

Walnut Hills Baptist Church
REPORTS FOR
OCTOBER BUSINESS MEETING
October 28, 2020

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WALNUT HILLS BAPTIST CHURCH

Business Meeting Minutes August 19, 2020

The Business Meeting was called to order at 6:40 p.m. by Moderator Chuck Nimmo. 40 persons were in attendance. Chuck thanked everyone who helped to arrange the meeting. Pastor Jim Hunter opened in prayer.

The minutes of the January 20, 2020 Business Meeting were reviewed and approved.

The Pastor gave a membership report. He noted the members we have lost this year and asked for a moment of prayer. He then moved to accept Nancy McKeel for membership. Debbie Schoenberger seconded. The motion carried. The Pastor then continued with the staff report. We have had 200-260 persons online for worship. Wednesday night services have been well received as well. He then spoke about our re-gathering plan. The printed music report was highlighted. Vacation Bible School had a successful two weeks. He also noted additional family ministry prospects.

The Moderator drew attention to the printed reports from the Deacons, the Treasurer, Information Technology, the Learning Center, the Missions and Evangelism Council, the WMU, Audio Visual, Buildings and Grounds, Memorials, Endowment, Publicity and Stewardship and Finance. Elaine Schrader spoke on the GriefShare program and thanked the staff for helping to get the new GriefShare meeting set up. There are 14 in the new group. More volunteers are needed. The Nominating Committee report said that the committee will be starting to fill positions for the coming year soon. Marsha McAlister reported for the Personnel Committee, applauding the church employees and noting their anniversaries. She especially praised the staff for their extra work the last few months.

New Business: The Pastor reported that the Church Council recommended Chuck Nimmo continue as Moderator. An affirmative vote was taken.

Debbie Schoenberger brought a motion from the Church Council that the October Business Meeting be held as a hybrid meeting, with members in person and online for both discussion and voting. This was seconded by David Gehr. In discussion it was noted that voting would be restricted to members, 16 and older. The motion carried.

The Moderator then discussed the process for by-law changes. A proposed by-law change must be read at the immediately previous Business Meeting before a vote is taken. There were three proposed by-law changes read.

David King moved to adjourn. David Gehr seconded. Motion to adjourn was approved. The Pastor closed in prayer at 7:25 p.m.

Pastor's Report

OCTOBER BUSINESS MEETING 2020

Care and Community:

- * Continued to meet in-person, online, and by phone to work with deacons, and others to care for *WHBC family* during the ongoing COVID-19 challenge

Worship:

- Through Sunday, September 6th - Gathered each Sunday for worship online via GoToMeeting platform
- Since Sunday, September 13th – Gathering each Sunday for worship via online streaming, dedicated phone number, and COVID-19 modified in-person gathering
- Gathering each Wednesday for devotion & prayer online via GoToMeeting platform

Mission and Ministry:

- Continued work with staff, deacons, and committees to identify ministry opportunities during COVID limitations that fit WHBC mission and ability
- Gathered with a quorum for the called August business meeting on the 19th
- Continuing work with Mitch Thomas and staff on Deacon nominations
- Continuing work with staff and Church Council to develop and implement policies and procedures that fit the developing COVID-19 climate
- Continuing work with staff and others to provide safe space to provide groups with resources to meet in-person, online, or hybrid (*utilizing new equipment located in the WHBC Hospitality Center*)
- Continuing work with staff and Dave Bolt on livestream quality

Looking Ahead:

- Evaluating and adapting worship services and other opportunities (e.g. two Christmas Eve services being planned: 5:00 p.m. and 7:00 p.m.)
- Date(s) TBD: baptisms of Reid and Sandra Clarke, Hannah and Abigail Wilk, Paxton Brewer, Vya Butler, and Lorna Karaki - TBD

QUARTERLY BUSINESS MEETING

MINSTER OF MUSIC

October 28, 2020

Our church has slowly eased back worship beginning September 13th. And since we are not allowed to have choirs and ensembles, we have had to schedule alternative music. This includes solos, duets, trios, quartets, instruments (piano, organ, harp, brass, handbells, and strings).

We are blessed to have such talented musicians that share their gift for worship.

We will continue to monitor the regulations regarding choir and ensemble and when we are allowed, we will resume rehearsals and worship participation.

We continue to recruit Ushers, Door Helpers, and Streaming Workers for Sunday worship. Interested individuals should contact John Thompson.

Deacon Report for October 2020 Business Meeting

WHBC deacons continue to focus on family ministry, communicating with our families and providing information to our prayer ministry. We have not attempted to meet face-to-face or virtually. It is my hope that we can function effectively without the traditional meetings until later in the year.

I agreed to a reduction in the deacon budget amount for 2021, as we all prepare for the impact of reduced giving next year.

The deacon election process is underway, with a letter to all members containing ballots for nomination of nine new deacons. Seven nominations are for the normal three-year term, and two nominations are to serve the unexpired terms of Robin and Dan Joss who resigned this quarter.

I am encouraged by the new worship service options, and applaud the diligence and hard work by our staff. We are fortunate to have such dedicated servants of God in our WHBC family.

Mitch Thomas

10/13/20

Walnut Hills Baptist Church
Income Statement
January through September 2020

Actual Basis

	Jan - Sep 20	Jan - Sep 19	\$ Change	% Change
Reimbursable Expenses				
298000 - Reimbursable Min. Exps.	-4,507.80	1,522.03	2,985.77	186.2%
Total Reimbursable Expenses	-4,507.80	1,522.03	2,985.77	186.2%
Repairs and Maintenance				
440000 - Vehicle Operation	1,926.43		-274.50	-14.3%
450000 - Facility Repair & Upkeep	19,340.91		6,313.33	48.6%
450000 - Fac Repair & Upkeep Receipts	-150.00		1,425.00	90.5%
Total Repairs and Maintenance	20,642.84	13,879.01	7,463.83	55.8%
Salaries and Wages - Admin	21,854.72	23,870.25	-2,015.53	-8.4%
Safety/Security	483.00	0.00	483.00	100.0%
Technical Support	7,074.54	-6,005.05	13,079.59	217.8%
Telephone Expense	2,387.72	1,025.33	462.39	24.0%
Utilities Expense	15,309.47	17,259.30	-4,949.83	-23.3%
Management and General Expenses - Other	0.00	0.00	0.00	0.0%
Total Management and General Expenses	126,283.91	115,775.98	12,507.93	10.8%
Mission Action Account Expense	1,585.00	2,039.18	-445.18	-21.8%
Program Service Expenses				
Committee Expenses				
301000 - Audio Visual	2,529.88	3,087.15	-557.28	-18.1%
304000 - Children's Ministry	1,818.27	2,455.66	-637.39	-26.0%
304500 - Church Council Confg.	0.00	65.79	-65.79	-100.0%
305000 - Communion	1,066.68	130.85	935.83	716.3%
306000 - Deacons	164.10	87.84	76.26	86.8%
307000 - Flowers	626.04	1,766.35	-1,140.31	-64.6%
307100 - Flowers Receipts	-341.00	-885.00	544.00	61.9%
308000 - GA's/ACTEENS	410.00	753.05	-343.05	-73%
331000 - GiftShare	483.53	1,151.81	-668.28	-58.0%
331100 - GiftShare Receipts	-345.00	-440.00	95.00	21.6%
309800 - Inreach	277.22	55.84	221.38	395.6%
310000 - Hospitality/Kitchen	3,591.88	2,402.61	1,189.27	49.5%
312000 - Media/History	84.13	122.58	-38.45	-45.7%
313000 - New Initiative	11,748.21	0.00	11,748.21	100.0%
314000 - Music	1,742.29	9,897.47	-8,155.18	-82.4%
314100 - Music Receipts	-100.00	-100.00	0.00	0.0%
316000 - Outreach	94.68	348.80	-254.12	-70.7%
316000 - Preschool	750.11	443.38	306.73	69.2%
317000 - Publicity	400.00	538.20	-138.20	-32.3%
318000 - Senior Adult	200.00	765.26	-565.26	-97.4%
318100 - Senior Adult Receipts	-685.00	-620.00	-65.00	-12.1%
318000 - Team Aid	789.47	1,228.07	-438.60	-55.7%
319100 - Team Aid Receipt	-25.00	0.00	25.00	100.0%
320000 - Stewardship Com.	7.75	0.00	7.75	100.0%
321000 - Student Ministry	0.00	288.87	-288.87	-100.0%
322000 - Sunday School Youth	2,652.08	2,641.34	10.74	0.2%
322500 - Sunday School Adult	1,981.26	3,152.27	-1,171.01	-37.2%
323000 - Training	805.48	1,645.83	-840.35	-51.1%
323100 - Church Training Receipts	-684.00	-1,343.11	659.11	56.5%
324000 - Church Training Receipts	0.00	8.76	-8.76	-100.0%
325000 - Vacation Bible School	5,329.31	3,277.36	2,051.95	62.6%
325100 - Vacation Bible School Receipts	-200.00	-5.00	195.00	39.0%
326000 - Youth	1,762.22	1,197.28	564.94	47.2%
326100 - Youth Receipts	-747.68	-224.00	-523.68	-70.0%
327000 - Youth	7,865.81	16,962.02	-9,096.21	-60.3%

Walnut Hills Baptist Church
Income Statement
January through September 2020

Accrual Basis

	Jan - Sep 20	Jan - Sep 19	\$ Change	% Change
327100 - Youth Receipts	-1,255.00	-12,455.21	11,080.21	89.1%
327500 - Youth Mission Trip	1,420.00	6,282.10	-4,042.10	-77.3%
Total Committee Expenses	41,247.43	48,459.69	-7,212.26	-14.9%
Cooperative Programs				
610000 - Cooperative Program	17,851.34	20,307.00	-2,455.66	-12.1%
620000 - Peninsula Baptist	5,883.78	7,374.87	-1,491.09	-20.1%
Total Cooperative Programs	23,735.12	27,681.87	-3,946.75	-14.2%
Local Missions				
530000 - Benevolence Fund	0.00	2,890.00	-2,890.00	-100.0%
Total Benevolence	0.00	2,890.00	-2,890.00	-100.0%
640000 - Missions and Evangelism	9,793.07	9,801.84	-8.77	-0.1%
649100 - Missions & Evangelism Credit	-150.00	-1,240.00	1,090.00	87.9%
Total Local Missions	9,643.07	10,451.84	-808.77	-8.3%
Ministerial Salaries and Wages				
Children's Choir	696.00	2,460.00	-1,764.00	-71.7%
Minister of Music	29,218.72	31,862.82	-2,644.10	-8.3%
Minister of Youth/Children	98,580.34	83,631.62	14,948.72	18.0%
Miscellaneous				
192000 - Pulpit Supply	250.00	0.00	250.00	0.0%
193000 - Personnel Committee Ex.	500.00	491.71	8.29	1.6%
193100 - Personnel Comm Receipts	-2,500.00	-2,500.00	0.00	0.0%
Total Miscellaneous	-1,750.00	-2,141.71	391.71	18.3%
Organist	5,573.88	6,022.00	-448.12	-7.4%
Pastor	87,937.68	95,980.70	-8,043.02	-8.4%
Plantist	14,447.00	17,319.00	-2,872.00	-16.6%
Total Ministerial Salaries and Wages	194,688.42	215,116.43	-20,428.01	-9.5%
Total Program Service Expenses	260,259.04	301,711.93	-41,452.89	-13.7%
Support Expenses				
686300 - Designated Gift Expense	2,487.00	2,855.80	-368.80	-12.9%
787100 - Capital Improvement - 7871	4,860.00	23,937.00	-19,077.00	-79.6%
Total Support Expenses	7,347.00	26,792.80	-19,445.80	-72.6%
Wednesday Night Dinner	4,329.81	7,809.15	-3,479.34	-45.3%
Total Expense	464,140.49	528,223.55	-64,083.07	-12.3%
Net Ordinary Income	71,850.87	67,729.27	4,121.60	6.1%
Other Income/Expense				
Misc. Income	31.80	61.90	-30.10	-48.6%
Total Other Income	31.80	61.90	-30.10	-48.6%
Other Expense	39.99	0.00	39.99	100.0%
Net Other Income	-8.19	61.90	-70.09	-113.9%
Net Income	71,842.27	67,791.37	4,050.90	6.0%

Walnut Hills Baptist Church
 Balance Sheet
 As of September 30, 2020.

7:18 PM
 10/05/20
 Accrual Basis

	Sep 30, 20	Sep 30, 19
ASSETS		
Current Assets		
Checking/Savings		
10000 · Townebank Operating - 0265	192,333.08	167,773.80
Townebank AGAPE - 1025	2,272.74	1,586.72
Townebank Benevolence - 2845	2,030.46	1,552.96
Townebank Money Market - 0273	52,402.68	52,367.49
10500 · VBF Investment Account	46,517.79	41,024.02
Total Checking/Savings	235,556.77	264,315.01
Other Current Assets		
5 Month CD	75,000.00	0.00
Total Other Current Assets	75,000.00	0.00
Total Current Assets	310,556.77	264,315.01
Fixed Assets	1,564,194.76	1,564,194.78
TOTAL ASSETS	1,874,751.55	1,828,509.79
LIABILITIES & EQUITY		
Liabilities		
Equity	191.71	11,739.16
798500 · Website Development Carryover	8,000.00	0.00
109500 · Fund Balance	2,574.13	21,622.52
31500 · Temp. Restricted Net Assets	53,626.00	53,626.00
32000 · Unrestricted Net Assets	1,658,785.19	1,591,525.93
796600 · Bricks for Garden	1,154.05	1,340.00
797000 · Standing Rock	297.02	297.02
797400 · Learning Center	6,400.16	14,931.63
798100 · Learning Center Scholarship	5,001.70	5,633.70
798200 · Operating Carryover	18,545.51	18,545.51
798200 · Wed Supper	1,813.62	1,660.76
798400 · Fund Balance - Capital Improv.	46,870.19	38,806.19
Net Income	71,842.27	67,781.37
Total Equity	1,874,559.84	1,816,770.63
TOTAL LIABILITIES & EQUITY	1,874,751.55	1,828,509.79

Walnut Hills Baptist Church
Income Statement
January through September 2020

Accrual Basis

	Jan - Sep 20	Jan - Sep 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
Apple Account Income	6,085.00	2,880.80	105.00	3.6%
Mission Action Account Income	1,376.00	2,750.00	-1,375.00	-50.0%
Revenue and Support				
177000 - Operating Receipts	457,074.67	486,695.70	-29,620.93	-6.1%
651000 - Learning Center Income	81,022.78	78,898.57	2,124.21	2.7%
657100 - LC Scholarship Income	0.00	605.00	-605.00	-100.0%
851000 - Wed. Night Supper Income	3,524.00	7,688.55	-4,164.55	-54.2%
Total 1	571,621.35	571,797.22	-175.87	-0.3%
Designated Gifts				
721000 - Alma Hunt State Mission	5,165.00	3,406.85	1,758.15	51.6%
722000 - Annie Armstrong	1,980.00	1,742.00	238.00	14.2%
723700 - BCM	100.00	0.00	100.00	100.0%
728100 - Christmas Love Offering	272.50	130.00	142.50	109.6%
729200 - Capital Repair & Improvement	200.00	6,330.00	-6,130.00	-96.8%
738900 - CBF	0.00	10.00	-10.00	-100.0%
738900 - Lilies/Poinsettias	0.00	555.00	-555.00	-100.0%
739000 - Lottie Moon	207.00	397.95	-190.95	-47.8%
740800 - PBA/Kingsinger Offering	0.00	200.00	-200.00	-100.0%
762500 - Stop Hunger Now - 7625	80.00	50.00	30.00	60.0%
763000 - Standing Rock Receipts	160.00	220.00	-60.00	-27.3%
Total Designated Gifts	8,719.50	13,780.80	-5,061.30	-36.7%
Facility Rental				
460100 - Facility Use/Services	440.00	4,735.00	-4,295.00	-90.7%
Total Facility Rental	440.00	4,735.00	-4,295.00	-90.7%
Total Revenue and Support	590,780.85	590,713.02	67.83	0.1%
731000 - Crisis Reserve	0.00	10.00	-10.00	-100.0%
740300 - Memorial Garden Lands	750.00	0.00	750.00	100.0%
Total Income	595,980.85	595,953.02	27.83	0.0%
Gross Profit	895,280.95	895,053.02	227.93	0.3%
Expense				
Apple Account Expense	1,960.77	2,181.77	-201.00	-9.2%
Learning Center Expense	61,334.95	71,823.44	-20,588.49	-28.6%
Management and General Expenses				
Custodial and Grounds	28,345.35	80,518.94	-52,173.59	-64.7%
Insurance	5,151.94	3,388.41	1,763.53	52.1%
Interest Expense	18.37	0.00	18.37	100.0%
Office Supplies	826.69	1,825.74	-999.05	-54.8%
210000 - Office Supplies	9,184.67	8,648.94	535.73	6.2%
250000 - Treasurer				
Total Office Supplies	10,011.66	10,474.68	-463.02	-4.4%
Payroll Taxes	3,213.80	3,643.30	-429.50	-11.8%
Postage Expense	2,174.08	2,064.61	109.47	5.3%
Printing	2,982.32	4,758.77	-1,776.45	-37.3%

Below is a summary of the completed (and in process) actions taken this year

- Support to church operations in a COVID-19 environment
 - Working with church staff on streaming environment.
 - WHBC has streamed five Sunday Services to multiple delivery methods including church website, Facebook, YouTube, Vimeo and phone-call based delivery
 - Support to allow small groups that meet both in person and virtually
- Maintained 13 networked PCs supporting staff and ministries
 - Maintained anti-virus software and security patches and backup software
 - PC Inventory

Staff/Location	Type
Jim Hunter	Laptop
Graham Cheek	Desktop
Graham Cheek	Laptop
John Thompson	Desktop
Donna Land	Desktop
Donna Land	Laptop
Learning Center	Desktop
Agape	Desktop
Mitch's Class	Desktop
Hospitality Center	Desktop
Youth Room	Desktop
Church Council	Laptop
Sanctuary - Streaming	Desktop
Sanctuary - Media	Desktop

- Maintained the Church Management Software
 - Supported church transition to weekly eblast newsletter and HTML email messages
 - Support for COVID-19 attendance and registration procedures
- Church Web Site Team
 - Team has been working for an upgrade to the church website to include new logo and refreshed content across the entire site. Goal is to launch this fall
 - Team includes: John Thompson, Claudia Nimmo, Marsha McAllister, Graham Cheek and Dave Bolt.
 - We have been aided by Cathy Waltrip and Donnie Goodrich for photography.

Audio Visual Report

- The A/V team is actively recruiting new members. We have recently lost two members due to moves, etc.
 - We have two sound operators, ideally we should have four
 - We have three streaming operators in training, ideally we should have four
- Provided A/V support for all church services, Wednesday night, weddings and special events as needed. (pre-COVID)
- Renewed church's license to perform music in services (CCLI)

Streaming Operators – We are recruiting new operators to help operating the streaming environment. We will provide training (we're all new at this)

Key tasks: (We can use any type of help you can provide)

- Operate the camera (zoom, pan)
- Route video and media elements to the stream
- Select media elements for the stream
- Create media elements for delivery in the stream prior to Sunday
- Monitor the audio mix going to the stream and provide feedback to the Audio team member
- Monitor the stream for quality on various devices (mobile, tablet, laptop, desktop)
- Interact with stream viewers via Social Media on Facebook and YouTube
- Support phone live streaming solution
- Track streaming participation (attendance tracking) from stream analytics
- Media creation – Creation of media elements (graphics, videos, etc.) for use in our live streaming

Ministry Opportunity

- **TSL Trainers** (Technology-As-A-Second-Language) who will help non-tech savvy members to connect to the streaming options of the church

WHBC Learning Center
Quarterly Business Report
October 2020
Submitted by Lisa Tyler, Director

2020-2021 Enrollment

- We have 22 children currently enrolled at the LC. We have two four year old classes this year with 10 children attending MWF and 12 children attending M-F.

Scholarship Fund

- The Scholarship Fund is in its 9th year and continues to be a blessing to families. We have two families receiving tuition assistance this year, bringing the total of families helped to 25!

Upcoming Events

With the continued pandemic, the LC is not having regular monthly Chapel services in the sanctuary. But Mr. Graham is visiting the classes for classroom chapel monthly. The classrooms will be celebrating with Pumpkin/Harvest Parties on October 30 for the students only.

Thank you for your continued prayers and support!

**WALNUT HILLS BAPTIST CHURCH
QUARTERLY BUSINESS MEETING REPORT
Organizations and Committees**

October 28, 2020

Organization or Committee: **Women's Missionary Union**

Name of person presenting report: **Gail Simmons, Secretary**

The WMU consists of three Women on Missions Groups: Annette Hall, Helping Hands, and Mission Vision. The WMU also includes Jane's GAs, Acteens and RAs. Each group strives to encourage the church in Mission Support and Church-wide Mission Action.

During the third quarter of 2020:

- The WOM continued exploring ways to engage more women in our mission groups as we seek to support one another, our church family, community and beyond.
- Helping Hands made "Thank You" Bags for the CN's and nurses at Consulate Health Care during the month of September while meeting in the church, social distancing, and zooming the meeting so others could watch.
- During the pandemic the WOM continued to support the homebound members of our church family through phone calls, cards, and visits if at all possible.
- Emphasized the Alma Hunt Offering for Virginia Missions and the church exceeded its goal of \$4000.00 by giving \$5,070!

October 13, 2020

TO: Church Council

FROM: Tommy Davenport, Chairman

SUBJECT: Building & Grounds Third Quarter Report

MEETINGS: The committee did not meet during the quarter

SAFETY:

- ~Fire Suppression System in Hospitality Center kitchen required an upgrade to New Proton L3000 unit to satisfy the twelve year Hydrostatic Test Requirements
- ~Lightning System inspected with NO issues noted
- ~The Chevrolet bus passed state inspection. The sway bar bushings and sway bar mounting bushings were replaced. Lights on top of vehicle were not working-corrected by repairing a bad electrical connection to the power supply
- ~Assembled and placed six hand sanitizer units in facilities
- ~It is our desire to maintain clean and safe facilities. Georgia, custodian, sanitizes rest rooms, door handles, tables, surfaces and chairs daily and sanctuary after each use

MAINTENANCE:

- ~Mulched the playground preparing for BTS
- ~Pest control performed monthly in all facilities
- ~Lamp pole and fixture damaged by two felled trees during storm. Trees were removed and rewired electrical lines to provide electricity to the lamps in upper parking.
- ~Flat roof leak on the Education Building was repaired
- ~Low voltage wiring for the Sound Center was installed
- ~Renewed Termite Control Agreement with Home Paramount
- ~HVAC unit for Hospitality Center failed to cool. Unit locked out because of ignition failure
- ~Cleaned carpet in the Hospitality Center
- ~Converted four florescent lamps to LED in classroom 3B
- ~Facilities were pressure washed which included the steeple, front sanctuary steps, front entry & columns, under hangs, fascia boards, brick walls, gutters, breezeways and sidewalks
- ~Preventive maintenance performed of all HVAC units
- ~Water leak in ceiling above Tellers work room was corrected. Leak was caused by condensation from faulty ductwork.

MAINTENANCE AREAS:

- ~Interior Lights including emergency lights in Main Building & HC - Drew Francis, Tom Moncure
- ~Interior lights including emergency lights in Education Building - Greg Coykendall & Thorn Tayloe
- ~Exterior lights, flashing & nail pop ups on roofs - Mac Cornish
- ~Vehicles & flat roof drains - Joey Musselman
- ~Safe & thermostat batteries, water & ice filter in HC kitchen - Greg Dries
- ~Fire Suppression System, range hood, grease trap in HC kitchen - David King
- ~Berms, picnic area & upper parking lots and playground - Tal Brewer
- ~Catch basin drains, electrical rooms & utility sheds - Joel Whitley
- ~Space allocation/organization and key control - Sue Yeatts
- ~Fire alarm, fire extinguishers, sprinkler & irrigation systems, bubble urn & lightning system-Tommy Davenport

BUSINESS MEETING REPORT

OCTOBER 28, 2020

Submitted by Elaine Schrader

Our fifth GriefShare Group is meeting from 8/23 – 11/15, 2020 with Amy Colley and Pete Parks facilitating. We are grateful for our Pastors and Church Council allowing us to meet during this Corona Virus Pandemic. Grieving and dealing with our new “normal” is not always easy. We have 18 participants this session and one is a member of our church. We were not sure how the participants would handle the new WHBC FACILITY GROUP GUIDELINES requiring social distancing and having their temperature taken before entering the building, but it all went well with no complaints.

On November 22, 2020 we will host a one session seminar “Surviving the Holidays” facilitated by Pete Parks and Amy Colley.

On January 21, 2021 we will host another one session seminar “Loss of Spouse” facilitated by Susan Releford and Tom Moncure. Our sixth GriefShare Group February 7, 2021 – May 9, 2021 will be facilitated by Chuck and Claudia Nimmo.

Our Team Members are Kate Bower, Amy Colley, Chuck and Claudia Nimmo, Carol Mitchell, Tom Moncure, Pete Parks, Susan Releford, and Gerry and Elaine Schrader.

**Walnut Hills Baptist Church
Business Meeting Report
Memorial Committee**

October 2020

Committee: Memorials

Person presenting report: Margaret Honeycutt

In 2020, donations were made in memory of:

- *Alan Wright
- *Charlie Swain
- *Virginia Albrecht
- *Rita Rackett
- *Janet Leighton

29 Memorial Donations = **\$2,225.00**

Some of those donations were specifically designated:

\$575 WMU

\$200 Youth Ministry

Stewardship and Finance Committee (SFC) 2021 Ministry Budget

SFC recommends for church approval the 2021 ministry budget presented on this and next 4 pages. This page provides an overview of how the budget was formed this year, next 2 pages present the actual budget, and following 2 pages provides summary information on how budgeted funds are used.

The budget process began in July with requests from SFC to all budget areas to as much as possible keep budget requests at this year's levels, based on giving trends and uncertainties at the time. In response, the 2021 requests totaled \$711K, up \$7K from this year.

With giving still running low through July and August – only a \$500K annual rate at that point – SFC made phone calls to all budget area managers in September and asked for a re-look at 2021 requests with a goal of obtaining reductions, based on the low giving, uncertainty about 2021 giving, and perhaps limited potential for spending of 2021 budgeted funds.

The budget on following pages is result of those discussions. It totals \$660K, which with usual underspending of budgeted funds and expectations of rebounds in giving (September giving was higher than in previous months) creates reasonable balance between probable 2021 giving and spending.

SFC compliments to collegial fashion with which budget area managers offered reductions. Particular highlights include:

Staff and Personnel Committee volunteered to hold 2021 personnel-related budget areas at 2020 levels.

Buildings and Grounds agreed to a \$10K reduction in budget allocation to Capital Improvement Fund.

New Initiative Account funding was reduced by \$10K.

Youth and children area leaders agreed to \$3K in youth and children budget cuts.

Music Budget was reduced by \$3K.

Hospitality budget was reduced by \$2K.

Because the Financial Audit is done only every other year, the SFC budget dropped by \$6K.

It is with regret that SFC asked for reductions, and we much appreciate the collegial manner in which reductions were offered. Nonetheless, we felt it would be better to have a budget that turns out too low relative to giving and be able to add funds during 2021 than have a budget that turned out too high relative to giving and have to ask for cuts during the year.

Walnut Hills Baptist Church Budget

Account	2017	2018	2019	2020	Proposed 2021	\$Ch 2020 to 2021	%Ch 2020 to 2021
Total Budget	659,167	716,440	704,121	704,365	660,339	-44,026	-6.25
Personnel	284,053	331,710	336,180	346,644	346,644	0	0.00
Office Operations	39,100	48,180	38,919	51,776	42,298	-9,478	-18.31
Building/Grounds	108,778	108,856	113,461	111,430	113,170	1,740	1.56
BGAV/SBC/CBF / PBA	49,200	51,218	50,305	52,000	49,300	-2,700	-5.19
Ministries	84,711	83,151	71,930	97,515	73,927	-23,588	-24.19
Capital Improvement/Repair	25,000	25,000	25,000	45,000	35,000	-10,000	-22.22
Personnel							
Staff Compensation	239,255	280,193	288,599	298,110	298,110	0	0.00
SS and Medicare	5,000	5,032	5,183	5,403	5,403	0	0.00
Pers Comm Expense Fund	3,500	4,500	2,000	2,000	2,000	0	0.00
Workers Comp Insurance	1,500	1,500	1,200	1,200	1,200	0	0.00
Minister Staff Annuity	5,098	7,332	7,553	7,779	7,779	0	0.00
Minister Comp to offset SS/MC	13,000	16,403	16,895	17,402	17,402	0	0.00
Minister Life/Disab/Hlth Insur	10,700	10,750	10,750	10,750	10,750	0	0.00
Reimbursable Minister Exp	6,000	6,000	4,000	4,000	4,000	0	0.00
Office Operations							
Office Supplies	3,400	3,400	2,900	2,900	2,500	-400	-13.79
Postage	3,800	3,650	2,500	2,800	2,250	-550	-19.64
Copy Machine	8,600	10,000	7,900	6,200	5,000	-1,200	-19.35
Insurance	10,130	10,230	10,517	11,500	11,500	0	0.00
Accountant / Treasurer	8,000	9,000	10,500	11,000	11,000	0	0.00
Stewardship/Finance	0	6,700	0	6,500	0.00	-6,500	-100.00
Technical Support	5,170	5,200	4,602	10,876	10,048	-828	-7.61
Ministries							
Audio Visual	1,980	8,050	3,300	4,400	7,937	3,537	80.39
Baptismal	50	50	50	50	50	0	0.00
Brotherhood	0	600	400	400	200	-200	-50.00
Children Ministry	2,000	2,000	1,600	2,300	1,200	-1,100	-47.83
Church Council	400	375	250	200	150	-50	-25.00
Communion	200	175	100	100	100	0	0.00
Deacons	1,100	975	600	600	300	-300	-50.00
Flowers	1,800	1,800	1,700	2,000	1,200	-800	-40.00

	2017	2018	2019	2020	Proposed 2021	\$Ch 2020 to 2021	%Ch 2020 to 2021
GAs/Acteens	1,100	1,200	1,400	3,500	2,500	-1,000	-28.57
Inreach	325	325	200	200	300	100	50.00
Hospitality	5,004	4,800	4,300	4,300	2,200	-2,100	-48.84
Learning Center Committee	375	375	200	200	200	0	0.00
Media and Library	310	310	250	310	310	0	0.00
Music	9,800	10,800	9,800	10,000	7,000	-3,000	-30.00
New Initiatives				15,000	5,000	-10,000	-66.67
Outreach	550	550	450	450	350	-100	-22.22
Preschool/Nursery	1,300	1,300	1,100	1,400	700	-700	-50.00
Publicity	1,200	1,200	1,100	1,700	1,400	-300	-17.65
Pulpit Supply	750	1,000	750	1,150	500	-650	-56.52
Senior Adults	1,000	1,100	1,000	1,100	400	-700	-63.64
Team Kid	1,800	1,800	1,500	1,800	1,500	-300	-16.67
Student Ministry	1,237	1,211	1,000	1,000	800	-200	-20.00
SS Youth	2,400	2,400	2,100	3,000	2,000	-1,000	-33.33
SS Adult	5,600	5,600	5,000	5,000	5,000	0	0.00
Grief Share			750	700	600	-100	-14.29
Safety/Security				500	500	0	0.00
Adult Discipleship	1,000	1,000	750	750	500	-250	-33.33
Ushers	30	30	30	30	30	0	0.00
Vacation Bible School	3,500	3,500	3,300	3,500	3,500	0	0.00
WMU	2,600	1,545	1,650	1,895	1,500	-395	-20.84
Youth	7,300	7,500	7,300	7,500	5,500	-2,000	-26.67
Youth Mission Trip	4,000	4,000	4,000	5,000	4,500	-500	-10.00
Benevolence	6,000	6,000	5,500	5,500	5,500	0	0.00
Missions and Evangelism	10,000	11,580	10,500	11,980	10,500	-1,480	-12.35
Building/Grounds							
Custodial Supplies	2,050	1,779	1,788	1,875	1,875	0	0.00
Custodial Services	36,000	35,550	36,800	36,300	36,300	0	0.00
Lawn Care	17,000	16,900	24,300	19,700	19,700	0	0.00
Vehicle Operations	1,955	1,825	1,705	2,170	2,170	0	0.00
Facilities Upkeep	22,073	23,852	19,684	21,585	21,585	0	0.00
Utilities	26,500	25,500	25,885	26,600	26,600	0	0.00
Telephones	3,200	3,450	3,299	3,200	4,940	1,740	54.38
Cooperative Giving							
Cooperative Program	36,600	38,413	37,729	39,100	37,000	-2,100	-5.37
Peninsula Baptist Association	12,600	12,804	12,576	12,900	12,300	-600	-4.65
Capital Improvement Fund	25,000	25,000	25,000	45,000	35,000	-10,000	-22.22

Highlights of Budget Uses By Category

Personnel

Staff Compensation	Direct compensation of staff, except learning center
SS and Medicare	FICA / Medicare taxes of non-ministerial, on-LC employees
Pers Comm Expense Fund	Discretionary funds for recognition and non-minister bonuses
Workers Comp Insurance	Worker compensation insurance premiums
Minister Staff Annuity	Church share of annuity contributions
Minister Comp to Offset SS/MC	Offsets to ministers having to pay employer side of these taxes
Minister Life/Disab/Hlth Insur	Church's share of ministerial staff insurance
Reimbursable Minister Exp	Reimbursement of costs of conferences, mileages, books, etc.

Office Operations

Office Supplies	General office supplies
Postage	Crier, Pledge letters, Deacon letters, general correspondence
Copy Machine	Copy machine costs
Insurance	Premiums for insurance on church facilities and vehicles
Accountant / Treasurer	Outside accountant and online giving platform
Stewardship/Finance	Every other year Audit costs; offering envelope costs
Technical Support	Software licenses/support, websites, equipment enhancement

Specific Ministries

Audio Visual	Copyright, licenses, speaker/projector upgrades, miscellaneous
Baptismal	Baptismal supplies
Brotherhood	Men's activities
Children Ministry	Supplies, literature, parties/outreach, mission projects
Church Council	Ice cream social at July business meeting, miscellaneous
Communion	Communion supplies costs
Deacons	Deacon family lunches/socials, miscellaneous
Flowers	Flowers for worship services, births, deaths, various events
GAs/Acteens	Literature, supplies, mission projects, camp scholarships
Inreach	Support of memorial services
Hospitality	Linens, paper products, food, coffee, fall picnic
Learning Center Committee	Miscellaneous items in support of Learning Center
Media and Library	Books, CDs, promotional displays, VCLA / online dues
Music	Music, piano/organ servicing, licenses, seasonal instrumentalists
New Initiatives	Initial funding for new initiatives
Outreach	Paper products, silk flowers, snacks for Coffee Connection
Preschool/Nursery	Background checks, materials, electronic signing items
Publicity	Printed and online recurring ads, Christmas/Easter musical ads
Pulpit Supply	Substitutes for worship leaders
Senior Adults	Senior adult luncheons, trips, speakers
Team Kid	Workbooks, celebrations, mission materials, gas, leader materials

Student Ministry	Luncheons, exam snack boxes, postage, bowling
SS Youth	Literature, outreach, family celebrations
SS Adult	Literature, teacher appreciation luncheon, miscellaneous
Grief Share	Refreshments, participant books, leader training
Safety/Security	New account to fund safety/security related spending
Adult Discipleship	Advance purchases of materials; mostly reimbursed
Ushers	Name tags, miscellaneous
Vacation Bible School	Curriculum, materials, teacher supplies, snacks, craft supplies
WMU	Guest speakers, mission projects, trips, materials
Youth	Retreats (senior high, junior high, spring break), graduate recognition
Youth Mission Trip	Youth tuition, chaperone expenses, gas, tolls
Benevolence	Emergency local financial needs; United Way vetting process
Missions and Evangelism	Homeless, J1 students, mission trip help, partnerships, BCM

Building/Grounds

Custodial Supply	Custodial supplies
Custodial Services	Contract custodial services, extra cleaning/waxing
Lawn Care	Mowing, mulching, trimming, snow/ice removal, reseeding
Vehicle Operations	Scheduled maintenance and smaller repairs to vehicles
Facilities Upkeep	Scheduled maintenance to facilities
Utilities	Electricity, gas, water
Telephones	Church telephone system

Cooperative Program and Peninsula Baptist Association

Cooperative Missions Giving	6% of general offerings go to Virginia/National/World ministries #
Peninsula Baptist Association	2% of general offerings go to Hampton Roads area ministries

Capital Repair and Improvement

Capital Improvement Fund	Accumulates funds for major capital repairs and improvements
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Other

Learning Center and Wednesday Night Supper are not included in budget because they are self-funding.

Cooperative Mission Giving Plans

WM1: 66% of funds support Virginia Baptist ministries; 34% support Southern Baptist Convention causes

WM2: 72% of funds support Virginia Baptist ministries; remaining 28% divided among Southern Baptist Convention, Cooperative Baptist Fellowship, and Virginia causes

WM3: 72% of funds support Virginia ministries; 28% support Cooperative Baptist Fellowship causes

WM4: All funds given through this plan support Virginia ministries

PROPOSED CHURCH BY LAWS REVISIONS OCTOBER BUSINESS MEETING, OCTOBER 28, 2020

ISSUE: The Walnut Hills Baptist Church membership recognizes that emergencies and catastrophic events may prevent regular meetings of the membership for worship and the authorization and transaction of business. These events include, but are not limited to, natural disasters, destructive weather, fire, health emergencies, and disruption of the electrical grid. Nevertheless, urgent action may be necessary to conduct required church business. These actions may include: changing or temporarily suspending worship and program activities; authorizing Trustees to act on behalf of the church; and, other hereto unforeseen actions.

Should the church membership grant the Church Council, with the advice of the church ministerial staff and body of Deacons, advance authority to authorize and conduct required business under conditions such as these? During such circumstances the Church Council, in coordination with the Ministerial Staff and body of Deacons, will need to exercise emergency procedures. The Church Council will plan and coordinate emergency responses.

NOTE: Suggested By Law changes are highlighted in yellow.

1

Article II. Church Ministerial Staff, Officers, and Supporting Staff, Section 2. Church Officers, A. Trustees, 3. Duties.

Duties. Upon a specific vote of the church in a business meeting authorizing each action, any of the Trustees are authorized and empowered to transfer, convey, endorse, sell, assign, set over and deliver any and all shares of stock, bonds, debentures, notes, subscription warrants, stock purchase warrants, evidences of indebtedness, or other securities now or hereafter owned by Walnut Hills Baptist Church. Upon Walnut Hills Baptist Church receiving and accepting a gift of stock or other financial security, the Trustees are to sell that stock or financial security within 15 days of receipt of the gift.

The Trustees are also responsible for conducting an annual review of the church's insurance coverage and any other duties that the Church Council may assign to them.

Only under extraordinary circumstances, as outlined in these bylaws, and not to be taken lightly, may a specific vote of the Church Council substitute authoritatively for a 'specific vote of the church in a business meeting.'

2

Bylaws, Article V. Church Council

The Church Council is responsible for coordinating program plans for organizations, committees and supporting ministries and for preparing and maintaining an up-to-date Church Operating Procedures Manual. It leads in developing the goals and objectives for both near-term and long-term planning, and provides guidance in the allocation of resources. **Under extraordinary circumstances, urgent action may be required to conduct necessary church business. These actions may include: changing or temporarily suspending worship and program activities; authorizing Trustees to act on behalf of the church; and, other hereto unforeseen actions. Should "Extraordinary or Electronic" meetings be**

(continued next page)

impossible, the Church Council, with the advice of the church ministerial staff and body of Deacons, is authorized to conduct required business and to exercise emergency procedures. In such case the membership should be notified beforehand if possible or as soon afterwards as the circumstances allow.

3

Article VII. Meetings

Section 7. Extraordinary Meetings / Electronic Meetings.

Emergencies and catastrophic events may prevent regular meetings of the membership for worship and the authorization and transaction of business. These events include, but are not limited to, natural disasters, destructive weather, fire, health emergencies, and disruption of the electrical grid. Under these circumstances every effort should be made to conduct regularly scheduled worship services, and when feasible, regularly scheduled business meetings via electronic means most available to members.