

**ROLLING HILLS COVENANT CHURCH**  
**Elder Council – Meeting Minutes**  
**April 6, 2020 (Approved 04/20/20)**

**MEETING ATTENDANCE**

Name	Position	Present	Absent
Mike Cochrane	Chairman	X	
Anthony Galante	Vice Chairman	X	
Clyde LaGue	Elder – Children’s Commission	X	
Jerry Rilling	Elder – Congregational Care	X	
Gene Chou	Elder – Connect & Equip Commission	X	
(Anthony Galante)	Elder – Finance & Property Commission	√	√
Craig Knickerbocker	Elder – Global Outreach Commission	X	
Mike DiLustro	Elder – Life Group Commission	X	
Hoon Dokko	Elder – Local Outreach Commission	X	
Terry Wheeler	Elder – Personnel Commission		X
Richard Smith	Elder – Stewardship Commission	X	
Rod Lenders	Elder – Student Commission	X	
Ben Eroen	Elder – Worship Arts Commission	X	
Sam Evans	Interim Senior Pastor	X	
Shawn Hurley	Executive Preaching Pastor	X	
Garrick Hanger	Associate Pastor – Adult Ministries	X	
Bob Cubillos	Business Administrator	X	
Jane Wallin	Secretary	X	

At 7:06 PM, Chairman Mike opened this virtual meeting with prayer.  
 Guests to this meeting are Mike Cooley, Garth Edwards, and Peter Knickerbocker for input on FY 20-21 budget.

**ADOPTION OF AGENDA**

The meeting agenda was adopted.

**DEVOTIONAL – 1 CORINTHIANS 15: 1-3**

Pastor Sam shared a pre-Easter, mid-Coronavirus devotion from 1 Corinthians 15:1-3. In verses, 1 & 2, Paul takes us back to the Gospel, the Good News: he preached it; they received it; they took their stand on it; and they are saved by it. To ‘stand on the gospel’ means how they are living their lives. The Word says we are ‘saved’ by the gospel – but the verb is actually ‘*being* saved.’ This shows it is a cooperative thing – *with God through* our submission. By this gospel, one is truly saved and our belief is *not* in vain. Everyone who repents and believes *is saved* – cannot lose their salvation. (Pastor Sam laments that in these days we cannot meet face to face to share this Good News with others.) In verse 3, Paul says that the Gospel is the *most important thing* – and that ‘thing’ is that Christ died for our sins! As 2 Corinthians 5:21 says, “God made him who had no sin to be sin<sup>[a]</sup> for us, so that in him we might become the righteousness of God.” The amazing part about that is the *double imputation* – all our sin was imputed to Christ – and all Christ’s righteousness was imputed to us! As we head into Easter, Isaiah 53: 4-5 is an important Scripture to remember: “Surely he took up our pain and bore our suffering, yet we considered him punished by God, stricken by him, and afflicted. But he was pierced for our transgressions, he was crushed for our iniquities; the punishment that brought us peace was on him, and by his wounds we are healed.” Coming back around to our world today – what seems important at one time often becomes unimportant later. Moreover, while worldly things change, the Gospel *never* does. As Paul says, the Gospel remains the most important thing.

**ELDER PRAYERS**

Three elders were asked to pray for needs of the congregation.

**MINUTES**

The minutes from the 03/16/2020 meeting were approved by acclamation.

**CORONA VIRUS DISCUSSION / EASTER**

Pastor Shawn reported that the staff has been working at home for 3 weeks now. It has been an intense time, of working hard, and of creativity. Everyone is growing in the use of media platforms and the release of content. Students are doing virtual hangouts .Food distribution is being coordinated by Marcia and Susan. David Krall is

doing virtual Life Group leader training. There has been a steady increase in online giving each week. The new RHCC mobile app is on its way to the Apple store once it is approved. We have done a good job on content development (weekly devotionals, online small groups, online music, women's devotionals, etc.), so now we can focus more on connection. Pastor Sam agrees that this focus shift to connection is very important now. Pastors Sam and Shawn will share the Easter message, each preaching a 15-minute segment. In addition, Michael Barker and team will lead worship.

### **PRESCHOOL CLOSURE UPDATE**

Clyde reported that the Preschool is closed according to the Community Care Licensing Division direction – and will remain so most likely until fall, which is in the best interest of the health and safety of all – children, teachers, and parents. Clyde, Richelle Bergeley, and Ensley Morgan made three requests regarding the closure: 1) that they wait to reopen the Preschool until the CCLD allows students to return; 2) that parent billing be suspended, so as not to present a hardship on the parents; and 3) that payroll for the teachers be continued through the end of their budgeted fiscal year (June 30), just as is being done for RHCC staff. After discussing several different ways to handle the aspects of the closure, the team favored one way over the rest, per below.

Clyde moved to **“waive tuition (Apr – Jun) for all students/families and continue to pay teachers their full salary, the cost of which = <\$30,103.70>.”**

The rationale for this is that parents have expressed the harsh reality of job loss during this season. One way we can minister to these families is to remove the financial burden of paying for tuition. Although it will be a challenge for teachers to fulfill their normal program hours, continuing payroll allows staff and teachers to meet parents at a spiritual level and to invest time into additional professional development.

The motion was seconded. After a short discussion, Chairman Mike called for the vote and the motion passed unanimously.

### **BUDGET DISCUSSION**

Chairman Mike began the discussion on the FY 20/21 budget. Many facets affect – or could affect – our budget at this time (the church is closed, giving is down, the preschool is closed, staff is working at home, etc.). However, after some discussion, no change was made to the proposed budget for FY 20/21. Mike C. called for a vote to pass the \$7.8 million budget with the proviso that the Church Treasurer, the Financial Secretary, and the F&P commission will skillfully manage to the cash as needed, not to budget spending. (This type of management has been skillfully and successfully done in the past; it can be done so again when needed in the coming FY.) The proposed budget for FY 20/21 passed unanimously.

Bob C. presented a recommendation related to the budget regarding the vacated position of a pastor/director.

After some discussion, Bob moved that **“when a Pastor or Director position is vacated, it is not immediately backfilled. The needs of the ministry are first examined and assessed to see if that position's responsibilities can be divided among the existing staff members. The results of this examination will be reported to the Elder Council before a recommendation is made to fill the position.”**

The motion was seconded and passed unanimously.

Sam Evans and Chairman Mike will compose a cover page for the budget by the middle of April and get approval from Elder Council. All departments will write up a page of ‘year in review’ and ‘looking ahead’ to add to the budget handout for the congregation.

Of special note, Sam Tabari is working on ways for members to vote for the FY 20/21 budget and for new Officers/Elders/Deacons/Deaconesses.

### **EXECUTIVE SESSION – DISCUSSION OF SEVERAL ISSUES TO DEBRIEF**

The EC held Executive Session for the remainder of the meeting.

## **COVID19-RELATED MOTIONS (POST 4/6/20 ECM)**

- (1) The CARE ACT has been designed to help small businesses pay their employees instead of laying them off in this season. Bob, Christina, and the business office plan to file for a Payroll Protection Plan loan with our bank, which is Wells Fargo. The loan balance is totally forgiven, as long as we maintain our staffing. (A prorated amount must be paid back in the event that we do lose any staff.)  
On April 3, Chairman Mike moved **“that we ask the RHCC Business Office to file a CARE act loan application with Wells Fargo Bank to take advantage of the Payroll Protection Plan.”**

The motion was seconded and passed with 13 Yes votes – 1 No vote.

- (2) We have missionaries and organizations that are losing supporters due to job losses back in the states. We have missionaries all over the world where the brethren are not able to get food to their congregations because of forced quarantines such as India and everywhere. The situation is getting very serious.

On April 9, Craig K. and the GOC **“move that the Elder Council approve spending \$200,000.00 from the trust fund monies to be invested into the emergency needs of missionaries and missionary organizations around the globe to feed and house and take care of medical needs of our brethren as a result of the Corona Virus Crisis.”**

The motion was seconded and passed unanimously.

The spending of every dollar will be reviewed and will be carefully doled out with the highest levels of Biblical stewardship by the GOC, who will make a full report to the EC and the congregation.

- (3) With the “Safer at Home” policy in place at this time, we will not be able to meet together for our 2020 annual Congregational Business Meeting.

Therefore, on April 9,

Bob C. moved **“that we postpone our RHCC 2020 Annual meeting and the close of the fiscal year from May to the end of July or a future month to be determined by the Elder Council based upon the COVID-19 restrictions on gathering for worship and assembly. (The Elders will act on behalf of the congregation in this emergency according to RHCC Bylaws [see RHCC Bylaw Article IV.3.L].)”**

Other provisions, which result from this action, are as follows:

1. The terms of those officers, elders, deacons, and deaconesses whose terms are ending will be extended until the time of the completion of the 2020-2021 election and results. Fortunately, June, July, and August are typically lighter months for Elders and Commissions.
2. There will be an extension of the income and expense levels in May for the accounting periods of June and July and all other terms and conditions of the 2019-2020 congregationally approved budget. The current congregationally approved budget will remain in force with the income and expense budget for May 2020 being the basis for income and expenses in June and July until that time when the fiscal year end is determined. We are looking into how our accounting software will accommodate a period 13 and 14 for the current fiscal year.
3. Once the CBM convenes and the congregation approves the 2020-2021 budget, the income and expense figures for June and July will be transferred into the newly approved budget and we will close the year on the former fiscal year ending May 31.
4. This face-to-face CBM will offer a time of engagement and celebration among the congregants and will engender thanksgiving, trust, and fellowship among staff, elected leaders, and the congregation.

This motion, along with the aforementioned provisions, was seconded and passed with a few abstains.

## **ACTION ITEMS RECAP**

Sam Evans and Chairman Mike – Compose cover page for FY 20/21 budget

All Departments – Compose ‘Year in Review/Looking Ahead’ budget handout supplements

**STAFF ROUNDTABLE – See Appendix A**

**ELDER ROUNDTABLE – See Appendix B**

**Next ECM Dates:**

**April 20**, and May 4 & 18, 2020.

(EC meetings are typically either on the 1<sup>st</sup> or 3<sup>rd</sup> Mondays of the month and sometimes both.)

**Next CBM Dates:**

**May 3 (TBD)**, September 20, and November 8, 2020.

s/Jane Wallin  
Church Secretary

**APPENDIX A – STAFF UPDATES**

**Sam**

**Shawn**

Hello Elders.... Here is a brief update on the ministry that has happened on campus this week.

March 20, 2020

**Student Ministries transitioned all of their mid-week meetings online, and it went exceptionally well. Both used Google Hangouts, which** allowed students to interact with Lloyd and Michelle, and Hunter, Matt, and Taylor while they led the programming. I have both a High Schooler and a Junior Higher, and you could hear them laughing and participating throughout the entire service. Both Jr. High and High School had over 150 kids log on, which is incredible given the very short notice that they had to pull this off. Afterwards, kids connected with their small groups online. Both ministries have also continued to use podcasting, Instagram, and the app House Party to remain in touch and provide meaningful content to their students.

**This week in Worship Arts, Michael filmed a dozen worship songs, which could be used for weekend services in case there was a shelter in place order.** Now that this order has gone into place, we will slowly release this music over the course of the next three weeks to



**Bob Alley is slowly recovering from what is believed to be Coved-19:** Bob had become increasingly sick on the weekend of March 21-22, (I believe these dates are accurate). He developed a severe fever, cough, slept for much of the day, and was having a difficult time staying hydrated. The hospital did not have any tests for Coved-19 at the time, but he was sent home and told to self-quarantine. The fever broke on Saturday the 28th, but he has remained very weak and is still resting, and the whole ordeal scared both he and Linda pretty badly. Susan Johnson has dropped off food for them, and Jack Murray has filled in for Bob this week. The Business Office also closed for the week, as they were the last to be exposed to Bob before he started developing symptoms. Please, continue to pray for Bob, for Linda's continued health and protection from the virus, and for Jack as he covers for Bob.

**We are learning as quickly as we can about the Care Act and the Payroll Protection Plan:** I am sure Bob will update you more on Monday, but the government is offering significant financial assistance to small businesses. Briefly: the government has developed plans to assist small businesses meet payroll through a loan that would not need to be repaid so long as we maintained the same number of full time employees. This might bring significant payroll and budget relief if RHCC qualifies and is accepted into the program. Sam, Christina, Bob and I have been studying the program and sharing information as quickly as it has become available.

**We have returned to filming on campus:** We originally anticipated needing to film our services from homes, but a change to the list of essential services now allows churches to meet for streaming. From now on, all services will be filmed in the worship center.

**We are seeing an increase in online giving:** On week 1, we saw a 38% increase in online giving, and 39% increase in week 2. We still are falling short of our weekend giving needs, but our congregation is doing a great job transitioning to online formats.

**Our RHCC App is on its way to the Apple Store:** Our app was being held up due to the challenges of syncing our current financial software with what the app offers. We had hoped to have everything moved over for the launch on the app, but with everyone working remotely, we have decided to separate out these processes. Now, we are going to launch the app for content and connection, and complete the financials at a later date when we will have people gathered together to solve any problems that might come up. Once the Apple Store approves the app (one week), it will be launched to the congregation.

**Ministries are hustling:** Our church is producing an avalanche of content right now in an effort to connect with people. These include weekly devotionals, online small groups, and online small groups for new attenders, youth groups, women's devotionals, online music and more. Marcia has also booked the campus for blood drives through the Red Cross, and Nate has just begun his role as the Interim Global Outreach Pastor.

**Communion is this weekend:** We have spent a great deal of time thinking through way to do communion virtually. For now, we are simply asking people to gather their own supplies, and they will be led through communion in the service video. We have other ideas we are exploring for the coming months, but for now, this feels like it has the highest chance of success.

There is almost too much to mention, but the staff is working tirelessly, around the clock to minister to people virtually. We do not know how long this is going to last, but we are doing our best to do it well.

**David Krall will be preaching this weekend.**

Shawn

**Garrick**

## **APPENDIX B – ELDER UPDATES**

**CHAIRMAN (Mike Cochrane)**

**CHILDREN'S MINISTRIES (Clyde LaGue)**

**CONGREGATIONAL CARE (Jerry Rilling)**

**CONNECT & EQUIP (Gene Chou)**

**FINANCE & PROPERTY (Tom Miller)**

**GLOBAL OUTREACH (Craig Knickerbocker)**

**LIFE GROUP (Mike DiLustro)**

**LOCAL OUTREACH (Hoon Dokko)**

**PERSONNEL (Terry Wheeler)**

**STEWARDSHIP (Richard Smith)**

**STUDENT MINISTRIES (Rod Lenders)**

**WORSHIP ARTS (Ben Eroen)**