

Culpeper Baptist Business Meeting Agenda

6:30 p.m. ~ September 30, 2026 ~ IG Space

1. Call to Order and Prayer
2. Approval of Minutes from December 2025 Business Meeting
3. Approval of Membership Report
4. Committee Reports
5. Old Business
6. New Business
 - A. Motion from Leadership Council Nominating Committee to elect Andrea Kilby and Richard Brooking to 3 year terms on Leadership Council beginning January, 2027.
 - B. The Deacon Nominating Committee will announce the slate of Deacons to begin in January 2027.
7. Adjourn and Closing Prayer

Business Meeting Minutes

March 4, 2026

1. Our moderator, Karen Parkinson, called the meeting to order and opened the session with prayer.
2. The minutes of the December 11, 2025, business meeting and the Clerk's Membership Report were approved as printed by a motion from Jerry Morris and second from Myrna Dunn.
3. The Financial Dashboard was received without comment and as printed in the Business Meeting Packet.
4. Reports *a* through *i* were received without additions or comments.
5. There being no old business to revisit, the church proceeded to new business as listed below:
 - a. Motion from the CBC Leadership Council – Presented by Jerry Morris, Chair
The Leadership Council makes the motion to authorize and direct one of the Church Trustees to execute the Lease Renewal of Playdate for 2026. After a short discussion, the motion was approved by unanimous voice vote.

There being no further business to discuss, the meeting was adjourned with prayer by Sheila Horton.

Respectfully submitted,
Joyce Beales
Joyce Beales, Clerk

2026 Clerk's Membership Report

Professions of Faith

Molly Morris Abigail Haught Emma Haught

Statement

Marianne Giba Pete Albert Kenneth Jaskowiak
Jim & Debra Marshall

Statement Needing Baptism

Christine Haught

Transfers

E. G. & Tammy Bradshaw – Stuart Baptist Church, Stuart, VA
Chelsa Slezak – Stuart Baptist Church, Stuart, VA
Catherine Van Pelt - Mt. Zion Baptist Church in Oakpark, VA
Dave & Becky Boehler, First Baptist, Charlottesville, VA

Transfers Out to Other Churches

Linda & Randall Robinson – Second Baptist, Richmond, VA

Withdrawal of Membership

Brandi & Justin Warfield

2026 Deaths

Brad Goodnough	April 9, 2026	Charlie Hutchind	April 13, 2026
Pat Hensley	May 1, 2026	Mary Ann Woodside	August 5, 2026

Committee Reports

Deacon Nomination Committee Report

The Deacon Nominating Committee presents a slate of deacons to be elected in November. The following three people have agreed to serve: Krissy Bates, Roy Jackson and Mark Smith.

Leadership Council Nominating Committee Report

Motion from Leadership Council Nominating Committee to elect Andrea Kilby and Richard Brooking to 3 year terms on Leadership Council beginning January, 2027.

Andrea Kilby and her family moved to Culpeper in 1993. She came to the area with her parents, Larry and Ann Lucas, and her sister, Megan Sprinkel. Andrea graduated from Culpeper High School in 1994 and went on to attend Radford University before returning to Culpeper, which she has been proud to call home ever since.

Andrea has spent the past 26 years working in education with Culpeper County Public Schools. She has been at Floyd T. Binns Middle School for the past 11 years as an administrator, with the last five years serving as principal. Her career in education has allowed her to work with students, families, staff, and members of the community, strengthening her passion for serving others, building relationships, and helping people grow.

Andrea is married to her husband, Justin, who works for Cintas. They have a 26-year-old daughter, Raeghan, who lives and works in Northern Virginia as a hairstylist and makeup artist.

Andrea began attending CBC shortly after her family moved to Culpeper. Over the years, she has had the opportunity to be involved in various church ministries and endeavors. Currently, she serves on the Children's Ministry Team and assists with Sunday Connect.

Andrea is excited about the possibility of serving on the Leadership Committee. Having been part of CBC for many years, she has witnessed the tremendous growth of the church and the many ways God has worked through its congregation and ministries. She would be honored to have the opportunity to serve in this new capacity and to use her experiences, relationships, and love for the church to help support and continue its growth and ministry in the years ahead.

Richard Brooking was born and raised in Culpeper and has lived or worked in Culpeper the majority of his life. He currently works part-time as a police detective and police chaplain for Culpeper Police Department, and has a small lawn mowing business. He has been called "Mr. Culpeper" for all the things he has done in our community. He was raised in Culpeper Baptist and was baptized at the church when he was 15. His life took a dark turn over 20 years ago, when he turned to alcohol as crutch and needed the help of several alcohol rehabs, including a long-term faith base rehab. It was during this time that his faith was renewed and began to grow. Because of this experience, he helped lead a weekly faith-based addiction recovery ministry, that has been meeting for over 9 years. He also enjoys helping with men's ministry. Along with his wife Tanya they also enjoy working with couples in various aspects of marriage.

He has been married to Tanya for 11 years and they each brought 3 children into the marriage. They have 8 grandchildren and one more on the way. They enjoy traveling, watching various sports, fitness, and spending time with their families.

Finance Committee Dashboard Report
Fiscal Year 2026 as of August 31, 2026

Income Year to Date	YTD Actual	YTD Budget	% of Total
Total Tithes and Offerings	\$495,876	\$600,000	83%
Memorial Gifts	\$1,395	\$2,333	60%
Premises Income	\$119,286	\$164,228	73%
Debt Consolidation	\$46,844		0%
Designated Mission Offerings	\$27,891	\$50,000	56%
Benevolence	\$23,289	\$11,667	200%
Other General Budgeted Income	\$4,276	\$2,750	155%
YTD Total Budget Income	\$718,857	\$830,978	87%
Other Income:			\$0
Other Non-Budgeted Income	\$45,083	\$0	0%
Total Received	\$763,940	\$830,978	92%
Expenses			
Year to Date	YTD Actual	YTD Budget	% of Total
Administration	\$62,517	\$40,867	153%
Ministries	\$33,042	\$44,133	75%
Missions	\$78,387	\$66,450	118%
Benevolent	\$12,876	\$11,667	110%
Premises	\$173,162	\$131,000	132%
Staff Compensation	\$348,999	\$375,282	93%
New Building/Sanctuary Loan Interest (acct 905S)	\$30,928	\$120,688	26%
Other Budgeted (Flower team, Camps)	\$0	\$0	0%
YTD Total Budgeted Expenses	\$739,911	\$790,086	94%
Other Expenses:			
Other Non-Budgeted Expenses	\$52,186	\$0	0%
Total Paid Out	\$792,097	\$790,086	100%
Grants (SPARK, MSAS, Brynmor scholarships)	\$200,000		
Grant Expenditures	\$98,137		
Net Income	\$73,706	\$40,892	180%

Balance Sheet Summary		Actual
Total Undirected Liquid Assets (General Fund 103)		\$115,972
Debt Consolidation Funds (105S, 215L, 215M, 215P,103A)		\$81,204
Benevolent Funds (194 Betty Byron Account)		\$36,469
Total Undirected Liquid Assets (Restricted Funds) Other		\$208,716
Total Current Assets (Endowment/Scholarship Funds)		\$468,653
Total Fixed assets (Building and Fixtures)		\$10,754,487
Total Assets		\$11,665,501
Sanctuary Loan Balance 12/31/25	\$1,015,318	
Principal Payments- Jan- Aug 2026	\$124,262	
Total Long Term Note		\$891,056
Other Liabilities (payroll tax, credit card, AP)		\$21,662
Total Liabilities		\$912,718
Net Worth (Equity)		\$10,752,783
Total Liabilities and Equity		\$11,665,501

Finance Committee Report

We continue to be grateful for the generosity of our church as we invest in the work God is calling us to do in our community and around the world.

This has been a year of significant investment. We have had unexpected building expenses related to winter storm damage to our HVAC equipment, parking lot repairs, additional HVAC work, and a sanctuary roof repair that cost more than \$28,000, along with the regular maintenance required to care for our buildings. This year we also moved our mortgage payment into the operating budget. The monthly mortgage payment is \$12,586, and we have continued to pay an additional \$2,500 each month towards the principal. Our current mortgage balance is \$888,555.

At the same time, after a long season of waiting, we have added several staff members to help us expand the ministry of the church. We are already seeing the results of these additions, and we are excited about what these new team members will help us accomplish in the years ahead. (See the staff report in this packet.)

Because of these investments and higher costs, our operating account balance is currently lower than it has been in recent years—approximately \$75,000. This is not a cause for panic, but it is a good time for all of us to be intentional about our giving. We have made significant investments in the ministry God has placed before us, and we want to continue moving forward with confidence and faith.

The fourth quarter is typically a strong season for giving and allows us to strengthen our operating reserves as we begin a new year. It is also when we receive our Christmas Mission Offering, which gives us an opportunity to make a significant impact in our community and around the world.

So, as we enter these final months of the year, we simply want to encourage everyone to step up in generosity as we have opportunity. We are grateful for what God has already provided through the generosity of this church, and we look forward to seeing what we can accomplish together in the months ahead.

Lou Price, Chair

Regina Moore

Beverly Hvidding

Robert Kinzer, Treasurer

Bob McCall, Assistant Treasurer

Leadership Council Report

Participated on potential staff interviews.

Monitored church financial reports relative to the budget and cash flow.

Approved moving forward with the roof repair, which fortunately was resolved at a much lower cost than originally anticipated.

Received regular reports from Pastor Dan:

- Updates on the success of the staff activities with the children's and youth programs.
- regarding the success of the Summer Worship Schedule and concurred with his recommendation to continue the schedule into the fall season.
- hosting of the Middle School-After School Program.

Submitted: Jerry Morris, Chair; Dan Carlton; Nate Bopp, Susanne Dorsey; Bob McCall; Patrick Moore; Sally Napier; Melanie Edwards, Personnel Rep; Lou Price, Finance Rep

Personnel Committee Report

We are celebrating the success our church has been blessed with. We started 2026 with five job openings. They have all been filled! Join our Personnel Committee in welcoming our newest employees:

Leah Dickey	Children's Director	Full-Time
Laura-Michal Balderson	Event Coordinator/Communications	Full-Time
Lindsey Carroll	Youth Director	Part-Time
Mark Dennis	Youth Director	Part-Time
Megan Gray	Youth Director	Part-Time

Brian Jones and Lynn Gore are rotating off the Personnel Committee in a few months (thanks are extended for their service!). Leadership Council will be nominating new members at the December business meeting. If you would like to recommend someone – please contact me or a member of Leadership Council.

Phil Sturm Chair, Personnel Committee
Philsturm777@gmail.com

Deacons Report

The Deacons have been active over the past several months. In June and July, we assisted in serving meals at the children's Chispark program. In August we said "Thank You" to the 60-person staff in the county's Human Services Department as we hosted a "Cookies-and-Ice Cream" social.

In September, The Culpeper hosted a three-day "Vacation Bible School" program. Several deacons, along with other volunteers, helped more than 50 residents with crafts, including greeting cards to send to churches in Ukraine and Pakistan. They also joined the residents in playing a customized version of Bingo.

In addition, the team made numerous personal visits to homebound adults.

Myrna Dunn, Chair Beverly Sturm, Vice Chair Janet Hastings, Secretary
Marcella Clatterbuck, Jennifer Jenkins, Leis Steve, Allison Mentor-Ford,
Grace Savage, Annie Powers, Mike Supon, Earl Edwards, Geary Parkinson, Paul
Hvidding, Elaine Griffith

Staff Report

Our staff has grown considerably in recent months with five new staff people. We are excited to have them on the team and are working together to build relationships with each other while also doing the work of the church. Please continue to introduce yourself to our new staff members.

Along with new staff members there have been A LOT of new people attending our church! Thank you for welcoming them well, learning their names (and sharing those names with our staff). We try to follow up with new folks as quickly as possible.

It's been a good transition for us to have both worship services in the sanctuary on Sundays, and we are grateful to our volunteer musicians and tech people who have made an adjustment (they are all here by 7:30 a.m. every Sunday!). We want to encourage you to check out the 8:30 a.m. service – we have also had new people in that service, and we would like to open up space in our 10:00 a.m. service.

Our youth ministry moved to Monday nights and had the highest attendance we have had in 4 years on September 14 (including some teens who stayed over from our middle school after school program)! A youth leadership group has started on Sunday mornings. We are exploring ways to accommodate greater growth in our youth ministry and also encouraging them to attend worship (so be looking for them on Sunday mornings!)

It has been an exciting month in the Children's Ministry! We are so thankful for all that God is doing as we continue to build a fun, welcoming, and Christ-centered ministry for our children and families. We recently launched Sunday Connect, a new time for children to gather between services for Bible lessons, activities, and meaningful conversations as they grow in their faith and learn how God's Word connects to their everyday lives. It has been such a joy to see our children participate, ask questions, make friends, and grow together!

And we aren't slowing down! We are looking forward expanding social events like Pizza on the Playground. We are excited to continue creating opportunities for them to know Jesus, build friendships, serve others, and discover that they have a special place in God's family.

Our Senior Adults have had several new Bible studies so far this fall. We are studying the book of John at The Culpeper on Mondays and Wednesdays and have had a good turn out for those studies of both residents and community folks! We also started The Chosen discussion group back up. We are reviewing season 5 as we wait for season 6 to be released later this fall. We started "That The World May Know, The Promised Land" at the Rappahannock Senior Center. Several new volunteers helped us as we delivered food to our Homebound Seniors in August, and we have few more new volunteers that will be helping this coming Saturday as we do September's food deliveries. Hans is often called on to serve our community by conducting funerals.

Our Worship Ministry has been building consistency this year. Our staff, volunteers and systems have reached a level where we have been able to bring high levels of quality to each of our worship services no matter the team, unique technical requirements or schedule changes. We have focused on slow and steady growth. Rehearsals go more smoothly, we transitioned to two services seamlessly, our team is better with timeliness and are more prepared on arrival. We've produced and improved technically difficult services like the Historical Marker unveiling, baptisms on the front steps, and Holy Week services with high level guest worship leaders. For the tech team, we have created checklists for our staff and volunteers to follow every Sunday and added a "Tech Lead" role to give consistent quality to our tech team as well. Overall, we're seeing steady growth and congruency in our Worship Ministry teams and are grateful for the time and effort the members have given to make our worship services at CBC impactful.

Community ministry/relationships continue to be a focus of our church. We held the largest Freedom 5k this year with over 440 runners/walkers and raising nearly \$6,000 for the Museum of Culpeper History. We quickly pivoted and expanded our summer ChiSpark program to provide a summer school experience. Nearly 100 children attended

one of our two sessions where we provided a meal, learning activities and fun. We were grateful for a generous grant from the PATH Foundation to help with the expense. Building on the success of ChiSpark we launched a middle school after school program (in response to community needs). We currently have 24 teens involved and we continue to work to expand the program. We are grateful for a community grant that allowed us to do this. We started Beyond this year – a group for adults with disabilities. They meet monthly and average 14 a month. We continue to host community concerts – from classical offerings to comedy. Benevolence work remains a significant part of what we do – often responding to 8-10 calls a week. We also continue to build relationships with our building partners and are grateful for the work that happens at our facility each day.

Missions – Dan will be traveling with a group of pastors led by Bob Roberts to Nigeria and Syria from October 19-29. We will be meeting with government leaders to talk about religious liberty and humanitarian needs. We also sent \$10,000 of designated gifts to be used in Ukraine and Pakistan. We will be sharing about our Christmas Mission Offering soon.

We continue to work on the administrative functions of the church. We are currently transitioning to a new database system that will allow us to have all our member, donor, and staff records in the same place as our building calendar, event sign ups, and worship service schedules. Ultimately this will help to streamline our volunteer sign up and management and service scheduling, and will greatly improve the user experience when folks from CBC sign up for events, service opportunities, youth trips, and more. This is a complex and lengthy process, but we are in good shape and will roll out changes gradually with support options to help everyone get on board smoothly. Laura-Michal Balderson is the point person for this transition.

We have also met with several of our vendors to identify areas where we could be saving money or where our business needs have changed over time. We have been able to save money on custodial supplies, a significant reduction in our phone service cost.

We have experienced a number of significant building expenses -most notably a repair to the sanctuary roof, the addition of a digital sign and the establishment of the historical marker. Beyond that we had some normal repairs with electric, HVAC and plumbing.

As we look at all that is happening at CBC, there is a lot to be grateful for. We are growing, trying new things, strengthening what we already do well, and continuing to look for ways to serve our community and share the love of Christ. None of this happens without the generosity, prayers, time, and faithfulness of so many people in this congregation. Thank you for continuing to invest yourselves in the life and ministry of CBC. There is much work ahead, but we are excited about what God is doing among us and look forward to seeing where He leads us next.

*Joyce Beales, Volunteer Office Coordinator
Hans Murdock, Senior Adult Pastor
Lindsay Dean, Worship Leader
Valarie Hunt, pianist
Mark Dennis, Youth Director
Megan Gray, Youth Director*

*Dan Carlton, Pastor
Leah Dickey, Children's Director
Maria Argueta, Ass't Children's Director
Melody Friedrichs, Worship Leader
Lindsey Carroll, Youth Director*

Grief Team Report

During the Spring and Summer, we conducted 2 6-week grief support groups one at The Culpeper; the second at the Culpeper Library with good attendance at both. Additionally, we provided 4 90-minute [evening] workshops—two entitled Loss of a Spouse and two entitled Coping with Grief at the Culpeper Library. The folks that attended were appreciative and grateful, with the most attendance at the last one, which was in August.

We will continue grief events in the Fall and especially around the holidays.

Joyce Beales
Grief Support Coordinator

Audit Committee Report

The committee met in March and Dennis and Regina were brought up to speed on what the committee had worked on over the past 4 years Patty has been on the committee and what we have been tasked to do.

- Credit card procedures were discussed
- Tithing protocols in regards to collection and deposit procedures were gone over
- The status of the chart of account clean up was reviewed. Accounts that have been dormant or inactive for 5 years or more were cleared. Accounts 3+ years and over are being watched for activity.
- Official bookkeeping policies are in place and can be used to write up official procedures and policies that can be used for future volunteers.

The next meeting was held in May. The committee reviewed a month's worth of transactions.

- Invoices are typically paid within 2 weeks.
- Health insurance reimbursements or incentives were discussed and whether there is an official policy in place regarding this.
- Reimbursements are done with purchase orders
- All purchase orders have 2 approval signatures
- Journal entries are used to note specific account usage (ex: benevolence)

The committee next met on July 14, 2026 with the purpose of pulling random transactions from the bank statement to compare to the corresponding purchase order.

- Suggestions were made to print receipts that are received via email to complete the documentation process.
- Print all accompanying emails if documentation is needed to support a purchase order.
- Review uncashed checks beginning at 90 days

The committee will meet again on October 27, 2026. The purpose will be to review another month's worth of transactions as well as to review Dan's credit card transactions and do a final review of the chart of accounts for the year. Accounts that are dormant for 5 years with no activity can be looked at to be removed at that time.

Members: Patricia Singleton, Chair, Dennis Dunn, Regina Moore

Church Ministries Committee Report

The Church Ministries Committee meets regularly to strive to meet needs of our Church Family and the Culpeper Community. Sign ups for Fall 2026 Dinner Groups was held in August. These groups offer a chance to meet new people and connect with old friends during a shared dinner. We currently have about 3 groups getting together for dinner and/or lunch. Seventeen people have signed up for the Potluck Group. Twenty-three have signed up for the 2 Restaurant Groups. And the Ladies Lunch Group has over 20 participants. We are excited to begin this time of Dinner/Lunch Groups.

The Sharing Closet is planned for Saturday morning, October 3 from 9:00 -11:00. Donations of gently used clothes and shoes for all ages and NEW children's underwear and socks will be accepted on Sunday, September 27 before and after each Service. Clothes will be sorted during the week by our Middle School After School program.

Snacks for School Staff is planned for the month of October to show our support and appreciation for the people who work in Culpeper County Public Schools. For over a period of 4 weeks each school's staff will be treated to sweet, salty, and fruit snacks. We plan to visit 3 schools each week. Shopping for snacks will happen each Monday in October. Then, students from the Middle School After School program will help pack baskets of snacks Monday afternoons/evenings which will be delivered to 3 schools on Tuesday mornings.

As always, thank you for your support and prayers for these events.

Submitted by: Ann Lucas, Church Ministries Committee

Church Historian Report

July 5, 2026, was a milestone day in the history of Culpeper Baptist Church. Dan preached a Religious Liberty sermon based on Luke 6:32-33, followed by a special dedication of the newly installed historic marker on our church grounds.

The dedication included a welcome and prayer by Dan Carlton, greetings from Jay Harrison, and remarks about the marker by Andrew Gutowski. All three speakers shared from the historic Davis Street Church pulpit. The marker was then unveiled by Supervisor Paul Bates, Mayor Frank Reaves, Church Historian Roger L. Clatterbuck, and Jay Harrison, Director of the Museum of Culpeper History. Lindsay Dean and Melody Friedrichs also contributed to the celebration by singing "Promises."

The following week, the Culpeper Star-Exponent published an article about the historic marker and dedication. A copy of the article is available to read in the Heritage Room.

Roger and Joyce Beales have been working through church business meeting minutes from the last 60 years to create summaries of church actions during those times.

Roger L. Clatterbuck rang the James Ireland Bell in the Church Steeple in honor of 25 years since those that lost their lives on September 11, 2001. The bell was rung 5 times each at 8:46 AM, (1st World Trade Center Tower) 9:03 AM, (2nd World Trade Center Tower) 9:37 (Pentagon) and 10:03 (Pennsylvania field).

Church Historian- Roger L. Clatterbuck