

ARVADA COVENANT CHURCH - MEETING MINUTES

Meeting Type: Council Meeting via Zoom	Date: 1/18/2022	Version: Notes	Scribe: Annette Brinkman
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Council Members

Chad Hewitt, Council Chair	Steffani Warns, Vice Chair, (Absent)	Annette Brinkman, Secretary	Gordon Wu, Treasurer
Steve Smee	Jaci Lippert	Susan Palmer, (Absent)	Pastor Brad Bergfalk
Evelyn Simmons	Pastor Jodi Moore (Absent)	Luke Ringenberg	Sara Brown

Meeting Handouts

E-mail	Hard Copy
Meeting minutes from 12-21-21	None
Meeting Agenda for 1-18-21	
Email on Church Security	
Email on New Council Member	
Flag Letter and Policy	
Executive Pastor Job Description 9-28-21	
Pastor of Next Generation Job Description 11-17-21	

Call to Order and Opening Prayer

Call to order:	Chad H. called the meeting to order at 6:04 PM. A quorum was
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	established.
Prayer:	A time was devoted to corporate prayer.

Routine Business	
Agenda Item	Secretary's Report
Action Taken	The secretary's report was approved after some additions/tweaking.
Agenda Item	Treasurer's Report
Gordon Wu, Treasurer	There are no December financial figures yet, so there was not a presentation by the treasurer.
Action Taken	N/A
Agenda Item	Pastor's Report
Pastor Jodi Moore, Executive Pastor	N/A
Pastor Brad Bergfalk	<p>Welcome to Sara!</p> <p>Brad met with Jeff Simpson (head of the security team). They discussed the security policy (as a result of an incident two weeks ago.) Tomorrow night there will be a meeting where staff/security will be trained on AED (defibrillator) and CPR.</p> <p>The church has a need to recruit to this team. We are looking for people with the following backgrounds: military, law enforcement, medical, social work, mental health, criminal justice, etc.</p> <p>The potential buyer has decided they are not interested in purchasing the church's property at this time. The team may look into others who have expressed an interest in purchasing the property. If the property is sold to another entity the church would likely need to share Ward Rd. access with whoever buys the property. About 1 acre or so nearby has sold for roughly \$700,000.</p> <p>Roxi and Brad are still thankful and delighted to be a part of the church.</p> <p>Somewhere between \$330-340,000 has been donated to the debt reduction campaign since it was brought up last November. Next month (likely) after we think all donations are in, Brad will request council's approval to send the full amount received to National Covenant Properties to pay down the mortgage.</p>

Council Business - Information/Follow-Up/Discussion/Action	
Job Descriptions	<p>A current org chart for the church needs to be created.</p> <p>Jodi and Mike both wrote their own job descriptions—the council now needs to review them and go back to staff with suggestions. There is some overlap between the two job descriptions, and the council needs to ensure the staff do not have too much on their plate, and are capable of filling the roles they have in their job description. These job descriptions also need to take into account the possible skills of a new incoming pastor.</p>
Action Taken	Council opted to have a subcommittee review the job descriptions. Luke, Sara, Evelyn and hopefully Steffani will be on the subcommittee. Gordon will be an alternate if Steffani is not available.
Annual Meeting Date	<p>The next annual meeting needs to review an election for a pastoral search committee. It also may need to have a vote on a potential land sale, if the time is appropriate.</p> <p>The meeting will not be before March, and will likely be as late as April or May.</p>
Action Taken	Council decided to work through the criteria and potential names for a pastoral search committee prior to setting a meeting date.
Letter to Congregant	Council discussed writing a letter to a congregant who was involved in a security incident at the church.
Action Taken	<p>Luke will work on the draft of a letter.</p> <p>The Council held a time of prayer for the congregant.</p>
Election of Council Officers	<p>Council members are elected each year.</p> <p>Nominations:</p> <p>Evelyn—Council Chair</p> <p>Vice Chair—Chad Hewitt</p> <p>Jaci—Secretary</p>
Action Taken	The above people were voted into their respective positions.
Adjournment	The meeting was adjourned at 7:20 PM.