

Newington Baptist Church  
Quarterly Business Meeting  
Sunday October 27, 2024

Corky Hogge called the meeting to order followed by prayer given by Pastor Chris Grella.

The minutes from Sunday July 21, 2024, were reviewed and approved.

Wanda German gave an overview of the financials that were printed on the agenda packet. The report was approved.

Gerald German, BOD report, [see attached].

Action Teams and Committees Reports:

Nominating Committee, Heather King gave an overview of report printed on the agenda packet.

Newington Preschool, Stephanie Smith, [see attached]

Stewardship Committee, Corky Hogge gave an overview of the 2025 budget printed on the agenda packet. The budget was approved.

Properties Committee, Doug Hull gave an overview of the report that was printed on the agenda packet.

Personnel Committee, Buddy King [see attached].

Youth Ministries, Brenda Armistead [see attached]

Pastor's Report, Pastor Chris Grella gave an overview of the report printed on the agenda packet.

New Business:

Motion: The BOD of Newington Baptist Church proposes the nomination of Mrs. Kim Pankowski as a board member on the team starting Jan. 1, 2025, and ending Dec. 31, 2027. Approved.

Following the business Jerry Young, WMU Director, presented Sandra Crone with a bouquet of flowers for her 15 years of service with our USDA Food Packing Ministry.

There being no further business the meeting was adjourned.

Respectfully submitted,

Jeraldine Young, substitute for Regina Smith, Clerk

# Newington Baptist Church Annual Business Meeting October 20, 2024

Board of Directors Report: **Gerald German**

## **Church Financial Audit/ Review BOD Action:**

The church had 4 actions from the audit

- Tori Bruch Letter from Payne and Associates: (Completed)
- Physical Inventory/Cost of Church Property: (Completed)
- Building Use/Receipt/Payments P&P: (Completed)
- Endowment Fund Report at Church Business Meeting (Completed)

## **CPR Training Update: October 12, 2024**

- CPR training was held, and 4 church members received training.

## **BOD Church Constitution and Bylaws Committee Members Update**

NBC has been incorporated in Va. since September 23, 2018 – after 5 years like the financial review the C&B needs a complete review. The review started in July 2024.

- The C&B committee is finishing up the review and next steps will be:
  - Deacons review
  - BOD review
  - Copies will be made for members' review and comments a minimum of 2 weeks before the January business meeting. This may require a special business meeting.
  - The revised C&B will discussion and voted on at the January 2025 business meeting

## **Entrance/Welcome Area Upgrade Update (Inside & Outside)**

- Pastor will explain the meaning of "Next Step"

**Full-Service Landscaping Contract (White Mills Landscaping)**

- Explain why we have gone in the directions for a yearlong maintenance contract
- We used White Mills on 2 separate contracts this year.
- We will still have a separate contract for grass cutting
- Talk about the shrubs next spring.

**Physical Inventory of Church Building Equipment, Furnishing, Furniture etc.... Update**

All the property of the church has been physically counted/valued and videoed for insurance purposes and to meet the financial audit write-up. This was not a small task and want to thank all committee members for taking the time to do this. All this information is in the safe in the financial secretary's office. Currently the personal property is valued at around \$425,000.00.

**Interior Clean-up/purge of old Church Property**

- Fire hazard and needed storage space

**Church Pew Upholstery Contract**

*Handwritten note:*  
~~Church Sign - Outside~~  
Church Sign - Outside

**Clothes Closet Ramp and New Floors**

**New Church Safe For All Monies and Valuables**

*Handwritten note:*  
Send Heather a copy.

**2024 Facility Work/Repairs Schedule**

- Doug will give this report

*Handwritten note:*  
- See your agenda Handout

**2025 Facility Work/Repairs Schedule**

- Main goal for 2025 is painting
- Sign: Still working with Gloucester Co.

## **P &P Rewrites**

- Counting
- Building Use

All P & P are on the website – Will be working with committees next year on using Committee folds to post their committee information etc. Meeting minutes – information for other committee members. We have a few committees doing this now. This information is on the churches goggle document page.

**Personnel Committee has reviewed all job descriptions for all the employees for 2024**

## **BOD Nomination and Church Vote**

**Annual Business Meeting Motion Board of Directors Motion to the Church Date:**

October 20, 2024

**Motion:** The Board of Directors of Newington Baptist Church proposes the nomination of Mrs. Kin Pankowski as a board member for the term starting January 01, 2025, and ending December 31, 2027.

## ARTICLE 7 – AMENDMENTS

Section 1. Any proposed change in the **Constitution** will be referred in writing to the Fellowship of Deacons for study and recommendation to the Board of Directors. The Board will present the Deacons' recommendations to the Church at the next business meeting; however, the Deacons' recommendations are not necessarily binding upon the members. Notice of the proposed amendment, with a written copy of the proposed amendment and the Deacon's comments, will be given in a previous business meeting. The Constitution may be amended at any business meeting by a three-quarter (3/4) majority vote of the active members of NBC present and voting with at least a 30-day notice prior to the next business meeting.

Section 2. For a complete revision of the Constitution and Bylaws, a special committee of at least five (5) persons will be appointed by the Board of Directors

## ARTICLE 16 – AMENDMENTS

Section 1. Any proposed change in these **Bylaws** will be referred to the Fellowship of Deacons for study and recommendation to the Board of Directors. The Board will present the Deacons' recommendations to Church at the next business meeting; however, the Deacons' recommendations are not necessarily binding upon the members. Notice of the proposed amendment with a written copy of the proposed amendment and the Deacon's comments will be given in a previous business meeting. These Bylaws may be amended at any business meeting by a two-thirds (2/3) majority vote of the active members of NBC present and voting with at least a 14-day notice prior to the next business meeting.

Section 2. For a complete revision of the Constitution and Bylaws, a special committee of at least five (5) persons will be appointed by the Board of Directors.

Section 5. The Moderator will be nominated and elected by the members and will preside over business meetings. In the Moderator's absence, the Chairman of the Deacons will serve as the Moderator *pro tem* to facilitate the meeting. If neither individual is able or willing to serve, the Board will elect one of its lay members to facilitate the meeting. Robert's Rules of Order (Revised) will be the reference at all business meetings in matters of parliamentary procedures not outlined in these Bylaws.

Section 2. The regular business meeting of the Church is quarterly and typically on the third Sunday, following the end of the quarter, January, April, July, and October, except when there is no old or new business motions to be considered. The October meeting will be considered the annual business meeting. Any business meeting may be changed

by action of the Board of Directors with at least one week in advance notice. Such notice will be given at any regular Sunday service of the Church.

## Personnel Committee 3ed Quarter

- We have finished reviewing and updating the job requirements for the positions of Administrative Assistant, Youth Director, Children's Director, Worship Leader and Custodian and are now updating the Policy and Procedures manual.
- All staff members reviews have been completed and processed.
- A new time sheet for reporting work hours has been finished and will be implemented shortly.
- A time line for 2025 evaluations has been put together and ready for use.
- Coverage for Angie when she is out continues to run smoothly and we thank all of you for helping handle this.

## Preschool report

**From:** Stephanie Smith (smithstephanie452@gmail.com)

**To:** ajyoung5@cox.net

**Date:** Tuesday, October 29, 2024 at 11:04 AM EDT

This summer we made a wish list for our preschool needs. We shared the wishlist online and had a successful response. Through the wish list we received enough play dough for every child to have their own, tissues, paper towels and plastic cups as well as paint and crayons. This is a blessing that frees up our budget to be able to add more fun things to our learning centers and activities.

We have filled the position of four year old teacher. Kelly is a member of coastal church and she comes to us with over 20 years experience teaching in the public schools. She has taught kindergarten, first and second grade. We are excited for her to be part of the preschool team.



## Youth Report

On Friday, September 13<sup>th</sup> we had our Youth Lock-In with 18 Youth attending. We wrapped OCC boxes, Played Bible Bingo, Played Manhunt, Cornhole, Basketball, Dodgeball, Karaoke, and watched a Movie with discussion afterwards. Redid the bulletin board upstairs. Thanks to all who helped make this a success.

Beginning October 16<sup>th</sup>, we will be starting a 4 week series on Pictures of Jesus on Wednesday evenings. On Sunday Mornings, we are still studying from D6 Curriculum.

Oct. 26<sup>th</sup>, Youth will help with Candy Caravan.

Oct. 30, Youth will help w/OCC packing party.

SAVE THE DATE: Chili/Soup Cookoff, Saturday November 16<sup>th</sup>.

Wednesday, Nov. 20<sup>th</sup>, Youth will have Thanksgiving Friendsgiving. No Youth Nov. 27<sup>th</sup>.

Dec. 18<sup>th</sup> will be our last Youth meeting for 2024 and we will be having a Christmas gift exchange. (We normally play White Elephant)

Sunday Feb. 23, 2025 6:30 PM (Trying to plan a Youth night to go see Toby Mac at Charway Arena in Norfolk) I'm looking for drivers/Chaperones

2/18/2025 Valentine Fundraiser meal w/  
Married Couples game

Camp policy / procedure written w/help of Gerald  
German & Pastor Chris & myself