

First Baptist Church of Annapolis, Inc.
Annapolis, Maryland
Minutes of the Annual Church Business Meeting
Held on January 23, 2024

The Annual Church Business meeting convened at 7:02 p.m. in the sanctuary with Deacon Wallace Williams presiding.

Devotions

Hymn: "My Hope is Built on Nothing Less"
Scripture: Proverbs 16:17-21 – Deacon Fred Foreman
Prayer: Deacon Rudy Ross
Hymn: Last Stanza

I. ADOPTION OF AGENDA:

It was moved by Deacon Rudy Ross and seconded by Deacon Robert Hector that the agenda be adopted as presented.

II. APPROVAL OF MINUTES FROM PREVIOUS MEETING:

It was moved by Deacon Rudy Ross and seconded by Deacon Robert Hector that both the Minutes from the Annual Business Meeting and the Continuation of the Annual Business meeting be adopted as presented.

III. UNFINISHED BUSINESS

There was no unfinished business from the previous meeting.

V. Bro. Jalen Williams read the names of the members in memoriam:

Sister Thelma Sparks
Brother Augustus McGowan
Sis. Pearl Diggs
Brother William Thomas

IV. REQUIRED MINISTRY/COMMITTEE REPORTS/OTHERS:

A. The following Required Reports were submitted with No Action:

- Ministry of Christian Education -
- Superintendent of the Church School -
- Church Clerk- submitted by Sister Cecile Jackson
- Constitution and Bylaws Committee – submitted by Bro. George McNeal
- Ministry of Deacons - submitted by Deacon Wallace Williams
- Ministry of Deaconesses - submitted by Deaconess Lynda Gross
- Music Ministry – submitted by Rev. JR Pinkney

B. Trustee Report-Submitted by Trustee Denise Smith

Sis. Smith started her report with an overarching review of the state of our finances in the wake of contract negotiations with our new pastor. She stated that a lot of our obligations, over the last several years, have been met through donations. Items to include but not limited to: Grass cutting; 90% of office supplies; the kitchen window; communion cups; missionary commentaries, all the flowers (poinsettias and palms included); web hosting cost and roofing supplies. Normally these would be items that would be paid out of the budget but not in 2023 because of donations.

We received a MD state grant for \$25,000, which can only be used to replace the sanctuary doors. The lowest estimate received was \$68,000, which is why we haven't used this grant yet. We continue to research door replacement options.

We received a Community Support grant, which was used to purchase equipment for the sound system.

While the Trustees have the responsibility of leading the contract negotiation process, the Church needs to be aware of the status of the process. Per Sis. Smith, at this point, Trustees have meet once with the incoming pastor to obtain his contract requirements and requests, some to include, but not limited to: reimbursement for professional expenses, 4 weeks paid vacation per year; 1 paid health day a month; 5 days of paid emergency leave; reimbursement for professional development; and life, health and dental insurance. We also need to establish a retirement plan. Most of his requests are reasonable, it's common place now, but nothing we have experienced under previous leadership.

Per Sis. Smith, the church will have to decide how much they want to take on as part of the budget process. "If we don't have it coming in or have not budgeted for it, then we can't provide it." We are in a new age, our days of paying basic salary are gone and we must figure out how we are going to pay for the contract requests for a new pastor.

There were several questions:

Question #1: In previous years, were there any years that we didn't bring in enough money to meet the budget?

Answer: #1: Yes. When that happens, necessary obligations are paid, like salaries, utilities, and insurance.

Question #2: With proposed budget, does the Trustees know what we Can currently afford?

Answer #2: We won't know until negotiations are completed.

Sis. Smith concluded her report with a motion from the Trustee Committee to suspend the salary provided to Children's Church.

The trustee had one recommendation, which was to suspend payment to Rev. Scott for Children's Church until children return to Children's Church. The motion was put to the floor for discussion.

As part of the discussion, Rev. Scott noted that during the pandemic the children were the last to get vaccinated, which greatly impacted their participation. Also, with the transition of our leadership, Rev. Scott played an integral part in leading the pulpit, especially with Sunday morning worship services and with funerals. With new leadership coming in, Rev. Scott wanted to wait to discuss the direction and guidance from the new pastor. Rev. Scott would like to have something more systematic and in place before he resumes.

The question was put to the congregation and the vote was held on the motion: the motion was not approved.

B. Treasurer's Report – Presented by Sis. Clytee Simms

A detailed report was given by Sis. Clytee Simms. In summary, our PNC account, which is our primary operating account, had a beginning balance of \$18,282.84 and receipts of \$237,821.53, and there were no transfers made from other accounts. Our disbursements were \$208,340.33, leaving us with an ending balance of \$47,764.04. We had a small savings account with a beginning balance of \$5.11, the account was closed. Shore United Bank account had a beginning balance of \$60,095.06, it accrued \$60.13 of interest and the ending balance is \$60,155.19. United Bank account had a beginning balance of \$145,724.30, it accrued \$3,107.15 interest, leaving an ending back of \$148,831.45. The Shore United Bank account, which holds the grant for the doors, has a balance of \$25,796.85.

C. Budget Report – Presented by Sis. Jamaine Chisholm

Sis. Chisholm gave a page-by-page overview of the Budget. She noted that the biggest changes were to the Salaries and Benefits. This due to the election of a new Pastor and the salary, benefits, and incidentals fees that he may request.

At the end of her report, she thanked her committee members. She also would like us to focus on sources of revenue and not just spending. She would like to see a commitment from the members to financially support the budget.

Following the report, Sis. Denise Smith asked the congregation if we want to include a new line item for incidentals fees for the incoming Pastor. This line item would be authorization to possible. If we do not have the funds, we do not have the funds. But if it is in the budget, we have authorized funds if funds are available.

The motion was made, and the question was asked of the congregation to include a new line item in the budget for the Pastor's incidental fees in the amount of \$5000.00. The motion was approved.

The motion to adopt the Budget with the amendments was approved.

D. Pulpit Committee Report – Presented by Deaconess Deborah McClure
Deaconess Deborah McClure read the submitted report (see attachment). There were no questions from the members.

E. Other Reports Submitted:

Laymen's Ministry	Deacon Fred Foreman
Outreach Ministry	Brother Clarence James
Scholarship Committee	Sister Enid Collison-Lee
Usher Ministry	Sister Yvonne Jones
Women's Ministry	Sister Jamaine Chisholm
Youth Organization	Sister Enid Collison-Lee
Helping Hand Ministry	Sister Eleese Johnson

VI. NEW BUSINESS

A. Nominating Committee: Deaconess Deborah McClure, Chairperson

Report of the election of officers was given. Nominees and yearly terms for the following committees were accepted without opposition: Trustee, Church Clerk, Assistant Church Clerk, Financial Secretary, Director of Christian Education, Superintendent of Church Sunday School, Director of Nurture for Baptist Church. Finance, and Building, Maintenance & Expansion, Nominating Finance.

- There was a call for additional members for the Building, Maintenance and Expansion Committee, which only had one member. The following members were nominated or joined: Deacon Wallace, Deacon Ross, Bro. Russell Pinkney, Bro. Ernest Rodgers, Bro. Juan Makell, and Sis. Sandra Herdon. The motion to adopt the candidates as amended was approved.
- There was a nomination from the floor to add Sis. Eleanor Hawkins to the Nomination Committee.

- There were corrections to the nominees for the Finance Committee. First, Bro. Clarence James was omitted. The second correction was the number of at-large members; there was one too many at-large members nominated. To correct this error, Sis. Nancy Bowman Williams withdrew her nomination.

B. Church Policy for Responding to Request for Support from Those in Need - Submitted by Sis. Enid Lee

With the increase of requests from individuals for support, Sis. Enid Lee would like a policy and procedures written for addressing these requests and how we should respond. The policy should address if the need is warranted and real.

The motion was made and accepted to review and research the situation and write a policy to address the need.

VII. ADJOURNMENT

A motion to adjourn the meeting was made by Deacon Wallace Williams. The meeting was closed at 9:32 by prayer from Rev. Basil Scott.

Respectfully submitted,

Cecile Jackson

Church Clerk