

CCC Board of Elders Meeting
December 20, 2011
Agenda

6:00 - 6:30	Food and Fellowship	Beachler/Shanklin
6:30 - 6:40	Devotions	Hoppe
6:40 - 7:00	Prayer and Praise Time	All
7:00	Call to Order	
7:00 - 7:05	Approval of minutes of previous meeting	
7:05 - 7:30	<u>New Business</u>	
	Pastor Alvin - Short term mission	
	New Elder Ministry Assignments	Hosmer
	2012 Food & Fellowship ???	Hosmer
	Other New Business	All
7:30 - 7:45	Staff Reports (2 min. each)	Staff
7:45 - 8:00	Financial/Admin Team Report	Hoppe
8:00 - 8:15	Sr. Pastors Report	Helms
8:15 - 8:30	Break	
8:30 - 9:00	<u>Old Business</u>	
	Minimum Age for Baptism	Shanklin
	Communion Review	Beachler
	Other Old Business	All
9:00 - 9:10	Communications from the congregation	Shanklin
9:10 - 9:15	Meeting Summary for the Worship Folder	Beachler
9:15	Closing Prayer	
9:20	Adjourn Meeting	

Executive Session

Reminders:

Next Regular Meeting 1/17/12

Food & fellowship - ?
Devotion - ?

Prayer Response & Scripture Reading

12/25 McDowell & Mitchell (scripture)
1/1 Mitchell & Foster (scripture)
1/8 Steck & Hall (scripture)
1/15 St. Gean & Hatch (scripture)

CARLSBAD COMMUNITY CHURCH
Board of Elders Minutes for November 15, 2011

Present:

Elders: Jim Beachler, Eric Boes, Bill Hosmer, Todd Kiker,
Rich McDowell, Fred Mitchell, Ron Rusch, Chuck Shanklin

Pastors: Alvin Helms, Phil Hoyer

Directors: Saskia Van Leeuwen, Bill Nix

Ministry Leaders: Alan Bergstedt, Jane Hoppe

Absent:

Elders: Mark Hoppe

Directors: Arv Trostrud

Ministry Leaders: Justin Hill

6:05 PM: Jim Beachler opened in prayer

Devotion – Bill Hosmer about Life Being Interrupted. Bill shared several personal experiences to illustrate that God is behind these interruptions and that He can use them to grow us in our relationship with Him. Bill shared a scripture in Luke: for with God nothing shall be impossible.

6:40 – 7:05 PM: Prayer & Praise Time

Meeting called to order at 7:05 PM by Chuck Shanklin.

Minutes of October 1, 2011: A motion was passed to accept the minutes as presented.

Ministry Reports:

1. Women's Ministry - Jane Hoppe - See written report.
2. Membership Services & Personnel Committee - No report for this period.
3. Children's Ministry - Saskia Van Leeuwen - See written report.
4. Men's Ministry - Alan Bergstedt - See written report.
5. Missions & Evangelism Ministry - Arv Trostrud - See written report.
6. Administration Team Ministry - Mark Hoppe - See written report.
7. Senior Pastor Alvin Helms - See written report.
8. Associate Pastor Phil Hoyer - See written report.
9. Business Administration Ministry - Bill Nix – See Written report.
10. Financial Report – Mark Hoppe / Bill Nix – See written report.

New Business:

- 1) Election of 2012 Officers: The following officers were elected:
Chairman – Bill Hosmer, Vice Chairman – Fred Mitchell,
Secretary – Todd Kiker, and Treasurer – Rich McDowell.
- 2) Check Signers for 2012: A motion was approved as follows: Be it resolved that the following are approved to sign checks for the operating and money market accounts at Bank of America and Evangelical Christian Credit Union. The effective date is January 1, 2012. Chairman – Bill Hosmer, Vice Chairman – Fred Mitchell, Secretary – Todd Kiker, Treasurer – Rich McDowell, Admin. Team Member– Kenneth Johnson, Admin. Team Member– Michael McElroy, and Director of Business Admin. – William Nix.
- 3) Christmas Musical Refreshments: Chuck Shanklin shared that the old and new elders will again provide cider & elders wives will provide cookies on Sunday PM, Dec. 11.
- 4) Confirm New Members: The BoE approved as new members, Genieva Cunningham, Melody Helms, Adam Helms, Shane Helms, Guy and Carol Lee, Wayne and Beverly Minor, Emilee Seyb, Geneve Suttle and Mary Margaret “Peg” Vosburgh.
- 5) Growth Groups: Todd Kiker gave an update on statistics including some ideas of how to involve more members.
- 6) Parking Lot: In accordance with recommendations from the Admin. Team, a motion was passed to approve \$6,000 to repair the Harding Street parking lot to include removal of tree roots in damaged areas, a seal coat and new stripping of parking spaces.
- 7) Admin. Team Members: A motion was passed to approve 3 year terms on the Admin. Team, to replace vacancies, for Mike McElroy and Connie Jones.

Old Business:

Communications from the Congregation: No concerns expressed.

Fred Mitchell closed in prayer at 8:33 PM.

Submitted in His Service,
Ron Rusch, Secretary

Elder Prayer & Scripture Reading Schedule		
1st Half - 2012		
DATE	Prayer Only (Elder & wife)	Prayer (Elder & wife) plus read Scripture
1-Jan	Fred Mitchell	Burt Foster
8-Jan	Gary Steck	Harold Hall
15-Jan	Bruce St. Gean	Bill Hatch
22-Jan	Burt Foster	Bill Hosmer
29-Jan	Harold Hall	Todd Kiker
5-Feb	Bill Hatch	Rich McDowell
12-Feb	Bill Hosmer	Fred Mitchell
19-Feb	Todd Kiker	Gary Steck
26-Feb	Rich McDowell	Bruce St. Gean
4-Mar	Fred Mitchell	Burt Foster
11-Mar	Gary Steck	Harold Hall
18-Mar	Bruce St. Gean	Bill Hatch
25-Mar	Burt Foster	Bill Hosmer
1-Apr	Harold Hall	Todd Kiker
8-Apr	Bill Hatch	Rich McDowell
15-Apr	Bill Hosmer	Fred Mitchell
22-Apr	Todd Kiker	Gary Steck
29-Apr	Rich McDowell	Bruce St. Gean
6-May	Fred Mitchell	Burt Foster
13-May	Gary Steck	Harold Hall
20-May	Bruce St. Gean	Bill Hatch
27-May	Burt Foster	Bill Hosmer
3-Jun	Harold Hall	Todd Kiker
10-Jun	Bill Hatch	Rich McDowell
17-Jun	Bill Hosmer	Fred Mitchell
24-Jun	Todd Kiker	Gary Steck
Notes:		
1) Scripture reading is in ESV normally (Pastor Alvin preaching) or NIV (if Pastor Phil preaching). If you don't have the appropriate translation, please borrow one or printout scripture from www.biblegateway.com .		
2) If you have a conflict, please arrange your own switch, and then do 3) and 4) below.		
3) Please call the volunteer receptionist at the church office, if there are any changes, since she calls with a friendly reminder each Friday.		
4) Please email Todd Kiker (tkiker@yahoo.com) of changes.		

Senior Pastor's Report for December 20, 2011 Elder's Meeting

Primary Duties

- Schedule regular periods of time each week for study & preparation for teaching responsibilities at CCC. (approx. 16 hrs. per week)
- Continue to coach and develop the staff. I ask lots of questions and press the call to excellence in ministry to our staff.
- Work with Pastor Phil in planning our regular and special worship services.
- Continue to lead weekly staff meetings. Our meetings include times of prayer, planning and assessment of ministry activities here at the church.
- Many 1-1 conversations with the people of CCC.

Other duties at CCC

- Lunch with Claire Longuevan to discuss 2012 CCCC mission trip opportunities
- Met with Dave Slottje to discuss his missionary work and how we could help his ministry
- Continue to work with our youth ministry intern: Justin Hill
- Attended the My Therapist Sez event at Skyline Church in San Diego with the new ministry team
- Helped with several memorial services here at CCC
- Hospital and pastoral care and counseling: 18
- Attended the area pastors gathering for North County Pastors called : One Church Luncheon
- Continue to work with Bill Nix to improve and define our Benevolence ministry
- Met with our new lead elder to discuss elder assignments for 2012

- Worked with JJ on putting together a 3 year bible reading plan to be given to the people of CCC

Special Projects

- Worked with staff on stretch goals for 2011
- Beginning to outline the vision for CCC for 2012
- Worked on the new Men's Bible Study beginning in 2012
- Met with Sam to discuss progress on the church plant in Oceanside
- Several meetings to begin plans for a missions trip to China in 2012
- Now the proud owner of a Bernese Mountain Dog!

STAFF/ELDER REPORT

Pastor of Worship and Congregational Care

December 2011

Prepared by: Pastor Phil Hoyer

Ministry in November

1. The Celebration Choir continues its faithful ministry each Sunday. I continue to assist in leading the Contemporary Team on Sunday mornings. Orchestra has started up again and is especially working towards the Christmas musical. I preached at the Thanksgiving Eve Service. I was also involved in leading at the Corporate Prayer time. I gave my ministry report at the Congregational meeting.
2. I visited several of our members in the hospital and nursing homes. My shepherding ministry includes: several visits to the hospital/nursing homes during the month; and several phone care calls. I led in two memorial services.
3. I continued to be involved in several meetings, including the Elders' meeting and staff meetings. I have started participating in a growth group.
4. Our Men's Care ministry continues to be a blessing to those who are being visited along with our WINGS ministry for women. I attended the WINGS meeting. I attended the Ambassadors meeting.
5. The Prayer Teams for the church are functioning well. We still need leadership in several areas of our care ministry.
6. I met with several of those that came to the Thanksgiving dinner offering prayer to any who wanted it.
7. I continue to disciple a man every week.
8. I had dinner with some of our church families.

Elder Board Report
 Children's Ministries for November 2011
 From: Saskia van Leeuwen

Activities:

- Sunday school classes for infant to 8th grade and infant to 4th grade during the worship service.
- Child care was provided for all church activities and meetings needing it.
- Awana and MDO are going well
- Over sight for Junior High, and the Salt & Light table.
- Kept Child Safety screening and requirements up to date
- Operation Christmas Child (OCC)

Outcome:

- Children continue to be equipped through Bible lessons and Bible memory work on Sunday mornings and Wednesday evenings. Children's choir sang for the congregation on the 20th.
- Carol and her team provide loving child care for Bible Studies and other ministries and meetings offered by CCC
- MDO is effectively ministering to preschoolers and their mothers. They were involved with OCC and contributed 14 shoebox gifts.
- AWANA had a Drive-in Movie Night where the clubbers turned cardboard boxes into cars parked them in the Worship Center and watched the VeggieTales version of "The Little Drummer Boy". They participated in OCC and brought enough for 38 filled shoeboxes. We had 126 in attendance.
- Attended Staff, Elder, 11/11/11 Prayer, congregational and Ambassadors meetings. Went to the Operation Christmas Child Processing Center with CCC members and their families/friends.
- In the Samaritan's Purse OCC project we collected 210 shoeboxes, \$714.00 that was for shipping not included in some of the boxes and we had 27 people work at the processing center working 108 hours.

Current Numbers:

Month 2011	9:00 Hour Children/guests	9:00 Hour Jr. High	10:15 hour Children/guests	Worship Service	Wednesday Awana	Wednesday Jr. High
January	26 and 2 guests		47 and 29 guests	388	45	3
February	32 and 5 guests		47 and 23 guests	381	56	3
March	32 and 1 guest		48 and 17 guests	387	59	3
April	31 and 3 guests		50 and 25 guests	*405/393	56	3
May	30 and 3 guests		43 and 18 guests	391	59	3
June	29 and 3 guests	4	52 and 15 guests	418	---	7
July	30 and 5 guests	8	45 and 25 guests	421	---	6
August	26 and 1 guest	7	44 and 31 guests	412	---	6
September	30 and 3 guests	8	42 and 25 guests	407	71	10
October	30 and 3 guests	7	38 and 12 guests	398	72	10
November	30 and 3 guests	8	42 and 10 guests	405	73	9
December						
Average						

*Average with and without Easter Sunday

- Sunday Morning we have 33 regular families representing 62 children (some have junior or senior high children as well, but they are not in this count. Two families that were here last year have returned.
- Awana total registration is 81 with guests most weeks.

Carlsbad Community Church
MISSIONS & EVANGELISM
Staff Report: NOVEMBER 2011
 Director: Arv Trostrud

DIRECTOR'S ACTIVITIES:

- Attended 4 Tuesday Pastoral Staff meetings
- Led Prayer & Praise 5 Wednesday evening prayer meetings (using "Devotions and Prayers of Charles Spurgeon") and the Sunday evening prayer meetings.
- With my wife, prepared 4 Missionary Moments for the Worship Folders.

MMT PLANS:

- **MMT Meeting:** Tuvya Zaretsky and his wife, Ellen, will meet with Pastor Alvin and will be guests at the December 13th MMT meeting to present their activities and responsibilities with Jews For Jesus.
- **February Mission Conference:**
 - Arranged for Rev. Thomas Wang, widely respected International Director of the Lausanne Committee for World Evangelization, to be the featured speaker on February 12th, 2012.
- **2012 Short Term Mission Projects:**
 - China: Pastor Alvin willing to lead a team (10-12 people; 55+ agers) to Beijing to work with CCC missionary Alex Tan. Also, to work with 4C's missionary Mark Blair.
 - Jamaica: CCC missionary Clair Longuevan to lead a work team (10 – 30 people; 18 to 35 of age) build homes in underprivileged villages.
 - India: CCC missionary Dave Slottje to lead an evangelism team (at least 6 people) to Northern India (Sikkim or Nepal)
 - Micronesia: Support to Pastors Max or Barry or vision trip for potential teachers at Mizpah or Morning Star Institute
 - Free Wheelchair Ministry: Alan Bergstedt organizing distribution team to Chile or Vietnam.

MISSIONARIES:

- Greenhouse Project: \$1,520 per month in pledges from congregation and MMT beginning Nov. 2011.
- Alex Tan met with Pastor Alvin to discuss his ministry and a potential short term trip to China.
- Isaias Colop-Xec met with Pastor Alvin to discuss his ministry and the ministry in Guatemala.
- Clair Longuevan met with Pastor Alvin to discuss his ministry and 4C's Short Term mission opportunities
- David Slottje met with Pastor Alvin to discuss his ministry in India and for short term opportunities.
- Mark & Joanne Mackey "retiring" from Greater Europe Mission, moving to European Christian Mission (North America), Inc. and will continue to support ZBCS in Ukraine on an as-required basis.

MISSION FINANCIALS: November 2011:

- Current cash reserve at the end of November was \$ 49,557.27.

Bank	Comment	Date	Amount	Total
B of A	Ending October Balance	10/31/11		\$ 54,189.03
Income	November Faith Promise		\$ 13,992.05	
	Designated Gifts: Missionaries		\$ 370.00	
	Designated Gift: Colop-Xec		\$ 700.00	
	Transfer October Greenhouse income from Gen. Fund		\$ 2,793.91	
	Transfer from reserve for Christmas gifts		\$ 1,950.00	
	Transfer from reserve for CEF – Hope School		\$ 400.00	
	Total Revenues			\$ 20,205.96
Expense	November Missionary Monthly Support		\$ 15,214.00	
	Christmas Bonus to missionaries; 39 @ \$50 each.		\$ 1,950.00	
	The Greenhouse Project New Monthly Support		\$ 1,520.00	
	The Greenhouse Project October transfer & one-time gifts		\$ 2,903.91	
	Donation to CEF for Hope School for Bibles & supplies		\$ 400.00	
	Mission Conference expenses (Ron Hamilton)		\$ 418.13	
	Mailing of Mission Directory to missionaries (39)		\$ 81.68	
	Total Mission Expenses			\$ 22,487.72
Change	Net change			\$ (2,281.76)
B of A	Ending November Balance	11/30/11		\$ 49,557.27

EVANGELISM EXPLOSION:

- Harry, Bill & Dottie met Ben at the mall who was hoping God would accept him if he tried to make good choices; but he hadn't chosen to put his trust in Jesus until that evening after hearing the Gospel from the EE Team.
- The team had made an appointment to visit Evelyn; she had no assurance of her salvation. After we shared the Gospel (given clearly in the EE presentation) with her, she prayed to have assurance of having the gift of eternal life.
- Evelyn had a carpet cleaner salesman working in one of the bedrooms. After he was finished with removing some of the uncleanness from the carpet they showed him how to remove it from his heart.
- One Team meets on the 1st & 3rd Tuesday evenings; making phone calls to church visitors, requesting opportunity to visit and conducting open air contacts at the beach, pier, mall or other venues.
- Praying for another team to join them in reaching the community for Jesus.
- No firm plans to begin another training session at this time

Date: December 8, 2011

Subject: Administration Team Ministry Meeting – Carlsbad Community Church

Present: Lou Furrer - Chairman, Bill Nix (Bus. Mgr), Lynn Maddox, Nick Melillo, Carol Greene, Ken Johnson, Connie Jones and Mark Hoppe (Treasurer).

Lou opened the meeting with prayer at 1:30 PM.

Lynn Maddox recommended that the Meeting Minutes of November 10 be approved; Motion was seconded by Nick Melillo. **Motion Approved.**

Bill reviewed the November monthly financial report. Income for the month of November was \$76,974.35 and expenses were \$93,547.42 with a negative balance of \$16,573.07. Our cash available is \$100,726.02.

For the first five months of the fiscal year 2011-2012 total income was \$387,198.88 and total salary and expenses were: \$433,689.73 for a negative balance of \$46,490.85 which is \$30,052.22 over budget.

Bill reviewed the updated: "Priority list for Capital Improvement and Replacement"

Items completed:

- Asphalt coating and root removal Harding Street Parking Lot

Items in progress:

- No renovations in progress at this time
-

Obtaining bids for:

- Replace chiller, blower and boiler in the Sanctuary and cooling tower for the Worship center
- Power wash South side of Worship center
- Paver coating Sanctuary Patio

Lynn Maddox made a motion to contribute \$1,000.00 from the Benevolence fund to Bread of Life Ministry as a one-time contribution to help support their winter ministry program. Motion seconded by Nick Melillo. **Motion Approved.**

Bill Nix informed the committee that the ceiling small canister lights in the Worship center with Halogen lights have approached a potentially dangerous condition, as the high heat from the halogen bulbs have burned the wiring insulation in many of the fixtures due to use over the 20 years of operation. An electrician consulted recommended replacing the fixtures and halogen bulbs as a safety precaution. There are a total of 30 of the small canister halogen light fixtures. Bill Nix is obtaining bids to replace the fixtures with LED light fixtures. The LED lights use approximately 25% of the electricity of the halogen bulbs. The capital improvement plan has a balance of \$14,000 for energy saving improvements that has been approved by the Board of Elders. If the quote to replace the fixtures and bulbs is \$14,000 or less, Bill Nix is authorized to proceed with the

replacement. If the cost exceeds \$14,000 Bill will solicit approval from the Board of Elders to proceed with the replacement of the light fixtures.

Bill Nix reviewed a bid from TMP Mechanical to replace the Chiller and Boiler in the Sanctuary and the Cooling tower for the Worship center at a cost of \$145,611.41 if all three are replaced at one time. It was recommended that further review is needed at a separate meeting with TMP Mechanical, Bill Nix, Mike McElroy and Mark Hoppe. Mark Hoppe is to schedule a meeting for the following week.

Lou Furrer made a motion to remove the Spanish sign on the Bouterse Chapel as it causes confusion to new comers to the church as to the location of the Worship center. Wording on the Chapel: "Iglesia Cristiana de Carlsbad" Motion seconded by Nick Melillo. **Motion Approved.**

Carol Greene made a recommendation to place artwork in the information holders placed around the campus on the various buildings when they are not being used for announcements. Carol Greene and Connie Jones to research and report back at the meeting in January with recommendations for having these holders filled with artwork on a periodic basis.

The committee thanked departing members: Lou Furrer and Carol Greene for their dedication and years of service on the Admin. Team as their term of office expires December 31, 2011.

The next meeting will be January 12th at 1:30 PM.

Ken Johnson closed the meeting with prayer at 3:22 PM.

Respectfully submitted,
Mark Hoppe, Treasurer

ELDER BOARD REPORT
December 2011
Bill Nix, Director of Business Administration
November Activities

Continue to support, provide oversight and consult with Jessica Jones and Mark Smith for the activities in their departments.

FINANCIAL

- Prepared monthly financial reports for General Ministry, Restricted funds, Missions, and Women's and Men's Ministries.
- Approved invoices, reviewed accounts for accuracy, reconciled bank balances and provided reports for offerings and benevolence.
- Prepared financial information for November Congregation meeting.
- Presented audit findings to the Admin team.

PLANT OPERATIONS (work accomplished by maintenance staff, volunteers and outside contractors)

- Completed asphalt paving and root removal for the Harding Street parking lot.
- Ordered additional signs for the Sanctuary and Worship Center.

Other

- Continued work with our website consultant on sample designs.
- Helped plan for various maintenance requirements for Women's brunch.
- Assisted with Food Ministries inquires and allocations.
- Assisted with Benevolence requests.
- Planned for Christmas musical mailings to 25,665 households.
- Worked on updating the Policy and Procedure manual.

Meetings

- Elders, Admin Team, Staff