

TRINITY BIBLE SHEPHERDING BOARD MEETING MINUTES

December 13, 2021

"We make disciples who make disciples."

Lay Shepherds and Pastors: (C=Chair, VC=Vice-Chair, S=Secretary, NV=Non-voting member)

<u>Until '22</u>	<u>Until '23</u>	<u>Until '24</u>	<u>Staff</u>
Exc Paul Herring ^{VC}	X Steve Riggs	X Dana Shaver	X Peter Salmon ^C
X Marty Colwell ^S	X Doug Keiser	X Guy Groves	X Steve Bailey ^{NV}
			Exc Brian Bremner ^{NV}

- I. **Emotionally Healthy Discipleship Book Discussion Chapter 6:** Steve Riggs led discussion on emotionally healthy ways to process grief & loss.

II. REPORTS

- a. *Ministry Wins:* Grand Opening brought a couple bringing 4 generations in their family to join in worship & expressed interest in coming back. So neat to see camaraderie & fellowship reconnecting & happening in the Café area. Saw several people in wheelchairs – good that our new addition/remodel can make space for accommodate. Averaging 450 attendance last few weeks – back to pre-COVID attendance numbers.
- b. *Pulse Report:* No Pulse Report this month.
- c. *Financial reports:* Still being worked on for this month. Good giving in November - \$85K. Only \$25K in the red for this year, so very encouraging. We are now paying our monthly mortgage payment which has been built into our budget. Motion moved & approved to pay off \$42K we had 'borrowed' from current operational fund for building expenses we had incurred. The operational fund has a healthy \$108K.

III. UNFINISHED DISCUSSION ITEMS

- a. *Initiative Teams update*
 - a. Community Presence Team (*Brian Bremner (Team Lead), Peter Salmon, Sandra Flikkema, Fred Mieke, Jim Horton, Anne Horton, & Andy Conger*)
 - b. Back to Church/Grand Opening Team (*Trina Landmesser (Team Lead), Jeremy Good, Sarah Good, Karen Grossman, Julie Nordstrom, Emily Haberly, Deb Berstler, Jen Roth & Darla Kelly.*)
 - c. Our teams have either wrapped up or are winding down. The Grand Opening Team finished up with planned events/activities that added much to the success of the Grand Opening & Dedication Sunday.
- b. *DS1*
 - a. DS1 is scheduled for March 5. DS1 Refresher for March 26- a Saturday breakfast & lunch.
 - b. If you haven't been to one in 2-3 years, plan to come to one. It will be helpful to get Shepherding Board feedback on our first time through the new DS1 Refresher.
- c. *Chasing the Strays*
 - a. We reported on our follow up with Trinity attenders from last month that had not yet returned to in-person worship. Many have since returned; some will be unable to return due to ongoing health issues.

IV. CURRENT DISCUSSION ITEMS

- a. *Commissioned Lay Ministers*
 - a. We voted & approved to give Jeremy and Pastor Steve the status of Commissioned Lay Ministers this coming year. We do this every year for ministry staff who aren't licensed or ordained.

- b. *Housing allowances for ministry staff*
 - a. Every year, we approve housing allowances for our ministry staff. We voted & approved housing allowances for Peter, Jeremy, John, Steve, Trent, Brian, and Kalen.
- c. *Bonus for Tim and staff*
 - a. It is customary for us to give a \$150 year-end bonus to staff members that aren't a part of pastor appreciation (Jeremy, Kalen, Trina, Caroline, Heidi, DeeDee, Sophie) as well as Tim Purcell. Doug abstained from the vote. This was voted on & approved.
- d. *Year-End giving letter from Shepherding Board*
 - a. We reviewed & approved a year-end giving letter that Pastor Peter, Paul, Marty, and Chad Hertz drafted. This letter will be from the Shepherding Board & will go out to the entire congregation.
- e. *Staffing and Finances at Trinity*
 - a. Pastor Steve excused from the meeting for this discussion item.
 - b. John has shared openly with Pastor Peter that he will be retiring at the end of May. Pastor Peter shared concerns about continued attrition in our staffing levels and the impact that might have on our ministry effectiveness and staff workload. The SB encouraged Pastor Peter to draft an organizational chart that will take us into our desired future for ministry. With the current organizational chart overloading Pastor Peter's responsibilities with 8 direct reports, we need to consider putting desired staffing into the next fiscal budget. This will need to be contingent on additional giving & income. Pastor Peter recommended we maintain Brian Bremner's residency until June (the end of this fiscal year); start paying Bryce \$500/month for his current unpaid residency until June; add another residency at \$500/month starting in next fiscal year (starting in June). We moved & approved Pastor Peter's recommendation.
 - c. Questions to consider:
 - 1. *What ministries need more staffing and attention?*
 - 2. *What will be the future of our residency program?*
 - 3. *How will our mortgage payment affect future operating budgets and the ability to hire more staff?*
 - 4. *Are there creative ways we can add staff (Volunteer Staff, Part-time staff)*
- f. *Prayer:* We closed in a time of prayer.

V. IMPORTANT DATES

December 23 & 24 – Christmas Services
 January 22 & 25 – Small Group Leader Training
 January 23 & 30 – Small Circle Launch on Sunday AM
 January 29 – Next Steps Class
 March 4-5 – DS1
 March 26 – DS1 Refresher

VI. FUTURE BOARD MEETINGS

Monday, January 10 @ 6-9p
 Monday, February 14 @ 6-9p
 Monday, March 14 @ 6-9p
 Monday, April 11 @ 6-9p
 Monday, May 9 @ 6-9p

Respectfully submitted,

Marty Colwell, SB Secretary

Pastor Peter Salmon, SB Chair