



*“Rejoice always, pray continually, give thanks in all circumstances;”*

Antioch Baptist Church (ABC) Congregation

August 31, 2023

The early morning breeze and crispness in the air reminds us that a new season is just around the corner. September is reminiscent of new beginnings – a new school year, a new football season, and perhaps even a new lead shepherd for Antioch. No matter where this season takes us, let us rejoice always, pray continually, and give thanks in all circumstances, for this is God’s will for us. In this communication, we share the highlights from **the Antioch Quarterly Business Meeting held on Thursday, August 24, 2023. Key elements included:**

**Provisional Leadership Committee (PLC) Report:**

PLC Co-Chair, Trustee Ron Beasley provided a recap of the PLC objectives, the remaining activities and endeavors, and the year-to-date highlights. The PLC objectives include coordinated governance/ leadership during our period of transition punctuated with seamless continuity of operations; the improvement of processes, procedures, and structures to enhance operations and member care; and to ensure relevant transparent communications at least monthly. The PLC continues to work effectively with Reverend G, Reverend Jones, and the PLC Subcommittees with the following update:

- Ministerial and Operational activities are well underway
- Committee Selection Panels are making excellent progress on the Minister of Music and Arts; Director of Finance; and Part-time Facilities Manager positions
- Talent Acquisition & Retention is working to develop the ABC Staff Job Descriptions; Interview/ Selection Panels; Compensation Analysis; and Employee Policies
- Finance & Budget is working diligently to close out 2023 in the positive while developing the 2024 Budget
- The Communications Subcommittee is providing transparent relevant timely releases of ABC Communications and the Antioch Connections

2023 Year-to-Date Highlights include:

- Transitional Pastor is delivering on key objectives:
  - Congregational Care; Sermon Delivery; Leadership; Youth/Young Adult Initiatives
  - Director of Youth /Young Adults, Rev Simpkins, on board as of August 8th
- Bylaws Committee is on course to complete its work by Dec 14, 2023
- PSC has done an amazing job in bringing forth candidates for review
- New members, baptisms, and contributions are up
- ABC has increased attendance in worship services and increased participation in business meetings, town halls and workgroups
- Sanctuary HVAC system has been successfully replaced

2023 Remaining Focus Items include:

- High Priority Items
  - Strengthen Key Ministries (e.g., Missions, Awana; Men’s Forum)
  - Finalize Hiring of key positions (Senior Pastor; Minister of Music and Arts; Director of Finance; Facilities Manager)
  - Address additional unfunded expenses as needed and presented
  - Further develop the mission and objectives of the Strategic Planning and Investment Planning Work Groups

*“...for this is God’s will for you in Christ Jesus.”– 1 Thessalonians 5: 16-18*



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- PLC Next Steps - Future Governance/Leadership Committee
  - PLC will wind down 30 days after the Pastor's Installation
  - Bylaws Committee is considering Future Governance/Leadership Committee in the proposed bylaws revisions/changes
  - 2023 Day of Rejoicing - Saturday, September 30, 2023 from 11:00am until 4:00pm on the ABC campus

**Pastor Selection Committee (PSC) Report:** PSC Chair, Deaconess Tujuanna Williams provided the following update. The Pastor Selection Committee is in the Interview, Evaluate, and Present Candidates phase with the remaining steps being to administer the congregational vote and to extend an offer to the successful candidate. An overview of the Voting Requirements/Process include:

- Maximizing the congregations' participation in the election utilizing every means available
- Achieving a two-thirds (2/3) majority of "all members voting" required by Antioch's Bylaws to elect the Senior Pastor
- **Voting Period: August 21, 2023 - August 31, 2023 "ONLY"**
- Voting Options:
  - Online via Election Buddy
  - In-person via Election Buddy
    - Thursday, August 24, 2023, thirty (30) minutes, prior to the QBM
    - Sunday August 27, 2023, between the 8am and 10am Worship services, and thirty (30) minutes, after the 10am Worship service
  - By Mail – Congregants 'Must' Request, as follows:
    - Send an email to [abc.psc@Antioch-church.org](mailto:abc.psc@Antioch-church.org) with congregant's mailing address

The PSC also provided an overview of the content in the Pastor's Employment Agreement. At a high level the agreement includes General Information; Employment and Duties; Compensation; Representations and Warranties; Exclusivity; Confidential and Proprietary Information; Confidential Agreement Terms and Conditions; Strict Confidentiality of the Agreement; and Termination were noted.

The PSC Next Steps include:

- Senior Pastor Onboarding by the Pastor Selection Committee
  - Communications Plan being developed by the PSC and the PLC's Communications Subcommittee
- Meet and Greet:
  - One-on-one Introductions
  - Leadership - Internal and External
  - Community - Churches, Organizations, George Mason University, etc....
- Senior Pastor Installation - First Quarter in 2024 - Pastor Selection Committee

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### **Finance Committee Report:**

Deacon Tony Thompson, Finance and Budget Chair, provided an overview of the 2<sup>nd</sup> Quarter 2023 Planned Outcomes, Balance Sheet, Income & Expense and Budget Summary along with the 2024 Budget Process. The following status was provided:

- The F&B Committee continues to monitor and evaluate positive contribution and income trends for the 2023 Budget Year.
- Frequent Engagement in Formal Quarterly Budget Reviews with all Directors, with Oversight by the Finance & Budget Subcommittee.
- The F&B Subcommittee uses appropriate cost analysis to ensure timely and effective budget adjustments and accurate forecasts.
- Unfunded Requirements are closely monitored and evaluated by leadership to ensure validity toward our established approval and funding process.

Actual income for January through July as compared to actual expenses for the same period yields a projected excess amount of income for the period. The 2024 Budget Process began in mid-August and is expected to be completed and presented to the congregation in mid-November.

**Bylaws Committee Report:** Bylaws Committee Chair, Deacon Desi Crouther shared the Bylaws Committee timeline and progress to date, the status of the bylaws articles revisions highlighting key proposed changes, and the next steps in the Constitution and Bylaws process. The following status was provided:

- There are seven (7) original articles with 19 Sections. Three (3) new sections are being added which include Ordination Ceremonies and Licensing under Church Ordinances and Minutes under Church Meetings
- Proposed Changes for Articles I, II, III, IV, V, and VII have been completed
- Proposed changes for Article VI are in progress/near final sign-off
- Four (4) New Proposed Articles with 5 Sections have been completed and include: Standard Operating Procedures (SOPs); Settlement of Disputes in Antioch; Indemnification; Antioch Governance

The Bylaws Committee has held three Town Hall meetings to provide an overview of the key proposed changes. The **next Virtual Town Hall meeting will be held on Thursday, August 31<sup>st</sup> at 7:00pm**. Proposed Changes for Article II: Church Committees Section 1, Parts (3), (4), (5), (6), and (7) will be covered and include: Board of Deacons; Church Clerk; Treasurer; Finance Director; and Board of Trustees.

Key Milestones to Finalize the C&B Revisions include:

- Member Review and Comments [Sept 15 - Oct 6, Comments Due Oct 6]
  - Town Hall: Overview Proposed C&B Changes [Sept 21]
  - Town Hall: Member-Specific Q&A [Oct 3]
- Review and Respond to Comments [Oct 7 - 27]
- Finalize C&B Revisions & Legal Review [Oct 28 - Dec 8]
- Present Constitution and Bylaws for Approval [Dec 14]

The ABC Constitution and Bylaws are posted on the ABC website. Members can download a copy at <https://antioch-church.org/forms>.

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