

**BOARD MEETING MINUTES**  
**Cherry Log Christian Church**  
**January 15, 2016**

Members Present: Jerry Johnson, Moderator, Robin Norsworthy, Malinda Geers, Caroline Carder, Cathy Smith, Bob Matthews, Myra Kibler, Mike Smith, Sue Green, Marsha Kipling, Kathy Knox, Maureen Hicks

Jerry Johnson called the meeting to order adding appreciation for those who attended a spending seminar prior to the board meeting.

Prayer was offered by Robin Norsworthy, who asked us to pray for Paul and Nancy Porter and for our congregation in light of the recent personnel change.

Cathy Smith and Jerry Johnson agreed that a quorum was present. The minutes of the previous meeting are posted on the website and approved. Cathy reported on emails received since the last board meeting dealing with voting on by laws changes, Philip Slemmons' election as Treasurer, and the resignation of Richard Lumpkin, Music Director.

**OLD BUSINESS**

1. Myra Kibler presented an interim report regarding the Privacy Policy Committee. The topics of the proposal are attached on the website. Discussion and decisions are as follows:
  - a. **The change to By-Law Article IV, B, 4e** will be discussed in the following section 2.
  - b. **Ownership of website tools** - Discussion of the fact that the websites Logmein, SurveyMonkey, Constant Contact, My Church Event, Highslide-File transfer system and church websites have been purchased with an individual's credit card have brought about a proposal that the church obtain a credit card to make such purchases in the name of the church. This will be referred to the Finance Committee by Jerry Johnson.
  - c. **Management of Electronic data** such as that used for Chaplain Corp, Membership, Finance, etc. usually has password protection. Managers of such data not included in ACS should file a hard copy of instructions for access with the church administrator. Malinda stated that there is a notebook in place.
  - d. **Data retention** - Malinda presented an updated copy of the Cherry Log Church Records Retention Policy (Updated 1/12/16) which is attached on the website. There was discussion of this current records retention policy and a motion carried unanimously to accept this updated Records Retention Policy.
  
2. **By-Law amendment to Article IV, B, 4 e.** - carried over from the previous Board. Discussion was held regarding the wording of the paragraph dealing with the sharing of information about giving trends/patterns with certain church officials. Jerry explained that a change in wording of the by-law will require informing the congregation. Caroline Carder made a suggestion that this item be tabled for further discussion at the next Board meeting. Jerry stated that it would then

become part of the current Board's (2016) by-law changes.

3. **Ad Hoc Energy Committee Update** - Bob Matthews reported that two audits have been done. The preliminary report shows a lot of heat going to the attic. The committee is looking at possible causes for this, including insulation, etc. He noted that the highest peak load is 30% of the cost and explained the term "highest peak load". the committee is waiting for a final report. A grant was applied for and awarded for wireless thermostats and insulation. All suggestions are being evaluated.
4. **Threat Assessment and Response Team report** - Jerry will appoint a committee and shared a FEMA Guide for Developing High Quality Emergency Operations Plans for Houses of Worship.
5. **Ad Hoc Committee on Attracting and Retaining Members** - Jerry reported that these meetings are ongoing.
6. **Review of Pending By-Law Amendments** - Jerry passed out the Suggested By-Law Changes for 2016 and asked that Board members review for discussion at the next Board meeting. These will then be presented to the congregation.
7. **Designated Gift policy and spending procedure review** - Jerry cited Bill Groce's presentation at the spending seminar. His proposals will be discussed at a later date.
8. **Revisions of the Decision Tree document** - Bob Matthews reported that this was up for reconsideration; it is being reviewed and simplified.

## **NEW BUSINESS**

1. **Proposed By-Law amendments** have been provided and discussion will be at the next Board meeting.
2. **Miscellaneous** - There were no miscellaneous issues noted.

## **REPORTS FROM THE COUNCILS**

1. **Discipling Ministry Council** - Attached
2. **Outreach Ministry Council** - Attached
3. **Resource Ministry Council** - Jerry reported for Phil Slemmons that the church ended the year of 2015 "in the black" financially. Discussion was held regarding the needs of the congregation regarding the resignation of the Music Director. The idea of a

congregational meeting to help church members with the recent Music Director's resignation was discussed; however, it was felt that offering members support from Stephen Ministers or Elders might help more and the idea of a congregational meeting was discarded. A note offering church members the assistance of Stephen Ministry support will be included in the next Cherry Log.

Future meeting dates were as follows: April 30, July 16, October 22.

Jerry closed the meeting with a benediction.

Respectfully Submitted,

Cathy Smith,  
Secretary