foundation to the Church Operating Account "Annual General Fund Allocation." The amount referenced above is a little more than two years allocation.

After some discussion, an amendment was made to the motion removing the words *'until these funds are needed'*. *The amendment was seconded and passed.*

After further discussion, an additional amendment was made to remove the word *'either or both of'*. *The amendment was seconded and passed.*

The amended motion **recommending the Board of Administration consider using the *Annual General Fund Allocation Acct. #42016/55016 of \$73,821.00 and the Building Repair Reserve Acct. 42017/55017 of \$9,255.82 to pay down the Church's Line of Credit.*** Not needing a second, the motion passed.

### **Commission/Committee/Foundation/Deacon Reports**

Christian Education – There has been a positive response to the Journey Bag Project. \$2,193.00 in cash was collected and 43 bags will be distributed. The library is hoping to put the card catalog on-line. Community Vacation Bible School (VBS) will take place June 23-26, 2019 (Sunday – Wednesday) at the Bridgewater Lawn Party grounds. The BWCOB will be responsible for providing dessert on Wednesday, June 26, 2019 and is responsible for publicity. THIS IS BWCOB is scheduled for Saturday, August 10, 2019 providing the Church calendar is clear. The Spring Easter Celebration will be held on Saturday, April 13, 2019 at 2:00 p.m.

Deacons – All subcommittees have been filled.

Fellowship & Recreation – No report.

Finance – A team of three individuals will be chosen to make up the Growing Givers Team. This team will be responsible for overseeing stewardship in the Church.

Foundation – Elected officers for 2019 are Jim Replogle, chair; Claire Martindale, vice chair; Anita Beckman, secretary. All accounts with First Bank & Trust have been closed and moved to the Brethren Foundation.

Ministerial Services – No report.

Mission & Service – 100 sandwiches were provided for the Remote Area Medical (RAM) Clinic. The Joy Circle assembled seven disaster clean-up buckets. Apartment B in the BWCOB Hospitality House is almost ready for occupants. Chair Alice Lee Hopkins read BWCOB's response to the need for quality childcare in the community signed by Sue Hutchinson, secretary of the Mission & Service Commission. (See report filed with the Mission and Service Commission February 2019 minutes.)

Properties – Several projects are in the planning stages. Some of these projects include the cleaning of the pews, exploring the possibility of hiring a property manager, filling the custodial position upon the retirement of Fortunato Correa, replacing the tiles in the Choir Room and Social Hall. In addition, after speaking to three experts, it was determined the parking lot needs to be replaced. Several photographs

of the areas that need work were shown. The Commission is waiting on updates to the four cost estimates since they were submitted last year.

Witness & Nurture – No report.

Worship & Music – Two lead ushers will be used instead of having a head usher. After determining the responsibilities of the ushers (see report filed with the Worship & Music Committee March 2019 minutes), it was evident that a more comprehensive plan regarding the safety and security of the church and those who are in the building needs to be addressed. The Executive Committee will begin working on this item. It was suggested the District Office, Town of Bridgewater, Bridgewater College campus police and perhaps an expert on church safety be included in the discussion.

### **Pastor's Reports**

#### **Senior Pastor Jeff Carr**

- In reference to the previous conversation on safety and security, last May, Senior Pastor Carr attended a seminar regarding safety in houses of worship hosted by the Town of Bridgewater Police Department.
- Surgery for Charlotte Myers went well. Peggy Miller is in the Wellness House. Prayer is requested for Ann Daggett and her family.
- Prayer will be the focus of Lent.
- Associate Pastor Chris Zepp will be on vacation the week of March 25, 2019.
- Annual Conference Moderator Danita Keister will preach on Sunday, March 31, 2019.

**Associate Pastor Chris Zepp** – No report.

The next BOA meeting is scheduled for Wednesday, April 17, 2019.

There being no additional business to discuss, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,  
Sally Jane Conner  
Church Clerk