

Big Canoe Chapel Board of Trustees Minutes  
January 15, 2018

**Trustees Present:**

**Others Present:**

Larry Applewhite  
Ray Bedingfield  
Dan Bellenger  
Judy Bellenger  
Jeff Downing  
Roger Estill  
Dick Girdler

Jean James  
I  
Chuck Palmer  
Jim Pollner  
Dennis Shearer  
David Thompson  
Laura Walker  
Wyatt Wood

Rev. Len Walker  
Jeff Turner, CPA, Treasurer  
Win Cates, Communications Comm.  
Ted Sprague, Witness Breakthrough  
Lindsey Wesseling, Youth Ministry Team  
Jeanette Crawford, Christian Education  
Sandra Applewhite, Christian Education

A quorum was established and the meeting was called to order by the chairman, Danny Bellenger. The **devotional** on patience was led by Jeff Downing. Rev. Walker led the **opening prayer**.

**Chaplain's Remarks:**

- The New Year will start off with two new Wednesday bible study classes to begin on Jan. 24<sup>th</sup>
- On Jan. 31<sup>st</sup>, Ted Sprague will lead a five week Witness Breakthrough class.
- The subject of the January sermons will be, "The Making of a Witness".
- The 2018 Chapel theme is Looking Up; Reaching Out. Emphasizing prayer, listening to God and taking action.
- A spiritual renewal conference will be held in the Chapel over a Sunday and Monday during mid-March. The guest speaker will be Rev. Mark Nysewander.

A motion to **approve the minutes** of the December 18, 2017 minutes was made by Dick Girdler, seconded by Chuck Palmer and approved unanimously.

**Financial Report:** The end of December 2017 closed ahead of budget. Excess funds were placed in the Chapel Reserve fund. The portion held in reserve by the Benevolence and Mission Committees will be distributed by the end of January. A discussion ensued on clarification of the allocation of funds to outreach. The Finance Committee will consider and recommend to the BOT the appropriate level of the Chapel reserve fund in the next few months.

Wyatt Wood reported on **Evangelism**. Meetings were held after a challenge by Rev. Walker to develop an evangelism program. A Witness Breakthrough Training Program will begin on January 31<sup>st</sup> and continue for five weeks. Ted Sprague will lead. Dick expressed concern about the scheduling of this class at the same time as two other Wednesday classes. A possibility of repeating the WB Training later in the year was suggested. Wyatt passed around the In-Home Prayer Meeting list.

Larry Applewhite moved to accept the **Policy on Protection of Youth and Children**. Dick Girdler seconded the motion and discussion followed. After minor changes in wording the motion passed unanimously. The revised **Nursery Workers Job Description** was presented. Multiple suggestions for change were accepted by the Christian Education members present along with Lindsey Wesseling, Youth Ministry Leader. A corrected copy will be forwarded to Rev. Walker, to Danny, Trustee Chair and to Jean James, Personnel Liaison by Jeanette

Crawford. The personnel committee will be asked to approve the document and put it into a format matching the other Chapel job descriptions. A motion to accept the content was made by Larry, seconded by Ray Bedingfield and approved unanimously.

A new position of Nursery and Sunday School Coordinator and the job description were presented. A motion to approve the position and job description (with corrections) was made by Larry, seconded by Ray and approved unanimously. The personnel committee will be asked to follow the same process, as above. The anticipated cost of this new position is ~\$4K/year. It has not yet been budgeted for 2018.

Jeff Downing presented an outline for Emergency Protocols including evacuation plans for weather and fire & smoke emergencies. After lengthy discussion it was agreed that suggestions for this plan should be sent to Jeff electronically and will be discussed again in February. It was suggested that a first aid kit be available near the defibrillator in the Broyles Center.

Danny presented recommendations from the Finance Committee:

- The threshold for property improvement projects requiring Board approval will be raised from \$1000 to \$1500. Motion approved.
- An audit to be done in 2018 by Mauldin & Jenkins at the proposed cost of \$11,900. The fee to be paid out of the endowment income fund. Motion approved.

Danny reported that the Scout Hut had a burst pipe due in part to a failed heater during the recent cold weather. A new heater has been ordered and repairs are being done by the maintenance team.

Ray Bedingfield raised a question about the amount of funds held in the reserve fund vs. needs in our community for financial help. Are we doing the best with our funds and according to God's will? The Finance Committee is reviewing the recommended level of this fund and the Board will determine the use of excess funds.

Rev. Walker closed the meeting with prayer.

A motion to adjourn to executive session was made by Chuck Palmer, seconded by Jim Pollner and passed unanimously.

The next meeting will be February 19<sup>th</sup>. Larry Applewhite will lead the devotional.

Respectfully submitted by:



Jean James, secretary