



Minutes

Board of Deacons Meeting

March

- Date:** March 19, 2018
- Opening & Prayer:** Kevin Kritzberger ~ 1st Corinthians 10:12-13
- Roll Call:** Present: Kevin Kritzberger, Rob Christiansen, Andy Meeks, George Hardy, Kambi Kalubi, Mark Florentine, Bob Penchick.
Excused Absence: Mark Hardy, Blake Kuntz
- Discussion:**
- Ordinances: Discussed fixing the baptismal. Shut-off valve is on the to-do list.
- Activities: Women's fitness is still is being held only on Monday's with attendance around 9-12 women. The winter basketball season is now over. We saw as many as 50 kids participate in the Bethlehem program. Our spring soccer and softball seasons are just around the corner which we are anticipating to be another strong ministry time.
- ALL CHURCH: April 20th – The “Not so amazing race” begins. Details to follow.
- Special events: Steel hawks indoor football and Iron Pigs baseball outings are being planned.
- Benevolence: *See Report* ~ Bob shared a number of blessings that have occurred with the giving and receiving of Benevolence
- Counting: Special accommodations made to hold counting in another secured area during March baptisms
- Care Givers: *Nothing to report*
- Ushers: Will come up with a list of substitute volunteers. Discussion about service animals occurred. This discussion will continue with Property.



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- Transportation:** Replaced broken overhead vent louvre on the van.
Both vehicles completed the Youth D.C. trip without incident, despite driving through the 'Windmageddon' Storm.
- Technology:** Minor workstation troubleshooting.
Normal server upkeep procedures.
Completed configuration of dedicated remote access workstation for Pastor Dick and Joe Meier.
- Kitchen & Special Events:** *See enclosure*
- Property:** *See enclosure*
- Church-School Liaison:** Playground- Discussion of playground grading and mulching. Typically \$1200-1300 every 12-18 months for mulching. Quote of \$2300 for regrading of pipe etc. Target Next Mulching- End of Summer (prior to new school year)
- Access Control- Kevin explained the 5-phase plan for access control in and around the building. Phase 1 begins around the church offices. Phases 4 & 5 primarily impact the school area. BCS will give thought to capital campaign to support later phases. (Phases need not be sequential)
- Security Drills- We discussed the need for consistent security drills.
- Coordination between School & Church Regarding Enrollment- We discussed how to assure congregants are fully aware of the school mission in partnership with the church in order to encourage enrollment. We discussed basics of a ministry moment, ppt slide,



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bulletin inserts, blurb in the newsletter, coordination with home-schoolers, and the possibility of targeting a church list of school-aged families for direct mail or other direct contact.

Security/First Aid:

See Report ~ Phase One discussion: with final Estimated cost for Access Control Will be presented to Elders for approval. Voted and approved unanimously

New Business:

None

Adjournment:

Minutes approved ~ Meeting adjourned.

Respectively Submitted

A handwritten signature in cursive script that reads "Andy Meeks".

Andy Meeks

Secretary to the Board of Deacons

Enclosures(4):

Benevolence Committee Report 3-19-2018

Kitchen Report 03192018

Property Meeting Minutes - February 5, 2018

Crisis Management Report - March 2018

Ebenezer Bible Fellowship Church
BENEVOLENCE COMMITTEE

MEETING:

March 12, 2018 - Five members in attendance and one via phone.

ACTIVITY:

The committee discussed the status of current benevolence assistance situations. A current need by a church attender needed to be addresses and interview by phone. A review of EBFC Benevolence Fund Policy was suggested to be discussed at our next meeting.

PREVIOUS MONTHS ASSISTANCE PROVIDED:

January 22 through March 2, 2018 saw four payments on behalf of persons in need which included payment of back rent, heating oil, electric bill and current rent. Total benevolence assistance for this period was \$3,712.27.

CURRENT FUND BALANCE:

As of March 13, 2018 the benevolence fund was \$15,979.20

FUTURE:

Next Benevolence meeting scheduled for May 7, 2018 or as needed.

Respectively Submitted,

March 19, 2018

Robert Penchick

Committee Chairman

Kitchen Report:

03/19/2018

Mark Florentine

The research into replacing the range is almost complete. The configuration will have a 36" griddle an upgrade from the current 24". We will have 4 burners and 2 ovens. The unit will be on casters to ease cleaning underneath and also have a Stainless Steel back riser and shelf. Currently the idea of converting to LP gas is being evaluated and so far it looks good. We need to check with the township. Currently putting a tank in and updating the ansul system we be around \$2,000.00. The gas range is less than the electric and much more efficient. The new gas units are extremely safe as they do not have pilot lights but rather electronic ignition. I expect to be at budget when we move forward to purchase.

The stand for the Convection oven should be selected by the time the range is ready to be purchased.

I am making progress in selecting a committee. That should be in place by the time of our next Deacons meeting.

I was asked to make a wish list for items that will need to be replaced over time an also items that would make the kitchen run more efficiently. That has begun and should available in a few weeks.

Property Meeting Minutes February 5, 2018

We went over three separate bids for the parking lot crack filling, seal coating and repainting of all lines. Companies being considered are S&G, A.B.E. and WM. Kunsman and Son. We decided to get more information from all the companies to make sure the quotes are all giving us the same quality and quantity of product. We are hoping to have this work done this summer when school is out.

The playground area needs to be re-graded and the pipe for the rain gutter needs to be lowered again because it is raised up above the mulch level and is a tripping hazard. We will go ahead and have the work done proposed by Walters Lawn and Landscaping at a cost of around \$2,300, BCS will pay \$1,300 and the church will pay \$1,000.

Discussed options for turning most of the islands in the parking lots to stone or some combination of stone, mulch and plants. No final decision was made and further discussion and information is needed.

It was mentioned that some work needs to be done around the sign on William Penn Highway. Hopefully we can get this work done this spring.

Chandelier lighting options were looked at for the sanctuary and we decided to see if we could get some input from a professional interior design person who specializes in church interiors. Kevin will contact one referred by Pastor Mike. We also want to get his input on the best option to incorporate a large center projection screen higher on the wall. Also for input on the lobby renovations being considered. Best flooring and lighting options for that area.

Access Control system proposal put together by the security team will be discussed at our next meeting after we get direction from the Elders at the joint Elder/Deacon meeting coming up.

Pastor Tim requested we look into the project of putting a porch roof over the entrance area extending across the driveway.

Next meeting date is April 16, 2018 at 9:30 am

Prepared by,
George Hardy
Property Committee Chairman

Crisis Management Report – Deacon Meeting

March 19th, 2018

Incidents to report:

None

Action Items completed since last report:

1. Key access to all doors has been provided to security team members utilizing a lockbox.
2. Progress with the plan for all doors except the front to be locked on Sunday mornings has been made.
3. A new location (Pastor Mike Notary's Office) for counting on Baptism Sundays has been confirmed and notifications have been sent to those who need to be aware.
4. The final open security slot has been filled by Daniel Lichtenwalner. We currently have every service and Sunday school hour filled (and one alternate).

Action Items remaining:

1. Obtaining tourniquets in case of a major incident and conducting training.
2. Meeting with Shelly Penchick to discuss the acquisition of tourniquets and plans for moving forward with emergency medical response and preparation.
3. Still waiting on two photos from security team members to create an image sheet containing their photographs for identification purposes.
4. Training and consultation with BCS staff as it relates to school and church response to a violent threat.
5. Further discussion with Pastor Dick regarding some online training for EBFC Staff and volunteers in response to a violent threat.

Topics to discuss at Deacons meeting:

1. Following a conversation with me earlier this week, Kevin Kritzberger will get final confirmation on wording for door lock signs and discuss implementation.

Respectfully submitted,

Blake Kuntz