

Browncroft Community Church Annual Meeting Minutes:

October 11, 2022

DRAFT

- 1) The meeting was begun with a prayer by Bob M, Church Clerk, and was then called to order by same.
- 2) Determination of Quorum – Browncroft Community Church has 759 active members. A quorum based on 1/5th required 152 members to be in attendance. The quorum count was 177.
- 3) Election of Tellers – Robert Morse, Church Clerk, asked for a motion to approve Kristen Schmidt, Kevin Hill, and Laura Mathias to act as Tellers for the meeting. A call to the congregation for additional tellers resulted in Patsy Morse 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 with 3 opposed after a first motion, and then a second, were received.
- 4) Approval of Minutes - Copies of the October 12, 2021 and December 5, 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) By-Laws Proposal - Motion: Resolved that the proposed Browncroft Community Church bylaws revision last edited on September 16, 2022, is approved and implemented as documented.

Sam Huey and Sherwin Damdar provided a history of the By-Laws and a detailed rationale for these changes. Two townhall meetings were held in September to allow members of the congregation to ask questions regarding these changes. The Chairman allowed members to come forth to make comments and to ask additional questions. Following a detailed discussion, a motion was made to call to question by Sherwin Damdar. A first and second motion was received, and it passed unanimously.

A two thirds vote is required for this motion to pass. The final vote is as follows:

Total ballots	177
Total yes votes	122
Total no votes	51
Abstentions	4

This vote passed.

6) 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 approved by the Elder Board. Those nominated are two new candidates and five re-elected Elder positions. The new candidates are Jason Knapp and Mike Miller. The re-elected candidates are Sam Ambalavanar, Harry Gibbs, Jonathon Huang, Sam Huey and Matthew Taylor. Sam reviewed the process for making nominations from the floor. There were no nominations from the floor. Election of Officers was done by ballot. All nominees received a majority of the votes as follow:

- Sam Ambalavanar – 159 votes
- Harry Gibbs – 150 votes
- Jonathan Huang – 154 votes
- Sam Huey – 92 votes
- Jason Knapp – 150 votes
- Mike Miller – 152 votes
- Matthew Taylor – 150 votes

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- 7) 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 2021-2022 Financial Results: Operations Income

- Income (Budgeted) \$3,162,500
- Actual Income \$2,880,999
- Variance (below budget) \$ 281,501
- Operations giving up 2% from last year.

Fiscal Year 2020-2021 Financial Results: Operations Income

- Operations Income \$2,880,999
- Operations Expenses \$2,937,138
- Variance (surplus) \$ 56,140
- Despite decreased giving, we proactively managed our expenses to save \$281,501 from our anticipated budget, while also remaining fully staffed.

Proposed 2022-2023 Operations Budget

- MOTION: Resolved that the Browncroft Community Church Operations budget for fiscal year 2022-2023 commencing September 1, 2022 is approved in the amount of \$3,092,200.

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

- 8) **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): \$ 494,500
- Actual Income: \$ 476,879
- Variance (below budget): \$ 17,621
- *Missions giving is down 4% from last year.

Income vs. Expense

- Missions Income: \$ 476,879
- Missions Expense: \$ 472,664
- Variance (Surplus): \$ 4,215
- *Surplus will remain in the Missions fund reserves.

Proposed 2020-2021 Missions Budget

- Annual Missionary Support \$459,090
- Congregational Engagement \$ 12,000

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•Missions House Expense	\$ 9,410
•Emergency & Contingency	\$ 4,000
Total Expense	\$484,500

MOTION: Resolved that the Browncroft Community Church Missions budget for fiscal year 2022-2023 commencing September 1, 2022, is approved in the amount of \$484,500.

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

9) Election of Elder Leadership Positions – Sam Huey reported that the Elders, at the September Board meeting, nominated the following to serve in Elder Board Leadership Positions:

- Mark Mathias – Elder Chair
- Sam Ambalavanar – Elder Vice Chair
- Mike Tripp – Treasurer
- Jason Knapp - Secretary

12) Closing prayer and Adjournment – the meeting came to a close at 9:01 following prayers by Senior Pastor Rob Cattalani. .

Respectfully Submitted

Robert Morse, Church Clerk

Special Browncroft Community Church Congregational meeting

Location: Browncroft Community Church

Date: June 25, 2023

Determination of Quorum (1/5 of current members):

762 members – 153 needed for quorum

Number of members present: 173

Acting secretary: N/A

Called to order: 11:58 am

- 1) Opened in prayer
- 2) Motion by J Knapp to approve Char Reeves, Sara Irizarry, and Josh Burdett as election inspectors – passed
- 3) Motion by J Knapp to approve Elder Chair, Mark Mathias, as Presiding Officer of the meeting – passed
- 4) Discussion of Executive Pastor search process – M Miller
- 5) Motion by M Miller to approve Jason Harris as Executive Pastor and member of the Pastor Staff at Browncroft Community Church commencing June 26, 2023, following the recommendation and approval from the Executive Pastor search team and Elder Board – passed with >90% of the vote (needing 2/3)
- 6) Introduction of new staff – R Cattalani
- 7) Prayer

Meeting adjourned: 12:29 pm