



**CHESAPEAKE CHURCH
CONGREGATIONAL MEETING
February 28, 2017 – 7 PM**

A G E N D A

- ▶ **CALL TO ORDER**
 - Opening Prayer
 - Establish a Quorum
 - Appoint a Secretary

- ▶ **OPENING COMMENTS**
 - by Robert Hahn, Moderator of the Session*

- ▶ **2016 BUDGET RECAP/2017 BUDGET OVERVIEW (See Attachment)**
 - by Larry Patin, Stewardship Pastor*

- ▶ **NOMINATIONS OF CANDIDATES FOR THE OFFICE OF ELDER
(See Attached Qualifications)**
 - by Robert Hahn, Moderator of the Session*

- ▶ **ADOPT MINUTES**

- ▶ **ADJOURNMENT**
 - Closing Prayer



CHESAPEAKE CHURCH **Financial Stewardship**

I know, my God, that You test the heart and are pleased with integrity. All these things I have given willingly and with honest intent. And now I have seen with joy how willingly Your people who are here have given to You.

1 Chronicles 29:17

Budget Preparation, Review & Approval

Our Church budget is based on the overall direction and strategies set forth by the Senior Pastor and the Elders of the Church.

Each year, our Elders prayerfully and thoughtfully set a target for the Church's average weekly giving --- our offering.

Once the average weekly giving target is set, our Pastors and Ministry Leaders carefully construct the rest of the budget (other income sources and expense).

Our Stewardship Pastor consolidates all budget input and forwards a proposed budget to the Executive and Senior Pastor for their review; they, in turn, forward a proposed final budget to the Elders for their review and approval.

After the Elders' approval, the budget is presented to the Body so you're informed of what our Elders believe is a God-inspired plan for the year.

Integrity matters.

Fiscal Management

From the moment you make an offering out of love and obedience to God's commands, we consider it a sacred trust to properly account for all that God provides through His people. This sacred trust we hold so dear is protected on many levels.

First, every dollar is accounted for through regular reporting throughout the year.

Our Pastors and Ministry Leaders faithfully monitor their budgets. They are caring stewards of every dollar God allows to flow into their ministries. They're the front line.

The front line is supported by our Stewardship Ministry --- gifted staff members and volunteers who have an absolute passion for financial stewardship. Their mission: to effectively steward Church resources as a practical and strategic tool for growing God's Kingdom.

Our Stewardship team members tithe faithfully, sign confidentiality agreements and accomplish segregated duties that provide levels of protection and accountability, one to another.

Together, the Stewardship Ministry and Pastors are accountable to the Senior Pastor and, through him, to the Elders for all financial and in-kind contributions to the Church.

Integrity matters.

Independent Audits

For the past 17 years, our Elders have faithfully secured one or more independent auditing firms to conduct financial audits and reviews of our Church finances.

Whether a person contributes \$10, \$10,000 or \$100,000, every trackable donor receives a copy of the Church's financials along with their annual giving statement.

As a matter of transparency, we also upload a copy of our financials to our Church website, along with each year's budget.

Integrity matters.

Open Door Policy

Our annual budget presentation to the Congregation is backed up by an open door policy where you're welcome to come in and look at our invoices and payments --- see what we've paid and what we still owe.

Just contact Stewardship Pastor Larry Patin to schedule an appointment. You can reach Larry at 410-257-0700, or email him at stewardship@chesapeakechurch.org.

In addition, questions about a specific Ministry may be directed to the responsible Pastor --- every Pastor is happy to discuss the direction and content of their plans and budgets.

We do it because integrity matters to God --- we want to ensure He is glorified in all things.

Questions?

We're glad to answer any questions you may have about the budget process or any other Stewardship policies and practices. Just contact us at stewardship@chesapeakechurch.org. We'll get back to you as quickly as possible.

CHESAPEAKE CHURCH

The plans of the Lord stand firm forever,
the purposes of His heart through all generations.
Psalm 33:11



CONGREGATIONAL MEETING 2016 BUDGET vs. ACTUALS February 28, 2017

**CHESAPEAKE CHURCH
2016
BUDGET vs. ACTUALS SUMMARY**

	A	E	F	G	H
	CATEGORY	2016 Budget	2016 Actual	% OF BUDGET	NOTES
3	INCOME				
4	Offerings	\$ 2,677,000	\$ 2,959,249	111%	Exceeded \$51K Average Weekly Giving Target by 11%. Exceeded 2015 actuals by 12%
5	Counseling Center	\$ 20,000	\$ 9,855	49%	Recovery of old medical claims.
6	Ministry Income	\$ 276,470	\$ 298,627	108%	Includes \$30K designated gift for Auditorium booth move. See page 6.
7	MTA Lease	\$ 76,300	\$ 73,200	96%	Year 2 of 5-year lease
8	Other Income	\$ 5,000	\$ 2,500	50%	
9	Total Income	\$ 3,054,770	\$ 3,343,431	109%	2% INCREASE OVER 2015
10	CARRY-OVER FUNDS COMMITTED TO 2016	\$ 51,655	\$ -		
11	TOTAL 2016 FUNDS (Line 9 + Line 10)	\$ 3,106,425	\$ 3,343,431	108%	
12					
13	EXPENSES				
14	Human Resources	\$ 1,870,000	\$ 1,870,039	100%	See page 7
15	Gen Ops & Maint	\$ 706,575	\$ 752,929	107%	See page 7
16	Ministry	\$ 529,850	\$ 621,003	117%	See pages 8-9
17	Total Expenses	\$ 3,106,425	\$ 3,243,971	104%	3% INCREASE OVER 2015
18	VARIANCE	\$ -	\$ 99,460		
19					
25	CASH ON HAND				
26	Reserve Beginning of Year	\$ 236,010			
27	Reserve End of Year	\$ 335,470			
28					
29	". . . Acknowledge the God of your father, and serve Him with wholehearted devotion and with a willing mind, for the Lord searches every heart and understands every motive behind the thoughts." 1 Chronicles 28:9-10				
30					

**CHESAPEAKE CHURCH
2016 INCOME
BUDGET vs. ACTUALS**

	A	B	C	D	F
	CATEGORY	2016 BUDGET	2016 ACTUALS	% OF BUDGET	NOTES
3	GENERAL INCOME				
4	Offerings	\$ 2,677,000	\$ 2,959,249	111%	Exceeded \$51K Average Weekly Giving Target by 11%. Exceeded 2015 actuals by 12%
5	Counseling Center	\$ 20,000	\$ 9,855	49%	Recovery of old medical claims
6	MTA Lease	\$ 76,300	\$ 73,200	96%	Year 2 of 5-year lease
7	Other	\$ 5,000	\$ 2,500	50%	
8	Sub-Total	\$ 2,778,300	\$ 3,044,803	110%	
10	MINISTRY INCOME				
11	Arts	\$ -	\$ 32,527		Designated gift for booth move
12	Community Care	\$ 2,500	\$ 3,000	120%	
13	Children's	\$ 9,200	\$ 496	5%	Ended Upward Soccer
14	Congregational Care	\$ 3,750	\$ 3,481	93%	
15	Food Pantry	\$ 185,000	\$ 172,888	93%	Less than expected grant income (expenses commensurate with income)
16	Honduras	\$ 10,000	\$ 10,325	103%	
17	LifeStudy	\$ 5,000	\$ 6,698	134%	Additional income FPU kits
18	Peake Youth	\$ 56,020	\$ 35,946	64%	Cancelled youth mission trip due to Zika virus concerns (expenses commensurate with income)
19	Other	\$ 5,000	\$ 33,267	665%	Includes designated gifts for Amos funeral and Reception Room carpet
20	Sub-Total	\$ 276,470	\$ 298,627	108%	
22	TOTAL INCOME	\$ 3,054,770	\$ 3,343,431	109%	2% INCREASE OVER 2015
23	"Yours, O Lord, is the greatness and the power and the majesty and the splendor, for everything in heaven and earth is Yours . . . wealth and honor come from You." 1 Chronicles 29:11-12				

**CHESAPEAKE CHURCH
2016 EXPENSES
BUDGET vs. ACTUALS**

	A	B	C	D	E
	CATEGORY	2016 BUDGET	2016 ACTUALS	% OF BUDGET	NOTES
3	HUMAN RESOURCES				
4	Salaries	\$ 1,680,000	\$ 1,689,302	101%	
5	Benefits	\$ 190,000	\$ 180,736	95%	
6	Sub-Total	\$ 1,870,000	\$ 1,870,039	100%	
8	GENERAL OPERATIONS & MAINTENANCE				
9	Stewardship	\$ 44,800	\$ 44,180	99%	
10	Admin/Ops	\$ 517,725	\$ 511,112	99%	
11	Building Services	\$ 111,050	\$ 156,512	141%	Includes kitchen equipment upgrade, furnace replacement at Care Center and lobby duct removal and replacement
12	Campus Development	\$ 33,000	\$ 41,124	125%	Includes costs associated with donated refrigerated truck, tractor bucket attachment (offset by income) and van repairs
13	Sub-Total	\$ 706,575	\$ 752,929	107%	
15	MINISTRIES				
16	Basics	\$ 529,850	\$ 548,356	103%	See pages 8-9.
17	Other	\$ -	\$ 16,471		Amos funeral - covered by designated gifts
18	End Hunger Support	\$ -	\$ 56,177		Church support of the End Hunger Warehouse allowed us to renegotiate the lease saving End Hunger \$252,000
19	Sub-Total	\$ 529,850	\$ 621,003	117%	
21	TOTAL EXPENSES	\$ 3,106,425	\$ 3,243,971	104%	3% INCREASE OVER 2015
22	But as for me, I trust in You, O Lord, I say, "You are my God." Psalm 31:14				

**CHESAPEAKE CHURCH
2016 MINISTRY EXPENSES - BUDGET vs. ACTUALS**

	A	B	C	D	E
	MINISTRIES	2016 BUDGET	2016 ACTUALS	% OF BUDGET	NOTES
3	ARTS				
4	The Edge	\$ 1,300	\$ 1,764	136%	
5	Prayer Team	\$ 850	\$ 818	96%	
6	Production	\$ 26,680	\$ 70,769	265%	Auditorium enhancements offset by designated gift
7	Welcome	\$ 1,400	\$ 1,418	101%	
8	Worship	\$ 9,400	\$ 10,316	110%	
9	Sub-Total	\$ 39,630	\$ 85,085	215%	
11	CHILDREN'S				
12	Children's Pastor	\$ 10,350	\$ 17,343	168%	Replaced two computers and higher Pumpkin Patch Party costs
13	Early Childhood Development	\$ 6,000	\$ 6,130	102%	
14	The Park	\$ 14,000	\$ 18,646	133%	Replaced The Park projector
15	Staff Childcare	\$ 1,500	\$ 1,764	118%	
16	Upward Soccer	\$ 11,950	\$ (120)	-1%	
17	Sub-Total	\$ 43,800	\$ 43,763	100%	
19	COMMUNITY LIFE				
20	Community Life Pastor	\$ 1,000	\$ 407	41%	
21	Community Events	\$ 4,900	\$ 5,991	122%	Offset by designated gifts
22	Lifeline	\$ 7,840	\$ 9,869	126%	Computer replacement
23	Summit Men	\$ 6,500	\$ 7,214	111%	Offset by designated gifts
24	Sub-Total	\$ 20,240	\$ 23,480	116%	
26	COMMUNITY OUTREACH				
27	Community Care	\$ 7,700	\$ 6,394	83%	
28	Food Pantry	\$ 204,325	\$ 169,009	83%	Expenses commensurate with income
29	Sub-Total	\$ 212,025	\$ 175,403	83%	
31	CONGREGATIONAL CARE				
32	Congregational Care	\$ 20,175	\$ 19,140	95%	
33	Sub-Total	\$ 20,175	\$ 19,140	95%	
35	DISCIPLESHIP				
36	LifeStudy	\$ 9,000	\$ 13,167	146%	Additional FPU kits offset by income
37	Traffic Safety	\$ 3,950	\$ 3,989	101%	
38	Sub-Total	\$ 12,950	\$ 17,156	132%	
40	SENIOR PASTOR				
41	Elders	\$ 4,000	\$ 10,793	270%	AECC donation, guest speaker Kenn Kington, Scholarship (offset by designated gift)
42	Grants	\$ 2,200	\$ 3,557	162%	Computers and software for Honduras
43	Sub-Total	\$ 6,200	\$ 14,350	231%	

**CHESAPEAKE CHURCH
2016 MINISTRY EXPENSES - BUDGET vs. ACTUALS**

	A	B	C	D	E
44					
45	EXECUTIVE PASTOR				
46	Executive Pastor - Edwards	\$ 3,500	\$ 4,972	142%	Additional training and development offset by designated gift
47	Hospitality	\$ 15,200	\$ 11,356	75%	
48	Sub-Total	\$ 18,700	\$ 16,328	87%	
49					
50	EXECUTIVE PASTOR				
51	Executive Pastor - Palmer	\$ 1,600	\$ 1,040	65%	
52	Communications	\$ 2,000	\$ 2,450	122%	
53	Honduras	\$ 21,200	\$ 19,378	91%	
54	Sub-Total	\$ 24,800	\$ 22,868	92%	
55					
56	IT SUPPORT				
57	IT Support	\$ 32,050	\$ 60,428	189%	Includes new firewall; upgraded Auditorium, patio and lobby Wi-Fi; Church Phone App
58	Sub-Total	\$ 32,050	\$ 60,428	189%	
59					
60	SPECIAL EVENTS				
61	Christmas Eve	\$ 13,000	\$ 11,638	90%	
62	Easter	\$ 9,500	\$ 12,427	131%	
63	Sub-Total	\$ 22,500	\$ 24,065	107%	
64					
65	YOUTH				
66	Peake Youth	\$ 76,780	\$ 46,289	60%	Cancelled youth mission trip due to Zika virus concerns (expenses commensurate with income)
67	Sub-Total	\$ 76,780	\$ 46,289	60%	
68	MINISTRY BASICS TOTAL	\$ 529,850	\$ 548,356	103%	
69	"Remember this: Whoever sows sparingly will also reap sparingly, and whoever sows generously will also reap generously." 2 Corinthians 9:6				

CHESAPEAKE CHURCH

The plans of the Lord stand firm forever,
the purposes of His heart through all generations.
Psalm 33:11



CONGREGATIONAL MEETING
2017 BUDGET
February 28, 2017

CHESAPEAKE CHURCH 2017 BUDGET SUMMARY

A	H	J
1	2017 Budget	NOTES
2		
3	\$ 3,016,000	\$58K Average Weekly Giving Target; 2% increase over 2016 actuals
4	\$ 334,285	Reflects increase in Food Pantry grant income
5	\$ 73,200	Year 3 of 5-year lease
6	\$ 5,000	Historical average
7	\$ 3,428,485	2% Increase over 2016
8		
9		
10	\$ 2,012,605	See page 13
11	\$ 765,980	See page 13
12	\$ 619,900	See pages 14-15
13	\$ 30,000	10-Year Campus Master Plan
14	\$ 3,428,485	6% Increase over 2016
15	\$ (0)	
16		
24	". . . Acknowledge the God of your father, and serve Him with wholehearted devotion and with a willing mind, for the Lord searches every heart and understands every motive behind the thoughts." 1 Chronicles 28:9-10	

CHESAPEAKE CHURCH 2017 INCOME BUDGET

A	F	H
1	2017 BUDGET	2017 NOTES
3		
4	\$ 3,016,000	\$58K Average Weekly Giving Target; 2% increase over 2016 actuals
5	\$ 73,200	Year 3 of 5-year lease
6	\$ 5,000	Historical average
7	\$ 3,094,200	2% Increase over 2016
9		
10	\$ 30,000	Designated gift for camera system
11	\$ 2,500	
12	\$ 5,110	Assessment and curriculum fees
13	\$ 230,375	Increased grant income
14	\$ 1,000	
15	\$ 5,000	Curriculum fees
16	\$ 55,300	Events and youth mission trip
17	\$ 5,000	Historical average
18	\$ 334,285	
20	\$ 3,428,485	2% Increase over 2016
21	<p>"Yours, O Lord, is the greatness and the power and the majesty and the splendor, for everything in heaven and earth is Yours . . . wealth and honor come from You." 1 Chronicles 29:11-12</p>	

**CHESAPEAKE CHURCH
2017 MINISTRY EXPENSE**

	A	E	G
1	CATEGORY	2017 BUDGET	NOTES
3	HUMAN RESOURCES		
4	Salaries	\$ 1,797,605	
5	Benefits	\$ 215,000	Covering more staff; also assumes 6% increase in 2017 premiums
6	Sub-Total	\$ 2,012,605	8% Increase over 2016
8	GENERAL OPERATIONS & MAINTENANCE		
9	Finance	\$ 48,000	
10	Admin/Ops	\$ 522,800	
11	Building Services	\$ 160,080	Includes driveway lighting
12	Campus Development	\$ 35,100	
13	Sub-Total	\$ 765,980	2% Increase over 2016
15	MINISTRIES		
16	Basics	\$ 619,900	See pages 14-15
17	Campus Development	\$ 30,000	10-Year Campus Master Plan
18	Sub-Total	\$ 649,900	4% Increase over 2016
21	TOTAL EXPENSES	\$ 3,428,485	6% Increase over 2016
22	But as for me, I trust in You, O Lord, I say, "You are my God." Psalm 31:14		

Chesapeake Church 2017 Ministry Expenses

	A	E	G
	MINISTRIES	2017 BUDGET	
1			
2			
3	ARTS		
4	The Edge	\$ 1,500	
5	Prayer Team	\$ 1,850	
6	Production	\$ 56,950	Includes completion of booth/camera system project offset by designated gift
7	Welcome	\$ 2,300	
8	Worship	\$ 11,000	
9	Sub-Total	\$ 73,600	
10			
11	CHILDREN'S		
12	Children's Pastor	\$ 14,200	Includes Pumpkin Patch Party growth
13	Early Childhood Devel	\$ 6,000	
14	The Park	\$ 14,000	
15	Staff Childcare	\$ 2,400	
16	Community Events	\$ 6,000	
17	Sub-Total	\$ 42,600	
18			
19	COMMUNITY LIFE		
20	Community Life Pastor	\$ 1,000	
21	The Living Room (Young Adults)	\$ 11,600	
22	Summit Men	\$ 8,000	
23	Sub-Total	\$ 20,600	
24			
25	COMMUNITY OUTREACH		
26	Comm Outreach Pastor	\$ 2,500	
27	Community Care	\$ 7,855	Includes benevolence fund
28	Food Pantry	\$ 230,375	Expenses always commensurate with grants/designated gifts
29	Sub-Total	\$ 240,730	
30			
31	CONGREGATIONAL CARE		
32	Congregational Care	\$ 24,150	Includes assessments offset by income
33	Sub-Total	\$ 24,150	
34			
35	DISCIPLESHIP		
36	LifeStudy	\$ 9,650	Includes curriculum offset by income
37	Traffic Safety	\$ 4,250	
38	Sub-Total	\$ 13,900	
39			

Chesapeake Church 2017 Ministry Expenses

	A	E	G
40	SENIOR PASTOR		
41	Elders	\$ 14,000	Includes The Lobby Coffee Bar scholarships for Honduras mission trips
42	Grants	\$ 2,750	
43	Communications	\$ 7,600	
44	Sub-Total	\$ 24,350	
45			
46	EXECUTIVE PASTOR		
47	Executive Pastor - Edwards	\$ 6,650	
48	Hospitality	\$ 12,300	Transferred coffee equipment budget to Building Services
49	Sub-Total	\$ 18,950	
50			
51	MISSIONS		
52	Honduras	\$ 20,225	
53	Sub-Total	\$ 20,225	
54			
55	IT SUPPORT		
56	IT Support	\$ 38,235	Includes mobile-friendly website
57	Sub-Total	\$ 38,235	
58			
59	SPECIAL EVENTS		
60	Christmas Eve	\$ 13,000	
61	Easter	\$ 13,000	
62	Sub-Total	\$ 26,000	
63			
64	YOUTH		
65	Peake Youth	\$ 76,560	
66	Sub-Total	\$ 76,560	
67	MINISTRY BASICS TOTAL	\$ 619,900	
68	"I will give thanks to You, Lord, with all my heart; I will tell of all Your wonderful deeds." Psalm 9:1		



The Examination and Affirmation Process for Elders at Chesapeake Church

The affirmation of Elders within the Chesapeake community is a tremendous opportunity for men who feel the call of God on their life to submit themselves to examination by the Session (Board of Elders) and examination as well as affirmation by the members.

As it was in the early church, a man who feels God's call should meet the qualifications set forth in 1 Timothy 3 and Titus 1 (see attachment.) Men who feel called to the office are considered to already be performing as Elders by attending to the spiritual needs of the Chesapeake community.

Nominations are made at a Congregational Meeting called by the Session. Once nominated, the Session will then examine the men to establish whether they meet the qualifications as set forth in the Scriptures. This examination will take place within two weeks following the Congregational Meeting. After prayer and discernment of God's direction, the names of those continuing in the process will be posted in the bulletin.

After posting the names of those considered qualified for the office, the community begins its examination. This is an important time for the members of Chesapeake to discern God's call on the nominee to serve as an Elder at Chesapeake. The best way to examine candidates is in small groups. Small groups are encouraged to make their examinations known and to be open to having others attend.

Concurrent with the community's examination, the nominees will begin to attend all regularly scheduled Session meetings as well as an in-depth study of Biblical Eldership. The purpose is to expose these men to the process, topics and discussions that regularly come before the Session. These men will be excused during any confidential discussions, the same as any guest who attends Session meetings.

Others who are interested may also begin a study of Biblical Eldership using the same curriculum. The goal of this discussion-focused class is to identify the role and responsibilities of the office of Elder in the Chesapeake community. Another goal is to give those who feel a leading in this ministry an opportunity to examine the role without having to be nominated as an Elder.

Typically the process will take up to nine months from the initial Congregational Meeting to a Congregational Meeting where additional or returning Elders are affirmed. Returning Elders are those who have been inactive from the Session for more than a year.

An ordination service for new Elders will take place at a service after a candidate has been examined and approved by the Session, examined by the community and affirmed by the members at a Congregational Meeting. Elders who have been re-affirmed by the members to return to active Session work need not be ordained again. The ordination as Elder is for life unless the Elder has been removed for disciplinary causes. Elders are subject to self-review and affirmation every three years.



QUALIFICATIONS FOR ELDERS
1 TIMOTHY 3:1-16 & TITUS 1:5-9

"I am the good shepherd; and I know My own, and My own know Me, even as the Father knows Me and I know the Father; and I lay down My life for the sheep. And I have other sheep, which are not of this fold; I must bring them also, and they shall hear My voice; and they shall become one flock with one shepherd. For this reason the Father loves Me, because I lay down My life that I may take it again. No one has taken it away from Me, but I lay it down on My own initiative. I have authority to lay it down, and I have authority to take it up again. This commandment I received from My Father."
John 10:14-18

It is a noble task. An excellent occupation. A position worthy of aspiration.

An example to the flock. Elders are shepherds.
(Overseer)

A witness to Christ's sufferings.

Above reproach.
(Not liable to public criticism)

Married only once: Husband of but one wife.
(No non-biblical divorce, no current sinful relationship)

Sensible.
(Poised, balanced, self-controlled)

Dignified.
(Well behaved/unruffled)

Hospitable.
(People should feel welcomed to and comfortable in your home.)

An apt teacher.

Not a drunkard, indulging in wine.
(This will evidence itself by affecting the other traits: "sober minded, not blustering or abusive.")

Not violent or quarrelsome, but gentle.
(When we are struck, do not strike back; when you are reviled, do not revile in return; when you suffer, do not threaten.)

Not a lover of money.
(Store up not earthly treasures, but treasures in heaven.)

Must manage his own family well, children obey with proper respect.
(Your ability to manage your home speaks directly to your ability to manage a house of God; also includes financial management & tithing.)

Not a recent convert.
(Literally: newly planted)

Good reputation with outsiders.



SUGGESTED INTERVIEW QUESTIONS

(Read 1 Timothy 3:1-16 & Titus 1:5-9)

Why do you feel called to the Office of Elder?

Is your spouse/family supportive of you becoming an Elder?

How long have you been a Christian?

How did you come to faith in Jesus?

Have you ever led someone to faith in Jesus?

Do you tithe fully (10% of your gross household income)?

Are you familiar with the Westminster Confession?

Do you have any reservations regarding the Westminster Confession?

Do you currently find yourself in conflict with any of the teachings or doctrines of Chesapeake Church?

How will having the position of Elder effect your family and other commitments?

Describe your prayer life and the importance of prayer in a Christian's life?

What unique gifts or talents do you bring to the Session?

How can I pray for you?