

Monday, December 7, 2009
6:00 PM
CLC – Room 212

The meeting of the Trustees was held on Monday, December 7, 2009 at 6:00pm with Ed Howie, Trustee Chair, presiding.

In attendance:

TRUSTEES PRESENT: Jim Adams, Dave Ballard, Ed Braswell, Jay Clingman, Joe Gaydos, Wayne Grant, Les Hollon, Ed Howie, Paige Kyle, Cindy Marini, Carl Register.

ABSENT: Paul Bracher, Dianna Crocker

GUESTS: Dick Foster, Mark Outlaw, Mel Pankey, David Robbins

Jim Adams opened the meeting by asking the Trustees to consider the action of Worship; that Worship is not our preferences about a specific worship service, but rather that worship is our outward expression of praise to God that requires us to point outward rather than looking inward. After taking prayer requests, Jim led in prayer. The minutes of the November 9, 2009 meeting had been previously approved as written by a majority of the Trustees through a Trustee website poll on Nov. 24, 2009.

1. TriPoint Update: David Robbins, TriPoint Chaplain, gave a brief overview of TriPoint and Grace Coffee Café operations. He said that November had been the best month to date with revenues of \$26,500 (representing 5,100 customers either through counter service or at the drive-thru lane) and that he was optimistic that with improved cost controls and additional revenues that GCC would be at a breakeven or profitable point very soon. He briefed the Trustees on the upcoming events scheduled at TriPoint in 2010 and the process for reserving meeting rooms. Jay Clingman asked if a projected budget for 2009-10 was available. David responded that because there is no history to compare against, the budget is constantly evolving. David will meet with the GCC Board and see what financial information is available. Question was raised as to the members of the GCC Board. Les Hollon responded that it consists of: Tom Hill, David Hennessee, Mel Pankey, David Robbins, Carl Register, and himself. It was requested that David be scheduled on the next meeting's agenda to again update the Trustees on TriPoint operations and finances.

2. Financial Update: Mel Pankey reviewed the latest T&O report which showed T&Os behind budget 20% for the year. Mel distributed two schedules showing the capital spent to date and the projected additional financing that could be needed for TriPoint and GCC through January 2010. Mel also reviewed the balances on the line of credit and the Grantham Funds. He and Mark Outlaw are working with the Finance Team and the GCC Board to gain a better understanding of the projected cash needs. Mel and Mark will bring a report to the Trustees at its next meeting. Mel also reported that PS&K of Fort Worth, the auditing firm used by Trinity, will begin their audit in the coming week. Wayne Grant requested that a copy of the Audit Report be available to the Trustees at its completion. Jim Adams asked if Mel and the Finance Team were working on a contingency plan in the event that T&O giving did not increase significantly. Mel reported that they would be having those discussions after the first of the year, if necessary.

3. Report from TriPoint Grantham Ad-Hoc Study Team: Ed Braswell, Chair of this sub-team, reported that the sub-team consisting of himself as Deacon Chair, Mark Outlaw (FT Chair), Wayne Grant (D&E Chair), and five others at-large: Jim Adams, Dave Ballard, Jay Clingman, Ed Howie and Cindy Marini met to consider the request from the Finance Team to allocate an additional \$125,000 from the Grantham Funds to cover additional capital expenses at TriPoint. The ad hoc team approved this request as an appropriate use of Grantham Funds contingent upon the Finance Team giving consideration as to how this additional funding is appropriately communicated to the Church. The Finance Team will now bring this motion to the Deacons and the Church for approval. Jim Adams cautioned that the Trustees should carefully review GCC accountability before going to the Church with additional GCC expenses using Grantham Funds.

4. Trustee Effectiveness Survey: Joe Gaydos presented the subteam's report based on analysis of the comments provided through the congregation survey. There was discussion of the most appropriate way to

communicate this feedback to the Church. Following up on some of the specific requests from the survey: Paige Kyle will follow-up with the Governance Team to explore the issue of absentee voting; Ed Howie and Les Hollon will explore with the Ministry Matching Team ways in which we might involve greater numbers of the congregation in all areas of Trinity; All Trustees will be assigned to at least one adult Sunday School class in an effort to better communicate to the Sunday School classes the role and work of the Trustees. Cindy will follow-up on assigning classes to Trustees. The sub-team was asked to put together the next steps to communicate the top 4-5 key points to the congregation at large and report back to the group. They were also asked to consider which church teams might benefit from seeing the full verbatim responses to the Trustee survey.

5. Senior Pastor Assessment Team: Jay Clingman, chair of the sub-team, reported that the team will be called the “Pastor Relations Team” going forward and requested Cindy Marini to take the steps necessary to change the Trustee P&P documents to reflect this new name. Jay reported that the 2009-10 team had met with the previous year’s team to ensure there was a smooth transition and continuity between the teams. Jay said that the Pastor Relations Team will be meeting with Les Hollon to finalize the “Objectives Document” by the January Trustee meeting. The team would also like to amend the Trustee P&P document to require that at least one member of the current year’s team is required to carry over to the following year’s team. Cindy will also follow-up on this revision.

6. Future Meeting Dates: Ed Howie reviewed with the Trustees a draft calendar of meetings scheduled through the end of the Church year to include Trustee meetings, business meetings and town halls. Business meetings will alternate between Sunday afternoons and Wednesday evenings. A schedule of these meetings will be forwarded to all Trustees and attached to these minutes as an exhibit.

7. Update on Outstanding Policies and Procedures Manuals: Jim Adams reported that with the personnel changes in the Business office, finalizing the Finance Team’s P&P has been slow. However, he said it is still a high priority, and Jim will follow-up with Mark Outlaw on this. Regarding the Facilities Team document, Jim Adams will work with Ken Smith, Governance Team chair, to facilitate getting this document completed.

8. Trustee/Spouse Dinner: Cindy Marini reported that Jim Adams had offered to host the dinner with spouses again this year at The Argyle. This was met with great enthusiasm – especially by Ed Howie. ☺ Cindy will follow-up with the Trustees and Jim and Judy Adams in setting a date.

9. Update from Senior Pastor: Les Hollon thanked the Trustees for the opportunity to report. He stated that he was continuing his work on the “8 Outcomes for God’s People in 2009-10” and was encouraged by the progress we are making. He gave a brief overview of the sermon series topics through Easter. He then assessed “where we are” as follows:

- Basic redevelopment of the Business Administration office and beginning that search process
- Working with the GCC Board to effectively implement the business plan and see profitability. Les requested that the Trustees forward any names of additional people who might be qualified to serve on this Board.
- Working with David Robbins to continue the ministry component of TriPoint and GCC
- Still assessing staff giftedness to make sure that everyone is serving in their areas of strength

The meeting was adjourned at 7:35pm to an executive session. The open meeting was reconvened at 8:05pm.

10. Reports from Standing Teams: Paige Kyle, Team Leader of the Lay Ministry Team, reported that her team had approved a new ministry team to be called the “Online Community Ministry Team” and is working with Nils Smith to launch the team. Upon motion made by Paige Kyle and seconded by Wayne Grant, the Trustees unanimously approved the formation of this new team. The other standing team reports were deferred to next month’s meeting.

11. New Business: Jim Adams requested that the Trustees follow-up with the Governance Team to more clearly understand the structure and governance of GCC, and specifically how its Board is nominated and elected, its organizational documents, the TriPoint Team’s P&P documents, and the operations documents for TriPoint and GCC. Cindy Marini will see what organizational documents are available and try to provide them for the next meeting.

There being no further business, the meeting was adjourned at 8:35 pm and David Ballard closed with prayer.

Submitted by: Cindy Marini, Trustee Secretary

Action Items:

1. GCC projected budget for 2009-10 to Trustees – Les Hollon/David Robbins
2. Copy of Audit Report furnished to Trustees when available – Cindy Marini
3. Next steps to communicate results of Trustee Effectiveness Survey to Church – Joe Gaydos and Team
 - Explore “Absentee Voting” with Governance Team – Paige Kyle
 - Explore with MMT ways for more involvement of congregation on church teams – Ed Howie/LesHollon
 - Communicate with all adult SS classes about Trustee role – All Trustees – Cindy will assign
4. Present Objectives Document for 2009-10 – Jay Clingman and Pastor Relations Team
5. Outstanding P&P Documents – Finance and Facilities – Jim Adams
6. Trustee/Spouse Dinner – Cindy Marini
7. Follow-up with Governance and TriPoint Teams to see what organizational and governing document are available for Trustee review- Jim Adams/Cindy Marini