

BOARD OF TRUSTEES
CENTRAL BAPTIST CHURCH OF QUINCY, ILLINOIS

Minutes – March 9, 2010 meeting – Lounge Room

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| <input checked="" type="checkbox"/> Shirley Rhodes, Chair | <input type="checkbox"/> Chet Coonrod, Secretary | <input checked="" type="checkbox"/> Joan Drummond |
| <input checked="" type="checkbox"/> Jim Fox, Vice Chair | <input checked="" type="checkbox"/> Chuck Grace | <input checked="" type="checkbox"/> Barb Hutchens-Bugh |
| <input checked="" type="checkbox"/> Andy Miller | <input checked="" type="checkbox"/> Kenneth Phillips | <input checked="" type="checkbox"/> Joanne Sigler |
| <input checked="" type="checkbox"/> Diana Smith | <input checked="" type="checkbox"/> Richard Sparks | <input type="checkbox"/> Rex Thomas, Sr. |
| <input checked="" type="checkbox"/> Rev. Ivan E. Greuter | <input type="checkbox"/> | <input type="checkbox"/> Bill Gibson, Emeritus |

Guests: None

Shirley called the meeting to order at 7:03 p.m. with the Lord’s Prayer and established a quorum. Pastor Ivan served as Secretary Pro Temp by common consent.

Approval of Minutes – Jim moved, Diana second, to approve the minutes for February 9, February 22 Special amended, and March 7 Special meeting. Motion carried unanimous.

REPORTS: The Board reviewed the following reports:

- **Accidents** – six reports (one workman’s compensation - Ryan Donoho snow boarding fall)
- **Balance Sheet**
- **Benchmarks** – We missed our January mark (weather and low attendance) but hit our February’s goal. We are down 10% for the year.
- **Payroll**
- **Register report of paid bills**
- **Treasurer’s report** – No Report

ACTION ITEMS:

- **Investments** – None.
- **Approve of Unpaid Bills** – Diana moved, Ken seconded, to approve unpaid bills. Motion carried unanimous.
- **Requisitions** – Jim moved, Ken second, to approve requisitions (see packet). Motion carried unanimous.

COMMITTEE REPORTS

- **Audit** – No report
- **Finance** – No report.
- **Legacy** – The Board recommended the Legacy Committee approve spending Frances Cleveland’s memorial of \$5,000.00 on the minibus.
- **Transportation** – Andy moved, Chuck seconded, the church sell the 90 Ford van to New Beginnings Church for \$800.00. Motion carried unanimous.
- **Stewardship** – No report
- **Personnel** – Andy Miller agreed to join the committee. The Board met in closed session. The Board reopened the meeting following the Personnel Committee report.
- **Music** – Joan gave update on Easter Cantata and Easter Trumpet player

- **House** – Ken informed the Board that minor repairs were made, and a leak was fixed in one heat pipe near the elevator (capped off). The Committee is asking for men and women to volunteers to tape, take down pictures and bulletin boards, and paint the hallway walls on first floor the week of March 15. Ken will ask the City Water Department for a one year audit of water bills. Ken met with an architect from Klinger and Associates.

OLD BUSINESS

- **Evacuation Plans** – maps with exit / evacuation instructions will be posted in each room
- **Master / Five Year Plan** – No report – waiting on architect’s report
- **Building Repairs report** – an audit by Elizabeth revealed that the church spent \$326,482.80 on building maintenance and repairs over the past five years (2004-2009); an average of \$65,296.56 per year or roughly 20% of general income. The Board and Budget Committee needs to plan accordingly for future.
- **Church Review** – The Board approved a “Church Review” by P.J. Patterson Accounting firm at a previous meeting (see minutes). We are waiting to set the date for this review.

NEW BUSINESS

- **Payroll** – Personnel will be paid by direct deposit beginning April 1, 2010. Employees may opt out of direct deposit by appealing in writing to the Personnel Committee. Paychecks for March will be mailed directly to employees’ homes from Patterson Accounting. **The Treasurer will set up on-line banking with Patterson Accounting as managers, if there are no fees.**
- **Bank Address Changes** – The Chair will arrange for the statement addresses to be changed from the Church to Patterson Accounting.
- **Bill Processing** – Jim moved, Chuck seconded, that all “monthly reoccurring bills” be forwarded to Patterson Accounting for payment. All other bills and requisitions will be approved by the Board during business meetings. Motion carried unanimously.
- **Safe Deposit Box** – Diana moved, Joanne seconded, that the Treasurer and Chair of the Board of Trustees be granted key holder access to the safe deposit box. An inventory of the box’s contents will be kept by the key holders. The new key holders will contact previous key holders to arrange transfer of content and keys. Motion carried unanimously.
- **Trim bushes on 7th Street** – Ken moved, Joan seconded, to hire Shawn Scheuermann to “prune and trim” bushes and landscape along 7th street. The cost shall not exceed \$150.00. Motion carried unanimously.
- **Volunteer Receptionists** – Chuck moved, Jim seconded, to approve Mary Lock, Leigh Robertson and Elane Muegge as Volunteer Receptionists to work in the Church Office. Motion carried unanimously.

Adjournment - Having no further business Pastor adjourned the meeting with prayer at 8:00 p.m.

Next Meeting: Tuesday, April 13, 2010 at 7:00 p.m. in the Lounge.

Respectfully submitted,
Rev. Ivan E. Greuter
 Secretary Pro Temp