

## FCBCLA Members' Meeting Minutes

Date: July 12, 2020  
Moderator: Harold Yuan

Place: via Zoom and Telephone  
Approximate Attendance: 230

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### OPENING PRAYER (Harold Yuan)

### INTERPRETATION OF MEETING MINUTES FROM FEBRUARY 9, 2020 (Michael Yam)

#### OPENING REMARKS (Benny Wong)

- > Shares passage of Acts 28:30-31
  - = Paul experienced a two-year long stay-at-home order (as a prisoner)
  - = The stay-at-home order did not stop Paul from being a blessing to others
  - = Do not stop being a blessing to others, do not stop serving the Lord
- > Thankful for the many brothers and sisters who participated in the rehearsal meeting
- > Thankful for the many brothers and sisters who participated in the community project
- > Do not stop sharing the Gospel or teaching God's word, do not stop caring for God's people
  - = Whether through digital means or phone conversations, people are more receptive to the Gospel during these times
- > Do not stop teaching God's word
- > Do not stop caring for God's people or those that still do not know Christ
- > Do not stop participating in church life
- > Expresses thanks to everyone participating in today's meeting
- > Encourages everyone to attend the Annual Members' Meeting in August
- > Ends in prayer

#### INTRODUCTION (Harold Yuan)

- > This is the first members' meeting using Zoom
- > Expresses thanks to everyone for registering to attend using this format
- > This meeting is for FCBCLA members only
  - = Most members are attending via Zoom with audio and video
  - = Some members are attending via telephone only
- > Appreciates patience with the process of this meeting as it will be conducted via digital technology
- > Meeting will be moderated by Harold Yuan and interpreted by Michael Yam in Cantonese
- > Review Zoom etiquette and protocol for asking questions, making comments, and voting
- > Meeting is being recorded for archive purposes and backup for meeting minutes
  - = Please stay muted until recognized by the Moderator to unmute and speak
  - = The meeting will be conducted using Robert's Rules of Order to be orderly and efficient

#### APPROVAL OF MEETING MINUTES (Harold Yuan)

- > Are there any corrections to the meeting minutes from February 9, 2020?
  - = Art Woo points out the header reads "annual" members' meeting
  - = Casey Young points out the closing prayer was made by John Ng, not John Law
- > Motion: to approve the minutes for the Members' Meeting from February 9, 2020 (as corrected)
- > Motion second from Justin Lee
- > The final poll is 196 for YES, 0 for NO, and 3 for ABSTAIN
- > Motion pass

## FCBCLA MEMBERS' MEETING MINUTES – July 12, 2020

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### REPORTS

#### Treasurer's Report (Glen Quon)

##### -> 2019 Financial Report

= In 2019 (compared to 2018), regular offering increased 2% (received >\$3.5M), budgeted expenditures increased 5% (spent >\$3.4M), and the net operating margin decreased 26%

= Actual regular offering was below budget by 2%, actual non-designated expenditures were below budget by 8% (expected to spend almost \$3.7M, but spent <\$3.4M)

= Total cash and current assets increased 3% from \$8.2M in 2018 to \$8.4M in 2019

##### -> 2020 preliminary financial results are as of 05/31/2020 (currently converting to a new accounting system)

= 2020 receipts for the first five months decreased 4% vs. 2019 (receiving >\$1.25M), while expenditures increased 11% (mainly due to personnel and production of virtual services)

= Total cash and current assets as of 05/31/2020 decreased very little compared to 05/31/2019

##### -> 2020 Highlights

= Prior to March 2020, very few were giving online. Since April 2020, a strong majority of offering received is through online giving. Thank you for giving online!

= Currently, monthly offering allows us to meet monthly expenses without tapping into reserves.

= We are managing extraordinary expenses:

- ~~Possible Restoration independence gift~~ (removed, see questions/comments below)

- Hall of Blessing repairs

- Streaming-related expenditures (such as equipment and personnel)

- Business Board approved expenditures

##### -> Are there any questions on the treasurer's report?

= Q: David Hwang wants to know whether putting the Restoration independence gift on the report implies this is already a fact and not something that still needs to be voted on. A: Glen Quon says it is normal to report potential expenses.

= Q: Allan Ng asks if there is a processing fee for online donations. A: Glen Quon says the church absorbs 100% of the convenience fees associated with online giving.

= Q: Allan Ng follows up, by asking how much the church would save by receiving a check vs. online giving. A: Glen Quon is unsure what the difference is. However, the church must also pay a processing fee for checks. The fees associated with online giving is actually more cost-efficient than the fees associated with writing a check.

= Comment: Larry Lue comments there is much to be thankful for in the Treasurer's Report. It is a blessing to have faithful workers at church during this challenging time. Is thankful for those serving in Ministry and for the generosity of the congregation in support of Ministry.

= Comment: David Hwang wants to follow up on the Restoration independence gift. Says it simply being listed on the report gives the congregation a false idea that this expense has already been approved when it has not even been voted on. Response: Glen Quon adds the word "possible" in front of "Restoration independence gift". Comment: David Hwang states this item should be removed entirely from the report. Response: Glen Quon responds in the affirmative.

= Q: Larry Lue asks whether the line regarding the Restoration independence gift has been removed from the report. A: Glen Quon confirms this line has been removed.

= Comment: Glen Quon says that presenting the report via Zoom is more convenient as he has immediate access to his files. Response: Harold Yuan is impressed with the efficiency of the report.

-> Motion: to approve the Treasurer's Report as presented (and amended). Motion second from Radley Wong.

-> The final poll is 229 for YES, 0 for NO, and 4 for ABSTAIN. Motion pass.

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### Business Board Report (Kevin Chan)

-> Thankful that God prepared FCBCLA for COVID-19

- = High speed Fiber Internet service and infrastructure
- = Systems improvement Director (Sharon Lim)
- = FCBCLA app and Collaboration software
- = Pilot testing of Zoom and e-Giving
- = QuickBooks (online finance software)
- = Remote bookkeeping service

-> Finance Matters

- = Interim meetings to manage cash flow and to prepare responses due to impact of COVID-19
- = Transition to QuickBooks Online completed and remote finance operations working well

-> Approved Expenditure Requests

- = Immediate COVID-19 related costs upon church ministry and operations [<\$25K, General Fund; received Executive Committee (EC) approval]
- = Resealing Adobe parking lot [<\$10K, Building Fund]
- = Live streaming equipment [<\$25K, Audio Visual budget; received EC approval]
- = Gift to Lincoln Heights Tutorial Program summer program [\$5K, Deacons budget]
- = Hall of Blessings major repairs [<\$60K, Repair & Maintenance Fund]
- = Summer internship stipends [<\$4.6K, Pastoral Interns budget]
- = Reopening preparation costs [<\$25K, General Fund; received EC approval]
- = COVID-19 Grant program [<\$25K, General Fund; still needs EC and Members approval]

-> Concerns on How to Support Ministries and Operations (in an effective and sustainable way both during and after the pandemic)

= Example: 100+ hours of labor per week spent on streaming production, which is essentially more than 2.5 full-time workers. Those who are working to produce streaming content will eventually need to return to their regular work responsibilities post-pandemic. Some individuals are working very strenuous hours in order to get content onto the church website each week.

- = Must ask God for guidance on how to address these concerns

-> Are there any questions on the Business Board report?

= Q: Janice Liu asks for details on the summer internship. A: Pastor Benny Wong states this subject will be covered in his report.

### Senior Pastor Report (Benny Wong)

-> Community Projects During the Pandemic: thankful to everyone who participated in these projects, which included making scrub caps and masks for health care workers and those who served behind the scenes

- = Residents, workers, businesses, and restaurants in Chinatown
  - Grocery gift cards were given to those who lost their jobs
  - 1,000 care packages were delivered to local businesses, shops, and restaurants
  - 1,000 restaurant and bakery food vouchers were mailed to Chinatown residents
- = Pantry Relief Projects
  - Pop-Up Pantries Throughout Chinatown
    - April 11<sup>th</sup>-June 6<sup>th</sup> (9 weeks)
    - Approximately 350 distributions

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- Pantry (MPB)
  - Ongoing since May 9<sup>th</sup>; every other Saturday
  - Approximately 200 distributions
- Congregational Support
  - Financial giving of \$20,300
  - Donation of paper goods, rice, pasta/noodles, children's toys, books, etc.
  - Many volunteers at every pantry event
- Pantry Expansion (in development)
  - Students/Families of Lincoln Heights Tutorial Program
  - Partner with Pastor Min Lee and L.A. City Baptist Church (Boyle Heights)
- = Feeding the Frontline
  - Alpine Recreation Center, Downey Recreation Center, Echo Park Recreation Center
  - Royal Pagoda, Best Western (Project Room Key sites)
  - Number of Meals Served: 1,500+
  - Congregational Support
    - Financial giving of \$26,300
    - Donation of goods for care packages
    - Many volunteers came to assemble care packages and deliver meals to sites
- > Summer Interns
  - = A 10-week program for non-seminary students to gain exposure to ministry (the church also has a separate internship program for seminary students).
  - = Per church policy, each intern receives a small stipend
  - = 2020 FCBCLA Summer Ministry Interns are Jonathan Chan, Tiffany Lai, Hannah Au
  - = Interns will help in various community projects
- > New date for Restoration independence is September 1<sup>st</sup>
  - = Independence was approved during the February members' meeting
  - = Pandemic has delayed Restoration independence from June to September
- > Update on the Search for Music Minister
  - = Search committee (SC) was able to narrow down the search to one candidate
  - = In March, SC was informed the candidate would not be able to visit until December 2020
  - = Subsequently, the candidate has started teaching in Hong Kong for a new school year
  - = SC has since received congregational feedback to include spiritual leadership in the job description
  - = Senior Pastoral Team has revised the job description
  - = Hiring process has been put on hold
  - = Candidate has been informed of the revised job description
  - = Anyone who meets the revised requirements may apply
  - = Revision does not require congregational vote as noted in the job description under Accountability: This job description is subject to change by the supervisor as the needs and requirements of the job change.
  - Highlights of changes:
    - Under Duties and Responsibilities:
      1. "Teach spiritual principles/perspectives for music ministry."
      2. "To develop and oversee a spiritual and relevant music ministry at FCBCLA."
      5. "**Responsible to shepherd**, oversee, recruit, train and deploy Music Ministry personnel."
      6. "Be a spiritual model to those who serve in music ministry."
      8. "**Train** and assign worship/song leaders, worship teams, song leaders, pianists, organists, for worship services, church wide gatherings, church prayer meetings **and provide assistance to other ministries as appropriate (e.g. church retreats).**"
    - Under Candidate Profile:

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### 1. Calling and Commitment

- a. "A confirmed calling by God into music ministry."

### 3. Skills and Abilities

a. "Must be proficient in English (written and verbal) and Chinese (written and verbal, preferable in Cantonese with the ability to speak Mandarin a plus)."

- b. "Familiar with digital technology and electronic media."

-- Under Education:

"Master's degree in Church Music from a seminary or equivalent experience; **must have completed a total of 15 seminary credit hours on Bible, theology, worship and spiritual formation.**"

-> Are there any questions on the Senior Pastor report?

= Q: Marian Wong wants to know whether wedding music will continue to be approved by the Music Minister. A: Benny Wong states this remains intact.

## ANNOUNCEMENTS (Harold Yuan)

-> Next meeting is the annual church members' meeting: Sunday, August 16<sup>th</sup> via Zoom.

-> By-laws with updated wording (regarding the handling of church discipline) will be voted on during the annual church members' meeting on Sunday, August 16<sup>th</sup>. Members may request a copy of the amended by laws via email prior to the meeting.

-> Pray for the Lord's leading to setup the FCBCLA COVID-19 Grants Program, which will support and potentially create partnership opportunities with local organizations that help our community.

= COVID-19 Grants (Jerome Lam)

### - Background

-- Kevin Chan sent email to Executive Council on 03/30/2020 suggesting substantial gifts (e.g. \$250,000) to faith-based organizations to help them to survive the COVID-19 crisis

-- Giving in crisis provides an opportunity for us to make a powerful effect and influence

-- Executive Council, pastors and deacons have been seeking God for discernment

-- Executive Council has defined the purpose of our giving to be performance-based rather than need-based, hence the term "grants" is used

-- The grants will be one-time gifts only

### - Our Selection Criteria

-- Gospel impact

-- Community impact

-- Discipleship/education impact

-- Opportunity for continuous relationship and partnering

-- Ability of organization to achieve results

### - Request for Prayers

-- Pray together to ask if this COVID-19 grants idea is coming from God

-- Pray for God to lead us to the right organizations to award grants (up to 5 organizations at \$50K maximum per grant)

-- Pray for the Deacons Oversight Committee to oversee the grant program

## ADJOURNMENT (Harold Yuan)

-> Asks if there are any objections to adjourning this meeting. There are no objections, so this meeting is adjourned.

## CLOSING PRAYER (Chris Tomokiyo)

Submitted by Henry Lum