

## Sept 2023 Board Meeting Agenda

Date: 09/6/2023

Time: 7:00 PM

Location: Zoom - church link

Participants: Ken H, Katie, Serena, Andrew, Si Young, Thomas, Janet, Ken C

Meeting started: approximately 7:10 PM PT

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### 1. Check-in

### 2. Book discussion: Ch 5 - Way

### 3. Financial Update

#### a. Tithes

- i. August: \$6,020
- ii. YTD: \$46,609.97

#### b. Expenses

- i. August: \$5,377.87
- ii. YTD: \$46,915.49

c. Update on renting Las Lomas 2024: we've put in the request, but haven't heard back from Irvine yet. Janet will follow up!

d. Other financial updates:

- i. CPA set up - no new updates for now

e. Sept/Oct goal for spiritual council to meet and discussion 5 year plan

f. Retreat scholarships - approved

g. Other retreat expenses

### 4. Sunday Service and Church Logistics

a. Check in with flow of service, volunteers, welcoming

- i. Follow-up: all-congregation picture, "About Us - Leadership" update (Andrew to follow-up)

b. End-of-year Thank You Dinner for the Servers - possibly Nov. 10-12th weekend

c. Update on bylaw changes: Andrew

- i. Congregational meetings during midyear and end of year → vote on end

of year, post by end of Oct.

**5. Other Upcoming Services**

- a. Looking forward
  - i. Baptisms

**6. Small groups**

- a. Debrief sharing from Tessa and Lucy
- b. Any updates or need for support from small group leaders?
  - i. Follow-up: Andrew asking for folks to weigh in parable selection

**7. Updates from the Pastoral Team**

- a. Board 2024 - the Board discussed potential nominees for next year's Board, along with potential changes in current Board members' roles.
- b. Ideas and ongoing discussions, etc?
  - i. Ken's membership class - revisit
  - ii. Other updates from Katie?
  - iii. Update on 2024 vision if any?
- c. Updates on community service project if any
  - i. A21 Walk for Freedom.
    - 1. Oct 14th 10am-12pm; Thomas to create slide.
- d. Q3 progress - Ken and Katie to meet up in coming weeks.
- e. Ways the board can support?

**8. Bucket groups (including socials, events, service/volunteer ideas): Upcoming**

- a. [Proposed Timeline for CK Events 2023](#)
- b. Beholding:
  - i. Brunch church tentatively scheduled **10/8**
    - 1. "How have you seen God working?"
  - ii. Action ideas: Board to brainstorm / ask a few people to prepare/share
    - 1. Andrew, SY, Thomas to follow-up with potential folks to do testimonies
- c. Becoming:
  - i. Small groups (set to start end of September through Nov. 20)
  - ii. Forums
    - 1. Abortion
      - a. Confirmed date: **10/14/23** → Edit slide with time and place

once confirmed with Las Lomas.

- b. Updates from Serena: waiting on Dr. Reeder to confirm Zoom meeting date/time (9/26, 9/28, or 10/5)

**c. Action items:**

- i. Janet / Ken C
  - 1. Follow-up w/ Las Lomas
  - 2. Book hotel room
  - 3. Prep reimbursement for train ticket
  - 4. Disburse \$350 check
- ii. Serena:
  - 1. Coordinate dinner on Saturday evening
- iii. Vincent/SY
  - 1. Pick her up for Sunday service

- d. **Action item:** Serena to create poster - who to invite, when to announce to other communities, etc

- e. **Action item:** Serena to work on writing ground rules (based on template from Dr. Trammel) for discussion and discuss with Caryn, Serena to work on making flyer for it too

d. Belonging:

- i. Lees' Summer Social - rescheduled to 9/30/23
- ii. Cafe night - schedule for 12/16?
  - 1. Katie update on Vanguard space if any
  - 2. Fundraise for 3C again? TBD
- iii. Halloween social - a smaller more casual gathering this year

**9. Retreats - Exploring Next Steps**

- a. Church Retreat 2023
  - i. Confirmed for Sept 15-17th at Ponderosa (Palomar)
- b. Updates on sign ups
  - i. 29 signed up (20 overnight, 9 Saturday only)!
- c. Debrief meeting with Regina Trammel re: retreat theme formation on 8/30
  - i. Ken, Katie, Serena provide update
  - ii. [CK Retreat Outline](#)
- d. Updates on program

- i. Action item: Give 1-2 questions to ponder on, will include in final details email from Katie
- e. Delegate tasks, such as:
  - i. Coordination of rides - will be coordinated through email
  - ii. Schedule related things
  - iii. Food/water/supplies - Katie to get basics from Costco, folks can also bring snacks too
  - iv. Si Young will prepare glorious gift basket for Dr. Trammel
  - v. Anything else?

## 10. Long-Term Topics and Miscellaneous

- a. Sunday service ideas and pastoral team
  - i. Continued follow ups with Stan on internal CK website as needed
  - ii. Vincent to continue writing something up to send out for A/V team members → Ken and Katie learn how to edit the website from Vincent
    - 1. Sound team doing really well and sharing the load
  - iii. Need to organize the google drive → manage edit access
    - 1. SY continue to create onboarding doc for treasurer
  - iv. Propresenter software?
  - v. Subtitles for videos
  - vi. Music licensing
  - vii. Alice to host race forum next year?
  - viii. Hot Ones
  - ix. Google nonprofit → need tax stuff figured out
  - x. Brainstorm sending Katie and Ken to conferences and retreats
  - xi. Write in sabbaticals/breaks into bylaws at some point
- b. Sustainability
  - i. Joining American Baptist Church denomination
  - ii. Anne Hong as resource
- c. Retreats
  - i. Visioning retreat early next year 2024
  - ii. Men's and women's retreat bi-annual
- d. **ACTION: Vincent upload meeting minutes on website**

## 11. Schedule October 2023 meeting

- a. Time/date/location: October 7, 2023 at 9:30 AM PT at Andrew & Michelle's.
- b. **Andrew** send action items to board, send meeting minutes to Vincent for upload to website, and put meeting minutes in the church drive in board 2023 folder

**Meeting adjourned: approximately 9:15 PM PT.**

Owner	Action Item
Ken	<ul style="list-style-type: none"> <li>● Schedule spiritual council meeting about 5 year projection for end of year congregational meeting</li> <li>● Research conferences/retreats for pastors</li> <li>● Continue brainstorming membership class</li> <li>● Visioning with Katie for 2024</li> <li>● <del>Plan retreat programming with Ken</del></li> </ul>
Katie	<ul style="list-style-type: none"> <li>● Research conferences/retreats for pastors</li> <li>● Visioning for 2024</li> <li>● <b>Retreat planning</b></li> <li>● Look into next Home-y collaborations</li> <li>● <del>Plan retreat programming with Ken</del></li> </ul>
Serena	<ul style="list-style-type: none"> <li>● <del>Give Janet playmats</del></li> <li>● <del>Email Dr. Reeder back: send blurb for edits, update on honorarium (\$350), CK to book hotel, rides, and reimbursement for train ticket</del></li> <li>● Confirm Dr. Reeder and board's zoom meeting late Sept/early Oct</li> <li>● Create poster for abortion forum</li> <li>● Write ground rules for abortion forum</li> <li>● Coordinate dinner w/ Dr. Reeder for Saturday</li> <li>● <del>Update Regina on hotel room for retreat</del></li> </ul>
Thomas	<ul style="list-style-type: none"> <li>● <del>Create slide for small group recruitment</del></li> <li>● Create slide for A21 walk (10/14)</li> </ul>
Si Young	<ul style="list-style-type: none"> <li>● <del>Continue bookkeeping of tithes and expenses</del></li> </ul>

Andrew	<ul style="list-style-type: none"> <li>● <del>Lead small group leaders meeting → decide material</del></li> <li>● <del>Recruit a few small group members for brief testimony on 8/27</del></li> <li>● Add language for bylaw change to adding midyear congregational meeting in addition to end of year congregational meeting → post by end of Oct to congregation</li> <li>● Follow up with Small Group Leaders re: Parables</li> <li>● Follow up to revise "Leadership" section of website</li> <li>● Plan casual gathering for Halloween (likely 10/28)</li> <li>● <del>Write blurb about abortion forum, then send to Serena</del></li> </ul>
Janet	<ul style="list-style-type: none"> <li>● <del>Hold/store playmats</del></li> <li>● Reserve Las Lomas for abortion forum (10/14 from 6pm-10pm)</li> <li>● Follow up w/ Las Lomas on 2024 renting</li> <li>● Prepare check / reimbursement for Dr. Reeder</li> </ul>
Ken C	<ul style="list-style-type: none"> <li>● Create proposal for CPA plan</li> <li>● Prepare check / reimbursement for Dr. Reeder</li> </ul>
Everyone	<ul style="list-style-type: none"> <li>● Brainstorm possible nominees for board 2024</li> <li>● Plan for brunch church in Oct - testimony Sunday ("how have you seen God working?") / consider potential testimony-givers</li> <li>● <del>Meet with Dr. Trammel regarding retreat</del></li> </ul>