

## Salem Baptist Church

### Quarterly Church Conference, February 19, 2023

#### Call Conference to Order

- Church Moderator Mike McMorris called the conference to order.
- Pastor Jeff Olds led the congregation in the hymn "Have Faith in God".
- Moderator Mike McMorris led the congregation in a prayer and shared the following scripture passage:
- **Hebrews 11:1-3**
  - o "Now faith is the assurance of things hoped for, the conviction of things not seen. 2 For by it the people of old received their commendation. 3 By faith we understand that the universe was created by the word of God, so that what is seen was not made out of things that are visible."
- Attendance of 99 exceeded the quorum requirement of 75.

#### Minutes

- Available by online access
  - 11/13/2022 Regular quarterly conference.
  - There were no corrections thus the minutes were approved as reported.
  - 12/11/2022 Special conference to vote on the church budget.
  - There were no corrections thus the minutes were approved as reported.

#### Staff Reports (Pastor Brian Jennings)

***Pastor Jennings provided the following reports from staff:***

**Pastor Jamie Hyden** (*Children's Pastor*): VBS (Twists and Turns) planning has begun with Deborah Hardee and Anette Eaton as directors. Jamie is in communication with Salem and Apex Elementary schools to build a bridge of ministry for both. He is in the early stages of planning ministry for children at Westhaven and is also leading a monthly BFG for those who are unable to attend regular BFG due to their service in children's ministry.

**Pastor Mike Cooper** (*Student Pastor*): Students served the senior adults with a Valentine's Banquet, served at the preschool ball and at respite night. DNOW is approaching and registration has opened for summer camp at Fort Caswell this July.

**Pastor Jeff Olds** (*Music and Worship Pastor*): Advent worship led by the Worship Choir, Orchestra and Praise Band occurred 12/11/23; Two Christmas Eve services and one Christmas Day service were scheduled. Lottie Moon Christmas Offering to-date

giving is \$62,080.81. Easter music preparation for 4/2/23 Resurrection Praise began early February.

**Pastor Brian** (Senior Pastor): Expressed appreciation for the support staff and regular volunteers as well as for the faithful giving as seen in the budget, Lottie Moon, and Operation Christmas Child shoeboxes. Since the beginning of 2023, the average worship attendance has been over 500. We baptized 24 last year. Sermon series consists of continuing through 1 Samuel until Easter, then beginning Part 2 of Shepherd in the Shadow Part 2 after Easter.

## **Pre-School Report (Tammy Pressley)**

January is one of the busiest months with the 4's teachers doing student evaluations and parent conferences, followed by Open House and registration. Other than a few openings in some of the 3's, 4's and TK classes, Pre-school is almost full for next school year.

Fairytale Ball was held in February; an Art Show is scheduled for March as well as the annual book fair.

Preschool staff appreciate that Pastor Jamie continues to be involved in the day-to-day activities of the preschool.

## **Buildings Committee (Tim McKinney)**

### **Report on the PJ's Renovation:**

The Committee sent the completed drawings out to several contractors in the area. Some of the contractors declined the project for various reasons. We have collected the 3 quotes required by the church by-laws as follows:

- Wayne Builders- \$66,772
- MLB Construction- \$77,700.00
- Peak Building & Renovations- \$94,250.00

### **Background**

The owner of Wayne Builders is Wayne Koluch, a member of Salem. Based on the price and the knowledge we have of Wayne's, we believe he is the best choice to complete the PJ's project.

### **Motion**

***The Buildings Committee submits a recommendation in the form of a motion to contract with Wayne Builders to complete the Precious Jewel's renovation project at a cost of \$66,772***

- Susan Kubel (a PJ-representative member of SalemKids Ministry Team) raised a concern related to not including the exterior door in the project, and asked when will this be addressed.

- A-If this motion is approved, Susan will be in conversation with them beginning next week.
- Q-Was Susan involved in the original drawings?
- A-Yes and nothing has changed except for the door.
- Q-Is there an expiration on the bids?
- A-There's a 30-day on the bid by Wayne Builders.
- Q-Has it been determined from where the needed difference will come?
- A-If under 10k, Stewardship can approve the funds.

**Motion passes**

## **Campus Technology Committee (Keith Taylor)**

### **Network Refresh Project Update**

- CTC selected **Infranet Technologies** as the vendor to install Cisco Meraki network hardware and provide ongoing support to remediate performance and end of life concerns for our campus network. Approved by motion at the November conference.
- Cost: \$71,065 – Network Hardware & Licenses, Installation (*\$20K reduction from initial quote*)
- 50% down payment was paid in January
- \$660 monthly - Support Contract
- Timeline: Installation expected by end of May. Final payments to be made at completion.
- Benefits: Remediate stability, performance, and support issues with our network
- Professionally supported system
- Enable additional campus technology projects to move forward:
- Security system for campus
- Upgrades of phone system, networked printers, and networked storage devices
- Live streaming improvements
- Ability to distribute video around campus

David Wells will help with cables and wire installation (donation of time)

## Trustee (Brad Chaney)

### Loan Update

- Initial loan to finance new Worship Center was \$5.76M (June 2011)
- Refinanced amount was \$3.185M @ 3.0% FIXED rate
- **Current balance is \$2.21M** (62% of principal now paid)
  - ✓ Regular monthly payment = \$24,766/month w/P&I
  - ✓ Supplemental principal payment is based on monthly giving to Building Debt Retirement restricted fund
    - **\$145,592 given to fund in 2022 – Thank You!!**

<u>Monthly Pymt</u>	<u>Time to Payoff</u>	<u>Interest</u>
\$24,781 (Base)	8 years 8 <u>mths</u>	\$313K
\$34,781 (+\$10K)	6 years 0 <u>mths</u>	\$212K ( <i>\$100K savings</i> )
\$44,781 (+\$20K)	4 years 7 <u>mths</u>	\$160K ( <i>\$153K savings</i> )

### Contracts

- Renewed annual contract with Fellowship Financial (MaryBeth Parker) for professional financial bookkeeping services
  - o \$24,960 annual fee (\$2,080/month) thru Sept 2023
  - o \$26,208 annual fee (\$2,184/month) starting Oct 2023 (*5% increase*)

## Constitution & Bylaws Committee (Bobby Nichols)

- **Report**
  - o Notification of proposed change to the constitution



### Constitution & Bylaws Committee

#### **Bobby Nichols**

- **UPDATE** on Motion
- **November 2022 Church Conference**, the C & B Committee recommended changes to Article 5 Membership Section of the Constitution.
- **Changes** focused on:
  - Clarity to what it means to be a **Member** of Salem Baptist Church.
  - **Special Circumstances** (homebound, medical) membership
  - Avenue/process for Pastors to **determine membership**
- **Feedback** received at November Conf. was **incorporated into the final draft**.
- **Notification** of changes to **Article 5 Membership** mailed to members in December 2022



## Constitution & Bylaws Committee

### Bobby Nichols

Dear Salem Members:

At the November 2022 conference, the Constitution and Bylaws Committee proposed for consideration an update to Article 5 of Salem's Constitution. As required by the Constitution, alterations are provided to the membership through the mail prior to voting on it in the next regular conference. The Constitution and Bylaws Committee recommend this update for approval, as shown below, at the February 2023 Church Conference.

Recommended changes (where text is added or deleted) are highlighted yellow below:

#### Article 5 – Membership



## Constitution & Bylaws Committee

#### Article 5 – Membership

**5.1** - The membership of this church shall be composed of persons who have professed faith in Jesus Christ as Lord and Savior and who have been baptized by immersion. As followers of Christ and church members, we are called to be active participants in the life and ministry of Salem Baptist Church. For this reason, all church members are either "Active" or "Former." An active member is regularly involved in the life of the church, including in the last year: 1) Attending Salem worship services, 2) Participating in a Bible Study group, 3) Contributing financially to the ministries of Salem, or 4) Participating in official Salem church events. (New section added; also based on feedback received during the November church conference, the articles "a" and "an" were removed and *worship service and church event* were made plural.)

**5.2** - It is required for every prospective new member to take the prescribed new member's course (beginning effective with Seedbed, 2010), whether the prospective new member is coming by baptism, special circumstances, letter transfer, or statement. After completing the course, and signing the covenant, the prospective new member can then be recorded as received for membership via one of the means outlined in 5.2 (baptism), 5.3 (special circumstances), 5.4 (transfer), or 5.5 (statement). (Moved this wording from section 5.1 and updated section number references at end of paragraph)



## Constitution & Bylaws Committee

**5.3** - When an individual is unable to attend the required new member course and/or be baptized by immersion due to special circumstances (homebound, medical, etc.) the Senior Pastor will make the determination for church membership by providing written certification to the Church Clerk. The prospective new member can then be recorded as received for membership via special circumstances. In addition, the church staff will make the determination for continued church membership when a current active member is unable to meet the qualifications for membership under 5.1 due to special circumstances (homebound, medical, etc.) (Updated wording to include members under special circumstances with respect to both new membership and active membership)

**5.4** - A member of another Baptist church may be received upon promise of letter of transfer from the church where membership resides. (Updated section # only)

**5.5** - Anyone who has been a member of a church of like faith and practice, having been baptized by immersion as a believer in Jesus Christ, and is unable to provide or obtain the



## Constitution & Bylaws Committee

proper documentation for a letter of transfer, may be received into fellowship of the church by statement. (Updated section # only)

5.6 – If a member no longer meets the qualifications for membership as detailed in 5.1, the church staff will attempt to contact the member to ascertain membership status and will update accordingly. (New section added to align with 5.1)

5.7 - When a member 1) no longer meets the qualifications for membership as detailed in 5.1, 2) joins a different church, or 3) requests membership cancellation, their membership in this church shall be changed to former member. (Updated 5.5, 5.6 and 5.7 and removed references to inactive membership)

Respectfully submitted,

*Constitution and Bylaws Committee*



## Constitution & Bylaws Committee

### Bobby Nichols

- **MOTION**
- The Constitution and Bylaws Committee requests in the form of a motion, congregational approval of the recommended changes to Article 5 Membership Section of the Salem Baptist Church Constitution.

### Discussion

- With the new classifications being *active members* and *former members*, a concern was raised about Salem getting a reputation for removing people from the roll.
- Pastor Jennings noted that our hope in connecting with those who have not been active is to update member status for those who have joined elsewhere without Salem's knowledge. Also we wish to reconnect and, if possible, re-engage those who have not joined elsewhere. Ultimately, Salem is responsible for the souls on our roll. We want to love/care well for them and protect our congregation/witness.

### Motion passes

## Constitution & Bylaws and Stewardship Committee



### Constitution & Bylaws Committee and Stewardship Committee

**Bobby Nichols**

- Proposed Bylaw Change, 2.21

#### 2.21 – Stewardship Committee

This committee consists of six (6) at-large members with the church Treasurer as an ex-officio member. ~~This committee serves on a calendar year and shall meet once each month, with additional meetings as necessary.~~ The Stewardship Committee will promote and engage in a stewardship program that will encourage the spiritual growth of the membership. It will oversee and instruct on the methods by which all other committees/authorized church members may receive/disburse the funds needed to fulfill their responsibilities, establish and monitor proper internal accounting controls, submit a written quarterly financial report at the regular church conference, prepare a proposed budget and submit it to the regular church conference in ~~August~~ ~~November~~ (to be approved during a special called conference in ~~September~~ ~~December~~), and will coordinate an annual audit to be completed by an outside independent financial audit firm. In preparing the budget, the Stewardship Committee will allow the members of the church to review the proposed budget by publishing it in the church newsletter two (2) weeks prior to the ~~August~~ ~~November~~ church conference. This committee, in conjunction with the ~~Church Administrator, Pastor of Administration and Missions~~ and with the Buildings Committee and the Grounds Committee, will be responsible for keeping the insurance coverage of the church up-to-date.



### Constitution & Bylaws Committee and Stewardship Committee

**Bobby Nichols**

- **MOTION**
- Proposed Bylaw Change, 2.21
- The Constitution & Bylaws and Stewardship Committee in conjunction with the Trustees and Pastoral Staff present the recommendation in the form of a motion to approve the proposed changes to Bylaw 2.21 – Stewardship Committee.

Stewardship Committee Chair Stephanie Smith shared the benefits of switching the budget from the calendar year to the church year:

- All committees would be able to work within the same budget year.
- Salem's biggest giving month (December) would be in the first quarter of the year instead of the 4<sup>th</sup> quarter of the year.
- Budget work would be done during the summer instead of the fall.

- Presentation and approval of the budget would be completed in August and September instead of November and December when the church calendar is already full.

Q-Does a specific timeframe need to be added to the motion?

A-This is not needed because this change will align the Stewardship committee with the timeframe of other standing committees (October 1 to September 30).

**Motion passes**

### **Stewardship Committee (Stephanie Smith)**

Salem came within 97% of 1.5M budget.

All committees received reports of restricted money, budgeted money and how spending is going.

Stephanie shared highlights of the financial report.

### **Deacons (John Summerville)**

#### **Report**

Deacons are assisting Pastor Brian during the invitation time of our worship services.

We have started an initiative to connect with many homebound adults and shut-ins to reach out and continue to make connections.

We are engaging with some of the new members.

Deacons are moving \$2,070 to CTC that is left over from money set aside for John Ewart (per Stewardship request).

Because people are not reaching out much to the deacons, John encouraged members to contact deacons on behalf of others as they see fit (including benevolence

### **BFG Director – (Mike McMorris)**



## Bible Fellowship Group

Mike McMorris

- Started **new BFG** on 1/29 (Scott Long and Steve Fortner teaching)
  - D211 – 213
  - 20 – 38 have attended each week
- **Mandarin BFG** moved
  - To B209 (old, “big youth room”)
  - Tim & Holly Purkey, Andy Bond, David Lu, and Jing Tao
  - ~20 people per week
- Currently we have **12 adult BFGs**
- Emphasis on **joining** a BFG
  - Text-in at church, mentions at church, personal contact with members not in a BFG
- Excited to **grow together in community**

### Are there any motions or questions from the floor?

- There were no other motions or questions.
- A motion to adjourn was raised and seconded. All were in favor and the meeting was adjourned.

Respectfully submitted,

Kim Nichols

Assistant Church Clerk