

Monday, October 5, 2009  
6:00 PM  
TriPoint Meeting Room 1

The meeting of the Trustees was held on Monday, October 5, 2009 at 6:00pm with Jim Adams, Trustee Chair, presiding.

In attendance:

TRUSTEES: Jim Adams, Dave Ballard, Paul Bracher, Jay Clingman, Wayne Grant, Les Hollon, Ed Howie, Cindy Marini, Carl Register.

NEW TRUSTEES: Ed Braswell, Dianna Crocker, Joe Gaydos, Paige Kyle

GUESTS: Linda Kainz (invited as 2008-09 Trustee)

STAFF: Debbie Potter (first part of meeting only)

Jim Adams welcomed the new Trustees and Linda Kainz. The Trustees introduced themselves and stated the area (teams, at-large or returning) that each represented. Ed Howie opened the meeting with a devotional from John 15:5. He challenged the Trustees to remember that “all that we do is God’s.”

**1. Report from the Senior Pastor:** Les Hollon thanked the Trustees for their willingness to serve in a “pivotal year in the life of Trinity Baptist Church” and expressed appreciation for the rich relationship that he has enjoyed with the Trustees so far. He introduced Debbie Potter, Children’s Minister, who was invited to share with the Trustees a new Children’s ministry program for 2010 that not only connects with children, but also connects the families into a relationship with Trinity members.

**2. Parents Day Out:** Debbie Potter discussed the launching on January 11, 2010 of “Parents Day Out” on Monday and Wednesdays from 9am to 2:00 pm. It will be structured with four preschool classes (56 children) aged one through four years. Debbie gave the Trustees a handout detailing the programming and financial implications. It is anticipated that PDO will be profitable. She stated that Trinity will also keep its other ministry commitments to “Mom to Mom” and “BSF” which also use the Children’s Center for their programs. The PDO director has already been selected and is a church member. She will intentionally try to create relationships with these families and avenues for them to connect with Trinity members. Items that are seen as beneficial and unique to Trinity in launching this program are: competitive tuition, indoor playground, pre-school game room, music and art ministries, and chapel conducted by Trinity’s pastoral staff. Items to be addressed prior to the January launch: Outdoor playground will need upgrading, advertising and communication efforts, cross support from Church teams. Paul Bracher asked about background checks for PDO employees. Debbie confirmed that PDO employees will be screened by the same service used for other Trinity employees. The Trustees were enthusiastic about this ministry and thanked Debbie for her commitment, creativity and passion for children’s ministry.

**3. Executive Session.** The Pastor called a brief Executive Session at 6:35pm. The regular meeting resumed at 6:45 pm.

**4. Pastor’s Objectives for 2009-10:** Pastor Hollon reviewed a draft document of the priority areas that he will focus on for the upcoming year. These objectives will be further refined by the Pastor/Trustee sub-team and will be shared more broadly with the Church when this has been accomplished. It was suggested that, when finalized, Les present these in a Trumpet/website article and in a short video that could be shown in the adult Sunday School classes. The Trustees affirmed the ministry priorities identified by the Pastor, as well as the Trustees’ willingness to facilitate communication of these objectives at the appropriate time.

**5. Trustee Responsibilities Under the Bylaws:** Jim Adams reviewed Article VII from the Bylaws outlining the specific responsibilities granted to Trustees. He also offered to organize an orientation session with the Governance Team and/or Trustee officers for any new Trustees desiring further information on their role as Trustee. In addition to the responsibilities outlined in the Bylaws, Jim reiterated the model that has guided the Trustees for the past 18 months:

- Not a “boss” group – we are facilitators
- The more things we can “assign out” to other teams the better
- Trustees function best when sub-teams take on specific projects
- Trustees have a personal role to support the senior pastor
- Trustees are not the “Pastor’s bosses”, but they work with him on being accountable to the Church
- Trustees are not responsible for developing the Ministry Plan, but they have the responsibility to work with the Pastor, staff and teams to make sure it gets done
- Ministry Plan process is staff-led with assistance from Trustees in coordinating the pieces—Personnel, Finance, Stewardship, Facilities.

6. **Trustee Officer Considerations:** Jim Adams confirmed that the Trustees had read the addendum to the Trustee Charter, Policies and Procedures outlining the responsibilities, time commitments, and personal qualities sought in Trustee officers.

7. **Trustee Officer Election Process:** Jim Adams requested permission to depart from the Trustee officer election process outlined in the Trustees Charter, Policies and Procedures as follows: For the office of Chair, “the nominee receiving the most votes shall be elected as Chair. The nominee receiving the next highest votes shall be elected as Vice-Chair.” Jim stated that since it is possible for nominees to be interested in one position but not the other, he requested that each office be elected separately as stand-alone elections. The Trustees were in agreement. Cindy Marini will follow-up with the Governance Team to amend the Trustee P&P document.

8. **Trustee Office Election:** Jim Adams began the election process by asking for nominations for the office of Chair. In response to a query about his willingness to be nominated for another term, Jim said that he believed that it was good policy to rotate leadership roles in the church, and would therefore not be open to nomination for another term. Wayne Grant then nominated Ed Howie to the position of Chair. Ed accepted the nomination. There were no other nominations, and Ed was unanimously elected as Chair.

Jim then asked for nominations to the office of Vice Chair. Carl Register nominated Jay Clingman. Jay agreed to the nomination. There were no other nominations for Vice-Chair, and Jay was unanimously elected as Chair.

Jim then asked for nomination for the office of Secretary. Paul Bracher nominated Cindy Marini to serve another term as Trustee secretary. Cindy accepted the nomination. There were no other nominations and Cindy was unanimously elected as Secretary.

Jim Adams turned the meeting over to Ed Howie, as newly-elected Chair. Ed thanked Jim for his impeccable leadership in navigating the good and bad over the past 18 months and for charting a good course for the Trustee role. He stated that he was honored and humbled to serve and would do his best to fill this important role.

9. **Approval of Prior Month’s Minutes.** The minutes of the August 31, 2009 meeting were approved as written.

10. **Establishment of Future Meeting Dates/Times:** It was agreed that the Trustees will continue to meet on the first Monday of each month, unless holidays require rescheduling, and that meetings will be held at 6pm in the Grand Room of the Creative Life Center. Cindy Marini will provide a meeting schedule to the Trustees and to all communications personnel at Trinity. The officers and Les will also provide a schedule of Town Hall and Business meetings for 2009-10.

11. **Review of Trustee Yahoo Group Site:** Cindy Marini reviewed the basics of the Trustee group site as the repository for email between the Trustees and all documents pertaining to Trustee business. She encouraged the new Trustees to register on the site as soon as possible.

12. **Review of Trustee Year-End Evaluation:** Ed Howie distributed hard copy results of 77 surveys completed on the website. The results were encouragingly positive with 80% of respondents saying that the

Trustees are Effective or Highly-Effective in facilitating the planning, coordination and communication of Church affairs. Also included were the verbatim responses of the surveys.

Ed challenged the Trustees to review the surveys and identify for the next meeting three specific things in four areas:

- What three things are most affirming to our process?
- What three areas are surprises – “ah-ha’s”?
- What does this say that we as a Church need to “fix”?
- What are three actions we should take based on this feedback?

He added that for future years’ surveys, adding some demographic qualifiers as to age and gender would be desirable.

**13. Reports from Standing Teams:**

- Missions: Joe Gaydos reported that his team had met and there is lots of excitement over upcoming missions plans—increased percentage giving; trips to Costa Rica, Ghana, Kids Heart and local projects.
- Lay Ministry: Paige Kyle reported on the successful training session that was held the prior Saturday for all team leaders
- Deacons: Ed Braswell reported on the great ordination service for new deacons held on September 30<sup>th</sup>. He encouraged the Trustees (as Deacons) to turn in their responses to the Deacon retreat on October 17.
- Music and Worship Arts: Cindy Marini reported that her team has not had a chance to meet but will do so in mid-October.
- Discipleship and Education: Wayne Grant reported that this team has not yet met for the new year.

Ed Howie asked Paul Bracher if he would continue to be the Finance Team liaison. Carl Register offered to be the Personnel Team liaison.

Ed Howie asked for any items requiring an Executive Session. There were none. He then asked for any items of new business. There being none, Jim Adams closed the meeting with prayer and the Trustees were adjourned at 8:15 p.m.

Submitted by: Cindy Marini, Trustee Secretary