

TRINITY BIBLE CHURCH SHEPHERDING BOARD MEETING

MINUTES

March 8, 2021

“We make disciples who make disciples.”

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

<u>Until '21</u>	<u>Until '22</u>	<u>Until '23</u>	<u>Staff</u>
X Jeff Sutton	X Paul Herring	X Steve Riggs	X Peter Salmon ^C
X Eric Hruby	X Marty Colwell	X Doug Keiser	X Steve Bailey ^{NV}
			X Brian Bremner ^{NV}

I. Devotional/Prayer: Pastor Peter shared Acts 13:1-2 where the disciples ‘ministered to the Lord’ before they made ministerial decisions. He highlighted how worship & prayer is ‘ministering to the Lord’. It’s important to take time to worship before pursuing the ministry decisions & actions. We paused to pray.

II. REPORTS

- a. *Ministry Wins:* Recent wins: Recent DS1 weekend very engaged group – very bought into discipleship model; couple who began attending Trinity a few months ago made big growth steps in Christ & now in small group & being disciplined; great time of testimonies sharing at recent worship night
- b. *Accountability for “Our one”:* Broke into triads to give updates on our ‘ones’.
- c. *Pulse Report:* Productive Trinity staff retreat reflecting on past year and seeing God at work; Good volunteer staffing for past Sunday’s relaunch of Treehouse Kids & 40 kids; Good relaunch of 8:10 Service - 60 in attendance last Sunday; total attendance 230 attending & 70 watching online; Youth Missions trip being planned by Kalen & Trent for July 11-18 to Juarez, Mexico with Casas por Cristo.
- d. *Financial reports:* Previous to meeting, received financial reports from Caroline as well as a spreadsheet that gives a good picture of the trends in our operating fund giving since Covid started. Giving has smoothed out and been stable at \$61k for the recent non-December months. Giving is 10% down from last year’s pre-COVID monthly average but expenses have been lowered so we are meeting budget & currently carrying a budget surplus. Missions giving is very solid & meeting budget.

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, Jack Kester & Andy Conger*)
 1. Brian shared the team has had its 3rd meeting. They’ve divided into 2 teams: Outreach Events & Branding Communication (which deals with digital content & website search optimization).
 - 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.*)
 1. Peter gave an update for Trina. They are planning 1-2 church reopening events and leveraging a grand opening after the One Mission building project is completed (likely October 2021).

IV. CURRENT DISCUSSION ITEMS

- a. *Receiving Members*

- a. Shepherding Board moved & approved Nick and Bridgette Mahlstedt for Trinity church membership. Nick had shared his testimony prior to the SB meeting & read Bridgette's testimony (who could not be there d/t a previous commitment).
- b. *Logo*
 - a. Brian sent out the logo prior to the meeting with rationale. Response was very favorable. SB moved & approved new logo. New logo is more modern, meaningful (3 hexes in chain link motif reflecting the Triune God and our discipleship model) and variable (meaning it can be used more readily in a variety of formats). Rollout is planned around Easter.
- c. *Peter's Sabbatical*
 - a. Peter will be gone from June 1-August 14
 - 1. 2 month sabbatical + 2 weeks of paternity leave after baby comes (due date is July 30)
 - 2. Peter identified his plan is to "primarily to unplug, build a treehouse, make sure that my identity in Christ isn't based on my identity as Lead Pastor at Trinity, and do some overnight retreats by myself at Cedar Springs for extended time of prayer and study. We will also do a bit of traveling in June to see friends and for Amy and I to get a little time away (normal summer vacation stuff). Our kids will probably stay involved in kids activities at Trinity during the summer because it would be detrimental to disconnect them again at this point (my kids don't need a sabbatical after a year of covid)."
 - 3. Annual Business meeting will be May 20 prior to Peter's sabbatical leave.
 - b. Responsibilities during Pastor Peter's sabbatical.
 - 1. *Board responsibilities*
 - a. *Marty and Paul* - Orient new board members, Help Steve develop monthly agenda for June, July, Aug SB meeting.
 - b. Peter will be back on Aug 15, so we will have our August SB meeting on Aug 16 that month so Peter can participate.
 - 2. *Additional Responsibilities for Staff*
 - a. *Steve*
 - i. Preaching and Sunday morning planning w/ Brian and Jeremy
 - ii. Lead Staff Meetings & Jun/July/Aug board meetings.
 - iii. Meet with Kalen, Trent and Brian for oversight
 - iv. Major leadership decisions w/ John
 - b. *Brian*
 - i. Preaching and Sunday morning planning w/ Jeremy & Steve
 - ii. Visitor Follow up
 - c. *Trina*
 - i. Individual meetings Caroline, Jeremy, Heidi
 - ii. Final say on all operational decisions
 - d. *John*
 - i. Preaching
 - ii. Major leadership decisions w/ Steve
- d. *Policy Manual Proposed Changes*
 - a. Section 2, II, F - moved & approved new policy discouraging staff/staff's family from entering multi-level marketing endeavors
 - b. Section 2, II, G - moved & approved updated social media policy for staff
 - c. Section 2, VIII - moved & approved Trinity payday change to the Wednesday prior to the 4th Friday of the month.
 - d. Section 4, II, A - moved & approved 3 additional holidays for staff (Friday after Thanksgiving, Christmas Eve & New Year's Eve)
- e. *Budget*

- a. Pastor Peter has a budget proposal mostly prepared. A few of the numbers need more research and finalization, but it is pretty close.
- b. Budget highlights:
 1. **Budget Proposal.** We talked through budget line by line & discussed Peter's notes giving context. Note: Interest only payments on \$1.8 million loan = \$7125/month which will start in October 2021 after One Mission building project is completed. The proposed budget includes this expense.
 2. **Monthly Giving Rolling Average.** Our average non-December giving seems to be holding steady at \$61,000. This projects out to \$770,000 in giving for this fiscal year. (We began 2020 with a proposed budget of \$835,000 but it has been our practice to use estimated current giving levels to build the next year's budget.)
 3. **FTE Chart.** This shows the staffing levels at Trinity over the past year or so. There has been steady attrition in staffing; Pastor Peter expressed concern that it would be wise to avoid any further cuts. We don't know what the future holds financially, but Pastor Peter advocates the need to be proactive. Rehiring a NextGen Assistant for next year and adding a resident are factored into the proposed budget for this coming year. Because we've had a partial bounceback in giving, we plan to give staff raises in 2021 (which were held off in 2020).

V. FUTURE SHEPHERDING BOARD MEETINGS

April 12, 2021

May 10, 2021

Respectfully submitted,

Marty Colwell, Trinity Shepherding Board, Secretary

Pastor Peter Salmon, Trinity Shepherding Board, Chair