

MYRTLE GROVE BAPTIST CHURCH
5920 Lillian Highway, Pensacola, FL 32506 – 850-455-7389
MINUTES OF THE REGULAR BUSINESS MEETING ON May 21, 2014

The regular business meeting was held on May 21, 2014, at 6:00pm. The meeting was held in the worship center and was opened in prayer.

CLERK'S BUSINESS: Bonnie Quinley presented the minutes of the April 23, 2014, Regular Business Meeting, as printed in the May Business Meeting package. Motion to approve by Jack Windley and seconded by Burt Lampley. **APPROVED** by show of hands

Requests for Letters of Church Membership: for April: None

New Members to be approved: for April

Letter: Charles Johnson, Andrew Prior

Statement: Jasmine Polk, Kendra Dupois, Jessica Bullock, Rick Endsley

Profession of Faith: Casey Montagne, Troy Hooser, Rose Ann Gamlin, Justin Polk, Thomas Teachey, Kyle Prior, Tommy Gray

Motion to approve by Reed Hafer and seconded by Tony McFarlane. **APPROVED** by show of hands.

TREASURER'S REPORT: Richard Main presented the Financial Report for April as printed in the May Business Meeting package. Motion to approve by George Butler and seconded by Joe Cato. **APPROVED** by show of hands.

COMMITTEE REPORTS: None

OLD BUSINESS: None

NEW BUSINESS:

Personnel Committee:

Recommendation 1

Concerning "Changes to Personnel Policies": The Personnel Committee recommends that a change be made to the hiring procedures. Under the sub-title, Hiring Procedures -- Ministerial Staff, paragraph 3 reads "Initial screening, investigation and evaluation of candidates will be carried out by the Personnel Committee and the Pastor. The Pastor will call previous employers and pastor to discuss the desirability and stability of the prospective minister." It is important that the church members who are involved with these ministries have initial input in the selection process since they will be working with and supporting new hires. Therefore the following policy changes are recommended for this paragraph.

3] Initial Screening: The following procedures shall be used for initial screening of prospective ministers.

A. Minister of Youth: A committee of seven youth workers, youth parents, and parents of youth not attending the youth program shall be approved by the church to investigate and evaluate prospects for the position and make recommendations to the senior pastor and the Personnel Committee.

B. Minister of Worship and Music: A committee of seven members of the music program shall be approved by the church to investigate and evaluate prospects for the position and make recommendations to the senior pastor and the Personnel Committee.

C. Minister of Children and Families, Pastoral Care, and Recreation: A committee of nine members of children's workers, parents of children, the Homebound Committee, and members interested in recreation shall be approved by the church to investigate and evaluate prospects for the position and make recommendations to the senior pastor and the Personnel Committee.

D. Minister of Administration and Education: The senior pastor and the Personnel Committee shall investigate and evaluate prospects for the position.

E. The Senior Pastor shall call previous employers and pastors to discuss the desirability and stability of prospective ministers.

Motion to approve by show of hands.

Recommendation 2:

Concerning Personnel Position Descriptions: Johnny Jernigan presented position descriptions for Senior Pastor; Minister of Administration and Education; Minister of Worship and Music; Minister of Children and Families, Recreation, and Pastoral Care; Financial Ministry Assistant; MGBC Ministry Assistant; Senior Pastor's Ministry Assistant; Full Time Custodian; and Part Time Custodian which were submitted and recommended for approval by the church.

The following process was followed to update the position descriptions.

1. Those positions that had written position descriptions were reviewed.
 2. The same format is used for all position descriptions: Principle Function, Qualifications, Relationships, and Duties and Responsibilities.
 3. Research was conducted for like positions from other churches and additions were made to MGBC current position descriptions.
 4. The committee met two times per month to author the proposed position descriptions.
 5. After the position descriptions were completed for the Senior Pastor and ministers, a committee representative met with the Senior Pastor and each minister to review the position description with each of them and to receive their recommendations for modifications and additions to their position descriptions. After these meetings, the Personnel Committee met to write final drafts.
 6. After position descriptions were completed for the support staff, a committee representative met with each support staff member and both custodians and their supervisor, the Minister of Administration and Education to review the position description with them and receive their recommendations for modifications and additions. After these meetings, the Personnel Committee met to write the final drafts.
 7. Copies of these descriptions were given to the Deacons and Yokefellows for review before the May Meeting. The Deacons and Yokefellows approved the position descriptions.
- Note: The position description for Minister of Youth has already been approved by the church when a one year contract was approved for Brad. This position description has the same format.
- For the church's information, the position description of the Contemporary worship Leader has been revised and coordinated with the Minister of Worship and Music. Position descriptions have been written for a Nursery Coordinator, Nursery Worker, and Volunteer Nursery Worker. The Minister of Administration and Education and the Preschool Learning Center Director helped develop these position descriptions. The plan is for all of these positions descriptions to be presented to the Deacons and Yokefellows at the June Meeting and presented to the church at the June business meeting.
- Motion to approve by show of hands.

Pastoral Recommendation: Pastor Ron Lentine presented the following persons to the church for the Student Minister Search Committee: Jack Windley, Tina Brock, Mandy Mandrell, Anne Dyson, Dawn Jongko, Joe Watson, Chris Larsen, Horace Nealy, Ex Officio Deacon.

Motion to approve by Tony McFarlane and seconded by Johnny Jernigan.

Missions Committee: Ricky Lake presented a recommendation from the Missions Committee concerning Missions Team Leader Guide and Volunteer Missionary Application for approval. The MGBC Missions Committee recommends that the Mission Team Leader Training Guide and the Volunteer Missionary Application be adopted by MGBC to provide direction and consistency for MGBC sponsored mission trips. The Missions Committee seeks church approval of our MGBC Volunteer Missionary Application and Team Leader Guide, and asks that these document be included in the MGBC Policy and Procedure Library.
Motion to approve by show of hands.

Deacons Committee: Tony McFarlane presented a recommendation regarding church surveys.
Tony McFarlane: On behalf of our Deacon Body, I would like to recommend to our church that we organize an ad hoc committee for the purpose of reviewing, analyzing, and reporting the results of the recent church wide survey that was conducted last year in November. The committee will consist of six members. These members will be selected from, and representing the following leadership committees and groups:

One member from the Deacon Body, Personnel Committee, Finance Committee, Property & Grounds Committee, Keenager Committee, Committee on Committees, and one representative from the Ministerial Team.

In conclusion, this ad hoc committee will be charged with the task of reviewing the results of the surveys; then organizing the data to be presented in written form to the church. Once presented, the information will then be dispersed to the appropriate committees, organizations, and ministerial staff as a guide and a directive to help us as a New Testament church to become the best and most effective church for the glory of our Lord and Savior Jesus Christ.
Motion to approve by show of hands.

Pastoral Recommendation:

Jim Helton has done an incredible job working for the church. Pastor Ron recommended that the church make a resolution to honor Jim in one of our future services. Motion to approve by Joe Cato and seconded by John Bonelli.

ANNOUNCEMENTS: Pastor Ron Lentine presented the following announcements:

T4T - We are now moving from the original training group to the first generation of trainers who are training others as I have trained them.

This church will be honored to have the president of our Southern Baptist Convention, Fred Luter along with the founder for T4T, Ying Kai, and Ken Winter, Vice President of Partnerships for the International Mission Board, as well as several pastors from the panhandle area to be coming here for a combined worship service on Thursday night, August 21, 2014. We will have joint choirs here from the west side. We will have a prayer conference on Saturday morning for our prayer warriors to build our prayer ministry.

ADJOURNMENT: Motion to adjourn by Tony McFarlane and seconded by Keely Zayas. **APPROVED** by show of hands.