

Browncroft Community Church Annual Meeting Minutes:

October 12, 2021

DRAFT 10/12/21

- 1) The meeting was begun with a prayer by Sam H. It was then called to order by the Church Clerk.
- 2) Determination of Quorum – Browncroft Community Church has 775 active members. A quorum based on 1/5th required 155 members to be in attendance. The last quorum count was 161 with additional members signing in after that count.
- 3) Election of Tellers – Robert Morse, as Church Clerk, asked for a motion to approve Dave McClurg, Kristin Schmidt and Nancy Brandston to serve as tellers for the meeting. A call to the congregation for additional tellers resulted in Kevin Hill offering to serve as a teller. The motion to approve these individuals as tellers received a first, was seconded and carried unanimously.
- 3) Election of Presiding Officer – In accordance with our By-laws, Sam Huey, as Elder Chairman, is the standing nominee for the presiding officer of the meeting. **MOTION** to elect Sam Huey as the presiding officer of the meeting was carried unanimously after a first motion, and then a second, were received.
- 4) Approval of Minutes - Copies of the October 13, 2020 and April 20, 2021, Congregational Meeting Minutes were handed out at the meeting and included in the website portal. The Chair asked if there were any corrections or comments. Hearing none, the minutes were approved unanimously following a first motion with a second.
- 5) Election of Officers – Sam Huey reviewed the qualifications of Elders and other Church Officers, and then presented those who had been interviewed or reaffirmed by the Church’s Personnel Team and also approved by the Elder Board. Those nominated were four people as candidates for four Elder positions: Mary Ayala, Michael Palumbo, Andrew Sewnauth, and Mike Tripp. Sam also presented the following three candidate nominees for one-year terms: Robert Morse (incumbent) for Church Clerk, David Uschold (incumbent) for Missions Treasurer, and Will Ueland for Operations Treasurer. In addition, Kurt Jones was presented and nominated as a candidate to the Personnel Team. Sam reviewed the process for making nominations from the floor. There were no nominations from the floor. Election of Officers was done by ballot. The Elder Board outcome saw four of four candidates elected with votes tallying are as follows:
 - Mary Ayala – 146 votes
 - Michael Palumbo – 154 votes
 - Andrew Sewnauth – 151 votes
 - Mike Tripp – 153 votes

Additionally, the candidates for Clerk, Operations Treasurer, Missions Treasurer and Personnel Team were all Approved unanimously.

- 6) Operations Financial Overview – Mike Pitts, Executive Pastor, briefly presented an overview of the proposed budget for 2021-2022 and a review of the operations financial results for 2020-2021.

Fiscal Year 2020-2021 Financial Results: Operations Income

- Income (Budgeted) \$3,060,500
- Actual Income \$2,943,490
- Variance (below budget) \$ 116,510
- Operations giving up 2% from last year and 12% over the past 2 years.

Browncroft Community Church Annual Meeting Minutes:

October 12, 2021

DRAFT 10/12/21

Fiscal Year 2020-2021 Financial Results: Operations Income

- Operations Income \$2,943,490
- Operations Expenses \$2,533,694
- Variance (surplus) \$ 409,796
- Surplus of \$352k from Employee Retention Credits resulting from CARES Act.

Proposed 2021-2022 Operations Budget

- MOTION: Resolved that the Browncroft Community Church Operations budget for fiscal year 2021-2022 commencing September 1, 2021 is approved in the amount of \$3,162,500.

After a first and second were received, this motion was approved unanimously following very brief discussion.

- 7) **Missions Financial Overview** – Gary Kneezel, Missions Chair, presented an overview of the Missions Budget.

Summary of Missions Financial Results for 2019-2020 Fiscal Year

Budget vs. Actual

Anticipated Income (Budget): \$ 472,000
Actual Income: \$ 498,483
Variance (above budget): \$ 26,483

*Missions giving is up 4% from last year and 20% over the past two years.

Income vs. Expense

Missions Income: \$ 498,483
Missions Expense: \$ 458,131
Variance (Surplus): \$ 40,352

*Surplus will remain in the Missions fund reserves.

Proposed 2020-2021 Missions Budget

- Annual Missionary Support \$472,040
- Congregational Engagement \$ 9,500
- Missions House Expense \$ 8,960
- Emergency & Contingency \$ 4,000

Total Expense \$494,500

MOTION: Resolved that the Browncroft Community Church Missions budget for fiscal year 2021-2022 commencing September 1, 2021, is approved in the amount of \$494,500.

After a first and second were received, this motion was approved unanimously following brief discussion.

Browncroft Community Church Annual Meeting Minutes:

October 12, 2021

DRAFT 10/12/21

9) Senior Pastor's Salary

Sam made comments on Rob and his job performance and annual review as it was recently conducted by the Elder Board. Specifically, strong support was offered by Elders as it related to Pastor Rob's integrity and personal-professional growth as a Pastor. Elders' feedback was very good to excellent across the board. Rob is compassionate, gives generously of his time, is an excellent teacher and encourager, and he displays wisdom and discernment in his pastoring and effective leadership.

Motion: To approve Pastor Rob Cattalani's salary be increased by 5% to \$127,205 for 2021-2022 fiscal year commencing September 5, 2021.

A first and second were received from the floor. One additional comment was made by Sam Huey as it pertains to comparative salaries. The Personnel Team has done its due diligence by receiving comparable compensation of Pastors from upstate New York churches like Browncroft, or larger, and while this proposed salary is in-line, some future restructuring may be considered too. A vote on this motion was approved unanimously.

11) Election of Elder Board Chair and Vice-Chair – Robert Morse reported that the Elders, at the September Board meeting, nominated Sam Huey to serve as the Board Chair. A first and second were received to elect Sam Huey as the Board Chair for 2021-2022 and he was approved unanimously. Likewise, Matthew Taylor was nominated at the September Board meeting to serve as the Vice-Chair. A first and second were received to elect Matthew as the Co-Chair for 2021-2022 and he was approved unanimously.

12) Closing prayer and Adjournment – the meeting came to a close at 8:01 following prayers by Senior Pastor Rob Cattalani. Rob also thanked Sam H. for his continued service to BCC.

Respectfully Submitted

Robert Morse, Church Clerk

Browncroft Community Church Annual Meeting Minutes:

December 5, 2021

DRAFT 12/7/21

- 1) The meeting was begun with a prayer by Sam Huey. It was then called to order by the Church Clerk at 11:50.
- 2) Determination of Quorum – Browncroft Community Church has 770 active members. A quorum based on 1/5th required 154 members to be in attendance. The last quorum count was 161 with additional members signing in after that count.
- 3) Election of Tellers – Robert Morse, as Church Clerk, asked for a motion to approve Lou Grammatico, and Randy Carson to serve as tellers for the meeting. A call to the congregation for additional tellers resulted in Kristin Schmidt offering to serve as a teller. The motion to approve these individuals as tellers received a first, was seconded and carried unanimously.
- 3) Election of Presiding Officer – In accordance with our By-laws, Sam Huey, as Elder Chairman, is the standing nominee for the presiding officer of the meeting. MOTION - to elect Sam Huey as the presiding officer of the meeting was carried unanimously after a first motion, and then a second, were received.
- 4) Discipleship Pastor Candidate Approval – MOTION: Resolved to approve John Iamaio as Discipleship Pastor and member of the pastoral staff at Browncroft Community Church commencing after January 1, 2022 following the recommendation and approval from the Personnel Team and Elder Board. The motion was moved and a second was received. With no discussion, a ballot vote was cast and with those submitted all were “yes” with the exception of one abstention.
- 5) John Iamaio Licensure Approval – MOTION: Resolved to approve and authorize the recognition and pastoral licensing of John Iamaio following the recommendation from a special Licensure Examination Panel comprised of selected members of the Elder Board and pastoral staff and approved by the Elder Board. A first and second were received and with no discussion, a hand vote was approved unanimously.
- 6) Josh Eisenhart Licensure Approval – MOTION: Resolved to approve and authorize the recognition and pastoral licensing of Josh Eisenhart following the recommendation from a special Licensure Examination Panel comprised of selected members of the Elder Board and pastoral staff and approved by the Elder Board. A first and second were received and with no discussion, a hand vote was approved unanimously.
- 7) Notice of Bylaw Changes – Sam Huey discussed that the Elder Board has been working on changes to the current bylaws of Browncroft Community Church. An outside consultant has been working with the Elder Board and a special work group to generate a proposal which will be brought to the congregation in early 2022.
- 8) The meeting was adjourned following a prayer by Sam Huey at 11:15

Respectfully Submitted

Robert Morse, Church Clerk