



Trinity Baptist Church Trustee Meeting

DATE: November 2, 2020

TIME: 6:00 pm

LOCATION: Your living room, kitchen, study, couch, man-cave, she-shed or wherever you will be tuning in virtually.

Trustee Goals:

- Spirit-filled facilitators of planning, coordination, and communication of Church affairs
- Facilitators and enhancers of Church unity and oneness of purpose
- Trusted resource to the Senior Pastor through prayer, communication, support, and feedback

Chair: Dave Ballard
Vice-Chair: Ken Smith

Secretary: Dianna Crocker

---- A G E N D A ----

Devotion and Prayer	Terry Green	5 min
Review of Minutes – October 12, 2020	Dave Ballard	2 min
Report from Senior Pastor	Les Hollon	10 min
Report from Church Administrator	Mark Barr	10 min
Ministry Teams Communications	Dave Ballard/Dianna Crocker/Ann Smith	10 min
MMT Team and Leadership 2020–2021	Dave Ballard / Ken Smith	10 min
Town Hall Planning and Preparation – January 2021	Dave Ballard	15 min
Reports from Ex-Officio Chairs of Standing Teams:	(3 min each)	
Deacons	Sue Pankey	
Discipleship & Education	Karl Schank	
Lay Ministry Report	Ann Smith	
Missions	Terry Green	
Music and Worship Arts	Ross Johns	15 Min
Old Business / New business	Dave Ballard	10 Min
Prayer and Adjournment	Terry Green	2 min

Executive session may be called at any Trustee meeting to discuss matters of personnel or other sensitive topics. Visitors will be asked to leave when executive session is required.

Note: The agenda and attachments will be provided electronically for the trustee meeting.

Upcoming Trustee Meeting Dates: 11/2/2020; 1/4/2021; 2/1/2021; 3/1/2021; Retreat with Pastors

4/9/2021; 5/3/2021; 6/7/2021; 7/19/2021; 8/9/2021 & 9/13/2021

Town Hall Forum/Business Meeting: 1/31/2021; 5/2/2021; 8/29/2021 & Annual Business Meeting 9/26/2021

**Trinity Baptist Church
Trustee Meeting Minutes**

**October 12, 2020
ZOOM Meeting, 6:00 PM**

Attendance

TRUSTEES PRESENT: Jim Adams, Dave Ballard, Dianna Crocker, Terry Green, Les Hollon, Ross Johns, Sue Pankey, Karl Schank, Ann Smith, Ken Smith, Malcolm Thomas, Wayne Thurman, and Charlotte Walsh

STAFF PRESENT: Mark Barr, Church Administrator, and Robert Stein, Finance Director

Because of the COVID-19 pandemic, social distancing guidelines were still in place. This meeting was a virtual meeting using ZOOM software. The meeting was recorded to facilitate preparation of the minutes.

Dave Ballard, Chair, called the regular meeting of the Trustees to order at 6:00 PM.

Devotion and Prayer

Referencing Luke 10 and quoting Oswald Chambers, Ken Smith presented a devotion and offered a prayer.

Opening remarks

Dave Ballard welcomed all Trustees and expressed his excitement for the promise of a new Church Year. He introduced four new Trustees by virtue of election or ex-officio status—Jim Adams, Dianna Crocker, Wayne Thurman, and Sue Pankey. Each responded briefly to Dave's query of "why you said yes to serving as a Trustee." For the newly elected Trustees and as a refresher for those returning, Dave reviewed the duties and responsibilities as written in Section 2A of the Trustee Charter, Policies and Procedures document. He charged all with memorizing three significant statements, which—taken together—represent the "call" of our church: its Vision, its Mission, and the 4 Promises made to its congregants.

Election

Dave summarized the process for electing new Trustee officers for 2020-2021, the slate having been presented previously: Dave Ballard, Chair; Ken Smith, Vice Chair; Dianna Crocker, Secretary. There being no additional nominations, Jim Adams made a motion to elect the slate. Ultimately, the slate of officers was approved unanimously.

Approval of September 14, 2020 Trustee Meeting Minutes

The minutes for the September 14, 2020, meeting were approved as written.

Report from Senior Pastor

Pastor Les began by reminding the Trustees of the theme selected for the 2020-2021 Ministry Plan—For Such a Time as This, a theme chosen to signify the uniqueness of events that have transpired over the last nine months, the collective—and creative—effort extended to meet the challenges for a safe environment, and the courage and boldness with which these circumstances have been met. He commented that the Trustees met the challenges inherent in this COVID-19 pandemic through "ownership" marked by a consistently high level of engagement. In addition, Les made these points:

- Intentionality and adaptation are key qualities necessary to thrive, and they are evident.
- In every area Trinity's staff continues to put—and keep—in place the practices that have marked San Antonio and Trinity as a "green zone."
- People from all age groups at Trinity have "stepped into" learning to use Zoom software in order to claim its benefits.
- The next level of accomplishment is the return of more in-person activities such as our Thanksgiving and Christmas Eve services, Bible studies, and dual services, when appropriate.
- Les enjoined the Trustees to stay in touch with one another, to continue to reach out to guests through conversations in all the available media.
- Les expressed gratitude to Steve Lecholop for his strong leadership of the Ministry Matching Team, whose stellar work led to a response of approximately 600 people eager to serve on 39 teams.
- Also, Les reviewed the evolution of a change in partnership to Baylor's George W. Truett's Theological Seminary from Hardin-Simmons Logsdon School of Theology.

Report from Church Administrator

Dave expressed his appreciation to Mark Barr and his staff for managing all the extraordinary elements the year 2020 brought. Both Mark Barr and Robert Stein were present to discuss current financial information. They were pleased to report the Church's Line of Credit is \$0.

	As of 9/30/20	with PPP Adj.
General Fund Contributions	\$4,334,362	\$4,334,362
General Fund Expenditures	\$4,433,920	(\$4,433,920)
Capital Improvements	(\$164,050)	(\$164,050)
Missions Capital Improvements	(\$30,868)	(30,868)
PPP Loan Forgiveness		499,300
Net Income/(Loss)	(\$294,476)	\$204,824

Robert also presented financials for the first nine days of October. Mark commented that this is a "great start to a new Church year." Ross Johns added: "WOW!"

Current Tithes & Offerings	\$217,445	
Current Other Budgeted Income	\$52,644	
Total Budgeted Income		\$270,089
Current Budgeted Expenses	\$28,756	
Current Overage/Shortage	\$241,333	

General Fund Contributions	\$273,925 (Current)	
General Fund Expenditures	(31,907) (Current)	
Net Income/(Expense)		\$242,018

Reports from Ex-Officio Chairs of Standing Teams

Deacon Council—Sue Pankey*

Discipleship & Education Team—Karl Schank*

Lay Ministry Team—Ann Smith: Ann reported that, in response to the COVID-19 pandemic, a video has been prepared to replace the annual in-person orientation for Team Leaders. It's anticipated that the video will be ready for viewing by Team Leaders, or any interested individual, after October 15, 2020. The Mental Health Team has been approved and its Charter and Policies & Procedures document is included in this meeting's packet. Ann mentioned the Lay Ministry Team members are eager to cooperate with the Trustees in liaising with all ministry teams. Booklets with additional information for Team Leaders is almost ready for pickup.

Music & Worship Arts Team—Ross Johns*

Missions Team—Terry Green*

*Written reports are attached

Old Business

Dave Ballard made two announcements: He advised the Trustees that the April 9, 2021, Trustee meeting will be re-scheduled. Two items for discussion at the November 2, 2020, meeting are (1) leadership for the Ministry Matching Team and (2) planning for the Town Hall/Business Meeting on January 31, 2021.

New Business

There was no New Business.

There being no further Old or New Business to consider, the meeting adjourned at 7:55PM with a prayer led by Ken Smith.

The next Trustee meeting is scheduled for November 2, 2020.

Respectfully submitted,
Dianna Crocker, Secretary

Attachments:

Deacon Council Report
Discipleship & Education Team Report
Music & Worship Arts Team Report
Missions report

Deacon Council Report

Trustees' Meeting ~ October 12, 2020

Thank you for the opportunity to share briefly about the Deacon Council Ministry for the 2020-2021 Church Year.

A Brief Overview:

- Our Theme for this Church Year is "Living Our Best Lives with Love, Compassion and Unity" ~ with Christ as our Guide ~ Who is always abounding in Love, Compassion and Unity of Spirit!
- The Deacon Council Meetings through the end of 2020 will be Hybrid Meetings ~ in person in the Trinity Dining Room and on Zoom.
- "For Such A Time As This," we are grateful for Zoom! Our Meeting attendance has been very good. . . and we are praying it will continue to increase!
- For the 2021 Church Year ~ Our plans are to be adaptable!

October 19, 2020 ~ Deacon Council Meeting:

- Our first Meeting will be next Monday, October 19 ~ where we will welcome and introduce **one new Deacon, Cindy Levy** and congratulate **Six New Life Deacons: Jim Adams, Joe Brake, Milton Driggers, Norman Grimmett, David Hennessee and Glenn Walters.**
- We look forward to each of these Deacons sharing at the **New Deacon Ordination & New Life Deacons Commissioning Service** on **Wednesday, January 13, Trinity D/R.** It will be a great evening of Celebration for our Trinity Family!
- Another highlight of the first Meeting ~ We will be shining the Ministry Spotlight on Trinity's Amazing Prayer Ministry ~ with the presentation by the new Team Leaders ~ Laurie Bracher and Veronica Grant!

Looking forward to seeing all of you next Monday evening ~ either in person or on Zoom!

Thank You!

Sue Pankey
Deacon Council Chair

Discipleship and Education Team report for 12.Oct.2020 Trustees' meeting

The Discipleship and Education team met on 22.September.2020.

Goals and plans for this meeting

- Receive reports and discuss opportunities and plans for hybrid operations, transitions, and the “new normal”.

Accomplishments this meeting

- A lot of work has gone into plans for hybrid reopening and it looks good.
- Hybrid was designed for the teacher lecturing from the classroom and class split between face-to-face (f2f) and Zoom. Some situations had not been anticipated but may be accommodated in the future, such as:
 - teacher lecturing on Zoom with a split classroom;
 - back-and-forth conversational class discussion with class split between classroom and Zoom (which seems to be the tough case);
 - mirroring the iPad to a large-screen TV so the f2f class can see the Zoomers;
 - better methods for the Zoomers to see the f2f class members;
 - etc.
- The team believes that it may be months before some classes move back to either full f2f classes or even to hybrid classes, due to their individual class situations and needs
- While the children's dept is much different than the adults in many ways, several of their Covid/isolation needs are similar to some of the senior adult classes
- We are unaware of any community infection criteria for reopening and for reassessing or for re-closing if needed
- Individuals have to make their own decisions based on their own and families' situations. ***Nobody should feel pressured to do one thing or another.*** Don't jeopardize your health.
- Since the church service is moving to 10:30, that won't allow enough time for some who are in Zoom Sunday School classes to drive to church after class as several have been doing.

- The children’s ministry will have Sunday School, but no child care during the church service. That means that some families will be able to come to either Sunday School or to the church service but not both.
- Even after eventual full reopening, the “new normal” will not be the same as old normal. However, the “new normal” will have new opportunities, too, including having a much broader national and even international reach via Zoom and other online technologies. The “new normal” is not something to be feared, but to be capitalized on.
- The question underlying it all, sometimes spoken, sometimes latent is: ***Are we reopening too soon?*** There was no definitive answer. *Many, however, have very serious concerns*, as nobody wants anybody to get sick. Yet it was agreed that the decision has been made, come what may.
- Some feel that all this should have been discussed with the D&E Team before the decision to reopen and before the date was chosen.
- Finally, we congratulated and roundly thanked Judd for his service, which has been greatly appreciated by D&E. We will miss him, but wish him the best in his new ministry.

Prayer needs for D&E

- Please pray for wisdom and safety for all as we reopen.

Plans for next period

- The next meeting – scheduled for Tuesday, 27.Oct.2020 – will be the first meeting of the new church year. So we will get acquainted, share our vision and concerns for education and discipleship, and (given the current situation) probably continue work on hybrid and reopening issues.

– *Karl Schank*
D&E Team Leader / Chair

MISSIONS REPORT TO TRUSTEES

October 12, 2020

Terry reported that the Missions Team had their first meeting of the new church year on October 5, 2020. Many of the team members have served previously on Missions teams but we have a couple of members serving for the first time on Missions.

The good news shared with our team was that because of the improved church finances, all the Missions budgeted line items to the various agencies we support plus CBF and BGCT were fully funded.

With regard to Missions activities, we continue to pretty well role along with some limitations. Our CAM team (Christian Assistance Ministries) continues to do work for CAM with our annual blue jean drive underway. Over 50 pair were dropped off to CAM.

Our Local Missions team continue to prepare food bags and hygiene kits for homeless who drop by our church office. In addition, Mark Twain school had recently called and requested 5 lunch bags which we immediately provided.

Related to Mark Twain is the fact that August Higgins is now our church liaison to the San Antonio Faith Convening Initiative and through that participation will pass along to our Missions Team any needs that may come up in regard to Mark Twain.

Operation Christmas Child started this past Sunday and will continue through November 22.

Our Proverbs 31 team has been unable to work on Birthing Kits due to Covid-19 but hopes to resume on November 7 if appropriate safe accommodations can be found.

As most of you know, our Bountiful Blessings continues to go full steam with a food preparation and drive-by distribution each month. Over 100 families are being served by this ministry.

We continue to look for additional ways we can serve the homeless community who are still, in many cases, not able to find shelters open due to the virus.

Finally, we all are looking forward to the days ahead when we can resume person to person ministry and start the planning for both active mission outreach here in our community, in the U.S. and in other countries.

----- Forwarded message -----

From: **Ross Johns** <rosswjohns@outlook.com>

Date: Mon, Oct 12, 2020 at 7:35 PM

Subject: FW: Music & Worship Arts, Trustee meeting, Oct 12, 2020

To: Dianna Crocker (cdianna75@gmail.com) <cdianna75@gmail.com>

- The Chorale participated in virtual rehearsals over Zoom during September and on Oct. 7th we began offering rehearsals in-person, with people still able to participate over Zoom. We hope to involve more Chorale vocalists in worship leadership towards the end of October.
- The Orchestra is being phased back into worship leadership basically twice a month this fall, with smaller groups of instrumentalists leading on a weekly basis.
- Our music scholar program is strong with 10 students representing graduate and undergrads from Baptist University of the America's, Trinity University, UTSA, UIW, and Northwest Vista College.

Sincerely,

Ross W Johns

Service Teams

<u>Teams</u>	<u>Team Leader</u>	<u>Trustee Contact</u>	<u>Year End Report Received</u>	<u>Report 2020 - Notes</u>
Amazing Ladies	Sue Pankey		x	
Baptism Team	John Skaggs		x	
Bountiful Blessings	Ruth Cawthon		x	
CARE	Evelyn Cossy & Julie Perez		x	
CART	Susan James and Darrel Jones		x	
Children's Advisory	Dana Stubblefield		x	
Clerks	Allison Lanty		x	
Communications	Brandon Sappington			
Crossings	Javier Elizondo			
Floral	Regina Queen		x	
Food Service	Cindy Levy and Verna Reagan		x	
History	Marjorie Brake and Josie Dickerson		x	
Hospitality	Mark Wood		x	
Library	Cyndie Jones	Dave Ballard		
Lord's Supper	Mario Gonzales		x	
Men's	Matt Till and Pat Nolan		x	
Mental Health	Jessie Higgins			
Micah 6:8	Mary Minor			
New member	Cherrie Tiggeman and Tim Morris		x	
OAMAT	Carol Matthews			
Offering Counting	Michelle Mobley & David Auth	Wayne Thurman	x	
Prayer ministry	Laurie Bracher & Veronica Grant		x	
SMAT	Wayne Callendar			
Staff Administrative Angels	Micky and Wayne Daniels	Dave Ballard		
Staff Support - Appreciation	Phyllis Patterson		x	
Ushers	Gary Jones and Norm Grimmatt		x	
YAMAT	August Higgins			
<u>Administrative Teams</u>				
Discipleship & Ed	Karl Schank	Karl Schank	x	
Facilities	Gary Martin		x	
Finance	Quincy Barnes		x	
Governance	Cindy Marini	Ken Smith	x	
Lay Ministry	Ann Smith	Ann Smith	x	
Missions	Terry Green	Terry Green	x	
Music & Worship	Ross Johns	Ross Johns	x	
Personnel	Gaye Litton			
Scholarship	Sandee Johns			
Stewardship	Wayne Grant		x	
Tipoint	Darrell Schaper		x	
Deacons	Sue Pankey	Sue Pankey	x	

Trustee Meeting Devotional Sign Up Sheet

Meeting Date	Trustee Name
11/2/2020	Terry Green
1/4/2021	
2/1/2021	
3/1/2021	
4/9/2021	
5/3/2021	
6/7/2021	
7/19/2021	
8/9/2021	
9/13/2021	

TRINITY BAPTIST CHURCH
 TRUSTEE MEETING 11/22/20
 AS OF OCTOBER 31, 2020

General Fund Contributions	\$427,916
General Fund Expenditures	(\$277,397)
Capital Improvements	(\$6,636)
Missions Capital Improvements	
Net income/(Loss)	<u>\$143,883</u>

BUDGETED INCOME & EXPENSE

INCOME		THIS YEAR ACTUAL	THIS YEAR BUDGET	\$ VARIANCE OVER(UNDER)	LAST YEAR ACTUAL	\$ VARIANCE OVER(UNDER)
T&O		\$324,662	\$220,000	\$104,662	\$278,026	\$46,636
	Music Ministry	\$0	\$0	\$0	\$175	(\$175)
	Outreach Ministry	\$100	\$0	\$100	\$261	(\$161)
	Worship Ministry	\$0	\$67	(\$67)	\$0	\$0
R	Parent's Day Out	\$3,793	\$11,220	(\$7,427)	\$12,885	(\$9,092)
O	Children's Ministry	\$0	\$500	(\$500)	\$5,105	(\$5,105)
E	Student Ministry	\$0	\$0	\$0	\$880	(\$880)
T	Bible Fellowship	\$0	\$0	\$0	\$1,236	(\$1,236)
V	Missions	\$0	\$0	\$0	\$0	\$0
H	Discipleship & Education	\$0	\$0	\$0	\$0	\$0
E	Fellowship	\$0	\$0	\$0	\$1,285	(\$1,285)
N	GreatHearts	\$36,167	\$36,167	\$0	\$36,167	\$0
U	Food Service	\$11	\$20	(\$9)	\$6,266	(\$6,255)
E	Facilities	\$6,937	\$7,720	(\$783)	\$2,550	\$4,387
R	Tripoint	\$13,875	\$50,644	(\$36,769)	\$21,553	(\$7,678)
E	TOTAL BUDGETED INCOME	\$385,545	\$326,338	\$59,207	\$366,389	\$19,156
	Music Ministry	\$4,177	\$610	(\$3,567)	\$7,685	\$3,508
	Crossings Ministry	\$374	\$110	(\$264)	\$10,334	\$9,960
	Outreach Ministry	\$406	\$1,382	\$976	\$3,449	\$3,043
	Worship Ministry	\$438	\$147	(\$291)	\$1,210	\$772
	Transportation	\$96	\$83	(\$13)	\$788	\$692
E	Parent's Day Out	\$2,921	\$11,189	\$8,268	\$14,036	\$11,115
X	Children's Ministry	\$2,045	\$3,647	\$1,602	\$1,371	(\$674)
P	Student Ministry	\$1,057	\$1,573	\$516	\$2,356	\$1,299
E	Bible Fellowship	\$1,316	\$1,326	\$10	\$2,825	\$1,509
N	Missions	\$22,960	\$4,940	(\$18,020)	\$11,017	(\$11,943)
S	Discipleship & Education	\$0	\$5	\$5	\$0	\$0
S	Fellowship	\$689	\$3,368	\$2,679	\$3,785	\$3,096
E	GreatHearts	\$12,750	\$12,750	\$0	\$12,750	\$0
S	Food Services	\$870	\$7,300	\$6,430	\$6,180	\$5,310
	Office Administration	\$28,077	\$16,164	(\$11,913)	\$26,786	(\$1,291)
	Publications & Advertising	\$1,743	\$6,801	\$5,058	\$10,289	\$8,546
	Computer Services	\$4,797	\$5,256	\$459	\$4,007	(\$790)
	Trinity Productions	\$3,592	\$2,157	(\$1,435)	\$4,128	\$536
	Facilities	\$17,627	\$24,587	\$6,960	\$30,885	\$13,258
	Tripoint	\$8,610	\$12,935	\$4,325	\$20,519	\$11,909
	Personnel	\$159,319	\$189,917	\$30,598	\$216,805	\$57,486
	TOTAL BUDGETED EXPENSES	\$273,864	\$306,247	\$32,383	\$391,205	\$117,341
	NET BUDGETED INCOME(LOSS)	\$111,681	\$20,091	\$91,590	(\$24,816)	\$136,497
	Petty Cash	\$200				
P	Food Services Cash Drawer	\$150				
O	Payroll	\$28,448				
C	GreatHearts Security Deposit	\$10,000				
S	Designated Funds	\$415,979				
A	Operating Account	\$88,521				
S	Total Cash	<u>\$543,298</u>				
H						
I						
O						
N	Line of Credit	\$0				