

**Frederic Evangelical Free Church
Minutes of February 10, 2009 Board of Elders Meeting**

Members Present:

Mike Calvert, Dan Graf, Pastor Lund, Brad MacKean, Mike Morgan.

Opening Scripture and Prayer – Mike Calvert

Brad MacKean will prepare the scripture and prayer for the March meeting.

Election of Chairman and Secretary.

Motion by Mike Calvert to appoint Brad MacKean as Board Secretary. Second by Dan Graf. Motion carried.

Motion by Brad MacKean to appoint Mike Calvert as Chairman. Second by Dan Graf. Motion Carried.

Senior Pastor Sabbatical Policy

Generally positive comments were received from the congregation during discussion of the Senior Pastor Sabbatical Policy at the annual meeting. After a final review of the policy, it was decided to strike condition #9 from the policy “Following the sabbatical, the Senior Pastor shall agree to provide a minimum of one year of service to the congregation” with the reasoning that all conditions for the sabbatical will have been met before the sabbatical is taken. Motion by Brad MacKean to approve the revised sabbatical policy. Second by Dan Graf. Motion carried.

Review KRAs (Key Result Areas) and discuss KRIs (Key Result Indicators).

We briefly reviewed the board KRAs. We will continue to discuss the KRIs.

Nursery Personnel Screening

Nursery workers will need to fill out a consent form in order for us to perform a background check. Nursery workers will need to submit confirmation that they have read and agree to any approved policies that pertain to the nursery.

Restricted Funds

Definitions:

Restricted Funds

A restricted fund is created when a donor imposes a stipulation on a gift that limits its use to a specified purpose. Restricted funds must be accounted for separately from gifts given to the organization in furtherance of its general purposes. If any restricted funds are used for purposes other than the one specified, the donor (or heir) may be entitled by law to ask for return of the gift, even years later.

Designated Accounts

A designated account is created when the local church’s governing body votes to use assets for a particular purpose. Because the stipulation for its particular use was made by the church itself, that stipulation (or designation), can be changed by the action of the body that put it in place. There is no other party involved as in the case of the receipt of restricted gifts.

The following policy was presented by Greg Lund:

Designated accounts will be created by the Elder Board to meet a particular need. Funds given to a designated account are unrestricted, which means that when the need no longer exists or it is no longer prudent to maintain assets in that designated account, the assets will be returned to the general fund upon approval of the congregation.

Restricted funds will be created only after the Elder Board has voted to accept a restricted gift along with any stipulations placed on that gift by the donor. Restricted funds will only be used for the specified purpose unless the donor grants permission in writing to use it in another way.

Motion by Brad MacKean to approve the Restricted Fund Policy. Second by Dan Graf. Motion carried. Current restricted fund balances should be spent if possible before the semi-annual meeting. Mike Calvert will follow up with Martin Dikkers on the remaining balance in the piano fund. Plan to eliminate as many restricted fund accounts as possible at the semi-annual meeting.

Head Usher

Myron will continue to serve as head usher for the immediate future. We shall be on the watch for a potential replacement for Myron. Brad MacKean will send Mike Morgan the existing ministry description for the head usher for updating.

Discipleship Job Description

Greg Lund and Mike Morgan will work on a job description for Discipleship. Mike Calvert suggested the description include the following areas:

- Emergency preparedness
- Shepherding newcomers
- Seniors program

Ministry Team Assignments

Elders shall serve as liaisons to Ministry Teams as follows:

- Missions – Greg Lund
- Worship – Mike Calvert
- Facilities – Mike Calvert
- Nursery – Dan Graf
- Hospitality – Mike Morgan
- Congregational Care – Brad MacKean

Mike Calvert will ask Martin Dikkers if he will continue to oversee the finance committee.

Ministry Team Retreat

Brad MacKean will schedule a Ministry Team Retreat for late March and prepare an agenda.

Communion Responsibilities

The elders will rotate responsibility for preparing the elements for communion quarterly. Brad MacKean will assume first quarter responsibilities.

Bible Study Schedule and Leader Rotation

We will continue to meet on the 4th Monday of the month at 6:00 am for Bible study. Greg Lund will lead the next study – continuing in Philippians.

Elder Prayer Rotation

Brad MacKean will publish a Sunday morning worship prayer rotation to include Mike Calvert, Mike Morgan, Brad MacKean and Greg Lund (twice per month).

Technology – Next Steps

Ministry teams should be told to seek input from other ministry teams when making future technology purchases in order to effectively share resources when possible.

Brad MacKean will take an inventory of technology assets in the church.

Brad MacKean will look into remote access of the secretary's computer for Ralph Pelle (Treasurer).

Budget Review

Future minutes should include the following information:

YTD Total Donations	\$18,189.66
YTD Total Expenses	\$15, 535.81
Net Income	\$2,653.85

Other Business

Notify Team leaders that they are welcome to attend any board meeting if they have issues they wish to discuss. Notify Mike Calvert of any team leaders that wish to attend so they can be added to the agenda.

Adjournment

Motion by Brad MacKean to adjourn, second by Dan Graf. Motion carried.