

First Baptist Church Manchester fbcmct.org  
Bi-Monthly Business Meeting December 3, 2023

Members attended in person and via Zoom. Pastor Saylor opened in prayer.

Motion by Katie Bonham to adopt the minutes from the October business meeting, seconded by Will Housley. Motion passed.

A calendar of church events was available on the church website.

- **Treasurer's Report**, Tanya Gaul presented the December 2023 report, which was provided for member review online and in paper form for those present.
  - a- Average weekly giving is down from last year at \$9,247 to this year through
  - b- November at \$8,716.87. Bills are being paid because ministries are spending under projected levels.
  - c- Giving has increased in October and November 2023.  
The church had a \$42,000 tax credit this year.
  - d- Projections indicate that church expenses will not exceed available funds by the end of 2023.
  
- The 2024 proposed Church Budget would require \$364.41 less in weekly giving compared to 2023. Reductions reflect actual spending from 2023.  
Building & Grounds and Utilities line items were areas of large decreases.  
New line item 360S Pastor Search committee was created including \$6,500.  
Discussion:
  - a- Joan St. Jacques reported that a minimum of \$1,500 would be needed to refurbish the hand bells in 2024. Additional costs could be incurred if the factory finds repairs are needed, which could increase the costs up to \$2,000.
  - b- An equipment check should be completed in the sanctuary and more room added to the sound booth to manage online services. Possibilities for line items that could cover the costs were discussed. No costs have been determined yet.  
The Youth will need to decrease their expenses from 2023, which Pastor Jose predicted would be possible.
  - c- The Safety Training line item includes funds for an online training about protecting children.

Members voted to accept the 2024 budget.

### **OLD BUSINESS**

- Transition Team, Paul Powers reviewed the list of the team's responsibilities.

The transition team is responsible for preparing the church for the new pastor and helping to guide a smooth transition from Pastor Saylor to the new pastor.

Tasks include:

- Give the church a voice by getting input from the congregation and compiling feedback about church direction, mission and what the church is looking for in a pastor.
- Create and circulate surveys
- Hold small group listening/conversation sessions
- Share the results of the feedback with the Search Committee to assist them in developing a job description.
- Assess and help implement any changes that may be needed to support a new pastor
- Work with Pastor Saylor and ministry leads to develop a transition plan
- Support Pastor Saylor and Nina during the transition.
- Help deacons and other committees to create a transparent and strong relationship with the incoming pastor.

**NEW BUSINESS:**

- a-** Safety background information: A few security issues have arisen lately, with no serious outcomes. There is no plan in place to respond to medical emergencies.

The BCNE (Baptist Convention of New England) will help formulate plans.

A change has been decided already; One person will remain in the gathering space during services.

- b-** Motion by Will Housley, seconded by Jose Lopes to establish a Safety Committee, charged with establishing protocols for the church and reporting them to members at a business meeting.

Members would include Lou Conforto, Willie Harris-Rivera, Cheryl Gervasi, Will Housley, Ed Juselis, Sheveran Thomson and Cindy Todd. Motion passed.

Discussion: a defibrillator, radios, updated first aid kits and first aid training would be desirable. Costs will be presented when the team reports to the business meeting.

- c-** Motion by Will Housley, seconded by Paul Powers to spend up to \$800 for CPR training for nine people.

Discussion: Cost would be \$80 per person, but some members may pay for their training. Cheryl Gervasi will investigate whether the training would impact insurance rates or not.

Motion passed.

- d-** Discussion was held regarding the makeup of the Search Committee. The percentage of women on the committee does not match the makeup of the church. The committee is diverse in age, stage in life, race and socio-economic status. With a small number of members, constructing a group with all parameters met precisely would be very challenging. A member on the team stated that spouses of the members would indirectly have their input considered.

Motion to adjourn by Rick May, seconded by Katie Bonham. Motion passed.

The meeting was closed in prayer