

Minutes

Pinebrook Bible Conference, Stroudsburg, PA
252nd Meeting
Pinebrook Board
24 January 2012

Attendance: Charles Bomgardner, Secretary; Alva Cassel, Chairman; Wayne Chadwell, Charles Cole, Vice Chairman; Leroy Herb, Gary Karch, Hans Waldvogel
Absent: Robert Zentz

Honorary Board Member Emeritus – Kermit Gehman
Non-Voting: Nate Brosius, Interim Director Pinebrook
Guests: David Allen, Executive Director of the BFC; John Vandegriff, Director of Ministry

Devotion and Prayer – Alva encouraged us to think about what Pinebrook ministry should be as the Lord's returns.

Prayer Requests – Cliff Waldvogel is in the hospital with a blood clot in his leg. Nate Brosius as Interim Director. Dan and Vonnie Allen for clarity for the future for them.

Charles Cole led us in prayer for these requests and for the ministry of Pinebrook.

Minutes of the 251st meeting from November 15, 2011
Resolved, that the minutes from the 251st meeting be approved.

Reports:

- Financial – Jay Reinhard

Resolved, that we accept the 2012 Year End Financial Report.

- Personnel –
 - Jeremy Beichler will be leaving as of January 28, 2012. 2 applicants for the Maintenance Manager are currently in hand. Pinebrook will be looking to advertise the position and try to find the best candidate.
 - Nate Heater is working towards leaving as well. The Heaters may have an opportunity for full time ministry.
 - Steve Rau meetings have occurred and he is almost completely moved out of the farmhouse. Date for that is February 1st.
 - Bruce Locke is doing well as the Food Service Manager.

- Interim Director – Accountability was missing upon arrival. Staff meetings and interaction with staff has been very healthy and positive.
 - Discussion of Managerial level – Maintenance Manager, Food Service Manager, Office Manager, Manager of Ministry
 - Discussion of the Google Calendars rollout
 - New Website Discussion – Nate showed us around the new website and discussed the plans that are upcoming.
 - New Timesheets discussion – Nate discussed the theory of billing out time at the end of the week for expenses to better manage the business. The staff is in the process of adjusting to using the new timesheet.
 - Online work order system installed – Nate walked us through the new work order system and discussed the visible difference in seeing work being accomplished.
 - Cellphone discussion of reduction in the number of cellphones and using walkie talkies with the staff.
 - Tuesday Night Koinonia Service – Staff time to grow spiritually together. First one starts on Jan 31st, 2012. Ultimate goal is to build a strong group of people serving God together at Pinebrook. Eventually opening this up to the people in the community that the staff rubs shoulders with on a weekly basis.
 - Discussion an idea of creating a business pool/community for the BFC Denomination of people in the BFC that has a business and can be used by others in the BFC. On a side note, ads might be able to viewed on the Pinebrook website.
 - 2012 Retreat Season – January numbers looked good. February numbers are not quite as good yet.

New Business

- Future Committee Needs - what is our task(s) for each committee for 2012 – Missions Statement for each committee, 1st person listed is the chairman for each committee in 2012
- Personnel – Alva Cassel (chairman), Hans Waldvogel, Wayne Chadwell
- Finance – Gary Karch (chairman), Wayne Chadwell, Bob Zentz
- Guest Relations – Charles Cole (chairman), Charles Bomgardner, Bob Zentz
- Infrastructure – Charles Bomgardner (chairman), Leroy Herb, Gary Karch

Old Business

- 2012 Summer Conference – John is working on the speakers, youth leaders, switch in weeks for guests, etc. for this year's conference. Retreat's for Old Week 1 & 2 are pretty full already.

- 2013 Summer Conference Speakers need to be done before the end of May 2012.
- Transition Items – (list from last meeting) - Alva will address these items with the staff or complete these items himself.
 - Negotiations with local authorities - Dan completed this.
 - Pursuing tax situation – mute point now since the property is now Fellowship Homes.
 - Pursuing mail service – completed even though it seems very ridiculous.
 - Vacation time for staff (not to be lost) – most of this was used but dealt with if carried over. Nate discussed the Timesheet with us talking about how time is accumulated.
 - Dog Program (Jeremy & Nate not dog people ; Zach?) –
 1. Use the BFC Nazareth man to treat the rooms.
 2. Barter with the Nazareth man by giving the dog for payment of services or sell the dog back to Trainers for half the price.
 3. Use the alcohol based product styrofab to proactively maintain our rooms.
 4. Heat treatment scenario proposed.
 - Letter from Dan Allen

Whereas, Dan Allen has submitted a letter to the Pinebrook Board requesting some items,

Resolved, that Pinebrook will pay the \$500 for the new water pump on Dan's van, and further

Resolved, that Pinebrook will allow Dan & Vonnie to live in the house up to June 30, 2012 if necessary, and further

Resolved, that Pinebrook will pay up to the \$2,000 of the deductible medical expenses for Dan & Vonnie, and further

Resolved, that the computer and printer Dan currently uses, the washer that is in Dan & Vonnie's garage, and the small projector Dan has used for the past 7 years all be given to Dan and Vonnie, and further

Resolved, that the Copier in the board room and the Large Screen Digital TV in the board room will remain at Pinebrook.

The Pinebrook Board secretary has communicated this set of resolutions to Dan Allen since the meeting.

Meeting Dates for 2012

March 27, June 12, Sept 11, and Nov 13

Meeting ended at 5:57pm with Wayne Chadwell closing in prayer.

Respectfully submitted,

Charles Bomgardner

Pinebrook Board Secretary

Pinebrook Board "Next Steps" Agenda:

- Definition of Pinebrook Board from Executive Board Documentation
- Goal of the Pinebrook Board - Discuss what our board thinks this is.
- Relationship of the Pinebrook Board to the Executive Board, Executive Director of the BFC, and Pinebrook Director - from our board's perspective
- Process to Function as a Board - where do we go from here?