Deacon Meeting Minutes – July 18, 2011

In attendance: Bruce Eckel, Jason Lee, Rob Lofthouse, Rob Christiansen, Kevin Kritzberger, Shawn Sommons, George Hardy, Kamba Kanubi,

Excused: Mark Hardy, Eric Sherer, Joe Meier,

Absent: John Romero,

****Opening****
Meeting started at 7:05pm

Meeting will start at 6:30pm next time.

Bruce opened with a Devotional from Psalm 50
All deacons shared praises.

Minutes approved.

****Committee Reports***

Activities –

- Kevin discussed problems with 'Soul Surfer' strategy used for this movie. Only 23 pre-paid when 100 were needed to break even. $300 loss ate up majority of remaining Activities budget for the year.
- Upcoming: picnic planned for Sept 24th
- Courageous movie event planned for release in Spetember
- Women's Only Aerobic Fitness class starting in September:
- Kevin initiated discussion about this being an event where money benefits an outside company. Discussion determined that appropriate third party events should be judged on a case by case basis.
- Deacons voted to approve this as having a health, wellness, and spiritual benefit to the church.

Benevolence –

- Nothing to report

Counting –

- Nothing new to report

ELM: Helping Hands/Meals –

- End of July Congregation Picnic
- Need for more meal volunteers –specifically for moms with newborns.
- Sean Sommons will touch base with Elders about setting up
- Kevin K. questioned existence of Funeral policy and ELM's $290 defecit.

- Jason/Sean will talk to Andy Brimer to get clarity on Funeral process for billing and receiving funds.
- Need to track how funds are going out and coming in with regard to Funerals.

ELM: Caregivers –

- Asked to touch base with individual who felt overlooked within the church, and considered attending elsewhere as a result. Rob investigated this person's specific needs and how/if we could help. Rob recommends a social followup by those who already know him.
- Lawn mower repair and assistance given to woman in the church.
- Setting up schedule with those interested in being a part of this ministry.

Ushers/ Emergency Response/Evacuation -

- Nothing to report

Ordinances –

- Kamba and Kevin brought up possible change in communion organization. Consider having ushers start and end communion in the rear of the church. Discussion led to doing a test run of new method. Only concern is knowing when to head to the back for communion.
- Having a problem finding enough ushers for 2nd service.

Security –

- June security meeting has been bumped to October due to registration issues.
- Need to schedule installation of security system.
- Security Protocols Meeting held last Sunday with head ushers and security team. 14 in attendance. Pleased with turnout. Looking to held a follow up meeting in coming months.

Transportation –

- Nothing to report

Community Concerns -

- Nothing new to report

Property -

- Sanctuary renovations cost fell within budget.
- Most occupancy sensors are installed with about 20 left to go.
- Security system upgrade was purchased but not yet installed.
- Fellowship hall roofing continues to be getting worse. We need to keep an eye on the issue and be ready to deal with it in the near future.
- Kevin K. shared testimony about God's provision and last minute answer to prayer with regard to getting rid of old pews.

Church-School Liason –

- The Liaison committee met and went over the 2011- 2012 agreement.
- There were minimal changes, mostly updates to room usages and a small change in the fee paid by BCS for the custodian.
- BCS will be paying EBFC the agreed-upon fee for the 2011 - 2012 school year. The agreement has been submitted to the Wayne Batten and the Elders and awaits approval.

Shawn Sommons -

- Sean brought up transportation issue. A young life request to use van for an event was denied. Elders are questioning the denied request.
- Request was denied last year due to Young Life not using EBFC drivers. This year's request appeared to have the same circumstances and was therefore denied. Intent to use EBFC drivers this year was not communicated. EBFC drivers are required by our current issurance.
- There are no drivers available for Victory Valley camp next week. Discussion about this reoccuring problem. Long term solutions were discussed.

New Business -

****Closing at 9:00pm****

Next meeting September 19, 2011 6:30pm

-Respectfully submitted by Jason Lee

ACTIVITIES MEETING

DATE: 7/13/11
KEVIN OPENED IN PRAYER AT 7:00 PM

COMMITTEE REPORTS:

- DAY TRIPS: BEACH TRIPS TO IBSP WILL BE HELD ON JULY 16TH AND AUGUST 27TH.
- SPORTS: ATHLETES FOR CHRIST FINISHED THEIR SPRING SOCCER PROGRAM. SOFTBALL HAS FINISHED UP. A WOMEN'S ONLY AEROBIC FITNESS CLASS WILL BE STARTING IN SEPTEMBER AND RUN FOR SEVEN WEEKS AND WILL BE LED BY PAM CAPALDI.
- CAMPING: JUNE 10TH – 12TH - NINE FAMILIES ATTENDED.
- MEET AND GREET: GROUPS ARE BEING FORMED SHORTLY FOR THE FALL SESSIONS.

NEW BUSINESS:

- PICNIC WILL BE HELD ON SEPTEMBER 24TH. A SUB COMMITTEE WIL BE FORMED AND DETAILS WILL BE MADE SHORTLY.
- COURAGEOUS MOVIE EVENT IS BEING PLANNED FOR THE RELEASE DATE IN SEPTEMBER.

NEXT MEETING WILL BE IN AUGUST TO DISCUSS FUTURE COMMITTEE ORGANIZATION AND EVENTS.
CLOSING PRAYER WAS AT 8:15 PM

CAREGIVERS

We have recently had the opportunity to reach out to a couple attendees and members of Ebenezer to address needs they have. We will continue to follow up with them.

I am currently working on a plan to meet with Caregiver ministry participants on a regular scheduled monthly basis.

Faithfully Submitted,

Rob Christiansen

LIASON COMMITTEE REPORT

The Liaison committee met and went over the 2011- 2012 agreement.. There were minimal changes, mostly updates to room usages and a small change in the fee paid by BCS for the custodian. BCS will be paying EBFC the agreed-upon fee for the 2011 - 2012 school year. The agreement has been submitted to the Wayne Batten and the Elders and awaits approval.

Property Committee Report July 18, 2011

During our last property committee meeting we discussed the new total for the proposed sanctuary renovations to be $100,596.57 within our budget of $104,874. There was a proposal to replace the existing wood trim on the sides and the back of the sanctuary with new stained trim. It was decided to keep the existing trim and paint it. There was a proposal to add a railing to the platform area as a safety concern for people going up and down the narrow steps that need assistance. It was approved and a style and location were chosen.

Most of the occupancy sensors are installed with about 20 more left to go.

We have an estimate to lift the sanctuary south side heat pump unit with a crane and install rain drip edge under unit to stop the leak into the north side ladies restroom. The quote for the crane and HVAC work is $1800. This project was approved to be done asap.

The quote to replace the parsonage hot water boiler came in at $6300 and it was approved to go ahead and replace it.

The security video system upgrade came in at $3000 which was above the $2500 budget but after discussion it was approved to go ahead and spend the extra to do the project.

Kevin will call Kunsman Roofing to push them to get the sanctuary roof nails replaced and sealed to properly finish the project they started but never completed.

It was noted that the fellowship hall roof is getting worse and we need to keep an eye on it and continue to prepare for its replacement in the near future. Other projects proposed for consideration in the fellowship are a split sound system, better lighting, and shades for both ends.

Since our last meeting the sanctuary roof project has been completed. The HVAC leak is scheduled for this coming Thursday, July 21st, and the sanctuary renovations are now complete.

Prepared by George Hardy

SECURITY COMMITTEE REPORT

There was no security team meeting since our last Deacon gathering.

Three Activities Underway at This Point in Time:

1. Strategos Security Seminar – postponed to October due to lack of registrations & timing of year
2. Security Camera Surveillance Project –
    a. Equipment has been purchased and a wiring plan is under discussion with Kevin and Otis;
    b. We expect to begin installation within the next couple of weeks, but this depends on Otis' work load
    c. Discussions have been initiated with Mark Hardy to connect digitally the surveillance system with Ebenezer's network;
        i. may need Mark's involvement to make that happen;
3. Security Protocol Meeting conducted this morning.

We held the long awaited Security Protocols Meeting this morning during the Sunday School hour.

There were 14 ushers and security members in attendance, with six coming from the Security team and eight from the Ushering team – or just under two Usher teams. As a point of reference, most of the ushers were from 1st service crews. So we may have to do a repeat in the near future and concentrate on those guys who missed.

Thanks John, for getting the word out to your teams.

Our agenda [see attached] was to introduce each of us, one to another [get a face behind the name], provide an orientation on the biblical authority for church security, and also to discuss some likely security scenarios that **have occurred** at Ebenezer and **may potentially occur** at Ebenezer in the future.

Blake did a great job of presenting this material and talking through the likely scenarios.

I know the topic of guns and active shooters has always been a sensitive one, and we did address it.

But let me assure you that our Security Policy continues to make no reference as to whether or not someone in the building should or should not be armed. We wrote it this way on advice from our resident Assistant District Attorney, who was on the team at the time of writing.

As a general rule, I do try to become aware of who is armed, but legally in the state of Pennsylvania and since I'm not a police officer, I can't require that information.

Blake – correct me on that legal point if you feel the need.

We do know that some members of the church bring concealed weapons in the building and we suspect [without confirmation] that some non-members may also do this.

We are aware that crimes (passion, theft, assaults, arson, burglaries, abductions, fraud) against Christian Churches, organizations and people have occurred with increasing ferocity over the past few years. Some reputable Security Industry estimates have these crimes doubling in number for each of the past three years, across the country.

That shows all the more reason for us to be diligent in offering a safe and secure place to worship, because, as I mentioned this morning – not everyone in Bethlehem has the same agenda as we at Ebenezer have, and not everyone in Bethlehem is fond of the Gospel of Jesus Christ.

Our objective throughout this orientation was to provide an awareness and some guidance on what should be expected of the ushers and security team members in the event someone tries to disrupt a service.

Some of the scenarios addressed were:

- Medical emergency
- Suspicious activity
- Suspected Theft & Active Theft & Robbery
- Actual disturbance
- Protest (organized group protesting against the Church homosexual doctrine)
- Actual shooting / Active shooter

Please review the attachment and let me know if you have any questions.

Good questions were raised and there was good interaction among the attendees. Three other Deacons attended, in addition to myself. Following our after-meeting debrief, Blake and I thought it went well.

But I encourage John, George and Rob C. to ask the guys for their feedback and let us know if they feel we achieved our objectives for the meeting.

Three action items came out of this session, and we will make sure they get done.

First, you should know that in the Usher Closet exists a Security Board [thanks to Kevin] and on that board there is a Security Schedule along with names and contact information for everyone on the team.

We will be adding a photo sheet of the Security team members – hopefully, all will comply with my request, and we will post it on that board. This is so the ushers can put a face to a name and have a quick reference point if they need to find someone from the team. I'll put a request in to Robbin to create that photo sheet as soon as I give her the team member photos.

The **second** action item is to ask each Security team member to notify the Head Usher of their intended whereabouts in the building in the event an incident arises. It's a no-brainer, and is something we generally should be doing anyway.

The **third** item was a request to also post information on the Emergency Medical Team. Well, as we discussed in an earlier Deacon meeting, we don't have such a team. I have spoken with several congregational members about serving on one and while there is reluctance to do so, everyone I spoke with has agreed to attend an informational meeting which I still need to set up. The comment in this meeting was a reminder for me to get that done.

An interesting question was raised about whether or not the Ushers should inform people who ask, as to whether or not we have security. Our answer was '**affirmative'**. We want the

congregational members to know that we do have security and we are looking our for their safety – especially that of the children whether they are in the nursery or elsewhere in the building.