

EB Updates and Announcements

The Executive Board made several important updates and decisions since our Annual Business Meeting in January. Although most of these announcements were made in each congregation on previous Sundays and each MT was notified in March and April, the Board would like to explain these announcements in detail in this document.

Updates and announcements in this document include

- a) part-time interim Cantonese Pastor and Cantonese Pastor Search update
- b) Designated Gift - Memorial Fund Policy
- c) Building Use Policy
- d) Pastor Tranwei and Provisional Senior Pastor Consideration
- e) Benevolence Distribution update
- f) Guest House Renovation
- g) Financial Investment Update

a) Part-Time Interim Cantonese Pastor and Cantonese Pastor Search Update

Part-time Interim Cantonese Pastor

In February 2021 the EB agreed to move forward with hiring Pastor Andy Ching as a part-time interim Cantonese pastor. Since then, the CMT has been discussing his duties and contract.

- The EB further discussed his duties and contract.
- The pastors were excused, and after we agreed on the pay scale, the pastors rejoined our meeting.
- The contract will soon be finalized and sent to Pastor Andy by the end of next week. Pastor Andy will join us in June, 2021.

PSC update

- Please continue to pray for the search process. Pray for God's providence, and pray for our obedience.
- Received two inquiries last month. Reviewed their resumes and declined one of them.
- Continue to work with the 2nd pastor to get to know him better and to further understand our doctrinal positions.
- Restarted posting advertisement on Chinese Christian Herald in US and Canada
- Also posted online
 - Chinese Christian Mission web site
 - Ambassadors Magazine site
- PSC membership change
 - EB appointed Wayne as the PSC chair. Peter has been leading PSC since 2018 and he is taking a well-deserved break.
- Please continue to pray for the pastoral search process.

b) Policy for Designated Gifts and Memorial Funds

Chinese Grace Bible Church is grateful to the Lord for the generous gifts of His people which support the ministry of the gospel locally and globally. In addition to the regular giving of God's people, individuals sometimes choose to make a designated gift toward a special

project or set up a memorial fund in honor of a loved one that passed away. In these cases, such designated gifts will be received and used according to this policy.

Designated Gifts

1. The church may accept or reject designated donations on a case-by-case basis, as determined by the Executive Board
 - The church needs to remain focused on the mission that God has ordained, and therefore the church must exercise discretion over what it does or does not promote, endorse, or undertake.
 - The church may decide it is necessary to reject a designated gift if the church is unable or unwilling to fulfill the donor's designated purpose.
2. If the church accepts the designated gift, it is obligated to use the funds in accordance with the designated purpose.
3. If, for whatever reason, the church is unable to fulfill that obligation, the church must return the designated gift to the donor or find an alternative that is acceptable to the donor.

Memorial Funds

1. A memorial fund may be established through the church upon request by a family member or other appropriate individual
2. If a memorial fund is established without any designation, the funds will be transferred to the general fund roughly two months after the fund was established.
3. If there is a requested designation for the memorial fund, the designated purpose must be approved by the Executive Board **before** the fund is established. For the sake of time and efficiency, this approval may occur via email.
 - If, for whatever reason, the church is unable to fulfill the originally designated purpose, the church must return the designated gift to the family or appropriate individual or find an alternative that is acceptable to the family or appropriate individual.
4. Gifts that are made in honor of an individual for whom a memorial fund has not been established shall be deposited into the general fund.

For more information regarding designated funds, see:

- <https://www.501c3.org/kb/what-are-restricted-funds>
- <https://www.irs.gov/charities-non-profits/charitable-organizations/donor-advised-funds>

c) Proposal for Building Use Policy

A church needs to be faithful and wise in its stewardship of God's resources, and beyond financial resources, this also includes stewardship of its building and facilities. A building can be very helpful for a church to accomplish its mission of making disciples, but who can use it

and for what purposes needs to be considered with wisdom. Therefore, it is important to establish a written policy about how a church's facilities are to be used.

Why a Policy Is Needed

- **Clarity and Consistency** – A policy helps explain to people what the church property can be used for, and this eliminates confusion and frustration. A clear policy also helps the church and the staff who manage the facilities to be consistent in what requests are approved.
- **Efficiency** – Rather than having to discuss each request case-by-case, which can take up a lot of time among the staff and leadership, which is another resource that the church needs to steward wisely, a policy also helps the church determine quickly and efficiently what requests are approved and not approved.
- **Protection** – A clear, consistent, and wisely constructed policy can protect the church in a time when churches and other organizations are often accused of being discriminatory, which can lead to lawsuits and other challenges.

Principles to Consider

- **Stewardship** – The building does not belong to any one person or group. Instead, it belongs to the Lord first, so we must manage it according to His purposes and priority.
- **Generosity** – Believers ought to be marked by generosity with our resources, including a building. There may be certain community events that the church can help host or facilitate at times.
- **Partnership** – While we should be generous rather than stingy, we do need to be careful what kind of partnerships we make and what messages those may endorse.
- **Priority** – Since the building was purchased through gifts that were given for gospel ministry in this church, ministries of the church should take precedence. We should not schedule so many events and activities at church that the church becomes unavailable for our own ministries to our members.

Proposed Building Use Policy

The primary purpose of CGBC's facility is to provide a location meeting place for the exaltation of God, the proclamation of His Word, and the fellowship and equipping of His saints.

The following guidelines are given to explain who can use the facility. However, the final approval of all requests at the discretion of the church staff, which includes the pastors and support staff.

The following are categories of acceptable uses: (not inconsistent with our belief of faith)

- CGBC ministries, or events that are hosted by CGBC ministries
- Ministries or events that are hosted by ministries that are closely associated and/or aligned with CGBC (subject to approval on a case-by-case basis)
- Significant life events of members, regular attendees, or relatives of members (weddings, graduations, funerals, etc.)

- o For non-ministry related events, there will be a small fee of \$150 to cover janitorial or other associated costs (this fee is waived for funerals).
- o If your event requires the use of the church sound system, we strongly recommend a donation/gift of \$50/hr for the sound operator since the system must be operated by someone who is trained.
- Special opportunities to serve the community, especially the nearby school, Genevieve Didion, such as emergency situations and school evacuation.

d) Pastor Tranwei and Provisional Senior Pastor Consideration

Background

- The 2019 EB set up the “Provisional Senior Pastor Consideration (“PSPC”) Policy and Pathway” and decided that as part of Phase 1 of this process, the English Ministry Team (EMT) would evaluate Pastor Tranwei.
- The EMT completed its evaluation and submitted a written recommendation that Pastor Tranwei move to Phase 2 of this process.

EB Discussions and Decision (Pastor Tranwei was not present during the discussion)

- There was broad, sincere affirmation from deacons from all three congregations.
- The Board noted that COVID-19 pushed Pastor Tranwei into some Phase 2 duties.
- We expressed our deep gratitude for his humility and hard work, his convictions and courage, and his leadership and love for all three congregations.
- We also expressed our deep gratitude for all our pastors and how they trust, respect, and enjoy each other.
- This motion was approved unanimously, and Pastor Tranwei began Phase 2 of the PSPC process.

e) Benevolence Distribution Update

Background

We want to do good to everyone, and especially to those who belong to the family of believers (Galatians 6:10). To ensure this, our Benevolence Fund will continue to prioritize our church members, and every year if the Benevolence Fund balance is above \$17,000 on October 1, we will use the excess funds to do good outside our church.

- This is per the EB’s February 2021 discussion and the Benevolence Committee’s subsequent recommendation.
- The Benevolence Committee and EB will discuss where these excess funds should go.

f) Guest House Renovation

Background

In the past, CG used the guest house to host short-term guests (guest speakers, missionaries) traveling from afar. Over the years, the kitchen and the bathroom areas are in need of improvement, and some interior are outdated.

EB Discussions and Decision

Anticipating the longer stay of Pastor Andy Ching, EB approved renovating the guest house in April EB meeting. Pending on some renovation details, the renovation will take place as early as the beginning of May. The expense will be from the capital improvement project.

g) Financial Investment Update

Background

The majority of our funds are in our savings account. A minority is in our investment account. There had been questions about whether our investment targets are consistent with the Christian values. With the advice from our current and past treasurers, the Board designate our treasurer to work on policies to ensure that our funds align with our values.

EB Discussions and Decision

The treasurer is currently drafting the investment policy based on our investment advisor's sample policy/information and other research. Once complete, the financial advisor as well as the the Finance Committee will review the policy. Subsequently, the Executive Board will review it and once adopted, it will be made available for the congregation and our financial advisor will follow the policy accordingly to manage our account.