

FOREST HILLS BAPTIST CHURCH BUSINESS MEETING AGENDA

Sunday, August 16, 2020 • 4:00pm • Sanctuary (In-Person) or Zoom.us/81550824474 (Online)

1. WELCOME & OPENING PRAYER
2. REVIEW & APPROVE FEBRUARY 19, 2020 MINUTES — p. 3
3. ATTENDANCE REPORT — p. 4
4. FINANCIAL REPORT — pp. 5–7
5. MEMBERSHIP RECOMMENDATIONS
 - a) New Members
 - Madison Conant, by letter
 - Jacob & Ericka Whitt, by letter
 - Emma Wyatt, by baptism
 - b) Erasures
 - John & Lelia Udick, by request
6. NEW BUSINESS
 - a) **RECOMMENDATION:** The Nominating Committee, endorsed by the Elders, recommend that Sammy Duke, Melissa Jones, and Courtney Watson serve three-year terms on the Finance Committee beginning January 1, 2021. (Upon the Church’s approval, Sammy, Melissa, and Courtney will be asked to participate in the Finance Committee’s September meetings as the group works to prepare a proposed total operating budget for 2021.)
 - b) **RECOMMENDATION:** The Elders recommend that Forest Hills Baptist Church adopt the amended bylaws that were emailed to the church congregation on August 6, 2020, which have also been made available online at fhbc.org/bylaws, and as presented to the Church at this business meeting.
 - c) **RECOMMENDATION:** In view of the current pandemic that restricts the ability of all members to congregate for a vote, the Elders move that the vote upon the amended bylaws presented to the regular business meeting on August 16, 2020, be conducted by secret written ballot. Each member will be mailed an anonymous, numbered ballot on or before September 10, 2020 at the address contained in the membership records of the Church. Ballots may be cast following the next regular business meeting of the Church to be held on September 13, 2020. Ballots may be cast electronically pursuant to instructions provided with the ballot, by mailing the completed ballot to the Church, by delivering the ballot to the Church office, or by placing the ballot in designated ballot boxes provided at the entrances to regular worship services. Ballots may not be cast before the business meeting on September 13, 2020 and must be received by the Church on or before September 20, 2020. After the period for casting ballots has closed, all ballots timely received by the Church will be counted by an Elder appointed by the Chairman of the Elders and a Deacon appointed by the Chairman of the Deacons. Electronic ballots shall be counted electronically and verified by the Chairman of the Elders or his nominee. Results of the vote will be promptly announced to the congregation
 - d) **RECOMMENDATION:** In view of the current pandemic that restricts the ability of all members to congregate for a vote, the Elders move that, if on the date the Pastor Search Taskforce proposes a candidate to the Church membership to fill the open Senior Pastor position, the Church’s average

aggregate weekly in-person Sunday morning worship attendance for the four Sundays immediately preceding such announcement was less than 75% of the average aggregate weekly in-person Sunday morning worship attendance for 2019, the vote for a new Senior Pastor will be conducted by anonymous, numbered ballot. Each member will be mailed an anonymous, numbered ballot at the address contained in the membership records of the Church. Ballots will be mailed at least five (5) business days before the Sunday when the candidate for Senior Pastor is presented to the Church during regular Sunday worship services. Ballots may be cast following the service. Ballots may be cast electronically pursuant to instructions provided with the ballot, by mailing the completed ballot to the Church, or by delivering the ballot to the Church office. Ballots must be received by the Church on or before 6:00pm on the Wednesday immediately following the Sunday on which the candidate is presented. All ballots timely received by the Church will be counted by an Elder appointed by the Chairman of the Elders and a Deacon appointed by the Chairman of the Deacons. Electronic ballots shall be counted electronically and verified by the Chairman of the Elders or his nominee. Results of the vote will be promptly announced to the congregation.

7. FOR AWARENESS ONLY

- a) **Minister to Students Search Taskforce Update (Posted Online July 22, 2020):** Emily Neyman (Chair), Matt Brock (Vice Chair), Sally Auville, Steve Bussell, Lori Crump, Cameron Spooner, Andrew Vaughn, Bobby Harter (Personnel Committee Representative) and Jeff Bowden (Staff) began meeting in February and have since vetted ~30 Minister to Students candidates. They have decided that none of the candidates were the person God has called to lead our Student Ministry. Furthermore, the search taskforce feels that highly qualified candidates are not willing to be considered under the current circumstances (the Church being without a Senior Pastor and the COVID-19 pandemic). Additionally, the church leadership is taking this opportunity to pray about making changes to our Student Ministry staff structure. Therefore, the search taskforce has decided to pause their search for a Minister to Students and are awaiting future guidance.
- b) **Upcoming Regular Monthly Business Meetings:** As we continue in an environment of carefulness, knowing we can have in-person meetings in which we can also make virtual attendance possible and successfully transact the business of the Church, regular monthly meetings for the rest of 2020 have been scheduled: Sundays, September 13, October 18, and November 15. All meetings will be at 4:00pm in the Sanctuary. The date and time of the December business meeting is to be determined. Church members will be able to participate in all of these business meetings both physically in-person and also virtually via Zoom.
- c) **Ordaining Jake Day For Gospel Ministry:** Having sufficient opportunity for judging his God-given gifts, Christian experience, call to the ministry, and views of Bible doctrine, the Associate Pastors and the Elders are unanimously recommending that the Church certify that Jake Day, FHBC's Associate Pastor of Administration, has been solemnly and publicly set apart and should be ordained to the work of the Gospel Ministry. You're invited to attend Jake's ordination service on Sunday, August 30 at 4:00pm in the Sanctuary.

8. NEXT BUSINESS MEETING — The next meeting is planned for Sunday, September 13 at 4:00pm in the Sanctuary and online via Zoom.

9. CLOSING PRAYER & ADJOURN

FOREST HILLS BAPTIST CHURCH BUSINESS MEETING MINUTES – FEBRUARY 19, 2020

Forest Hills Baptist Church met in regular monthly business meeting February 19, 2020, with Richard Girdler presiding. Richard opened the meeting with scripture reading and prayer.

REVIEW MINUTES: A motion was made to approve the January 22, 2020, business meeting minutes as printed. The motion was seconded. Motion carried.

REPORTS: The Moderator called attention to the attendance report for January Sunday School and Worship.

ADDITIONS/ DEPARTURES: Richard turned it over to Chad Mize. He showed photos of new members and gave a little background. The following membership changes were presented for approval:

NEW MEMBERS:

- Spencer and Lauren Dalman (by letter from Trinity Baptist Church, Raleigh, NC)
- Jonathan (by statement) and Brooke Allen (by letter from Short Creek Baptist Church, Athens, TN)
- Dan and Ethan Billingsley (by letter from First Baptist Church, Joelton, TN)
- Fisher Wood (by baptism)

NO DEPARTURES

A motion was made to approve these membership changes. The motion was seconded. Motion carried.

FINANCIAL REPORT: Valerie Woodbury presented the **January 2020** Financial Report
Budget contributions for January were **\$301,734**. Year-to-date budget contributions through January were **\$301,734** which is **\$5,874 higher** than projected YTD contributions. Note that this figure is **2% higher** than YTD budget contributions for the same period in 2019. When comparing budget to actual we have over given and under spent for a budget to actual total of **\$77,453**.

Building fund contributions for January were **\$40,661**.

January contributions to the Endowment Fund were **\$2,530** and the fund had a balance of **\$668,643** at the end of the month.

NEW BUSINESS: NO NEW BUSINESS

FOR AWARENESS ONLY

The Properties Committee, Finance Committee, and the Elders have approved the following expenditures:

- \$6,500 from the Building Fund to replace 14 wireless thermostats
- \$2,100 from Capital Reserves for additional sidewalk repairs and a handrail
- \$1,900 from Capital Reserves for new preschool classroom furniture

THE NEXT BUSINESS MEETING: The next regular Business Meeting is planned for Wednesday, March 25, 2020 at 6:00pm in the Chapel.

ADJOURN

A motion was made to adjourn. The motion was seconded. Motion carried.

Cathey Bartlett,
Church Clerk

		3/15/2020	3/22/2020	3/29/2020	4/5/2020	4/12/2020	4/19/2020	4/26/2020
In-Person		NA	NA	NA	NA	NA	NA	NA
Boxcast	Total Views	1,091	612	1,023	1,742	902	1,216	1,143
	Live Views	660	425	903	1,249	760	966	988
	AVG Live View Duration	20:18	17:59	18:29	19:03	15:18	18:19	17:53
ChOP (#'s are part of Boxcast's Overall)	3-sec. Attenders	NA	NA	NA	NA	NA	NA	NA
	30-sec. Attenders	NA	NA	NA	NA	NA	NA	NA
	Peak Concurrent Attenders	NA	NA	NA	NA	NA	NA	NA
	Unique Members in Chat	NA	NA	NA	NA	NA	NA	NA
Facebook	Estimated Reach	4,800	2,300	2,400	4,600	2,000	3,000	485
	3-sec. Views	2,913	1,897	1,464	2,339	1,328	1,449	192
	10-sec. Views	1,221	827	680	1,123	669	670	70
	1-min Views	388	381	318	430	340	269	18
	Peak Live Viewers	131	152	124	162	154	121	--
	AVG View Duration	1:26	2:19	2:23	2:05	3:03	1:53	--
Venue	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	
Preacher	R. Floyd	R. Floyd	R. Floyd	B. Mandrell	B. Mandrell	B. Mandrell	B. Mandrell	

		5/3/2020	5/10/2020	5/17/2020	5/24/2020	5/31/2020	5/31/2020
In-Person		NA	NA	NA	NA	116	133
Boxcast	Total Views	1,142	1,051	942	809	921	341
	Live Views	1,079	960	869	765	658	292
	AVG Live View Duration	14:13	14:29	16:31	14:08	15:17	15:58
ChOP (#'s are part of Boxcast's Overall)	3-sec. Attenders	470	448	413	363	298	157
	30-sec. Attenders	457	433	400	356	291	142
	Peak Concurrent Attenders	370	346	313	276	190	84
	Unique Members in Chat	39	30	33	22	22	2
Facebook	Estimated Reach	1,600	1,500	1,200	1,200	1,000	2,100
	3-sec. Views	913	745	762	830	649	962
	10-sec. Views	467	375	336	345	362	404
	1-min Views	223	207	151	155	182	124
	Peak Live Viewers	104	91	85	76	60	43
	AVG View Duration	2:47	2:31	2:14	1:45	3:29	1:10
Venue	ELEVATE	Sanctuary	ELEVATE	Sanctuary	Sanctuary	ELEVATE	
Preacher	B. Mandrell	M. Kelly	M. Kelly	M. Kelly	B. Mandrell	B. Mandrell	

		6/7/2020	6/7/2020	6/14/2020	6/14/2020	6/21/2020	6/21/2020	6/28/2020	6/28/2020
In-Person		156	150	150	171	131	146	110	87
Boxcast	Total Views	623	217	533	128	546	147	495	142
	Live Views	526	185	496	120	484	132	457	131
	AVG Live View Duration	18:49	18:32	16:36	19:47	15:04	17:51	21:03	21:10
ChOP (#'s are part of Boxcast's Overall)	3-sec. Attenders	283	99	240	66	208	71	248	96
	30-sec. Attenders	263	92	221	55	196	61	241	84
	Peak Concurrent Attenders	183	57	166	39	142	42	180	49
	Unique Members in Chat	16	2	9	2	4	4	12	9
Facebook	Estimated Reach	1,815	857	850	786	1,115	1,053	990	772
	3-sec. Views	956	555	390	283	503	304	707	302
	10-sec. Views	411	208	202	127	222	121	309	126
	1-min Views	181	80	102	55	108	52	129	54
	Peak Live Viewers	61	36	55	17	42	19	49	22
	AVG View Duration	2:03	1:44	3:22	1:09	2:26	0:58	1:43	1:29
Venue	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	ELEVATE	
Preacher	R. Davis	R. Davis	R. Davis	R. Davis	R. Davis	R. Davis	R. Davis	R. Davis	

		7/5/2020	7/5/2020	7/12/2020	7/12/2020	7/19/2020	7/19/2020	7/26/2020	7/26/2020
In-Person		88	76	124	66	202	95	121	102
Boxcast	Total Views	398	141	518	175	450	147	441	140
	Live Views	350	123	476	159	398	136	412	113
	AVG Live View Duration	22:50	28:05	23:31	23:01	23:19	17:57	23:46	18:31
ChOP (#'s are part of Boxcast's Overall)	3-sec. Attenders	220	91	255	116	228	89	229	80
	30-sec. Attenders	205	85	241	95	212	82	211	69
	Peak Concurrent Attenders	150	53	175	49	156	37	168	36
	Unique Members in Chat	6	2	11	5	12	2	13	4
Facebook	Estimated Reach	1,051	854	781	998	592	1,086	1,178	945
	3-sec. Views	433	318	450	479	365	395	1,016	338
	10-sec. Views	220	127	250	218	192	148	500	148
	1-min Views	106	54	140	78	109	62	141	56
	Peak Live Viewers	55	16	56	24	55	24	49	28
	AVG View Duration	3:23	:52	4:12	1:19	4:16	1:13	1:36	1:37
Venue	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	ELEVATE	Sanctuary	ELEVATE	
Preacher	M. Kelley	M. Kelley	M. Kelley	M. Kelley	M. Kelley	M. Kelley	M. Kelley	M. Kelley	

Forest Hills Baptist Church
Contributions Report

July 2020

Monthly Budget Performance

Sunday	Projected Contributions	Actual Contributions	Over/(Under)	ENGAGE			Total
				Building Fund Contributions	Missions Contributions	Other Contributions	
1	\$90,565	\$59,323.31		\$7,895	\$735	\$525	\$68,478
2	\$71,049	\$76,167.51		\$3,350	\$815	\$3,779	\$84,111
3	\$94,528	\$65,842.09		\$8,362	\$215	(\$5,765)	\$68,654
4	\$121,047	\$77,380.91		\$2,995	\$1,600	\$951	\$82,927
	\$377,189	\$278,714	(\$98,475)	\$22,602	\$3,365	(\$510)	\$304,171

~Mission Engagement Refunds

Year to Date Budget Performance

Projected Year To Date Contributions	Actual Year To Date Contributions	Over/(Under) Year To Date Contributions	ENGAGE			Total Contributions
			Building Fund Year To Date Contributions	Missions Year To Date Contributions	Other Year To Date Contributions	
\$2,697,059	\$2,228,170	(\$468,889)	\$640,249	\$85,563	\$42,901	\$2,996,883

Forest Hills Baptist Church
Analysis of Revenues & Expenses - Summary Portr. YTD
January to July 2020

Accounts	Annual Budget	MTD Actual	YTD Actual	YTD Budget	YTD Budget To Actual Variance	% of Annual Budget Used
INCOME						
BUDGET RECEIPTS	\$5,200,000.00	\$278,714.82	\$2,228,170.88	\$2,697,060.00	(\$468,889.12)	42.85 %
Total INCOME	\$5,200,000.00	\$278,714.82	\$2,228,170.88	\$2,697,060.00	(\$468,889.12)	42.85 %
EXPENSES						
MISSIONS MINISTRY	\$889,800.00	\$44,096.69	\$353,773.30	\$482,122.69	\$128,349.39	39.76 %
ADULT MINISTRY	\$65,000.00	\$451.26	\$23,279.34	\$32,535.00	\$9,255.66	35.81 %
WOMEN'S MINISTRY	\$41,700.00	\$1,370.71	\$5,036.63	\$9,750.00	\$4,713.37	12.08 %
YOUNG ADULT MINISTRY	\$23,000.00	\$617.36	\$10,038.22	\$12,000.00	\$1,961.78	43.64 %
PRESCHOOL MINISTRY	\$18,000.00	\$255.08	\$5,135.19	\$8,265.00	\$3,129.81	28.53 %
CHILDREN'S MINISTRY	\$85,000.00	\$2,024.80	\$23,077.61	\$48,425.00	\$25,347.39	27.15 %
STUDENT MINISTRY	\$138,250.00	\$2,350.22	\$26,243.34	\$37,480.00	\$11,236.66	18.98 %
MUSIC MINISTRY	\$104,117.00	\$3,146.27	\$31,728.43	\$58,208.00	\$26,479.57	30.47 %
AUDIO VISUAL/MULTI-MEDIA	\$18,200.00	\$64.78	\$6,188.77	\$7,445.00	\$1,256.23	34.00 %
PASTORAL MINISTRY	\$21,450.00	\$0.00	\$2,981.13	\$8,285.00	\$5,303.87	13.90 %
PASTORAL COUNSELING MINISTRY	\$11,715.00	\$327.71	\$1,502.61	\$3,400.00	\$1,897.39	12.83 %
ACTIVITIES MINISTRY	\$4,000.00	(\$31.04)	\$295.29	\$2,950.00	\$2,654.71	7.38 %
SUPPORTIVE MINISTRY	\$53,034.00	\$1,664.32	\$11,190.14	\$25,864.00	\$14,673.86	21.10 %
COMMUNICATIONS	\$109,713.00	\$5,421.45	\$44,245.80	\$60,615.00	\$16,369.20	40.33 %
ADMINISTRATION	\$135,000.00	\$12,303.39	\$63,380.73	\$79,740.00	\$16,359.27	46.95 %
PROPERTY & MAINTENANCE	\$390,476.00	\$18,784.31	\$181,295.50	\$229,676.00	\$48,380.50	46.43 %
DEBT SERVICE	\$288,000.00	\$5,109.44	\$39,289.73	\$120,000.00	\$80,710.27	13.64 %
CAPITAL RESERVE	\$111,112.00	\$9,259.33	\$64,815.31	\$64,815.31	\$0.00	58.33 %
PERSONNEL EXPENSES	\$2,692,433.00	\$167,654.46	\$1,284,664.89	\$1,555,565.00	\$270,900.11	47.71 %
Total EXPENSES	\$5,200,000.00	\$274,870.54	\$2,178,161.96	\$2,847,141.00	\$668,979.04	41.89 %
Net Total	\$0.00	\$3,844.28	\$50,008.92	(\$150,081.00)	\$200,089.92	0.00 %

Forest Hills Baptist Church
Summary of Designated Accounts MTD
July 2020

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
DESIGNATED FUNDS				
GENERAL DESIGNATED				
800000 - Contingency	\$361,605.75	\$317.34	\$63.11	\$361,859.98
800500 - Property Sign	\$638.80	\$0.00	\$0.00	\$638.80
800701 - Capital Reserve	\$472,966.26	\$9,304.24	\$8,175.24	\$474,095.26
800800 - Endowment Fund- Designated	\$769,619.42	\$35,286.00	\$0.00	\$804,905.42
817000 - Miscellaneous Designated	\$9,208.34	\$0.00	\$40.00	\$9,168.34
818000 - Elevate Designated	\$4,680.66	\$0.00	\$0.00	\$4,680.66
Total GENERAL DESIGNATED	\$1,618,719.23	\$44,907.58	\$8,278.35	\$1,655,348.46
MISSIONS DESIGNATED				
801000 - ENGAGE Missions Offering	\$82,198.78	\$3,069.50	\$0.00	\$85,268.28
802000 - Disaster Relief - FHBC Efforts	\$267.37	\$0.00	\$0.00	\$267.37
802500 - Local Missions Contingency	\$1,000.00	\$0.00	\$0.00	\$1,000.00
802501 - East Africa Mission Engagement	\$6,247.67	\$178.00	\$3,450.00	\$2,975.67
802505 - East African Development Projects	\$22,094.96	\$22,000.00	\$0.00	\$44,094.96
803500 - Global Missions Cont./Supplies	\$4,728.50	\$1,635.54	\$1,710.54	\$4,653.50
803800 - Mission Houses	\$1,950.06	\$0.00	\$0.00	\$1,950.06
804100 - Poland Mission Engagement	(\$3,649.62)	\$0.00	\$1,013.16	(\$4,662.78)
806000 - Student Missions	\$49,617.53	\$0.00	\$0.00	\$49,617.53
806100 - High School Mission Trip	\$248.60	(\$500.00)	\$500.00	(\$751.40)
806200 - High School Jr/Sr Mission Trip	(\$554.60)	(\$950.00)	\$550.00	(\$2,054.60)
806300 - Middle School Mission Trip	\$2,581.20	(\$40.00)	\$2,406.28	\$134.92
807350 - Bridgewater, MA Mission Engagement	\$400.00	\$0.00	\$0.00	\$400.00
807550 - Italy Mission Engagement	\$1,328.72	\$0.00	\$0.00	\$1,328.72
807800 - Centrifuge	(\$4,479.25)	\$0.00	\$0.00	(\$4,479.25)
808100 - South Asia Mission Engagement	\$6,521.53	\$0.00	\$0.00	\$6,521.53
808550 - Guyana Mission Engagement	\$679.14	\$0.00	\$0.00	\$679.14
809000 - Salt Lake City Mission Engagement	\$731.97	\$3,508.64	\$1,400.96	\$2,839.65
Total MISSIONS DESIGNATED	\$171,912.56	\$28,901.68	\$11,030.94	\$189,783.30
CHURCH-WIDE DESIGNATED				
820000 - Barnabas Fund	\$85,000.00	\$0.00	\$0.00	\$85,000.00
821000 - Benevolence	\$18,430.84	\$0.00	\$0.00	\$18,430.84
821500 - Deacon Flower Fund	\$148.63	\$0.00	\$0.00	\$148.63
823000 - Music & Handbell Account	\$37,427.83	\$1,800.00	\$537.37	\$38,690.46
824000 - Enrichment Ctr Designated	\$9,084.50	\$275.00	\$0.00	\$9,359.50
828500 - Building Fund	\$48,257.30	\$22,602.00	\$0.00	\$70,859.30
829000 - Kitchen Receipts	\$2,221.57	\$558.40	\$417.14	\$2,362.83
830000 - Wedding Fund	\$300.00	\$0.00	\$0.00	\$300.00
Total CHURCH-WIDE DESIGNATED	\$200,870.67	\$25,235.40	\$954.51	\$225,151.56
MINISTRY RELATED DESIGNATED				
831000 - Activities Designated	\$4,909.79	\$0.00	\$0.00	\$4,909.79
832000 - Preschool Ministry Designated	\$561.30	\$0.00	\$0.00	\$561.30
832500 - Children's Ministry Designated	\$3,008.92	\$0.00	\$1,948.08	\$1,060.84
833000 - Prayer Ministry	\$1,726.35	\$0.00	\$0.00	\$1,726.35
833500 - Counseling	\$12,351.83	\$100.00	\$51.38	\$12,400.45
834000 - Celebrators Designated	\$3,275.92	\$0.00	\$0.00	\$3,275.92
834500 - DivorceCare	\$1,793.52	\$0.00	\$0.00	\$1,793.52
836000 - Student Designated	\$100.00	\$0.00	\$0.00	\$100.00
837000 - Women's Ministry	\$32.66	\$0.00	\$0.00	\$32.66
837500 - Men's Ministry	\$136.05	\$0.00	\$0.00	\$136.05
843000 - Loaves & Fishes	\$277.14	\$0.00	\$0.00	\$277.14
844000 - Acts of Service	\$1,694.82	\$0.00	\$0.00	\$1,694.82
Total MINISTRY RELATED DESIGNATED	\$29,868.30	\$100.00	\$1,999.46	\$27,968.84
Total DESIGNATED FUNDS	\$2,021,370.76	\$99,144.66	\$22,263.26	\$2,098,252.16