

Trinity Baptist Church Trustee Meeting Minutes

Monday, April 4, 2011
6:00 PM
CLC – Grand Room

The regular meeting of the Trustees was held on Monday, April 4, 2011 at 6:00pm with Jay Clingman, Trustee Chair, presiding.

In attendance:

TRUSTEES PRESENT: Paul Bracher, Joe Brooks, Jay Clingman, Joe Gaydos, Wayne Grant, Les Hollon, Ed Howie, Paige Kyle, Cindy Marini, Donna McIlveen, Mel Pankey, Carl Register.

ABSENT: Dianna Crocker; STAFF: Ed Nelson, GUESTS: Dave Ballard, Barry Long

Ed Howie opened the meeting with a short time of reflection before leading in prayer.

1. **Approval of Prior Minutes.** The minutes of March 7, 2011 meeting were approved.
2. **Update from Church Administrator:** Ed Nelson updated the Trustees on the current tithes and offerings received vs. budget. He reported that current giving is behind budget, however the staff is doing a very good job of managing their budgets to control spending without impacting ministry effectiveness.

Renewal of Frost Bank Line of Credit - Ed reported that so far this year we have not drawn on the letter of credit. He reported that it is time to renew this line, and asked the Trustees for their approval for such renewal as required under the Bylaws. Therefore, upon motion made and seconded, the Trustees unanimously approved the renewal of a one million dollar line of credit at Frost National Bank. The Trustee officers were directed to execute the necessary documents for this renewal.

Rock House – Ed reported that the contract was finalized at a \$202,000 purchase price with an April 22, 2011 closing date. In order to simplify the closing, Ed requested that the Trustees execute a proxy giving the Church Administrator authority to execute the necessary closing documents pertaining to this transaction. Therefore, upon motion made and seconded, the Trustees unanimously approved that Ed Nelson as Church Administrator be named as Proxy for the Trustee Chairman for the Rock House closing. Jay Clingman and the Church Clerk were authorized to execute the necessary documents.

2011-12 Ministry Plan – Ed reported that the planning for next year's Ministry Plan is on schedule with a planned first presentation on June 6, 2011.

Scholarship Team's Policies and Procedures – Ed presented a draft revision of the Scholarship Team's Policies and Procedures with the main changes being that (1) scholarship awards will not be awarded in excess of the income provided by the funds being managed and that the corpus of each fund would not be awarded; and (2) that submitting personal financial information will be left to the prerogative of the scholarship applicant's family. After discussion, the Trustees suggested that the policies and procedures state that with the exception of only one award, scholarships are not "need based" and therefore personal financial information is not required by Church members in awarding scholarships. It was agreed that this imposes a requirement that was generally not intended at the time the funds were given. Ed thanked the Trustees for this suggestion and will follow-up with the Scholarship Team.

Stewardship Team Report – Ed thanked Dave Ballard for stepping back into the Stewardship Team Leader role. Dave stated that the spring catch-up emphasis would be "Giving to Grow" culminating with a special offering to be collected on May 15, 2011. A stewardship education emphasis will also be provided through the study of "A Family's Heart", a stewardship education workbook for families. Dave asked the Trustees to partner with him, Ed Nelson and the rest of the Stewardship Team to communicate the budget shortfall and the ministry plan opportunities that still need to be met through increased giving. He asked the Trustees to solicit their centers of influence communicate this to the membership in a positive way. It was suggested that this also be communicated at the Deacon Council meeting on 4/19. The Trustees thanked Dave for his leadership.

Estate Gift – Ed Nelson reported that a gift had been given to Trinity from an estate, but that settling the will may be lengthy and complicated. Upon the advice of the Church’s legal counsel, and to show goodwill toward the widow to assist her in settling the estate, Ed proposed that the Church assign its interest within the will to the widow so that she will have a clear majority in probating the estate. In exchange, the Church would receive a percentage of funding up front with the remaining to be paid after the will has been probated. Ed believes that this is the right thing to do and requested that the Trustees authorize him to take this action. Upon motion made and seconded, the Trustees unanimously approved that the Church Administrator be authorized to execute the documents and take such action necessary to execute this plan.

3. Update from the Senior Pastor - Pastor Les Hollon updated as follows:

- Alpha Home possible merger with Lifetime Recovery – Due diligence is being conducted by Alpha Home’s Executive Committee regarding a possible merger with Lifetime Recovery, an organization serving men and families in the treatment of substance abuse. Les reviewed the key points from Alpha Home’s perspective of ensuring that: (1) Alpha Home would retain its’ spiritual Christian focus; (2) The Ruble Center and the home on Carlton would continue to be used for Church-based ministry as defined by the certificates of occupancy; and (3) men would not be present at either location for treatment or processing or for any activity that would cause disruption to the women in treatment or to the Monte Vista neighborhood.

Les explained that the many benefits that would be afforded to Alpha Home if the merger were accomplished: (1) a much broader base of ministry, (2) an increase in size of the donor base to the 16th largest non-profit in the city, (3) attaching Alpha Home to a non-profit benefiting “families” which would open doors to new funding sources. Ed Howie also emphasized the many benefits that would come from this merger. Les will keep the Trustees apprised.

- Open Table has had a good response and involvement by Trinity members
- “Each on Reach One” is in full operation contacting members and prospects for Easter
- Church Pictorial Directory is currently in the planning stages for later in the year
- Increased momentum with young adults to include an upcoming baby dedication service
- Continued analysis and exploratory work with the staff on the “best use” of space at Trinity, including an Upward Basketball youth program and beginning a Fine Arts Academy featuring music and art lessons to students in the Church and community.

The Pastor also said that his update on the planning for the additional worship service would be given in Executive Session at the conclusion of the meeting.

4. Six-Month Look Forward – Jay Clingman reviewed the upcoming dates for future Trustee, Town Hall and Business Meetings. He asked the Trustees to review the list of Sunday School Assignments and make sure that each Trustee visits their assigned classes to update them on the Trustee survey results. Jay asked the Survey Feedback Sub-Team to prepare a one page document that Trustees can use in speaking with Sunday School classes. Jay emphasized that the second half of the year is very scheduled with Ministry Planning meetings and meetings of the Pastor Relations Team. Jay provided these key dates to the Trustees. Donna McIlveen stated the importance of the At-Large Trustee elections in September and suggested that we begin talking with Church members about prospective nominees. Jay also asked the Trustees to consider 6-month feedback to the PRT as to “what the Pastor is doing that is great” and “where opportunities may exist.” Both Jay and the Pastor affirmed the importance of this feedback.

5. Standing Team Reports:

- **D&E** – Wayne Grant stated that they are working on leadership training and are creating a small group study of “The Story” on Wednesday evenings. He reported that the Senior Adults are planning a retreat at Laity Lodge on June 16-19.
- **Worship Arts** – Cindy Marini reported on a very good Sing Out San Antonio! youth event that was held at Trinity on March 27 and a very successful Mainstream fundraiser. She encouraged the Trustees to attend the Maundy Thursday service on April 21 and to incite their circles of influence.

- **Deacons** – Joe Brooks reported that the Deacon Council workdays were well attended and productive. The Council is also sponsoring a golf tournament on May 14 to benefit the Guatemala student trip.
- **Lay Ministry** – Paige Kyle said that her team is revising and streamlining the ministry team listings. They are also still working to align the ministry teams with The 2015 Vision.
- **Missions** - Joe Gaydos reported that the Honduras team is leaving this Saturday and requested prayer for their work and travels. The team will be focusing on church wide missions education and awareness as well as year-round giving.

6. Parking Lot: Mel Pankey reported that he had not been able to meet with the Governance Team on the Trustee policies and procedures matters discussed at the previous meeting. He will plan to report at the next Trustee meeting.

At 7:55 pm, Jay Clingman called the Trustees into an Executive Session to hear from the Senior Pastor concerning the additional worship service. The Executive Session was concluded at 8:30pm.

There being no further business, the meeting was adjourned. Mel Pankey closed with prayer.

Submitted by: Cindy Marini, Trustee Secretary