



Dover Baptist Association
"a resource and ally for churches and their leaders"

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Todd Combee, Moderator

June 30, 2009

TO: Executive Committee Members

FROM: Todd Combee

RE: Dover Executive Committee meeting on July 14, 2009

We will next meet at 7:30 p.m. on Tuesday, July 14, 2009 at North Run Baptist Church, 2100 Lydell Drive, Richmond.

Our agenda may include several recommendations as well as reports. We will consider two recommendations from the Personnel Committee related to Dover's staff retirement plan and a clarification of Dover's Personnel Policy re Personal Days. Among the reports, I look forward to hearing about the completion of the Bluefield College project, progress toward this year's Association Missions Offering Challenge, an update re Dover's planned outreach effort, and a report from the Nominations Committee. The Finance Committee will share the first draft of the proposed 2010 budget (attached). We may also have other recommendations and reports.

If you lead one of our committees or councils and plan to have a report, it would help us—and the clerk—to have a written copy, especially if your report includes a recommendation(s). Anything you want the Dover office to copy for distribution to Executive Committee members should arrive at the Dover office not later than Monday morning July 13 (or, if mailed, must arrive by Friday, July 10). Thank you.

Please take a few minutes to review the enclosed minutes of our April Executive Committee meeting and the Semiannual Meeting. May God bless you and the congregation you serve as we enter a season of growth and prepare for a coming harvest. I look forward to seeing you at our meeting on July 14.

P. S. We regret to announce the death of Ken Trotter, husband of Dover Clerk Jerri Trotter. Ken died June 17.

Dover Baptist Association
Minutes of the Executive Committee
April 14, 2009, 7:30 P.M., North Run Baptist Church

Moderator Todd Combee called the meeting to order at 7:30 p.m. Rev. Mike Garner, pastor of Dover Baptist Church, read Scripture and led in prayer.

The registration cards were collected. The minutes of the January Executive Committee meeting were approved as printed.

The representatives of the Virginia Baptist Mission Board noted that the Board will meet next week.

Director of Missions Steve Allsbrook explained the Treasurer's report for FY 2008 (attached). No one asked questions.

Nita May, Central Virginia Baptist Ministries Regional Ministries Coordinator, reported her husband is doing well after his heart attack. Nita thanked everyone for their prayers and expressions of concern. Nita's report included the following:

- CVBM will sponsor a Habitat for Humanity work day in April during Affordable Housing Awareness Week. This year teams will work on two houses in New Kent County, one of which will go to a family in Dover's Corinth Baptist Church.
- CVBM will host a Vacation Bible School workshop on April 21. The workshop will include a conference on "How to Lead a Child to Christ."
- Nita thanked the association for donating Bibles and money to buy Bibles for prison ministries. She spoke of opportunities for volunteers to work in the prisons.
- Nita also announced a Bible conference entitled "How to Read God's Word" on June 20.

Associate for Missions Sam Duenckel reported about his training to serve as a personal coach for Crown Financial Ministries. He also reported several churches are using the *Fireproof* material. For example, Pastor Tom Gaskins is using the six-week *Fireproof* sermon series at North Run Baptist Church.

Bob and Barbara Boggs, Associates for Ministry to Church Leaders and Church Leader Families reported. They attended a reception for Shadrack Monageng, a church planter in South Africa. They spoke at Parham Road and Beulah Baptist Churches. They attended the funeral for former Dover Clerk Rose Moore. Barbara met with the women pastors group. She asked that we pray for Sue Strother, the widow of a retired minister who attends the Dover group. Bob and Barbara met with the youth ministers group. Bob also made several hospital visits and personal contacts.

Administrative Assistant Sandy Weakley shared that she and Office Secretary Sue Hall will attend the National Association of Southern Baptist Secretaries (NASBS) national conference at Ridgecrest. Sandy will be installed on the NASBS Board as Secretary/Treasurer for a 2-year term. She thanked Dover for allowing her this opportunity.

Steve Allsbrook reported several illnesses and the deaths. Steve shared:

- Leaders from Baltimore Baptist Association will lead a workshop on ways to connect with persons outside the church. Westhunt Baptist Church will host the event. The workshop will offer six conferences on topics such as sports camps, the Good News Wagon, and church starting.
- Youth Encounter will take place at Walnut Grove Baptist Church.

- John Rudd, a pastor in Baltimore Baptist Association, will speak at Dover's Semiannual Meeting.
- The Bluefield College Project to renovate cottages for married student housing still has openings for volunteers. Dover will supplement the donations of churches and individuals to assure \$25,000 to pay for materials needed to renovate one of the four cottages.
- The next Dover Senior Adult Luncheon will take place at Mount Vernon Baptist Church on May 20.

Barbara Boggs reported for Dover's Woman's Missionary Union. The DWMU Annual WMU Meeting is Tuesday, May 12 at Four Mile Creek Baptist Church. Laura McDaniel, WMUV Executive Director will speak.

Jennifer Chrisman shared the story of a former ESL student who has become a U. S. citizen. Eleven attended the March workshop to train ESL volunteers. She will offer the next workshop in August. Jennifer also reported that she has formed an ESL Committee.

Nita May reported that Central Virginia Raceway Ministries will provide ministry support for the races at Richmond International Raceway in May and June. Volunteers may serve in a variety of roles at the Hospitality Ministry Tents. The ministry asks that Dover churches provide cookies to distribute at the May race.

Business Session

Clerk Jerri Trotter reported the presence of messengers from 15 churches, constituting a quorum of at least 15 churches.

In unfinished business, Moderator Todd Combee gave a progress report on the appointment of a body to develop policies and administer the "Pruett Fund for Church Leadership." Todd hopes to have a representative from each of the five area groupings of Dover churches.

Under new business, Nominations Chairman Fred Gibson presented a recommendation from the Nominations Committee that Dover elect Ed Shepard (pastor, Beulah Baptist Church) and Marion Pierce (Poplar Springs Baptist Church) to serve on the Personnel Committee, effective immediately. The association approved.

Mission Resource Recommendation Team Leader Bob Moran presented a recommendation from the Team that the Executive Committee endorse, for consideration by the Dover Association at its Semiannual Meeting, the Team's recommendation that the Association establish an implementation and development team to (1) lead the association to implement an association-wide marketing campaign to connect with people who do not attend church using the remaining balance of the proceeds from the sale of the Patterson Avenue property, (2) train each church that participates in the campaign in matters related to the church's responsibilities and opportunities as part of the campaign, (3) utilize \$50,000 of the aforementioned balance through Dover's Church Challenge Grant program to assist churches in individual outreach efforts as part of the implementation of the campaign, and (4) report the results of the campaign to the Association and to participating churches not later than Dover's 2011 Annual Meeting. The association endorsed the recommendation.

Combee announced that he is prepared to appoint an Outreach Campaign Team, pending approval of the recommendation at the Semiannual Meeting. Team members will include Peggy

Hildreth (Mechanicsville) and Bob Moran (Beulah) who served on the Mission Resource Recommendation Team, Paul Beith (pastor, Pioneer), Paul Clay (New Highland), Abbie Duenckel (staff minister, Ridge), Dean Frazier (pastor, Goochland), and Wayne Smith (staff minister, Cool Spring).

Dave Chrisman, Student Ministries Council co-leader, presented the Council's recommendation that the association award the 2009 Hepler Scholarship in the amount of \$450 to Spencer Jordan Dillard, a member of Parham Road Baptist Church. Dave reported the association had received 20 applications. Steve Allsbrook asked about the criteria for selecting the recipient. Dave advised the student must go to a Baptist school or to a Virginia school. Preference is given to freshmen. The association approved the recommendation. The scholarship will be presented to Jordan at the Semiannual meeting.

Announcements:

- Dover's Semiannual Meeting on Sunday, April 26 at First Baptist Church, West Point. Churches should elect their messengers.
 - The Dover Council Annual Planning Retreat is scheduled for May 21 at the Dover Center. Please pray for Dover leaders as they prepare the 2010 budget and the calendar and shape future association efforts.
 - The Executive Committee will next meet on July 14.
 - Noting that we had exactly enough for a quorum at this meeting, Steve Allsbrook asked that churches make sure to send their representatives to our meetings so we will have a quorum each time.
 - Someone asked to have the e-mail question on tonight's registration card clarified. Per Steve, if you want the minutes via e-mail, fill out that information. We have also placed the ability to sign up for e-mail access on the Dover website.
- The meeting concluded with prayer at 8:54 p.m.

Respectfully submitted,

Jerri J. Trotter

Dover Baptist Association
Minutes of the Semiannual Meeting
April 26, 2009, 3:00 P.M., First Baptist Church, West Point

Robyn Boring played a prelude. Moderator Todd Combee called the meeting to order. He recognized Program Committee member Cindy Marshall who moved the adoption of the program. The program was adopted as printed with the substitution of Tim Norman, pastor of Glen Allen Baptist Church, to read Scripture and lead in prayer. Tim read from Psalm 107:1-22 and offered a beautiful opening prayer. Attendees sang "I Love to Tell the Story" accompanied on piano by Robyn Boring. Host pastor Randy Mathis welcomed everyone.

Dover Ministers Conference leader Steve Smith recognized Pete du Plessis, Executive Director of the Richmond Baptist Association as a guest and Baptist partner at the meeting. Director of Missions Steve Allsbrook welcomed Mary Rudd, wife of our speaker John Rudd.

Jim Townsend, Church and Community Missions Director, asked everyone to note the association missions emphasis week materials in the welcome bags. He presented the bag for First Baptist Church, West Point to the host pastor.

Business Session

Clerk Jerri Trotter reported the presence of 88 messengers from 23 churches, constituting a quorum of at least 20 churches. Jerri noted 26 others present.

Mission Resource Recommendation Team leader Bob Moran, representing the Team, presented the following recommendation:

The Mission Resource Recommendation Team, with the endorsement of the Executive Committee, moves that the Association establish an implementation and development team to (1) lead the Association to implement an Association-wide marketing campaign to connect with people who do not attend church using the remaining balance of the proceeds from the sale of the Patterson Avenue property, (2) train each church that participates in the campaign in matters related to the church's responsibilities and opportunities as part of the campaign, (3) utilize \$50,000 of the aforementioned balance through Dover's Church Challenge Grant program to assist churches in individual outreach efforts as part of the implementation of the campaign, and (4) report the results of the campaign to the Association and to participating churches not later than Dover's 2011 Annual Meeting.

Todd Combee asked Bob Moran to give a brief history of the Patterson Property for everyone not familiar with it. Bob shared that the Patterson Avenue property was purchased by Dover for \$633,000 and sold for \$1,400,000. An attendee asked if all the money from the sale was to be used in this recommendation. Bob explained that a team will be formed to make these decisions. Another attendee asked how much of the money is left. Steve Allsbrook reported that, after paying off the mortgage, repaying the association, and giving away a tithe of the gross proceeds, about \$450,000 remains. Fifty thousand dollars will be set aside as noted in this recommendation, leaving some \$400,000 to go toward the outreach campaign. Messengers approved the recommendation.

Moderator Combee announced the appointment of a team to lead the outreach campaign. Wayne Smith (staff minister, Cool Spring) will lead the team. Other team members include Team members will include Peggy Hildreth (Mechanicsville) and Bob Moran (Beulah) who

served on the Mission Resource Recommendation Team, Paul Beith (pastor, Pioneer), Paul Clay (New Highland), Abbie Duenckel (staff minister, Ridge), and Dean Frazeur (pastor, Goochland). The Mission Resource Recommendation Team was recognized and applauded.

Student Ministries Council member Mark Miller and collegiate minister Thomas Rawls presented the Hepler Scholarship to Jordan Dillard of Parham Road Baptist Church. Jordan expressed his appreciation and his thanks for this \$450.00 award sharing that his recently deceased grandfather Bill Dillard was a friend of Paul Hepler for whom the scholarship is named.

Language-Cultural Council Director Bill Stennett, joined by Steve Allsbrook, reported on the Latin American Mission Project known as L.A.M.P. Steve gave a history of the project, noting that the project as we have known it has come to an end. He invited Louis Orsatti and the family to the podium and expressed his appreciation for the work Louis had done. Steve and Greta Kidd, representative of Entrust Federal Credit Union, presented gifts to Louis. Louis thanked God and Dover for the support he had received. He shared some particulars of his work in Mexico and plans for new ministry in the Richmond area. Louis asked that we continue to pray for him and the ministry among the Latino people. Steve informed those present how they might share a love offering with the Orsattis. Steve offered a pray for Louis, his family, and his work.

Regional Ministries Coordinator Nita May reported for Central Virginia Baptist Ministries. Nita thanked Dover Baptists for their support of the Habitat for Humanity project and for donating Bibles to prison ministry. The Vacation Bible School training conference was held this week. There will be a conference on June 20th called "How to Read the Bible." Bring-a-Kid to the Race ministry is set for May 1. Homemade cookies for use in the raceway ministry are due at Dover on Wednesday. The State Fair Ministry is planned for late September and early October. The regional Leadership Development Conference will be held September 28.

Steve Smith shared the Virginia Baptist Mission Board Report. The Board Members from Dover include Peggy Hildreth (Glocal Missions and Evangelism), Mark Hughes (Glocal Missions and Evangelism), Steve Smith (Empowering Leaders), Dean Wikowsky (Emerging Leaders), and member-at-large Todd Combee (Emerging Leaders). Courageous Churches is providing funding for new church investment and pastoral assistance and working to strengthen church starting in Virginia (Steve Allsbrook is serving on a related team). Emerging Leaders has held three Youth Encounters this year, collecting \$3,000 for the clean drinking water ministry project. Empowering Leaders is holding a conference for church leaders at Eagle Eyrie, May 8-9. Support Services is offering a "Fireproof Your Marriage" retreat in October. Glocal Missions and Evangelism will provide \$30,000 for ministry to refugees in and around Richmond, to be given out over a three-year period (20,000 refugees now live in the region). Smith showed a video of the dedication of a playground at the Precious Children's Home in India featuring Todd Combee and a plaque that recognized Dover as one of the contributors.

Todd Combee thanked Greta Kidd of Entrust for her support for the association. He also recognized Dana Hayden, church planter for The Journey in Hermon Association (with whom Dover is cooperating in the start of this work, formerly known as Living Proof Church).

Attendees sang "The Servant Song" accompanied by Robyn Boring on piano. Then Partnership Missions Council member Alan Ray, who formerly served in Baltimore Baptist

Association, introduced guest speaker John Rudd, pastor of Reisterstown Baptist Church in that association.

John shared his inspiring story, including having been homeless at one time. He challenged hearers to connect to those outside the church and to make our churches more welcoming and guest-friendly, noting the lost are not that hard to find. John said, "If we Christians really believe this stuff, we must hate our neighbors not to share it."

He spoke about the difference partnerships have made in the life and ministry of Reisterstown Baptist Church. The church, which had struggled for years, baptized 30 in 2008 and has already baptized another 30 in 2009. He stated that churches need to celebrate as growth takes place. With the help of teams from partnering churches, Reisterstown has more outreach projects planned.

John encouraged Dover to send teams and expressed the hope that Dover Baptists would also receive partnering teams from Baltimore Baptist Association. He said, "I look forward to what we are going to do with Dover."

Todd thanked John for his message and asked that we pray for Mary as she faces surgery. Vice Moderator Mel Ross closed the meeting with prayer at 4:55 p.m., assisted by his pastor Mark Hughes (Berea) who sang a traditional Irish blessing.

Respectfully submitted,

Jerri J. Trotter

Dover Baptist Association	2009 Adopted Budget	2009 Revised Budget	2010 Proposed Budget
<u>Projected Offerings, Income, and Other Receipts</u>			
Offerings from Churches	\$ 440,529	\$ 366,373	\$ 415,864
Cooperative Support from Dover Partners	\$ 4,557	\$ 4,557	\$ 4,710
Investment Income and Interest	\$ 9,000	\$ 9,000	\$ 7,000
Other Support, Income, and Receipts	\$ 19,675	\$ 19,675	\$ 5,858
	\$ 473,761	\$ 399,605	\$ 433,432
<u>Expenses</u>			
Programs, Promotion, and Training	\$ 36,655	\$ 30,355	\$ 20,480
Shared Ministries	\$ 45,240	\$ 42,240	\$ 45,240
Personnel	\$ 276,882	\$ 268,228	\$ 271,440
New Work and Church Assistance	\$ 20,000	\$ 12,300	\$ 10,300
Operating Expenses	\$ 94,974	\$ 88,973	\$ 85,973
	\$ 473,751	\$ 442,096	\$ 433,433
		\$ (42,491)	\$ (0)
<u>Cash Flow</u>			
Collection of Debt Receivable		\$ 69,850	\$ -
Transfer from Designated Reserves			\$ -
		\$ 27,359	\$ (0)
Net Cash Flow			

Dover Baptist Association	2009 Adopted Budget	2009 Revised Budget	2010 Proposed Budget
<u>Offerings, Income, Other Receipts and Cash Flow</u>			
Offerings from Churches			
Offerings from Dover Churches	\$ 435,272	\$ 361,116	\$ 411,073
Offerings from Other Churches	\$ 5,257	\$ 5,257	\$ 4,791
Total Offerings from Churches	\$ 440,529	\$ 366,373	\$ 415,864
Cooperative Support from Dover Partners			
VBMB State Missions Offering Refund	\$ 4,557	\$ 4,557	\$ 4,710
Total Cooperative Support from Dover Partners	\$ 4,557	\$ 4,557	\$ 4,710
Investment Income and Interest			
Investment Income and Interest	\$ 9,000	\$ 9,000	\$ 7,000
Total Investment Income and Interest	\$ 9,000	\$ 9,000	\$ 7,000
Other Support, Income, and Receipts			
ESL Fees	\$ 1,350	\$ 1,350	\$ 1,350
Meal Reservations	\$ 3,325	\$ 3,325	\$ 2,850
Youth Basketball League Fees	\$ 9,000	\$ 9,000	\$ -
Miscellaneous Fees and Other Income	\$ 6,000	\$ 6,000	\$ 1,658
Total Other Support, Income, and Receipts	\$ 19,675	\$ 19,675	\$ 5,858
	<u>\$ 473,761</u>	<u>\$ 399,605</u>	<u>\$ 433,432</u>

Dover Baptist Association	2009 Adopted Budget	2009 Revised Budget	2010 Proposed Budget
<u>Expenses</u>			
Programs, Promotion, and Training			
Annual and Semi-annual Meetings	\$ 2,625	\$ 1,000	\$ 1,000
*Association and Church Leader Development and Resources	\$ 500	\$ 100	\$ -
Association Missions Week Promotion	\$ 1,000	\$ 1,000	\$ 1,000
Communications, Marketing, and Promotion	\$ 1,000	\$ 500	\$ 500
**Discipleship Training	\$ 250	\$ 100	\$ -
Dover Ministers' Conference	\$ 800	\$ 600	\$ 600
ESL	\$ 2,005	\$ 2,005	\$ 2,005
**Evangelism	\$ 500	\$ 100	\$ -
Language-Cultural Council	\$ 1,000	\$ 800	\$ 800
Library and Audio/Visual Aids	\$ 2,525	\$ 2,400	\$ 2,400
Misc. Program Expenses	\$ 650	\$ 500	\$ 500
*Music	\$ 100	\$ -	\$ -
Partnership Missions	\$ 2,000	\$ 2,000	\$ 2,000
Royal Ambassadors (Racer Derby, Track Meet, Fish Outing)	\$ 100	\$ -	\$ -
*Secretaries Fellowship	\$ 250	\$ 250	\$ -
Seniors Ministry	\$ 3,050	\$ 3,050	\$ 2,900
Student Ministries	\$ 2,375	\$ 2,375	\$ 2,400
*Sunday School, VBS, and Bible Teaching	\$ 250	\$ 100	\$ -
*Volunteer Leader Expenses	\$ 300	\$ 100	\$ -
W.M.U.	\$ 2,375	\$ 2,375	\$ 2,375
World Missions Conference	\$ 1,000	\$ -	\$ -
Youth Basketball	\$ 9,000	\$ 8,000	\$ -
Youth Events	\$ 3,000	\$ 3,000	\$ 2,000
Total Programs, Promotion, and Training	\$ 36,655	\$ 30,355	\$ 20,480
Shared Ministries			
Leadership Training Events			
Regional Baptist Projects			
Regional Ministries--Operations	\$ 39,000	\$ 39,000	\$ 42,324
Regional Ministries--Program Expenses	\$ 6,240	\$ 3,240	\$ 2,916
Total Shared Ministries	\$ 45,240	\$ 42,240	\$ 45,240

Dover Baptist Association	2009 Adopted Budget	2009 Revised Budget	2010 Proposed Budget
New Work and Church Assistance			
New Work Research, Development, and Start-Up Expenses	\$ 8,500	\$ 4,300	\$ 4,300
New Work Salary Assistance	\$ 9,000	\$ 6,000	\$ 5,000
Special Assistance for Churches	\$ 2,500	\$ 2,000	\$ 1,000
Total New Work and Church Assistance	\$ 20,000	\$ 12,300	\$ 10,300
Operating Expenses			
Building and Property Expenses	\$ 30,942	\$ 30,942	\$ 30,942
*Capital Improvements	\$ 9,000	\$ 3,000	\$ -
Contingencies	\$ 313	\$ 313	\$ 313
Office Equipment, Furnishings, and Operating Expenses	\$ 31,015	\$ 31,015	\$ 31,015
Staff Expenses	\$ 23,703	\$ 23,703	\$ 23,703
Total Operating Expenses	\$ 94,974	\$ 88,973	\$ 85,973
Personnel			
Salaries, Wages, Housing, and Related Items	\$ 219,760	\$ 212,166	\$ 212,284
FICA, Insurance, Retirement, and Other Benefits	\$ 57,102	\$ 56,061	\$ 59,155
Total Personnel	\$ 276,882	\$ 268,227	\$ 271,440
	\$ 473,751	\$ 442,095	\$ 433,433

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*Funds for this ministry will come from designated reserves as needed.
 **Dover will address this ministry through the outreach campaign effort.

Dover Baptist Association	2009 Adopted Budget	2009 Revised Budget	2010 Proposed Budget
<u>Expenses</u>			
Personnel			
Salaries, Wages, Housing, and Related Items			
Executive Director of Missions	\$ 35,486	\$ 34,411	\$ 35,739
Housing	\$ 32,000	\$ 32,000	\$ 32,000
FICA Supplement	\$ 10,480	\$ 10,313	\$ 10,520
Associate for Missions	\$ 8,635	\$ 8,385	\$ 10,053
Housing	\$ 24,000	\$ 24,000	\$ 24,000
FICA Supplement	\$ 5,068	\$ 5,029	\$ 5,288
Associate for Ministry to Church Leaders	\$ 12,230	\$ 12,114	\$ 12,356
FICA Supplement	\$ 1,871	\$ 1,853	\$ 1,890
Associate for Ministry to Church Leader Families	\$ 12,230	\$ 12,114	\$ 12,356
Administrative Assistant	\$ 41,403	\$ 41,008	\$ 41,828
Office Secretary	\$ 16,307	\$ 16,152	\$ 16,474
Office Assistant	\$ 9,670	\$ 9,587	\$ 9,779
Bookkeeper	\$ 10,400	\$ 5,200	\$ -
Total Salaries, Wages, Housing, and Related Items	\$ 219,780	\$ 212,166	\$ 212,284
FICA, Insurance, Retirement, and Other Benefits			
Executive Director of Missions			
Medical/Life/Disability Insurance	\$ 6,017	\$ 7,194	\$ 7,962
Retirement	\$ 11,847	\$ 11,658	\$ 11,891
Associate for Missions			
Medical/Life/Disability Insurance	\$ 3,000	\$ 3,000	\$ 2,800
Retirement	\$ 4,392	\$ 4,359	\$ 4,583
Administrative Assistant			
Medical/Life/Disability Insurance	\$ 15,086	\$ 13,250	\$ 15,107
Retirement	\$ 4,833	\$ 4,787	\$ 4,882
Office Secretary			
Retirement	\$ 2,484	\$ 2,460	\$ 2,509
Office Assistant			
Retirement	\$ -	\$ -	\$ -
FICA and Medicare (Non-ordained Staff)	\$ 6,183	\$ 6,124	\$ 6,246
Staff Christmas Checks and Special Gifts	\$ 3,260	\$ 3,229	\$ 3,175
Total FICA, Insurance, Retirement, and Other Benefits	\$ 57,102	\$ 56,061	\$ 59,155
Total Personnel	\$ 276,882	\$ 268,227	\$ 271,440