

Agenda Business Meeting

6: 30 p.m. ~ December 11, 2024 ~ IG Space

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Culpeper Baptist Church
Business Meeting Minutes
September 25, 2024 – 6:30 p.m.

1. Our moderator called upon Karen Parkinson to open the business meeting with prayer. The minutes and statistical information were approved as printed.
2. Reports: There were no additions or corrections to reports, and they may be viewed on pages 8-14 of the business meeting packet.
 - Dennis Dunn, chairman of the Finance Committee, presented their proposal that \$250,00 be borrowed from the Endowment Fund and applied to our existing mortgage. Finance requested members to make this proposal a matter of prayer for later action at the December business meeting. The entire Proposal is located on Page 9 of the Business Meeting Packet.
 - Skip Price, chairman of the Deacons, presented the following slate of proposed deacon nominations, as outlined by the church Bylaws, for vote in November:
 - Mike Supon
 - Annie Powers
 - Grace Savage
 - Allison Ford
 - Myrna Dunn
 - Tom Heilman, chairman of Personnel, shared that Maria Argueta's visa/work permit has expired, and we are currently working toward reinstatement of same.
3. Old Business – None
4. New Business – Action Items
 - a. Leadership Council [Jerry Morris] moved the church body approve the lease with Generations Central. The motion was approved by a unanimous voice vote.
 - b. Leadership Council [Dan Carlton] moved that Susanne Dorsey and Bob McCall be elected to serve a 3-year term on the Leadership Council effective January 1, 2025. The motion was approved by a unanimous voice vote.

There being no further business to discuss, the moderator called upon Virginia Stillwell to dismiss the gathering with prayer.

Respectfully submitted,

Joyce Beales

Clerk

Culpeper Baptist Church
Clerk's Membership Statistical Report 2024
December 11, 2024

Professions of Faith – Fourth Quarter

Morgan Anderson
Ella Evans
Lily Evans
Patricia Boggs

Statement – Fourth Quarter

Meghan Dejarnette
Jim Griscavage
Donna Griscavage
Jane Jackson
Alan Jackson

Transfers to Culpeper Baptist Church – Fourth Quarter

Bob Boyer – First Baptist Church, Waldorf, MD
Susan Boyer – First Baptist Church, Waldorf, MD

Transfers Out to Other Churches

Withdrew Membership:

2024 Deaths To Date

Rodney Hawkins
Kathryn Kelley
Jesse Surlles
Doris Thurston
Sondra Johnson
Nancy Garr
Warren Rollins
Jean Simms
Joyce Mozingo
B J Davis
Louise Batten
Doug Found
Susan Kirkland

Culpeper Baptist Church Finance Committee Dashboard Report

Fiscal Year 2024 as of November 30, 2024

Income Year to Date	YTD Actual	YTD Budget	% of Total
Total Tithes and Offerings	\$631,311	\$595,833	106%
Memorial Gifts	\$1,115	\$3,208	35%
Debt Consolidation	\$90,488	\$183,333	49%
Benevolence	\$9,312	\$11,000	85%
Designated Mission Offerings	\$86,575	\$68,750	126%
Premises Income (includes rent from ADC/CDC Expense Reiml	\$82,215	\$89,181	92%
Other General Budgeted Income	\$37,449	\$45,358	83%
YTD Total Budget Income	\$938,465	\$996,663	94%
Other Income:			\$0
Other Non-Budgeted Income	\$40,273	\$0	0%
Total Received	\$978,738	\$996,663	98%
Expenses			
Year to Date	YTD Actual	YTD Budget	% of Total
Staff Compensation	\$431,015	\$515,066	84%
Administration	\$57,865	\$50,508	115%
Premises	\$164,874	\$152,992	108%
Ministries	\$81,769	\$82,408	99%
Designated Missions	\$136,862	\$82,500	166%
New Building/Sanctuary Loan Interest (acct 905P & 905S)	\$65,700	\$51,420	128%
Benevolent Expenses	\$5,172	\$11,000	47%
Other Budgeted (Flower team, Camps, Spark)	\$25,777	\$17,857	144%
YTD Total Budgeted Expenses	\$969,034	\$963,751	101%
Other Expenses:			
Other Non-Budgeted Expenses	\$45,722	\$0	0%
Total Paid Out	\$1,014,756	\$963,751	105%
Net Income	(\$36,019)	\$32,913	-109%

Balance Sheet Summary		Actual
Total Undirected Liquid Assets (General Fund 103)		\$116,022
Debt Consolidation Funds (105S, 215L, 215M, 215P,103A)		\$121,279
Benevolent Funds (194 Betty Byron Account)		\$17,954
Total Undirected Liquid Assets (Restricted Funds) Other		\$134,182
Total Current Assets (Endowment/Scholarship Funds) 201		\$383,220
Total Fixed assets (Building and Fixtures)		\$10,754,487
Total Assets		\$11,527,144
Building Loan Balance 12/30/23	\$462,387	
Sanctuary Loan Balance 12/30/23	\$1,137,613	
Principal Payments 2024	-\$478,161	
Total Long Term Note		\$1,121,839
Other Liabilities		\$23,408
Total Liabilities		\$1,145,247
Net Worth (Equity)		\$10,381,896
Total Liabilities and Equity		\$11,527,144

**New Business Action Items
December 11, 2024**

- I. Finance Committee**
 - a. Proposed 2025 Church Budget – See Page 8-9**
 - b. Endowment Draw to Reduce Debt – See Page 9**

- II. Leadership Council**
 - a. Proposed 2025 Church Officers & Committees – See Page 9**
 - b. Proposed Playdate Lease – See Page 9**

Culpeper Baptist Church Proposed 2025 Church Budget

	2025 Budget	2024 Budget	Actual 11/30/2024
305 Tithes & Offerings	\$750,000.00	\$650,000.00	\$631,310.00
398 Premises Income (non-partner)	\$16,800.00	\$16,800.00	\$9,067.00
398a Church Partner Building Use	\$30,000.00	\$30,000.00	\$26,375.00
398B Premises Lease Income	\$50,488.00	\$50,488.00	\$46,533.00 Note 1a
805S Debt Retirement income	\$200,000.00	\$200,000.00	\$90,488.00
Designated Mission	\$87,000.00	\$75,000.00	\$86,575.00 Note 1b
Miscellaneous Income	\$13,500.00	\$23,500.00	\$14,178.00 Note 2
Total Income	\$1,147,788.00	\$1,045,788.00	\$904,526.00
Administration Ministry	\$60,600.00	\$55,100.00	\$57,865.00
Ministries	\$63,200.00	\$89,900.00	\$81,769.00
Designated Mission Exp.	\$95,000.00	\$15,000.00	\$17,308.00 Note 3a
Other Mission Exp.	\$52,300.00		Note 3b
Premises	\$196,900.00	\$166,900.00	\$214,383.00
Personnel	\$630,639.11	\$561,890.00	\$431,015.00
Total Expenses	\$1,098,639.11	\$888,790.00	\$802,340.00
Total Other Income	\$19,480.00	\$41,480.00	\$73,819.00 Note 4
Total Other Expenses	\$67,574.00	\$162,574.00	\$212,415.00 Note 5
Net Other Inc & Exp	-\$48,094.00	-\$121,094.00	-\$138,596.00
Net Income	\$1,054.89	\$35,904.00	-\$36,410.00

Notes

1a. was named Expense Reimbursement in 2024

1b. Lottie Moon, Disaster, Global, Local

2. Memorial Gift & Concert Series

3a. SPARK & Benevolence moved from Other Expenses to here for 2025

3b. Northstar, BGAV, Lifespire, Mexico Mission, etc.

4. includes Flower Team, Children's Camp, interest, other Passthrough incomes

4. SPARK & Benevolence moved to Designated Mission for 2025; includes Flower Team, other Passthrough expenses

Budget Narrative

The Proposed 2025 Budget reflects an increase of \$102,000 in income. Based upon giving for the current year, tithes and offerings as well as mission giving have all increased and we have adjusted the 2025 Budget to reflect this fact.

Missions Budget:

We added Northstar Association to our Budget for the coming year. Northstar is an association of Baptist churches in northern Virginia. During the past two years, our staff has participated in multiple Northstar events. With that thought in mind, we propose to send Northstar \$2,500 in the 2025 budget.

In addition, we have included a contribution of \$12,250 for the Institute for Global Engagement (IGE). Bob Roberts serves as the president of IGE. This organization plays a vital

role in promoting religious freedom globally, which, in turn, has a significant impact on missions taking place around the world. Dan has been involved with IGE this past year, and we look forward to expanding this relationship in the future as we connect CBC's founding story of religious freedom to the needs of our world today.

Personnel budget:

Currently \$111,000 of the personnel allocation is for open positions (notably the Youth Director and Church Administrator positions). We hope to fill both positions in the coming year.

Debt Retirement:

Our monthly debt payment is \$12,586; \$151,032 annually, and we pay that sum through designated giving. We have budgeted \$200,000 for 2025 which is the same amount budgeted in 2024. This will allow us to make the monthly payment as well as additional payments to further reduce the debt. Designated giving in 2024 is behind where we need it to be.

Finance Committee Action Item I:

- a. **Motion:** The Finance Committee of Culpeper Baptist Church moves the adoption of the Proposed 2025 Church Budget as written.

Action Item 2:

- b. **Motion:** The Finance Committee moves that \$200,000 be borrowed from the current Endowment Fund balance of \$368,156, account 201 on the Balance Sheet, and utilize this amount to reduce the existing mortgage. An Account Receivable should be established on the Balance Sheet to reflect the amount borrowed from the endowment fund. A rate of at least 3% should be established for this loan. Execution of this proposal will reduce the outstanding mortgage of \$1,129,707 by \$200,000, resulting in an outstanding balance of \$929,707.

Leadership Council Action Item II:

- a. **Motion:** The leadership Council moves the proposed slate of church officers and committee additions be adopted as printed below:
Karen Parkinson – Moderator
Curtis Brooking – Assistant Moderator
Joyce Beales – Clerk
Robert Kinzer – Treasurer
Bob McCall – Assistant Treasurer
Elaine Griffith – Audit Committee
Regina Moore – Finance Committee
Phil Strum – Personnel Committee
- b. **Motion:** The Leadership Council moves the approval of lease for children's museum, Playdate.

**Culpeper Baptist Church
Church Ministries Committee Report
December 11, 2024**

The Church Ministries Committee presents the following report as we continue to provide inclusive events for our church family and our community.

October 2024

- Culpeper Baptist Dinner Groups continue to meet for our Fall/Winter session. We have about 65 participants. Groups are encouraged to meet through December and/or January.
- To show support for Culpeper County Public Schools, we provided snacks to the 12 schools in our county for all of the adults that work in those schools: Administrators, Teachers, Para-educators, Custodians, Cafeteria Workers and Office Staff.

November 2024

- Young Life Meal: Our committee provided and served a meal to the Young Life members and volunteers at their meeting on November 4, 2024.
- On November 11, we wrote Christmas Cards to our local Fire Departments, Police Departments, Generation Central staff and clients, church staff and recipients of the Meals programs.

December 2024

- Delivery of Christmas cards and regular monthly meeting on December 9, 2024.

Thank you for your support as we continue to work to meet some of the needs within our community.

Ann Lucas
Church Ministries Committee

**Culpeper Baptist Church
Deacon's Report
December 11, 2024**

The following individuals were elected as deacons on November 10, 2024.

- **Mike Supon**
- **Annie Powers**
- **Grace Savage**
- **Allison Ford**
- **Myrna Dunn**

Skip Price, Deacon Chair

**Culpeper Baptist Church
Finance Committee Report
December 11, 2024**

Please see the proposed 2025 Budget, accompanying narrative and Endowment proposal on pages 8 and 9.

Finance Committee

**Culpeper Baptist Church
Leadership Council Report
December 11, 2024**

Our 250th anniversary year has been a tremendous success, and we look forward to working to set the stage for future growth and mission in our community as well as around the world in the coming year. Thank you to all the volunteers that made this year possible.

The Leadership Council is happy to announce that we have candidates for all of the church committee members whose term will expire December 31, 2024.

To support these efforts the Leadership Council, along with Dan, has worked hard to develop a strategy for financial lease arrangements between building partners and the church. Our vision is to provide long-term financial stability for our building, which is significantly larger than the immediate needs of the congregation. Toward that end, we have entered into a new lease agreement with Adult Day and are presenting an agreement for Playdate, a children's museum, for your approval.

Efforts are ongoing to establish a new agreement for a child development center, the current agreement expires at the end of the year, and we have received multiple offers to operate a center at the Church. An evaluation team is reviewing the offers and will make a recommendation to the Leadership Council before the end of the year.

Our ministry programs continue to thrive; so a big thank you to all the volunteers that make these happen.

Leadership Council

**Culpeper Baptist Church
Memorial Report
December 11, 2024**

Memorial Gifts Year to date: \$1,115.00

**Culpeper Baptist Church
Personnel Committee Report
December 11, 2024**

Music Ministry

Youth Minister: We continue our search for a Youth Minister. Frequent advertising through the Indeed online hiring site has produced little activity even with a \$5,000 increase to the compensation package from \$60,000 to \$65,000. Shortly after the first of the year, the job will be advertised through the Fellowship of Christian Athletes (FCA) network. The expense will be shared with FCA. If that effort is not successful, we will fund a search through a search firm dedicated to church related positions.

Employee budgeting: A 2025 3.5% merit increase budget has been proposed for our current workforce. One new position, Church Administrator/CEO has been proposed for hiring in the second half of the year. The job will be funded by lease income from our building partners. The incumbent will be responsible for all building maintenance and managing facilities for our building partners.

Tom Heilman, Chair
Susanne Dorsey
Bob McCall
Elizabeth Katt
Brian Jones
Lynn Gore

Culpeper Baptist Church Staff Report December 11, 2024

Joyce Beales, Volunteer Office Coordinator
Christina Pierce, Worship & Building Coord.
Hans Murdock, Senior Adult Pastor
Lindsay Dean, Worship Leader
Caleb Bish, Converge Leader
Danielle Emery, Youth Intern
Chris Rogers, Young Adult Asst Director

Dan Carlton, Pastor
Jeanine Judd, Children's Director
Winston Bender, Technology and Worship
Maria Argueta, PT Children's Ministry Leader
Rebecca Schwier, Choir Director
Valerie Hunt, Accompanist

Ministry Areas

Children: We have had a busy fall and activities in December are numerous as well. We hosted a Family Christmas Advent Breakfast early in the month with approximately 50 in attendance. The combined CDC and Unite Children's Choir is scheduled to sing mid-month and the annual kids Christmas party along with the Class with Clara [Charlottesville Ballet] will close out another busy year of ministry for them.

Youth & Young Adults: As of this writing, we still do not have a candidate in sight for the Youth Director/FCA representative. A trip to Liberty University to attend a Fall job fair at the end of October failed to yield a candidate. We will continue to pursue options. Converge continues to do well under the capable leadership of Danny Emery and Caleb Bish.

Chris Rogers continues to move the Young Adult group toward more community-oriented involvement by meeting at various venues around the Community and engaging with community leaders.

Senior Adults: Our senior adults have stayed busy all through the Fall with attendance at the Art of Aging Expo in October, Bible studies, monthly USDA food delivery, and working with Stronger Memory. In recent weeks, we have collected blankets and coats for hurricane victims. Just a few days ago, we celebrated Christmas together with a wonderful potluck lunch and games afterward.

Grief Support: Our regular grief support group will resume in February 2025 at the Culpeper Library. In the meantime, we have offered two two-hour workshops especially geared to coping with grief during the holidays. Both workshops were held here at the church and had good attendance.

Concert Series: Attendance has been outstanding for all of the concerts. In fact, we had over 300 at the Howard University Concert. Randy Sheets has been instrumental in this series through the years but is taking a step back in 2025. At the present time, we have 2 confirmed concerts for next year and are working on three others.

Hurricane Relief

You have been amazingly generous—over \$29,000 given to date. THANK YOU! We are tentatively planning for a summer youth trip to the area and have identified multiple partner opportunities:

- Highlands Fellowship/BGAV in Southwest Virginia

- A church in Black Mountain
- Connections through several of our church members

250th Anniversary Updates

Thank you to everyone who helped make this occasion a tremendous success and a true labor of love. The Antioch/CBC Homecoming—the first time at the Davis Street Church since the Civil War—along with the Maranatha 23-year anniversary, were especially meaningful milestones for all of us. It was an absolute joy to welcome back former members and staff during the year, including Jojuan White, Mike Normoyle, Frances Laffoon, Fred Farrar, and many others.

Throughout the year, we participated in several community events, sharing our story of religious liberty. Roger Clatterbuck and I presented about the Davis Street Church at the Culpeper Museum of History, and in November, Andrew Gutowski and I had the honor of presenting about Elijah Craig at CMH as well.

Our Anniversary Sunday, November 17th, truly stood out as the highlight of our year-long celebration! We gave our campus a fresh look, pressure washed the entrances and opened our doors wide to welcome a wonderful crowd of guests and longtime friends to celebrate this important day. Randy Sheets and Valerie Hunt were magnificent on the pipe organ and piano, and our Anniversary Choir led us in a spirited rendition of "The Anniversary Hymn," written by Carolyn Winfrey Gillette, daughter of Pastor E.B. Winfrey (CBC Pastor 1839-1931).

Following the service, we captured a group photo [posted on our website] and enjoyed a delightful lunch catered by the local favorite, Uncle Elder's.

I am looking forward to creating opportunities to talk about 'What's beyond the 250th...' with wider groups in our church and community during the coming year. Please feel free to contact me if you would be interested in participating in this conversation.

Partners

- Religious Freedom Conversations – Multi-Faith Network/Bob Roberts: Dan attended this conference in November about equipping faith leaders with the tools they need to foster peace and resilience in their congregations and between communities of people.
- Culpeper Heat Shelter – Will happen at St. Luke's again this winter. Encompass and Culpeper Human Services will provide the leadership, and our folks will serve one week of meals to their clients in early 2025.
- Habacuc came to me with a request to partner with Maranatha to sponsor an associational missionary for a Baptist association in Mexico. This would mean a commitment of \$150 per month beginning January 2025. Habacuc and I plan to go in March of 2025 to "kickoff" the partnership and also to train with pastors.

As this year draws to a close, we are grateful for the many opportunities to engage with our community as well as to celebrate all that God continues to do through our church.



Remembering Those Who Live on in Our Hearts

Rodney Hawkins

Kathryn Kelley

Jesse Surlles

Doris Thurston

Sondra Johnson

Nancy Garr

Warren Rollins

Jean Simms

Joyce Mozingo

B J Davis

Louise Batten

Doug Found

Susan Kirkland