

West Highland Fellowship Baptist Church

Synopsis of Meeting

BOARD OF ELDERS

April 21, 2022

Attendance:

Elders:	Ed Brink Rob Kapteyn Phil Seagrove	Tom Budge John Maheu Cal Voortman	Paul Gerics Helio Nichele Kevin Miller
Staff:	John Mahaffey	Jamie Strickland	
Absent:	Kris Ullman		

Call to Order and Opening Prayer:

The Chairman, Phil Seagrove, called the meeting to order and opened in prayer.

Meeting Administration:

Motion 20220421-01: It was moved to “approve the agenda as distributed.” Moved by Tom Budge, seconded by Kevin Miller. Carried.

Motion 20220421-02: It was moved to “approve the minutes and synopsis of the previous meeting of March 17, 2022.” Moved by Paul Gerics, seconded by Cal Voortman. Carried.

There were three action items arising from the meeting of March 17, 2022:

- Paul Gerics to follow up with Kurt Davis regarding questions about the December 2021 QBM minutes. – **this was completed and minutes for this QBM provided as part of the April 3 QBM package, as well as posted online and on the church bulletin boards.**
- To form a committee to lead the initiative to pay off the mortgage. The committee should be comprised of Ministry Team, Elders and members of the congregation. – **this was completed. See update in the “Large Financial Initiatives” item below.**
- Pastor Kris Ullman to get more details for the Elders to review regarding 4 new house light fixtures which are required to be replaced at a cost of approximately \$8,700. – **this will be carried to the May 19, 2022 meeting.**

Chairman’s Comments:

Phil Seagrove led a discussion on the April 3, 2022 QBM. There was a sense of God’s presence and blessing on the meeting and West Highland. Feedback received from attendees was also positive.

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Book Study:

Pastor John Mahaffey led a discussion on the “Study on Local Church Elders” (sections i. through vi.). The remaining sections will be covered in the May 19, 2021 meeting. Main topics included:

- i. Defining the Church
- ii. A Two Office Church: Overseers and Deacons
- iii. The Biblical Background and Meaning of the Term Elder
- iv. The Term Elder in Reference to the Church
- v. The Principle of a Plurality of Elders
- vi. The Role of Elders
- vii. Priorities of Elders
- viii. Expectations for Elders
- ix. Qualifications for Elders
- x. The Principle of a Lead Elder
- xi. Observations of Churches with a Plurality of Elders But Without a “Senior Pastor”
- xii. How Does a Plurality of Elders (indeed, the entire church) Benefit From Having a “Lead Elder?”
- xiii. Identifying the Lead Elder

Prayer and Sharing Time

The Elders spent an extended time in prayer for the church.

Large Financial Initiatives for 2022

Phil Seagrove provided an update on the committee to lead the initiative to pay off the mortgage in 2022. The committee has been formed and the first meeting was held on April 18, 2022. Members include Ed Brink, Lisa Gonnering, Ken Hajas, Christine Lasebnik, John Maheu, Jeff Thiessen, Rick Thompson and Cal Voortman.

A series of communications to our congregation will begin in May 2022. There will also be a “silent phase” where church leadership will pledge the amount they will give. The cumulative amount will be shared with the congregation as part of the kickoff. Offering Sunday(s) will also be established, along with an overall calendar of events.

The Elders expressed support for the overall plan and made suggestions for the committee to consider.

Lead Pastor’s Report

Motion 20220421-03: It was moved to “accept the Lead Pastor’s report as distributed”. Moved by John Mahaffey, seconded by Kevin Miller. Carried.

Highlights:

- a. Bill C-4 Conference
- b. Support for the Stricklands
- c. First Steps Class

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- d. New Preaching Series on Acts – “The Disciple Making Experience”
- e. Summer Preaching Series on the Miracles of Christ from the Book of John
- f. Request from Port Rowan Mennonite Brethren Church for Pulpit Supply
- g. Journey to Christmas and Winterfest Update
- h. Missions Update
- i. Other Items
 - Spiritual Forces of Evil
 - Rebuilding Ministries
 - Returning Families
 - Next Elder Book Study Suggestions
 - Ordination Updates
 - Summer Camp Updates
 - Community Newsletter
 - Absentee Visitation

A discussion was held regarding timing to hire Summer Interns for the summer camp ministry. Approval of funding from Canada Summer Jobs is due by the end of April, however some of the interns have competing job offers. Elders expressed support to extend offers of employment in anticipation of the government approval by the end of April.

Motion 22020421-04: It was moved to “fully fund the staffing expenditures for 2022 Summer Camps at WH.” Moved by Tom Budge, seconded by Helio Nichelle. Carried. Note: Ed Brink and Rob Kapteyn abstained from voting since their children are candidates for Summer Camp Interns.

Executive Pastor’s Report:

Motion 22020421-05: It was moved to “accept the Executive Pastor’s report as distributed”. Moved by Kevin Miller, seconded by John Maheu. Carried.

Highlights:

- a. Reorganization/Job Descriptions
- b. Personal Update
- c. Upgrade of Firewall/WiFi and Telephone Systems

Action Item: Tom Budge and Paul Gerics will follow up with the Administration Team to get more details on the need to upgrade the Firewall/WiFi and other systems.

Motion 22020421-06: It was moved to “approve Position Descriptions for Creative Director and Receptionist Secretary roles as distributed”. Moved by Tom Budge, seconded by Rob Kapteyn. Carried.

Discussion on Letters to the Elders

Phil Seagrove led a discussion regarding letters received from Aize Smit and Andy Kalbfleisch.

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Governance Matters

Phil Seagrove led a discussion on a number of governance items.

a) Missions Team Policies and Procedures

No update this month.

b) WH Constitution

No update this month.

c) Review and Update of Policies and Procedures

Tom Budge provided an update on this initiative:

- Inventory of 31 policies is complete
- Policies have been grouped into categories and assigned to subject matter experts for review (Administration, Outreach, Discipleship, Worship Arts, Finance, Governance)

2021 Elders' Self-Assessment

This item was deferred to the May 19, 2022 Elders Meeting.

Potential Elders for 2023

The Elders reviewed the current list of potential Elders for 2023 and made initial revisions in alignment with the qualifications, conduct and character outlined in Scripture.

Action Item: Each Elder will spend further time in prayer to review and revise the list of potential Elders before the next Elders meeting, as well as to prioritize the proposed candidates we should approach.

Treasurer's Report:

Ed Brink provided a brief verbal update on our financial position. Numbers are not finalized for March, but offerings are increased relative to January and February. The Financial Audit for 2021 will commence on April 25.

Closing Prayer

Rob Kapteyn closed our meeting in prayer.

Motion 20220317-7: It was moved to "adjourn the meeting". Moved by Cal Voortman. Carried.

Next Meeting: May 19, 2022

Upcoming Events:

Quarterly Elders and MT Prayer & Strategy Session – June 25

Annual General Meeting – June 26