

## **Minutes of Focus Meeting September 27, 2020**

The Focus Meeting was held at University Baptist Church in the Worship Center and online on Sunday, September 27, 2020 at 7:00 p.m. David Pedersen, Secretary of UBC Deacons called the meeting to order. David Pedersen opened the meeting with a prayer. There were 51 individuals at the meeting and 39 individuals online.

**BOOK OF REPORTS DATED September 27, 2020 (Different format since this is on site and also online)**

- **Onsite and Online**

Steve Johnson talked about the livestream, reopen and shutdown during this time. He talked about the Staff doing videos, doing Wednesday night prayer, and zooming together during this time.

- **Staff Updates**

Randy Cox, Pastor for Family Ministries spoke about the staff changes. Kimberlee Allen has filled in for Terri Greer, Associate Pastor for Preschool Ministries during the summer months. Also Karen Murphy, Associate Pastor for Children's Ministries resigned effective July 19, 2020. Jennifer Ebell agreed to do the Children's events during the summer months. We did have summer interns to help with Virtual VBS and all other events held online. There were boxes of supplies for these events that needed to be put together and passed out.

- **Serving Updates**

Aaron Glenn, Pastor for Serving reported on all that has been going on at the Clear Lake Food Pantry at Clear Lake Baptist Church in Houston, TX. We have had lots of volunteers work at the pantry and we have sent funds to help with updating equipment for their use. During this time there have been many more families that have been getting food from the pantry. Texas Baptist Men have been going out to help with families in need during the hurricanes and floods.

- **Faith @ Home and Preschool Ministries Updates**

Melissa Dutton, Associate Pastor for Preschool Ministries gave us an update on Faith @ Home doing Zoom forums on Parenting in a Pandemic. Also, in Preschool ministries they have had virtual Adventure Days and WILD/Facebook groups.

- **Children Ministries Updates**

Jennifer Ebell, Interim Leader for Children's Ministries gave us an update on Virtual VBS that happened this summer and about Sunday Facebook Live for Children.

- **Student Ministries Update**

Melissa Dutton, Associate Pastor for Preschool Ministries gave the update about student ministries for Kyle Wilson, Associate Pastor for Student's Ministries. Since COVID-19 has happened, we took May to celebrate the Seniors with yard signs and Adopt a Senior. Senior

Sunday happened in July. Scholarships from the UBC Foundation were handed out. Sunday Night Live has been happening outside at the Pavilion during the summer.

- **Worship Updates**

Bart Morrison, Pastor of Worship gave the worship updates. Maundy Thursday was done on a Zoom Meeting. Good Friday service was online only. Easter Sunday was also online. The church building is closed so our services are recorded during this time.

- **National Day of Prayer Updates**

An update on the National Day of Prayer was given by David Pedersen. We had stations set up in the parking with prayer boards and people drove up for prayer.

- **Administration Reports**

(1) Focus Meeting Minutes for July 12, 2020 were approved as written.

(2) A full report of the membership changes during the period May – August 2020. During that period there were no Baptisms because of COVID, 2 received by Letter, and none received by Statement. Requests for Letters included Bob & Terri Greer, Reinaldo & Tisha Morillo, and Bob & Betty Wilson. By Erasure none. Deaths include Stan Carlson, Ruby Cubley, Bill Fogg, Sally B. Harpole, Carroll Mackeprang, Bill Murphy, and Al Welch. The changes in membership were reviewed and the requests for letters were approved by voice vote and online vote after a motion by Kyle Tupin and a second by Debbie Tupin. A prayer by David Pedersen was offered for those leaving, that they would be productive in their new churches and for new members who had recently joined UBC.

- **Nominating Committee Recommendations**

David Henry presented the Nominating Committee recommendations for the following leadership roles at UBC:

**UBC Executive Committee**

1. Delynn Halloran – Filling a current open position that ends in 2021. Delynn graduated Texas Tech with a degree in Public Relations and has worked for several organizations and an international ministry, in addition to running her own businesses. She has served in WBS leadership and a prior term on EC.
2. Scott Prochaska – Scott graduated with a degree in Chemical Engineering from UT. He has worked in the energy industry in numerous positions including executive leadership of Centerpoint Energy. He has been involved with several Houston charitable organizations and has served in UBC Student ministries.
3. Brady Pyle – Brady graduated from Texas A & M with a degree in Political Science and a Masters in HR management. He has worked in several HR executive positions in NASA. He has served as a UBC Deacon and in several WBS, Student ministry, and UBC leadership positions.

**UBC Trustees**

1. Mark Olson – Mark graduated with a degree in Environmental Management from UHCL and has worked in the Houston petrochemical industry. He has been involved in UBC Pre-School, Children, and Student ministries for many years.
2. Jonathan Abary – Jonathan graduated with a degree in Business Management from UH and has worked in several different positions at NASA, currently managing the internship program. Jonathan has been involved in small groups and currently helps lead worship as a part of the UBC Worship Team for the 11:00 service.

#### **UBC Foundation**

1. Gail McCollum – Gail graduated from Texas Tech with an accounting degree and worked as a CPA for several companies before starting her own firm. Gail has been heavily involved in BSF and has served in several positions and Committees in her time at UBC.

#### **UBC Treasurer**

1. Marty Chenault conforming for 2<sup>nd</sup> year of 3-year term.

#### **UBC Asst. Treasurer**

1. William Martin confirming for 2<sup>nd</sup> year of 3-year term.

Since this is a recommendation from the nominating committee a motion is not needed but a second was given by Kirk Heuser and the recommendation was approved by voice voting and online voting.

### • **Proposed Bylaw Amendments**

UBC Katy Ernst presented the by-law amendments that needed to be changed. They were presented by each section and then discussed and voted on for each separate one. Since these are recommendations from the UBC Trustees a motion is not needed but a second is needed for each proposed amendment change and then a vote will be done.

#### **Proposed Amendment 6.03 A.**

Regular Business Meetings for the transaction of Church business shall be held at least three times a year at approximately 4-month intervals with the first meeting being held in the first quarter of the calendar year. The minutes of the previous meeting shall be read and/or readily available, and subsequent Church-wide action reported. With at least ten (10) days advance notice, **unless superseded by government order or emergent weather event**, the Senior Pastor may re-schedule a Regular Business Meeting during the next (30) thirty days.

A second was given by John McCormick and a vote was done by voice vote and a Poll online. This change on this by-law amendment passed 100%

#### **Proposed Amendment 6.06**

Except as specifically provided otherwise in these Bylaws, Church action shall be by concurrence of a simple majority of Members present and voting. All voting shall be by those physically **or virtually** present at the meeting at which the vote is taken, with no proxy votes.

A second was given by Russell Graves and a vote was done by voice vote and a Poll online. This change on this by-law amendment passed 100%.

#### **Proposed Amendment 2.01 A**

A-level decisions are the highest level of decisions the Church makes, and these decisions are those that affect the Church's entire membership in significant ways. A-level decisions affect the Church's choice of direction as a whole and require the active support and involvement of the whole Church. A-level decisions also encumber the Church legally or financially. These decisions are made by the membership in regular or specially called business meetings. **If a government order or serious weather event prohibits a regular or specially called business meeting, A-level decisions can be made by a majority vote of both committees of the Executive Council AND the Trustees. Any decisions made will be reviewed at the next business meeting.**

After much discussion this proposed amendment was tabled until a further date. A motion was made by David Henry to table the vote and a second was given by Kyle Tupin. A vote was taken by voice vote and a Poll online to table this proposed amendment change and there was 1 opposed vote online. The motion carried to table the proposed change.

#### **Proposed Amendment 9.06**

The Church will elect a Deacon Nominating Committee **when the need arises (as recommended by the Fellowship of Deacons)** to recommend individuals to serve on the Fellowship of Deacons. This committee shall consist of six members; **three** being active deacons **selected by the Fellowship of Deacons, and three being** nominated from the membership at large by the Church's Nominating Committee. The Deacon Nominating Committee will recommend to the Church the individuals it believes are qualified to serve as UBC **Deacons**. Any UBC member may recommend a deacon candidate to the Deacon Nominating Committee. The Deacon Nominating Committee shall develop procedures for evaluating nominees against the qualifications for UBC **Deacons** as contained in the UBC Bylaws. The Deacon Nominating Committee shall evaluate those candidates whose names it has received against the qualifications specified in the UBC Bylaws to determine if in the opinion of the Committee the candidate meets the qualifications for UBC **Deacon**. All candidates who in the opinion of the Committee meet the qualifications for UBC **Deacon and degree to serve UBC as deacons** shall be recommended to the Church for ordination as UBC **Deacons** at a regular or special called business meeting. All members of the UBC Fellowship of Deacons are expected to meet the qualifications developed for that office.

A second was given by Butch Peters and a vote was done by voice vote and a Poll vote online. This change on this by-law amendment passed 100%.

- **Financial Report**

Marty Chenault, Treasurer gave the financial report for UBC. There was one correction on the report. The month at the top of the report was August 2020 and the month should have been July, 2020.

- **Fiscal Year 2021 Proposed Budget**

David Mobley presented the fiscal year 2021 Budget presented by the Executive Council. The Executive Council is proposing the exact same budget as last year with a revised spending plan if giving drops below budget this fiscal year.

Since this is a recommendation from the Executive Council a motion is not needed but a second was given by David Henry. The recommendation was approved by voice voting and online Poll voting 100%.

- **Transition Team Update**

Karol Peters gave an update on the Transition Team that has been selected. The members of the team are as follows:

- (1) Dan Garrison, Chairman
- (2) Debs Cofer
- (3) Candice Griffithe
- (4) Erin Misegades
- (5) Brian Stanley
- (6) Jamie Powell
- (7) Kelly Yeary, Deacon
- (8) Jeff Jackson, Trustee
- (9) Delynn Halloran, Executive Council
- (10) Randy Cox, UBC Staff
- (11) Matt Cook, Consultant

There was no further business, so a motion was made by Butch Peters to adjourn the meeting and a second was made by Karol Peters.

David Pedersen closed the meeting.

Virginia Thomas  
Church Secretary