



Revision  
3/7/09

**Title:** First Church of God Meeting Minutes

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TYPE OF MEETING	<input checked="" type="checkbox"/> Monthly Church Council Meeting <input type="checkbox"/> Special Church Council Meeting <input type="checkbox"/> Annual Business Meeting <input type="checkbox"/> Special Business Meeting		
DATE	6/14/12		
STATUS (DRAFT OR FINAL MINUTES)	<input type="checkbox"/> Draft <input checked="" type="checkbox"/> Final <i>(Motion Passed)</i>		
Participants ( <i>"X" for persons in attendance</i> )			
X	Steve Wimmer	X	Chris Sipka
X	Ron Woolsey	X	Rachel Messer
X	Ben Kreider / TERI	X	John Leppien II
	Carolyn Grohs		Sue Leonard
	John Kemler		Dale Whitmore
	Paul Loney	X	Russ Wight
		X	Trish Wilson
XX	Tim Sipka		Kris Kemler / BARB RICHARDSON

YES	NO	<b>Is there a quorum present at this meeting per the guidance contained in the current revision of the "First Church of God, Alma, Michigan By-Laws"?</b> <ul style="list-style-type: none"> <li>• <i>Church Council Meetings: 4 voting members and 2 elders present.</i></li> <li>• <i>Congregational Business Meetings: 2/3 majority vote (sixty voting members=quorum)</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	

### AGENDA

1) **Opening Prayer & Opening Remarks.**

2) **Approval of Previous Meeting Minutes** *(The Secretary or designee will read the minutes if requested and/or make corrections, etc. If everyone has read the minutes and discussion is not required, we need a motion to approve last months meeting minutes.*

*John moved to accept the minutes, Trish seconded. Motion passed.*

**Old Business:** None

**New Business:**

**Congratulations Rachel on College Graduation.**  
**Update on building project at HIS PLACE**



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**Governance:**

1. Follow-up on policy manual, part four. (This is the same piece we looked at last month. The elders have made several changes based on the recommendations of the council at our last meeting. We also need to present one small change to part one, which the council had previously approved.)
2. Revisit the conversation about changing the fiscal year so that it lines up with our program year. Motion will be made to change budget year at this meeting.

**Set Next Meeting Date: Thursday \_\_\_\_ 2012 @ 7:00 PM**

**MINISTRY TEAM REPORTS**

<b>Worship-Ron</b>	Will meet this week, start to plan Fall services already
<b>Hospitality-Trish</b>	2 Funerals, will meet with Lois re: Food Service information
<b>Missions-Rachel</b>	Meet next week, looking for new chairman (Rachel leaving) tie up loose ends
<b>His Place-Chris</b>	BB hoop curing in parking lot, camps filling up, Chicago kids coming Sunday, basketball camp filling up fast
<b>Building &amp; Grounds - Russ</b>	2 new benches in place, update on electrical project – see notes -
<b>Youth-Ben</b>	Chicago kids coming for week to run camps, 9 students leave for CO IYC Thursday the 28th
<b>Christian Education- Kris</b>	Most teachers returning for the Fall, meeting to discuss 2012-2013, 40 students showed up for Sunday School graduation breakfast.
<b>Finance-John L</b>	See P & L
<b>Elders-John K.</b>	Continue Church Governance
<b>Pastor's Report (Steve W)</b>	2 small changes to Part I, changed and approved. Changes made to Part IV, Steve asked for approval, Rachel 1 <sup>st</sup> , Trish 2 <sup>nd</sup> .
<b>Others</b>	



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**ACTION ITEMS**

	PERSON RESPONSIBLE	DATE CLOSED
Organ Concert.	John	TBD
Report on cost of Architect for Church expansion drawings.	Bill Grohs	June 2012
Bulletin Board across from information booth... on going rotation of ministry teams.	All	ongoing
Q & A update for congregation – Next publication will require submissions by August 6.	Steve	Closed
Double Glass Doors – Brief staff on importance of unlocking both doors during public events and ensuring closure/locking after events.	Chris S.	Closed
Congregational meeting re: signage (put on hold) and electrical updating to sanctuary and building (to be done first)	Russ/Finance	August 2012
Change Fiscal year	Steve/open	July 2012

**GENERAL DISCUSSION NOTES**

Rick Price killed in car accident in Alaska  
 Pray for Betty Jones as she continues chemotherapy  
 Rachel Messer possibly getting new teaching job in Portage  
 Linda wight has breast cancer  
 Al Arens needs liver transplant

New Business: Outside storage barn coming along, steel roofing to be added, much storage for sports equipment and Kitchen items

Steve to announce June 17 about special voting meeting to be held July 15<sup>th</sup> after discussion to spend 11,700 of funds initially borrowed for the building blast to update electrical in church building. Also to use 3,350 to update fencing around grounds.

**MOTIONS THIS MEETING**

Pass/Fail	TOPIC (title)	FINAL MOTION STATEMENT (Motions will remain as draft until discussion is completed or when the "question" is called. The chairperson will read the final motion statement before calling the question. All motions will be recorded and voted upon. Recurring business meeting motions (accept last months meeting minutes, accept meeting agenda and close the meeting <b>will not</b> be added to the Appendix)
PASSED	REALLOCATE FUNDS	MOTION TO REALLOCATE FUNDS BORROWED FOR THE BUILDING BLAST THAT ARE IN EXCESS AND USE FOR UPDATING ELECTRICAL IN CHURCH BUILDING. John 1 <sup>st</sup> . Rachel 2 <sup>nd</sup>

TRISH	<i>for</i>	CHAIRPERSON DALE WHITMORE OR VICE CHAIRPERSON RUSS WIGHT	06-14-12
SECRETARY OR DESIGNEE	-	PERSON RESPONSIBLE FOR THE MEETING	DATE



## Appendix

### 2008 – MOTIONS

2008-01	NA
2008-02	NA
2008-03	NA
2008-04	NA
2008-05	NA
2008-06	NA
2008-07	NA
2008-08	No Motions
2008-09	<ul style="list-style-type: none"><li>• Straw Vote: Majority of CC members want to continue ministry in the current COG location on West Superior Street.</li><li>• Motion to present to the congregation one of the ideas for staying on site after a decision is made by the church council on a price to purchase the Giles Tire property. Passed.</li><li>• Motion to begin negotiations with Tom Giles to pursue acquisition of the Giles Tire property. Passed.</li></ul>
2008-10	<ul style="list-style-type: none"><li>• Motion to approve the September minutes. Passed.</li><li>• Motion to present the budget as presented to the congregation. Passed.</li></ul>
2008-11	<ul style="list-style-type: none"><li>• Motion to ratify persons for the His Place Ministry Team members: Al Ahrens, Kevin Palmer, Rick Mahta, Tammy &amp; Darrin Johnson, Pete Martin, Chris &amp; Amber Piper, and Mark &amp; Gayle Seals. Passed.</li></ul>
2008-12	<ul style="list-style-type: none"><li>• Motion to extend John's job as controller be continued through April, at which time this issue to be re-evaluated. Passed.</li></ul>



## 2009 – MOTIONS

2009-01	No Motions
2009-02	<ul style="list-style-type: none"><li>• Motion to assemble a Giles Tire Property Capital Funds Campaign Committee (GTPCFCC). Passed.</li></ul>
2009-03	<ul style="list-style-type: none"><li>• Motion made to limit the size of the GTPCFCC between 6-8 members. Passed.</li><li>• Steve made motion to recommend Nancy McClintic as cc chair, 2<sup>nd</sup> by Chris – Passed.</li></ul>
2009-04	<ul style="list-style-type: none"><li>• Motion made to continue Alma FCOG ministries in its present location at 200 W. Superior Street, Alma, Michigan.</li><li>• A motion was made to commit a minimum of \$1,000.00 to the St. Louis COG Camp for concrete flooring. The congregation will be approached to provide a free will donation and any financial shortfall will be made up with monies from the general fund, if required. The money will be provided the first week of June.</li><li>• A motion was made to allow Church Council motions to be edited, revised or rescinded per the following protocols:<ol style="list-style-type: none"><li>1) Minor edits may be changed without a vote, if no voting member of the Council speaks out in opposition to the editorial. If opposition is expressed to the editorial, then a motion to edit the existing motion is required.</li><li>2) To rescind an existing motion, 7 voting members shall be present at the meeting. If there is a motion to rescind an existing motion, a minimum of 7 voting members must be present.</li><li>3) Revising or rescinding a motion will require a <math>\frac{3}{4}</math> majority.</li></ol></li></ul>
2009-05	
2009-06	No Motions
2009-07	No Meeting
2009-08	A motion by Trish Wilson, seconded by Robyn Anderson, to proceed with the purchase of the Giles property purchase agreement to include an authorization for the CC representatives to spend up to \$2000.00 in support of this action.
2009-08 Special Business Meeting	Motion: "I approve of the purchase of the Giles Tire Service located at 222 W. Superior Street, Alma, MI for the amount of \$165,000.00. Passed.
2009-09	No Motions.
2009-10	No Motions.

<p>2009-10 Special CC Meeting</p>	<p>Motion #1: Diane Comstock proposed that Rachel Messer be the new chair of the missions committee. John Morey made a motion to approve Rachel. Diane seconded. The group voted unanimously to approve her.</p> <p>Motion #2: Steve proposed four names for potential elders: Jim Luehm, Nancy Martin, Paul Loney, and John Kemler. John Morey moved to approve these four; Russ Wight seconded. Unanimously approved.</p> <p>Motion #3: Russ moved and Diane seconded that we approve John Morey to serve on a one year interim basis. Unanimously approved.</p> <p>Motion #4: Steve moved to accept the budget of \$587,000 as presented by John. Diane seconded and it was approved unanimously.</p>
<p>2009-11</p>	<p>Motion #1: Steve moved to present the FY2010 ballot as read, seconded by Trish Wilson. Motion passed. Motion #2: Chris submitted names for new board members, seconded by Barb Richardson. Motion passed.</p>
<p>2009-12</p>	<p>No meeting – No motions.</p>
<p>2010-01</p>	<p>No Motions.</p>
<p>2010-02</p>	<p>Motion #1: John made the motion to spend the Seelbach \$1000.00 one time gift to 3 youth to go on a youth mission in 2010, to be divided equally. Seconded by Chris Sipka. Motion passed.</p> <p>Motion #2: Kris makes a motion that non-designated memorial fund money be used to purchase a 47" television for the west room and an I MAC Computer to replace the main sanctuary computer used for worship service presentations. Maximum expenditure \$2700.00. Seconded by Ron. Motion passed.</p> <p>Motion #3: Barb made a motion to purchase Ben's car to incorporate this transportation into the church funded vehicles for our pastors. Seconded by Ben. Passed.</p>
<p>2010-03</p>	<p>Motion #1: Barb R makes motion to accept Aker's plan A to renovate/stay in current church location with the following intent: 1) building structure stays, no complete teardown of church building and 2) expand and connect the existing church building to the His Place building</p>
<p>2010-04</p>	<p>To secure membership approval for CC to secure loan for demolition and surface requirements of Giles property to complete Phase I. Russ 1<sup>st</sup>, Trish 2<sup>nd</sup>. Motion passed.</p>
<p>2010-05</p>	<p>None</p>
<p>2010-06</p>	<p>\$1500.00 to be divided by the percentage of wage allocation to pastors' pension from the general fund. Motion made by Kris Kemler and seconded by Chris Sipka. Unanimous vote</p>
<p>2010-07</p>	<p>1 of 2 : Ben moved to accept option #1 of the security system proposal (see attachment) and spend up to \$300.00 on the hardware. Seconded by Trish.</p> <p>2 of 2: Chris S. moved to rekindle the Building Blast Campaign to acquire the required commitments for demolition and associated costs before moving forward with any further action on the tire store property. Seconded by Rachel.</p>
<p>2010-08</p>	<p>No Meeting this month.</p>



010-09	CC to support proposal (accepting) contingent upon permission from families memorial funds. 7500 worship funds. Balance memorial funds and missions. Money to be identified and allocated by October Meeting. Motion by Trish. Seconded by Rachel. Motion Passed.
	No Motions.
2010-10	
	No Motions. However, the proposed 2011 Ballot was agreed upon by the CC.
2010-11	
	No Meeting.
2010-12	
	No Motions
2011-01	
	Motion to recommend John Leppien Jr. to the congregation for ratification to fill the vacant finance board chair. Motion by Trish W., seconded by Rachel M. Passed
2011-02	
	No Motions
2011-03	
2011-04-10 Special Business Meeting	Subject: Vote on \$100,000.00 loan to demolish the tire store. Outcome of vote: 166 ballots cast (135 in attendance, 29 Absentee Ballots, and 2 Abstain). Motion passed. See attachment for ballot and parking lot rendition provided to congregation at the information meetings and available at the Welcome Center.
	No Motions.
2011-04	
	No Motions
2011-05	
	Should the CC give elders authority to go ahead and begin processing Governance and Ministry format. Trish 1 <sup>st</sup> , Russ 2 <sup>nd</sup> – Passed.
2011-06	
	John made a motion to authorize the following persons as named signatories to act on behalf of the church to obtain the Tire Store demolition and parking lot completion loan approved by the congregation on Aril 10, 2011. Steve Wimmer, John Leppien II, Dale Whitmore and Tim Sipka. Dave McMacken 2 <sup>nd</sup> - Passed
2011-07	
	No Meeting
2011-08	



2011-09	No Motions
2011-10	No Motions
2011-11	No Motions
2011-11 Annual Business Meeting	Vote on 2012 Budget and Leadership Positions. All persons were ratified per current by-laws. The budget was passed per current by-laws.
2011-12	No Meeting.
2012-01	1) John Leppien motion to approve Part I of the Elder's Governance Plan. Seconded by Ben K. Motion Passed. See January attachments. 2) Ron W. motion to repay \$13-\$15 of the parking lot loan. Seconded by Kris K. Motion passed. 3) John K. motion to establish the "Priority Vision" for 1-3 years. Seconded by Sue. Motion passed. Note: Dale Whitmore. CC Chair, Russ Wight -CC Co-Chair, and Trish Wilson- CC Secretary. Unanimous Recommendation and support.
2012-02	No Motions.
2012-03	No Motions
2012-04	No Motions.
2012-05	No Motions.
2012-06	MOTION TO REALLOCATE FUNDS BORROWED FOR THE BUILDING BLAST THAT ARE IN EXCESS AND USE FOR UPDATING ELECTRICAL IN CHURCH BUILDING. John 1 <sup>st</sup> . Rachel 2nd





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2012-06  
Special  
Business  
Meeting

Vote on reallocation of funds motion stated above.

### CHURCH COUNCIL MEETING TERMS & DEFINITIONS

**DISCLAIMER:** THESE TERMS AND DEFINITIONS ARE FOR REFERENCE ONLY AND ARE NOT INTENDED TO REPLACE ANY "RULES OF ORDER" REQUIRED BY THE CHURCH BY-LAWS.

**MOTION:** A motion whose introduction brings business before the assembly. Motions require specifically recorded language and "pass/fail" determination.

**AGENDA:** An approved order of business.

**CHURCH COUNCIL:** An elected, decision making body of the organization.

**MAJORITY VOTE:** More than 50% of the voting members present at the Church Council Meeting.

**CHURCH COUCIL QUOROM:** Four Voting Members and two Elders present at a Church Council Meeting (See Bylaws).

**QUESTION:** Call for a vote on a motion.

**MOTION AMENDMENTS:** Changes/modifications to the main motion. A motion amendment must be approved by ??????????????a majority of the voting members present at a formal Church Council meeting (See quorum).

**CHAIRPERSON'S VOTE:** Used only to **pass** a motion when a tie vote occurs. In the event of a tie vote, a motion is considered defeated unless the chairperson is willing to vote in favor of the motion.

**CHAIRMAN:** The meeting facilitator.

**REVISING or RESCINDING A MOTION:** When members of the Church Council want to revise a motion, they may do so as long as there is no opposition from a voting member of the Church Council. If there is opposition to the revision a vote will be required. The minimum voting membership present must be seven. It requires  $\frac{3}{4}$  of the voting membership to pass the revision. If the Church Council wishes to rescind a motion, a minimum of seven voting members shall be present and it requires  $\frac{3}{4}$  of the voting members to rescind the motion.

**FORMAL MEETING DISCUSSIONS:** Discussions held and motions made during formal meetings where a quorum is present.

**FORMAL MEETINGS:** Those meetings defined in the By-Laws, as revised.

**MEETING MINUTE RECORDS:** Records maintained for all formal meetings.

**Note:** Meeting minute records will be maintained electronically by the Church Secretary. A hard copy of the meeting minutes will be maintained for reference during formal meetings. The meeting secretary shall maintain electronic back-up copies of formal meeting minutes and store these records off church premises.



**ALMA FIRST CHURCH OF GOD**

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### REVISION HISTORY

**REVISION DATE**

**BRIEF EXPLANATION OF THE REVISION**

3/07/09

Original Submission

to hereafter

## **Part One: Governance**

### **Philosophy of Governance**

As the congregation's governing board, the Board of Elders of Alma First Church of God (heretofore referred to as the "Board of Elders" or "the board") will focus on the mission and vision of the church. The elders will work diligently to guard the distinction between *governance* (the board's role) and *ministry* (all of the many ways the congregation works together to be faithful to its mission). In addition to clarifying mission and vision, the governance tasks of the elders include: collaborating with the congregation to set goals and develop strategies, writing policies that will guide the congregation in its work, delegating authority to those responsible for the ministries of the church, and providing support, encouragement and accountability to those carrying out those ministries. The board will, whenever possible, avoid making decisions that address only a single situation. Delegating as many of the managerial decisions as possible, they will maintain a 'wide-angled' focus on leadership.

### **Board of Elders Covenant**

(to be completed later)

### **Board Self-Government**

#### **New Board Members**

The Board of Elders will add new members or replace exiting members in accord with the bylaws of the congregation. The board will designate at least two people to train incoming members. The training will include an overview of the mission and values of the church, an introduction to the governance philosophy, direction about where key documents, including the by-laws and the policy manual, can be found, and an overview of church organization, ministries, properties and financial documents.

#### **Board Agenda**

Attendance at board meetings is crucial. If a member is unable to attend a meeting, he or she should inform the chair in advance of the meeting, if possible.

Board meetings will typically take place monthly. Every effort will be made to begin meetings on time and to keep board meetings to 90 minutes. The chair of the board (or a board member designated by the chair, in the chair's absence) and the senior pastor (or a member of the pastoral staff designated by the senior pastor, in the senior pastor's absence) will be the 'agenda preparation team.' All requests to be on the agenda should be given to the agenda preparation team at least seven days in advance of the meeting. The meeting packet, consisting of the agenda, minutes from the last meeting the financial report, the pastor's report and any other reports requested by the Board of Elders will be sent to all board members at least five days prior to the meeting. All members are expected to read the packet as part of their personal preparation for each meeting.

Additions to items on the agenda can be made at the time of the meeting *in urgent situations only* at the chair's discretion.

The board agenda will consist of a *consent agenda* and a *discussion agenda*. The consent agenda will typically appear at the top of the board agenda and will consist of items the agenda preparation team believes do *not* require further discussion or debate. The board will have the opportunity to approve the consent agenda at the beginning of its meeting, in which case there will be no discussion about its contents. Any item on the consent agenda will be moved to the discussion agenda at the request of any board member. The agenda preparation team will limit the discussion agenda to those matters which pertain to the board's discernment, strategy and oversight roles.

### **Board Committees**

The following standing committees will report directly to the Board of Elders. The Board of Elders will nominate chairpersons for these committees, subject to the approval of the congregation.

**The Finance Committee** will assist the Board of Elders in their oversight of the congregation's finances.

- The Finance Committee will work with the Staff to develop an annual budget that is responsible to the ministry vision developed by the Board of Elders. The head of the Finance Committee will present the budget to the Board of Elders for its approval.
- The Finance Committee and the Staff will work together to help the congregation to be faithful and generous in their giving.
- The Finance Committee will develop procedures for day-to-day finance operations of the church. The committee will also 'flag' any unusual financial activities, including overspending by the Staff or other budgetary discrepancies.
- The Finance Committee will provide a monthly report to the elders, which will be sent out with the monthly Board of Elders' meeting packet. Occasionally, The Board of Elders may ask the Finance Committee to educate the board or the congregation at large about church finance matters. The elders will also call upon the Finance Committee to conduct regular audits.

**The Building and Grounds Committee** will assist the elders in the oversight and care of the physical properties and assets of the congregation. The committee will prepare a monthly report, to be sent out with the monthly elders meeting packet. Occasionally, the Board of Elders may ask the Building and Grounds Committee to educate the elders or the congregation at large about the condition of the buildings and grounds.

### Ad-hoc Committees and Task Forces

The Board of Elders may also appoint ad hoc committees and task forces to assist the board in its work of discernment, strategy and oversight. These groups will receive a clear, written description of their charge, including the outcomes that are expected and a time frame for completing the task. Ad hoc committees and task forces will *not* be called upon for open-ended management of ministries or programs.

*was removed on  
last review, Steve  
asked for approval  
to add.*

### **Conflicts of Interest**

Members of the Board of Elders will voluntarily recuse themselves from decisions that involve a conflict of interests. A conflict of interests exists whenever a board member or a close relative of a board member has interests that may interfere with the board member's responsibility to the congregation and its mission. Conflicts of interest may be financial, political, theological, moral or other.

Steve Wimmer 5/15/12 2:24 PM

**Comment [1]:** This is an addition from set one approved by the council on 1/12/12. It was inadvertently cut from the previous addition. The elders are asking that the approved part one be amended to include this paragraph.

### **Discipline and Removal of Board Members**

It may become necessary for the Board of Elders to call for a member of the board to resign or to directly remove a member from the board. If, for reasons of moral failure, absenteeism, strong theological or doctrinal disagreement with the Church of God, or other, a majority of the Board of Elders agrees that a member should be asked to voluntarily step down, or if a majority agrees that a member should be removed from the board, the board will inform that member in writing.

## Part Four: Management

### Staff Structure

The Staff of First Church of God consists of the full-time pastoral staff, the director of His Place and all ministry team leaders on the Church Council. The full-time pastoral staff and director of His Place will hereafter be referred to as the “paid staff” and the ministry team leaders represented on the church council will be called “unpaid staff.” The senior pastor will serve as head of staff and will be responsible for maintaining a healthy and productive staff team, which is a team whose efforts are directed toward fulfilling the congregation’s mission and vision for ministry. The head of staff will also work to ensure that the staff complies with the Board of Elders’ policies. The head of staff will report directly to the Board of Elders. In the situation of the absence of a senior pastor, the Board of Elders will designate another person to serve as acting head of staff.

Steve Wimmer 5/15/12 2:31 PM

**Comment [1]:** This change is an effort to answer the question asked by the council, “What is a healthy and productive staff team?”

### Selection of a Nominating Committee

Each year the head of staff will select and serve as the chair of a nominating committee which will identify and recruit gifted persons to serve as ministry team leaders (unpaid staff positions) for those positions which, for any reason have become or will become vacant. The process will include: a) prayerfully consider qualities of spiritual maturity and giftedness that will be required of the person(s) who will fill the leadership position(s); b) identify a list of prospective persons to fill the requisite position(s); c) submit those names for approval to the Board of Elders; d) contact one approved candidate at a time to solicit their interest in the leadership position; e) submit the names of those who are called through this process to the congregation at its annual information meeting.

### Delegation to the Staff

The head of staff will lead the Staff as it directs the spiritual, programmatic, and administrative work of the church. The Board of Elders grants authorities of delegation to the head of staff. The head of staff will ensure that effective training, support, encouragement and accountability are provided for the Staff. The head of Staff or a person designated by the head of staff will lead the meetings of the paid staff and the unpaid staff.

The head of staff will consult with the Staff and seek its input and support before making important operational decisions. The Staff will have an opportunity to review and endorse the annual budget before the Finance Committee presents it to the Board of Elders. The Board of Elders hereby empowers the head of staff to take any action not specifically prohibited or reserved to others by these policies or by the congregation’s by-laws.

### Care for Staff

The head of staff will be responsible for maintaining a productive and healthy Staff team, for ensuring that its efforts are directed toward fulfilling the congregation's mission and vision of ministry, and for compliance with all of the Board of Elders' policies.

- Compensation for paid staff shall be competitive with comparable positions in congregations similar in size and make-up to our own.
- The head of staff will consult with the Board of Elders prior to discharging a staff member.
- The head of staff will be responsible for maintaining an up-to-date personnel manual covering matters not specifically addressed in these board policies, ensuring that the church complies with legal requirements and denominational norms for employment practices.
- The head of staff will see to it that systems of training, support, encouragement and accountability are in place for paid and unpaid staff.
- Compensation for part-time staff shall be competitive with comparable positions in congregations similar in size and make-up to our own.
- The head of staff will see to it that systems of training, support, encouragement and accountability are in place for part-time staff.

Steve Wimmer 6/14/12 10:30 AM

**Comment [5]:** This has been added to clarify that care for part-time support staff is included (as per the council's request).

### Care for Resources

The Staff shall be responsible to the Board of Elders for the faithful management of finances.

- The head of staff, together with Staff members in their areas of responsibility, shall be responsible for day-to-day fiscal decisions. Staff members are authorized to spend the money allocated in the budget in their ministry areas, unless otherwise notified by the Board of Elders.
- The Staff may *not* exceed the total budgeted spending for the year, without prior approval of the Board of Elders.
- All ministry teams and the Building and Grounds committee will verify with the Board of Finance that cash reserves are adequate for expenditures over ~~\$2,000~~  
1,000

Steve Wimmer 5/15/12 2:55 PM

**Comment [6]:** Added per the council's request. What does the council think of the \$1,000 limit?

### Powers Reserved to the Board of Elders

- The board reserves to itself the authority to recommend to the congregation that it incur new debt.
- The board reserves the authority to approve ministry expenses that exceed budgeted amounts.
- The board reserves the authority to seek the congregation's approval to allocate money for different purposes than those purposes which the congregation has already approved.
- The board reserves to itself the power to appoint delegates to the state and national assemblies of the Church of God.
- The board reserves to itself the authority to recommend to the congregation any major physical changes to church properties.

Steve Wimmer 6/14/12 11:30 AM

**Comment [7]:** Added per the council's request.