City First Church of the Nazarene
Board Meeting Minutes
August 10, 2026

Present:
CHURCH BOARD: Rob Martin, Joel Rimmer, Wyatt Dean, Nate Rarick, Brad Schwin, Pam Bennett, Cindi Kinch, Armando Menchaca Hernandez

STAFF (non-voting): Corbin Bushey, Ron Alexander

18:27 Call to Order- Corbin opened in prayer.

18:29 Welcome and Devotional- Board shared areas where they see God's Kingdom come.

18:55 Approval of Agenda- MSP*

18:58 Approval of July minutes- MSP

18:59 Treasurer's Report- Ron reviewed YTD finances with emphasis on items that stand out at this point- MSP

19:08 Finance Team Report- Ron continued with an explanation of new staffing costs and an update on past IRS issue from 2020-2021. We are waiting to find out how much money we will get back- MSP

19:10 Staffing Updates/Transitions- Ashley is on the way with her daughter; will arrive mid-week. Triboulet's are moved in and excited. We should all be in prayer as they on-board next week and what it can mean for the Church. Brooke will be on-boarding next week for her new position. Still in search mode for worship leader. Discussion of other issue that has been outstanding for a while.

19:32 Open Discussion- no items to discuss.

19:33 Think Tank Time- What have we been missing? Brainstorming session. Corbin shared some thoughts he had in his mind recently.

20:10 Closing Prayer, Adjourn- Board prayed an open prayer in closing.

August Addendum

On August 12th the Board conducted an electronic vote on a proposal by Pastor Corbin for a monetary blessing for Brooke Marcois in celebration of her service to Children's Ministry. Proposed gift in the amount of $1000- MSP

On August 20th the Board conducted an electronic vote on a Finance Committee proposal to change banking relationships from Columbia Bank to Summit Bank (full proposal attached). Secondary items such as updated check signers, Cindi Kinch as Assistant Treasurer and other administrative changes were included.- MSP

On August 24th the Board conducted an electronic vote to request a credit limit increase from current $25,000 to $40,000.- MSP

Respectfully submitted,
Rob Martin
Church Board Secretary

*Moved, Seconded, Passed

Full Text of Proposal to Change Financial Institutions

The Church Board of **City First Church** considered recommendations presented by the Finance Committee regarding the church's banking relationship, authorized check signers, and appointment of an Assistant Treasurer.

Following consideration of the Finance Committee's recommendations, the Board took the following actions:

1. Change of Banking Institution

Upon recommendation of the Finance Committee, the Church Board approved the transition of the church's banking relationship from **Umpqua Bank to Summit Bank**.

The appropriate officers and staff of City First Church are authorized to take the actions reasonably necessary to establish accounts with Summit Bank, transfer church funds to the new accounts, implement banking and treasury-management services, and close or otherwise transition the church's accounts and services at Umpqua Bank as appropriate.

Board Action: Approved

2. Authorized Check Signers

Upon recommendation of the Finance Committee, the Church Board approved the following individuals as authorized check signers on City First Church accounts:

- **Ron Alexander**
- **Chuck Frosland**
- **Pastor Corbin Bushey**
- **Cindi Kinch**
- **Dave Doerksen**

These individuals are authorized to sign checks and conduct such other banking activities on behalf of City First Church as are consistent with their respective responsibilities and the church's financial policies.

The church will implement a **two-signature requirement for checks**.

The anticipated normal check-processing procedure will be:

- Brooke will prepare the checks.
- Ron Alexander will normally serve as the primary signer.
- Dave Doerksen or Cindi Kinch will normally serve as the second signer.
- Pastor Corbin Bushey and Chuck Frosland will serve as additional authorized signers as needed.

The designation of primary and reserve signers describes the church's normal internal procedure and does not limit the authority of any individual designated above as an authorized signer.

Board Action: Approved

3. Appointment of Assistant Treasurer

The Church Board approved the appointment of **Cindi Kinch as Assistant Treasurer of City First Church**.

The Assistant Treasurer is authorized to assist the Treasurer in carrying out the financial responsibilities of the church and to act in the Treasurer's place when necessary, including in the event that the Treasurer is unavailable or incapacitated.

Consistent with these responsibilities, the Assistant Treasurer will be provided appropriate access to the church's accounting software, Pushpay platform, banking information, and other financial systems necessary to fulfill the responsibilities of the position.

Board Action: Approved