



Martin O. Weddington Papers.

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.

**PILGRIM BAPTIST CHURCH
732 WEST CENTRAL AVENUE
ST. PAUL, MINNESOTA**

Pilgrim Baptist Church
1st Quarter Church Meeting
Thursday, April 23, 1998
7:00 P.M.

PILGRIM BAPTIST CHURCH
1ST QUARTER CHURCH MEETING
THURSDAY, APRIL 23, 1998
7:00 P.M.

A G E N D A

DEVOTION

DEACONS

CALL TO ORDER

REV. ROY L. THOMPSON

READING OF MINUTES

DEACONESS BRENDA STARR

OLD BUSINESS

Report from Church Leadership Conference
Progress Report of Constitution Committee
Progress Report of the Search Committee
Report from Pilgrim Academy
Progress Report of the Capital Funds Campaign

Norman Harrington, Jr.
Kenneth Saffold
Jeff Tate
Cheryl Boyd
Elizabeth Pegues-Smart

PASTOR'S REPORT (Interim)

REV. ROY L. THOMPSON

DEACONS REPORT

DEACON WILLIE GRAY, SR.

DEACONESS REPORT

DEACONESS STEPHANIE SAFFOLD

FINANCIAL REPORTS

FINANCE COMMITTEE REPORT

TREASURER'S REPORT

AUDIT COMMITTEE REPORT

TRUSTEE'S REPORT

MISSION & BENEVOLENCE REPORT

AUXILIARY REPORTS

(To be received in writing)

NEW BUSINESS

Recommendation for approval of new Choir Robes, not to exceed \$31,000. Rev. Thompson

ANNOUNCEMENTS

ADJOURNMENT

CLOSING PRAYER

Pilgrim Baptist Church

Meeting Minutes

January 28, 1998

Devotional led by Deacons Gray, Hoskins, Cunningham

Song: Jesus Is On The Mainline

Scripture - 1st Peter 4: 7-11

Song: Remember Me

Prayer: Deacon Cunningham

Song: Come By Here

Rev. Thompson said he is glad to see everyone here this evening and called the meeting to order at 7:15 pm. There is a quorum present - (25 or more persons at any meeting). The first order of business is the reading of the Minutes. It was moved and properly seconded to accept the Minutes as printed without being read, and if there are any corrections, the Clerk will be made aware and the changes will be implemented. The Motion carried.

PASTOR'S REPORT by Rev. Thompson: It has been a busy year in the life of the church and a lot of good things have happened in the course of this year - we should be looking forward, not backward. Rev. Thompson read a brief summary of goals during his time spent here at Pilgrim. A summary of some of the goals of PBC during the course of the interim Pastor's ministry was also read, in addition to a brief background on himself.

Rev. Thompson announced that there will be some changes in programs that are being implemented to enhance the spiritual motivation of the church: beginning with Ash Wednesday, each Wednesday evening there will be a Lenten service and we will join with the Alliance wherever they will be holding service. At Easter, we will have a Good Friday service, Sunrise service w/breakfast and the 2 morning services will stay the same. Each of the Associate Ministers has been invited to participate.

The Pilgrim Youth Leadership Initiative (PYLI) has been approved by the Bigelow Foundation to receive a grant of \$25,000 for 1998. The first payment has been received (\$12,500). He has a concern for the adoption of the budget for 1998 - he does not like budget deficits and tries to avoid them. He challenged the congregation to make a decision within ourselves that we not have a deficit budget this year. He asked that we pray about it and increase our current pledge by at least \$1 or \$2 per Sunday - this way we could cover the current deficit. This is an appeal that is being made so that we would not have to dip into the emergency funds during the year. We do not have to vote on it - it's between each of us and the Lord.

The Search Committee was founded during the year with Rev. Thompson as advisor to the committee. A small effort was made to expand the Capital Campaign for the building of the new church. Rev. Thompson announced his appreciation to all church ministries, auxiliaries, staff, associate ministers and officers. There was a pause to remember those who were called from life to eternity. A moment of silence was taken on their behalf.

It was moved by Deaconess Brenda Starr and properly seconded by Deacon Gray to accept the report of the Pastor. The Motion carried.

DEACON REPORT presented by Deacon Willie D. Gray (1998 Deacon Board Chair): The outgoing chair apologizes for not having his report here (he has been ill for more than a week and he hopes that we accept his apology for not having his report here). There is a new slate of officers for the Deacon Board, and they are looking forward to great things this year. They have been busy rendering service to those in need – the sick and those less fortunate than we are. They may have missed a few people because the church may or may not have been notified when someone is hospitalized. Deacon Gray is sure that the Deacons will be stronger this year and we'll be hearing great things about them. The Deacons are in the process of bringing on new Deacons this year.

Deacon Jordan said he was proud of Deacon Hoskins who has taken on a very active role in the church as well as with his family. A couple of months ago the Deacon Board observed some individuals whom they thought would make good Deacons. The requirements are that you must be a member of PBC for at least 3 years, and under observation. A meeting was held with the potential candidates – time was given to them to think about it and confer with their families as the family is involved with the decision. Those persons whom have been selected will have to go through training for 8 months, and must be ordained. The following persons have accepted the invitation to become Deacons. The names of those persons were read: Michael Stevens (has served as former Treasurer), Clarence Kenon, Darnell Rhinehart, Homer Wilson (very active in the church), Patrick Burrage, Andrew McGlory (very active for many years), David Johnson (been going around and visiting the sick already), Paul Warder (sings in the choir, active in the Sunday School), and Clarence Harris (Chair, Personnel Committee). These are the candidates for Deacons. The meeting was turned back over to Rev. Thompson who advised that the procedure that was discussed is that the candidates are trainees and then they will be recommended to become deacons. That is the process that will be used. The congregation was asked to receive the recommendation that these persons be accepted into training. It was moved and properly seconded that the names mentioned and presented to us this evening for trainees for deacons in this church be accepted. The Motion carried. We look forward to a fine group of men completing the training and making an excellent contribution to this church.

DEACONESS REPORT presented by Deaconess Brenda Starr (on be half of Deaconess Stephanie Saffold): Report was read as written. It was moved and properly seconded to accept the report of the Deaconess. The Motion carried.

TREASURER'S REPORT presented by Treasurer, Gazelle Pettway: Financial report for the end of 1997 (1997 Financial Summary) was presented. Brother Pettway acknowledged his appreciation to Russell Knighton as he takes on the role of Assistant Treasurer. The church is to be congratulated for the surplus from 1997 of \$44k. The 1998 budget dollars are based on the work the Finance Committee did to anticipate a decrease in spending in certain areas. The Treasurer's Report is presented as read. It was moved and properly seconded (it will be audited at a later date) that the report be received. The Motion carried.

Question by Vicki Davis: what is the difference between the figure for excess \$44k, and the figure on page 4 ? Russell Knighton: the difference is the actual for 1997 (\$44k) and the budget for 1998 (\$75k).

Vicki Davis: A comment as it relates to the budget. We should still challenge ourselves to put our money on the line in terms of our budget and make what we do for our youth a very integral part of our processes. (it's not a big part). We should also look to outside sources to assist in funding those activities. Our budget is very silent on the initiative as it relates to our children. I think that this would add to the vibrancy and vitality of the church.

FINANCE COMMITTEE REPORT presented by F. Clayton Tyler: Brother Tyler has just recently been selected and hasn't had an opportunity to do much. There is no report. They have only had one meeting and report no activity. He said he doesn't yet know the dynamics or what the committee will be doing but he looks forward to serving the church.

Rev. Thompson: There has been some conversation about starting the budget process earlier, and involving the organizations in the process so that their voice can be heard. The process could start in November as opposed to December – giving the congregation the chance to be involved in the process so that all of the issues can be addressed and the budget will better reflect the issues/needs of the church.

AUDIT COMMITTEE REPORT presented as written by Irma Porter. Report read as submitted.

Question by Jeanne Watson: Do we know when the auditors will come in - do we have a date? Irma Porter said that our records are still not ready for the auditors to come in, and we are hoping to have the accountant – once hired, to get the books in order for an audit. Jeanne Watson: This has been going on for some time.

F. Clayton Tyler: We have a 2 week extension on available applicants, and a 2 week interviewing process – we could have someone in within 30 days.

Vicki Davis: Recalls Minutes when our former Treasurer resigned where she had recommended that we have an audit. Our books are still not in order, and she recalled that our former Treasurer expressed his concern about the finances and subsequently resigned. The church decided to have an internal audit committee do the review. Ms. Porter's report does not cover the issues that the former Treasurer raised, nor does it address the issues documented in the 2 previous audits. We have been receiving consistent feedback from people about mishandling and none of the points in her report address these issues. The recommendations ought to focus on the majority of the finances as opposed to the smaller portion (the M&B committee). She suggested that we find a way to get at the heart of this issue – This was raised in the April meeting. Here we are in January of 1998 with the same issue of not having our records straight. The emphasis should be on our books, our accounts and making us intimately aware of what is going on with the finances of our church.

Issue addressed by Russell Knighton: He acknowledged that Ms. Davis did make that point known in April – they have been trying to hire an accountant since that time. As for the M&B review, 70% of the income for auxiliaries is handled by M&B – the rest of the auxiliaries take up a minor portion of the budget. The problem that they keep finding is that you can't run this type of review with a volunteer group who is attempting to do a job that paid professionals ought to do. They are attempting to address these problems. Irma Porter said that these records have been out of order for some time – they cannot be changed within this short period of time. She believes that we now have people in place who are somewhat more competent. This is a lot of work. She invited people to come out and help.

Patricia Whyte said that she has been working for the past three years with Pilgrim's financial situation. We have outgrown our resources and we have to keep working at it. We lost people who had skills. She asked for volunteers to work with them and help support them - and for people to use the envelope system. We are not the University of Minnesota or 3M, and sometimes we are moving slower and pooling our resources to bring Pilgrim up to 1997. Pray for them, stay with them and hopefully, a year from now, we won't have to ask/answer the same questions. Vicki Davis volunteered to help.

Irma Porter said they have not found any misuse of funds.

Gazelle Pettway: He understands the frustration but asked Vicki to understand his frustration also. The accountant will optimize this - they are trying to put together little pieces. They need to get the accountant in place. Based on his observations and feasibility studies, the whole system is in shambles. He found stock certificates dated back to 1995.

Patrick Burrage: Thanks to the committee for doing the work that they have done so far. The purpose of the audit is to check the systems of the church. Would it make sense to contract an accounting firm to work with the church for a set period of time to act as our accountant and our auditor to improve the systems of the church? At some point, we have to improve ourselves.

Vernis Fowler: There are no misappropriation of funds. We need bookkeepers/accountants. With regard to Irma Porter's report, they have only audited M&B. M&B is not kept on the computer and has not historically been kept on the computer. Deacon Jordan has kept excellent records and there have been no misappropriations of funds. You have to dig to find what one is looking for but there have been no misappropriation of funds. In 1998, they have definite plans to get the books in order.

Ione Brown: In 1986 they had books - can't put everything on the computer. Journalizing is important - why didn't they keep on journalizing? We have enough talented people to do the job. We shouldn't have to bring corporate structure in to do God's work.

Fanny Carson: Would like to receive the report and move on. It was moved and properly seconded to receive the report as submitted.

Question on the Motion by Vicki Davis: At what point are we willing to say that we are willing to do a good job? For a church of our size, with the resources that we have and the talent among us, we should be expected to do better. We've said at several meetings that we've got to do differently. The patience to do something well should exceed the impatience of wanting to move on. The Motion carried.

Rev. Thompson: A lot of work has been done, and we've not succeeded in reaching the ultimate goal. Those persons are charged with reaching that goal soon. We have to work towards that - we don't need to make excuses, just keep pressing on towards that goal.

M&B REPORT presented by Deacon Jordan: The report is not available at the time of this meeting - it wasn't printed yet because they did not receive some of the reports yet and they wanted to do a full report. Tonight, they will give just a partial report. The Audit Committee met with the Deacon Board to discuss the handling of M&B. The Deacon Board, as stated in the Constitution, has the responsibility of handling the M&B fund. Emphasizing renewal of missions. He is grateful to Deaconess Gladys Brewton for the recordkeeping and Vernis Fowler for help with procedures. The report will be distributed in its entirety by Sunday. Previous balance \$25k in 1997. The Deacons Bereavement report was presented along with the amount of money spent.

Motion that the report be received pending the written report on Sunday as stated by Martin O. Weddington. Second by Deacon Willie P. McCoy. Question: Can we accept a partial report - it implies that the report is accepted without viewing what's in it. Deacon McCoy withdraws his second. Rev. Thompson: the written report will be distributed, and we will vote on that report. Deaconess Starr: we receive the verbal report as stated with the full report being accepted at the next meeting. Motion withdrawn by Mr. Weddington.

TRUSTEE REPORT presented by Patricia Whyte: Report read as submitted. It is her last report as Chair of the Trustees, Norman Harrington, Jr., will be the new chair. We started 1997 with a very ambitious agenda, and we have completed most of the tasks. Those not completed have been deferred until 1998 as listed in the report. It was moved and properly seconded to accept the report of the Trustees.

Question from Mr. Pettway: Recommendation that you do an inventory - does this include tagging things numerically? Whyte: our intent is to use a bar-code system to record everything.

Question from Martin O. Weddington: Question regarding damage to north wall due to air conditioning. Patricia Whyte said that the Report should be changed to reflect the South wall.

Question from Deacon McCoy: how are we doing with security for the church in the church parking lot? Deferred to Norman Harrington Jr: The rash of break-ins have been reported to the police. During the Tri-board meetings, we talked about the security. There is sufficient light in the parking lot. First we want to increase awareness. A lot of people are not aware of the break-ins. We've talked about assembling people internally to observe the parking lot during the service - perhaps the ushers. We're trying to do a cooperative effort with the other churches in the community as well. The Motion carried.

AUXILIARY REPORTS:

SEARCH COMMITTEE presented by Jeff Tate: 23 members on the committee that could expand to 25 due to the addition of 2 youth members. Report submitted as printed. It was moved and properly seconded to accept the report of the Pastoral Search Committee. The Motion carried.

PERSONNEL COMMITTEE presented by Clarence Harris: Report presented as submitted – there is a change that was made that the Vacation policy be changed as documented in the report may cost the church money. Correction that the recommendations are for 1998.

Question from Deaconess Brenda Starr: On recommendation #2 – point of clarification regarding listing of church office accountabilities to be listed in the Constitution. Mr. Harris: This recommendation applies to the current revisions being made to the Constitution.

Question from Vernis Fowler: When the descriptions are submitted, who should they be given to? Mr. Harris said they should be given to him. It was moved and properly seconded to accept the report of the Personnel Committee.

MUSIC COMMITTEE REPORT: Report noted by Rev. Thompson – no one present to read the report. Deacon Gray moved that the report be accepted as printed unless there are questions. It was moved and properly seconded to accept the Music Committee Report. The Motion carried.

BOARD OF CHRISTIAN EDUCATION: No one present to read report. It was moved and properly seconded to accept the report of the Board of Christian Education. The Motion carried.

WOMEN'S MINISTRIES presented by Erma Simms: Items added – Food shelf will be done 2 times a month. They didn't write plans for 1998 but plan to be involved with teen mothers at the home on Grotto. They want to bring the teen mothers to church. Last year, they did a shower for a group of young women who were in a shelter and they would like to provide ministry to the grass roots people – those who are right around our church who need help. Providing supplies to the children is another effort. Their focus is on the teen mothers, the food shelf and the Pilgrim Academy. It was moved and properly seconded to accept the report of the Women's Ministries.

Question from Martin O. Weddington: Why can't we submit some grants to help the Pilgrim Academy? Rev. Thompson said that the report from Pilgrim Academy is coming up and questions can be addressed at that time. The Motion carried.

MEN OF COURAGE presented by Norman Harrington, Jr. (President): Report read a submitted. Breakfast meetings are used to focus on the development of the spiritual life of men. A listing of officers will be submitted. It was moved and properly seconded to accept the Men of Courage Report. The Motion carried.

PILGRIM ACADEMY REPORT presented by Cheryl Cooper Boyd: There are openings at Pilgrim Academy. Members of the church are needed to support the academy, first by having your children enrolled in the academy. A faithful board member is Deaconess Gladys Brewton, she is the Treasurer. The Academy had an IRS audit this summer that was passed with flying colors. They need your time, talent and financial resources - they need 5 working board members. Announcements have been placed in the bulletin for paid positions but they have received no responses. Five volunteers are needed. Skills needed: background in accounting, fundraising, grantsmanship, marketing, personnel and education. They also need people to support the academy with their talents and volunteers between 1 and 3 to relieve the staff. The Academy is a 501c-3 which is tax deductible, and they are seeking monetary contributions for a plan to build a playground. Rev. Thompson commented on the visibility of the programs that have been started within the church. A new director will be needed in June of 1998 to replace the current director. The Report was received although the group is not an auxiliary, and Pilgrim is the parent body. It was moved and properly seconded to receive the report from Pilgrim Academy. The Motion carried.

NOMINATING COMMITTEE - Chairperson Deacon Michael Hoskins presented names of those persons who were left out of the elections meeting regarding the Board of Christian Education: Carmita McGlory, Alberta Gillespie, Sharon Garth, Mike Andrews, Don Samuels, Erma Simms, Jeanne Watson, Gracy Davenport, Gerald Dodd have been appointed for the 1998 CBE - with the chairperson being Carmita McGlory.

NEW BUSINESS presented by Deacon Gray: Jolly Seniors - there is a concern of the storage space being taken away from the group. They would like to find a new place to store their utensils. Who should look into this? Vernis Fowler said the space wasn't stolen away. The space was traded with the kitchen committee. Once the space was seen, the Jolly Seniors determined that the space was not adequate. The committee needs more space. Homer Wilson said he was not sure how much space was needed - they just want to get back the space that was lost. Deacon Gray asked if the Trustee would be willing to look into the matter? Norman Harrington Jr., said that they have already started looking into better structuring the space to be used. Mr. Tate will assist.

OLD BUSINESS: Brother Don Samuels asked if the order of the agenda could be switched to move the old and new business higher up on the agenda so that items are not forgotten and are addressed earlier in the meeting? Also, he said that we had agreed as a church to write a letter to the American Baptist Convention - what happened to it? Rev. Thompson said that he took the

letter to the convention and presented it to the chairman of the board and he expected them to issue a response. If it is not received in a reasonable time, we will write another letter to address why we haven't received a response. We do have a copy of the letter on file. Rev. Thompson also responded to Don Samuels concern about the agenda - he said that his suggestions are in order - it should be that since we have quarterly meetings, items presented should be brought up earlier in the meeting.

Rev. Thompson asked if there were any other comments for the good of Pilgrim? Question from Karen Webb: what happened to the collection of the \$10,000 debt that was given to Rev. Fantroy? Vernis Fowler responded saying that the Deacons and the Trustees were handling that. Rev. Thompson asked them to come back at the next meeting with a report. Ione Brown asked if the Social and Literary club were still going? Janabelle Taylor said no. Rev. Thompson invited Ms. Brown to volunteer. Ms. Brown also suggested a Poetry Club. She thinks this will strengthen the church.

It was properly moved and seconded to adjourn at 9:35pm. The Motion carried. Closing prayer by Rev. Thompson. Song: Bless Be the Tie That Binds.

| |
|---|
| Minutes recorded by Assistant Church Clerk, Valerie Royal Edited by Church Clerk, Deaconess Brenda Starr |
|---|

Respectfully submitted,

Deaconess Brenda Starr
Church Clerk of Records

**Pilgrim Baptist Church
Quarterly Church Meeting
Report of
The Constitution Committee
Thursday, April 23, 1998**

Several years ago, the church appointed a Constitution Committee. The purpose of this committee as defined by the church was to review Pilgrim's Constitution and Bylaws and where appropriate, recommend changes.

The Committee began its task by thoroughly reviewing our Constitution and Bylaws and the operations and authority of the various boards and auxiliaries of the church. We received and reviewed many of the internal documents of many of our boards and auxiliaries as well, in an effort to determine if their view of their responsibilities was consistent with their constitutional role. Moreover, we were fortunate to have had access to previous amendments and drafts proposals for amendments that the church had passed, considered or rejected over the years.

In reviewing this material we were better able to analyze the historical development of Pilgrim's corporate form. What became clear was the remarkable foresight of the pioneers of Pilgrim. Their strength and prayerful wisdom led to the creation of a Constitution and Bylaws that has withstood the test of turmoil and time.

In virtually every significant issue that our church has been confronted, our Constitution and Bylaws have provided a corporate bases for action and resolution. We use the term "corporate" here simply to distinguish between our ultimate direction for guidance, Christ and his Word.

To be sure, in the early 1990's the district court of Ramsey County in a matter involving Pilgrim Baptist Church, favorably commented about the clear and effective manner in which our Constitution and Bylaws were prepared. In addition, our church has undergone several major matters where our position as a body of Christ has been maintained with the help of our Constitution and Bylaws.

We have also had the benefit of reviewing the Bylaws and Constitutions of many other churches and concluded that what we have works for Pilgrim.

We are therefore recommending the attached Constitution and Bylaws for your consideration. Where we believed changes were appropriate we have proposed them. Many of the proposed changes are minor while several are substantial. In each however, we have attempted to maintain the spirit of Christ and the vision of Pilgrim's pioneers.

Furthermore, we are providing a separate document for your consideration as well. This document hopefully begins the process of bringing together into one document the various operating procedures that our church uses. This proposal, which is still unnamed outlines the procedures used for disciplinary matters. A significant portion of this proposal is from the American Baptist. It is also envisioned that the various boards and auxiliaries, internal operating document will be a part of this document.

Finally, the Constitution Committee wishes to thank you, the members of Pilgrim, for your prayers, assistance cooperation and patience.

In Christ,

Janabelle Taylor
Ruby Wood
Janet McCoy
Clarence Harris
Willie Gray, Sr.
Kenneth Saffold

April 17, 1998

MEMORANDUM

TO: CONGREGATION OF PILGRIM BAPTIST CHURCH

FROM: PASTORAL SEARCH COMMITTEE

RE: QUARTERLY UPDATE OF PASTORAL SEARCH COMMITTEE'S WORK

The pastoral search committee has been diligently working to find a new senior pastor for our church. The full committee meets bi-weekly to discuss the work of the four sub-committees work and bring resolution on those items that need the attention of the full board.

The four committees have made significant progress on their specific charges. Highlights of committee work are as follows:

Profile Committee

The committee has completed the survey that was sent to every member of record of Pilgrim Baptist Church. Of the surveys that were sent out and those distributed in Sunday worship services, we received 278 responses back. The committee believes that with that large of a sample, they can summarize with fairly high degree of accuracy the traits the congregation is looking for in a new pastor. Please find a summary of the responses on the attached sheet.

Application and Development

The committee has completed a detail job description for the new pastor and developed a detailed application that will be used to screen the potential candidates. The application was reviewed by Leonard, Street and Deinard on a pro bono basis. Many thanks to Deacon Steve Belton for his assistance in this matter.

Marketing/Publicity Committee

The committee has developed a list of over 140 seminar and divinity school presidents and deans, influential members of the Baptist Church and friends of Pilgrim throughout the nation. They have sent these individuals a letter letting them know of our search for our new pastor. Additionally, they have placed ads in the National Baptist Voice and a publication of the American Baptist Church.

Executive Committee

The Executive Committee to date has received 10 resumes of potential candidates and is in the process of sending applications to those that meet the established criteria.

The Search Committee asks that each member of Pilgrim keep the work of our committee in their prayers, as we are in prayer to find a person of God and a spiritual leader who will lead us to the new millenium.

Pilgrim Baptist Church
Profile Survey Results - Narrative
April 16, 1998

The following statements summarize the results of the survey of the congregation of Pilgrim Baptist Church regarding the new pastor:

Question 1: Fifty-seven percent of the survey respondents indicated they prefer that the new pastor have at least a Master of Divinity.

Question 2: Fifty-one percent of the respondents indicated the new pastor should have 5 to 10 years of pastoral experience.

Question 3: Sixty-three percent of the respondents indicated it was important or very important for the new pastor to be married.

Question 4: The Search Committee should consider candidates who have been divorced according to seventy-one percent of the respondents.

Question 5: Respondents expect the new pastor to be involved in activities in the greater community. Sixty-four percent of the respondents indicated the pastor should be very involved in the community.

Question 6: Ninety-one percent of the respondents want the new pastor to take an active role in all areas of the church.

Question 7: Counseling the new pastor would offer

- * The majority of the respondents indicated that the new minister should offer some or much counseling in the following areas: biblical/moral/spiritual; pre-marriage; marriage; family; youth; and grief counseling.
- * Respondents indicated that the new minister should know when to refer individuals seeking psychological and financial counseling. Respondents also indicated the new minister should refer requests for assistance in conflict resolution and overcoming substance abuse.

Question 8: Characteristics of candidates previous congregations

- * Close to three-fourths of the respondents indicated it was important or very important that the candidates' previous congregation(s) be predominantly African American.
- * Serving an urban congregation was important or very important to over sixty-percent of the respondents
- * Over seventy-percent of the respondents considered racially diverse membership an important or very important characteristic.
- * Experience serving a suburban congregation was not considered important by the majority of respondents.
- * Seventy-percent of the respondents indicated the new pastor should have experience serving a congregation with mixed income.
- * Eighty-percent of the respondents indicated the new pastor should have experience serving a congregation with varying ages.
- * Women and men equally serving as church leaders was important or very important to over eighty-percent of the respondents.

Question 9: Ministry Focus

- * The new pastor should focus on the following areas, in order:
 - 1st - preaching; leading the church and developing leaders;
 - 2nd - teaching; working with youth; interacting with the membership;
 - 3rd - developing a vision for church growth;
 - 4th - supporting the church expansion;
 - 5th - witnessing to the surrounding community;
 - 6th - increasing the memberships' knowledge of African American culture & history
 - 7th - increasing tithing among membership;
 - 8th - encouraging the development of the music ministry;
 - 9th - managing the church operations;
 - 10th - administering the Sunday school
 - 11th - participating in the music ministry

Pilgrim Baptist Church
Profile Survey Results
April 16, 1998

1. What is the highest level of formal education you prefer for the new pastor?

(287 Responses) *

| | |
|--------------------|-----|
| High School | 3 % |
| Four year degree | 15 |
| Master of Divinity | 57 |
| Doctorate | 25 |

2. How many years of pastoral experience should the new pastor have?

(280 Responses)

| | |
|------------|------|
| 1 - 5 | 12 % |
| 5 - 10 | 51 |
| 10 - 15 | 28 |
| 15 or more | 9 |

3. How important is it that the new pastor be married?

(270 Responses)

| | |
|----------------|------|
| Not important | 37 % |
| Important | 26 |
| Very important | 37 |

4. Should we consider candidates who have been divorced?

(255 Responses)

| | |
|-----|------|
| Yes | 71 % |
| No | 29 |

5. To what extent should the new pastor participate in activities in the greater community?

(274 Responses)

| | |
|-------------------|-----|
| Not involved | 0 % |
| Somewhat involved | 36 |
| Very involved | 64 |

6. Should the new pastor take an active role in all areas of the church?

(234 Responses)

| | |
|-----|------|
| Yes | 93 % |
| No | 7 |

* Please note that the numbers of responses to each question are different because some of the members did not answer every question on the survey.

7. What kinds of counseling should the new pastor offer and to what extent?

| | None | Some | Much | Know when to refer |
|--------------------------------|------|------|------|--------------------|
| (222) Biblical/spiritual/moral | 0 % | 6 % | 72 % | 22 % |
| (244) Conflict resolution | 1 | 23 | 30 | 45 |
| (185) Substance abuse | 3 | 26 | 19 | 52 |
| (215) Psychological | 5 | 17 | 27 | 52 |
| (218) Financial | 8 | 23 | 23 | 46 |
| (233) Pre-marriage | 0 | 16 | 58 | 27 |
| (231) Marriage | 2 | 18 | 57 | 23 |
| (182) Family | 0 | 17 | 59 | 25 |
| (231) Youth | 0 | 14 | 64 | 22 |
| (267) Grief | 10 | 9 | 60 | 21 |

8. How important is it that the candidates' current of previous congregation matches the following characteristics?

| | Not Important | Important | Very Important |
|---|---------------|-----------|----------------|
| (236) Predominately African American membership | 27 % | 35 % | 38 % |
| (256) Racially diverse membership | 29 | 51 | 21 |
| (256) Urban/city location | 37 | 38 | 25 |
| (234) Suburban location | 67 | 24 | 9 |
| (252) Varying income among membership | 29 | 44 | 28 |
| (245) Varying ages among membership | 21 | 39 | 41 |
| (251) Gender balanced leadership | 18 | 47 | 34 |
| (261) Congregation of similar size as Pilgrim | 33 | 41 | 27 |

9. How important is it for the new pastor to focus on the following areas?

| | Not Important | Important | Very Important |
|---|---------------|-----------|----------------|
| (236) Preaching | 0 % | 13 % | 87 % |
| (231) Teaching | 1 | 17 | 82 |
| (233) Working with youth | 1 | 36 | 63 |
| (229) Witnessing to the surrounding community | 6 | 52 | 42 |
| (228) Developing a vision for church growth | 3 | 28 | 69 |
| (255) Administering Sunday School | 22 | 45 | 33 |
| (216) Interacting with the membership | 2 | 36 | 63 |
| (220) Managing the church operations (administration) | 16 | 47 | 37 |
| (221) Leading the church/developing leaders | 0 | 39 | 61 |
| (221) Increasing tithing among membership | 12 | 42 | 46 |
| (216) Encouraging the development of the music ministry | 15 | 51 | 34 |
| (225) Participating in the music ministry | 46 | 34 | 20 |
| (221) Supporting the church expansion | 5 | 37 | 58 |
| (220) Increasing memberships' knowledge of African American culture and history | 10 | 51 | 39 |

10. A summary of your comments will be provided at a later date.

Yours in Christ,
The Profile Subcommittee

Norman Harrington, Chair
Carlotta Anderson Harold Golden Juanita Hoskins
Alanna Tyler Ruby Woods

Sept. Natl. Bap. Convention in Kansas City, Mo.

PASTOR'S REPORT
January through March 1998

WORSHIP

Attendance has been good for both worship services averaging an estimated 600 persons for each Sunday. Special services during Lent were also well attended. The Associate Ministers were invited to preach at one of the Lent worship services. Prayer meeting and Bible study has remained steady at an average of 30 per week. Attendance at Bible study would improve if we should schedule at least two classes at other times during the week. An exploration into this possibility will take place within the next few weeks. Baptism was held in February and baby dedications took place during each month. The Lord's Supper was served each first Sunday and also taken to the shutins by the Deacons.

During this period, the Elected Officers were installed in a special service and the Search Committee was commissioned during a Sunday morning worship

Visitation of the sick and shutin was carried out each week with the Deacons in charge. David Johnson and Norman Harrington, Sr. have served as volunteers with the Deacons. Deaconess have also been involved in regular visitation and attendance to our sick and shutin.

Other activities for the pastor throughout this period has been in attendance at Deacon's meetings, the Expansion Committee, and some special meetings with Auxiliaries and committees. The Pilgrim Academy has almost a full board of Directors, but the Director will resign effective May 31, 1998. The Board will begin a search to replace Ms. Cheryl Cooper-Boyd who has done an outstanding job during her three year tenure. She has offered to serve as a member of the Board and handle the finances. There is presently a need to update the playground equipment.

In January the pastor attended the Board of Directors meeting of the National Baptist Convention, USA Inc. It was held in Los Angeles, California. The pastor presented a letter of protest to the Chairperson of the Board of Directors, who delivered it to Dr. Henry Lyons. Dr. Lyons responded with an appeal to Pilgrim that it continue to be a part of the Convention and support its programs and mission.

The Pastor also accompanied a delegation from Pilgrim Church to Rochester, MN to attend the Board of Directors Meeting of the Minnesota State Baptist Convention. It was a good meeting. President Bethel appointed him to serve on a committee to plan The American Baptist Theological College Day in Pilgrim. More than \$800.00 was raised for this school which is an African American College located in Nashville, TN.

The Expansion Committee is involved in increasing the church's awareness of the need

to move the Capital Funds Drive ahead. A new effort was launched to get more members to make a pledge to the Fund. Efforts are being made to encourage people to pay their pledges so that we can complete the first step in the expansion goals, that is to purchase all of the necessary properties so that the first building phase can begin in 1999. There is a need for more members to serve on the committee. This will be accomplished shortly. Plans for the next quarter are to bring closure to the PENNIES FOR PILGRIM campaign on Mother's Day, May 10, 1998. The goal is to raise \$75,000 in pennies for the expansion program. Secondly, the committee will help to plan the Founder's Day celebration which will take place on June 28, 1998. Financial goal for that day is to invite each member to give \$75.00. Our enrollment is well over 1000 member and the effort will be to have every member participate.

I participated with the Deacons in their Retreat in March and they have already begun to implement some of the recommendations which were brought up in that meeting.

The all church Leadership Conference was held in March. It was supported by the members of the Tri-Boards. The conference focused upon determining our vision for the future. A follow-up to this conference is being planned.

The Deaconess did a follow-up conference on prayer during January and it has helped the church to stay focused on the need for prayer to undergird the undertakings of the church.

Involvement in the community and outside of the church has been limited to service on the Board of the Minnesota State Baptist Convention, a member of the St. Paul Black Interdenominational Ministerial Alliance, Summit OIC, St. Joseph Hospital, Ministers Council, Area I, MidAmerican Baptist Churches, speaker/preacher in a few churches and for the ABC Minister's Council and a conference for community leaders through the Air Force Reserve of Minnesota.

Overall, this has been a good quarter. and I believe that the church is moving in a positive direction. I do believe that there is a need for better communication and for some clear goals that all of the officers and people can unite behind.

I am encouraging the Search Committee to do a thorough job in its search for a candidate for the pulpit of this congregation and that process move with deliberation. Don't take too long and don't cut the process short. From now on the church people must begin to openly pray that God will send them a pastor. More people need to attend the prayer meeting and join in such prayers. Auxiliaries must plan time for prayer. Committee and boards must also plan time for prayers for this purpose.

Christian Education
Workshop
Saturday, April 25, 1998
Pilgrim Fellowship Hall

"Becoming Leaders in God's Kingdom"

God's Will in the Life of Believers
Workshop Leader: Reverend Fred Bacon

Christian Stewardship - What is it? Where do I fit
In?

Workshop Leader: Reverend Karen McKinney

Both Workshops will provide powerful information for us as
Christians in terms of understanding our faith and what it means to
serve and build God's Kingdom on earth

Agenda

9:00 am

Registration and Coffee Break

9:30 - 12:00 Workshops

Reverend Bacon will be in classroom A

Reverend McKinney in classroom B

12:00 Lunch

12:45 - 2:30 Sessions will resume

2:30 - 3:00

Wrap-up

Closing Prayer

**PILGRIM BAPTIST CHURCH
1ST QUARTER CHURCH MEETING**

**Deacon's Report
Thursday, April 23, 1998
7:00 p.m.**

To Rev. Roy Thompson, Interim Pastor, Officers and Members of Pilgrim Baptist Church. I greet you in the name of our Lord and Savior Jesus Christ. This has been a challenging and inspiring 1st quarter for the Board of Deacon's. Yes we have had some ups and downs, some mis-communication and some very serious disappointments along the way, but thru the grace of God, I feel that we are beginning to pick up the pieces and move on to the things that God would have us to do.

We thank God for the leader sent to lead us in the person of Rev. Roy Thompson. Since his coming to Pilgrim, he has been a source of inspiration to the Board of Deacons and a strong leader to all of our leaders and the entire congregation.

On our Annual Sunrise Service one of our own members in the person of the Rev. Henry Botts was the speaker of the hour. He delivered a soul stirring message enjoyed by all. May God continue to bless him.

The A.C. Brown Pancake Breakfast was a success as usual. Thanks to Deacon Michael Hoskins for chairing the Sunrise Service, and Deacon Leroy Cunningham for chairing the Pancake Breakfast.

For some time we have been short of Deacons due to deaths, relocation or other reasons. We hope to start a training class on May 2, 1998. I believe we have some good men dedicated to Christian work. Remember, Pilgrim is a good Church and we have some very fine Christian people here. Please continue to support your leaders and officers and God will bless all of us as we strive to do that which He would have us to do.

Yours in Christ,

Deacon Willie D. Gray, Sr.

**PILGRIM BAPTIST CHURCH
QUARTERLY CHURCH MEETING
REPORT OF
THE DEACONESS BOARD
Thursday, April 23, 1998**

Believing that God has called us to minister to the women of the church, we are blessed to sponsor Quarterly Training Sessions during the year of 1998.

During first quarter we sponsored "*Fasting and Praying To See God Move*" with Rev. Jewel Sanders. We had approximately 50 women in attendance and we had a glorious time in the Lord.

We have several sessions planned for the rest of this year, so please keep praying for us.

We are also blessed to have (4) Christian women that we are observing to become Deaconess in 1999. They are Sister Selottie Thames, Sister Fannie Carson, Sister Ruth Wilson and Sister Alma Robinson. It is a calling to be chosen by God to be a servant. The Deaconess Board seeks your prayers for us and these women as we continue to do his will.

Yours in Christ,

Deaconess Stephanie Burroughs-Saffold
Chairperson

PILGRIM BAPTIST CHURCH

FINANCE COMMITTEE QUARTERLY REPORT

The Finance Committee shall devise and put in operation ways and means for raising the necessary funds for the support of the church. It shall supervise the disbursement of funds as appropriated by the church, and shall make such reports to the Church Council or to the Church Corporation, as shall be required by both of them... Article V, Section 2.(k), Constitution and Bylaws, Pilgrim Baptist Church.

This quarter has generally been a learning experience wherein as Chairman of the Finance Committee I have attempted to get acquainted with the financial functions of the church and the volunteer Auxiliary Chairs associated with the maintenance of the church's financial business.

The goals of the 1998 Finance Committee are as follows

- 1) Strengthen the accounting functions of the church using known and new internal controls, sound accounting functions, practices, policies and procedures.
 - To this extent, we have hired an accountant, Jerry Lee of Lee Financial Group to assist with setting up a comprehensive, integrated accounting system.
- 2) Insure that all financial functions of the church are under the same umbrella.
 - This means that Auxiliaries such as Mission & Benevolence, the Capital Expansion, the Pilgrim Foundation and the Church Endowments will continue to operate as defined by the church's constitution, but shall be under the general accounting controls and procedures of the church's computerized system. This comprehensive accounting system will create the checks and balances needed for the church to move forward with its financial objectives.
- 3) Insure that the Committee Chairs communicate with each other on a weekly basis.
 - This consistent communication will assist the Finance Committee in developing new strategies for the church finances.

- 4) Set up a standard policy manual/handbook for the Finance Committee to use as a road map for future church volunteers.

Respectfully Submitted,

By: _____
F. Clayton Tyler, Chairman

Date: April 20, 1998

PILGRAM BAPTIST CHURCH INCOME AND EXPENSE REPORT

JANUARY-MARCH 1998

1ST QUARTER

INCOME

| | |
|----------------------|---------------------------------|
| | \$ 185,421.87 |
| (-)EXPANSION | \$ (48,222.54) * <i>Capital</i> |
| (-) M & B | \$ (4,918.79) |
| (-) RETURNED CKS | \$ (240.00) |
| (-) OTHER RESTRICTED | |
| TOTAL INCOME | \$ 132,040.54 |

EXPENSES

| | |
|-----------------------|---------------|
| AUXILIARIES | \$ 22,647.49 |
| OPERATING | \$ 40,977.90 |
| SAL/FEES | \$ 50,710.98 |
| SEARCH COMM. | \$ 800.64 |
| Sub-Total | \$ 114,336.37 |
| (-) ADJ. EXPAND. | \$ (9,030.00) |
| TOTAL EXPENSES | \$ 105,306.37 |

EXCESS(DEFICIT) *+* \$ 26,734.17

PBC 1998 EXPENSES

| | A | B | C | D | E | F | P | Q |
|----|--------------------|--------------------------------|--------------|------------|-------------|-------------|----------------|-----------------|
| 1 | ACCOUNT # | ACCOUNT NAME | 1998 BUDGET | JANUARY | FEBRUARY | MARCH | Total Expenses | 1998 BALANCE |
| 2 | AUXILIARIES | | | | | | | |
| 3 | A-5104.10.022 | BOARD OF CHRIST. ED SUPPLIES | | | | \$111.15 | \$111.15 | (\$111.15) |
| 4 | A-5104.10.000 | BOARD OF CHRISTIAN EDUC. | \$10,000.00 | \$49.72 | \$244.34 | | \$294.06 | \$9,705.94 |
| 5 | A-5106.10.000 | BOY SCOUTS | \$1,200.00 | | \$328.00 | \$462.00 | \$790.00 | \$410.00 |
| 6 | A-5104.10.024 | CHILDREN CHURCH SUPPLIES | | | | \$777.90 | \$777.90 | (\$777.90) |
| 7 | A-5109.10.000 | CUB SCOUTS | \$1,200.00 | | | | \$0.00 | \$1,200.00 |
| 8 | A-5110.10.000 | DEACON BOARD | \$5,000.00 | | | \$110.69 | \$110.69 | \$4,889.31 |
| 9 | A-5111.10.000 | DEACONESS BOARD | \$1,050.00 | | | \$75.00 | \$75.00 | \$975.00 |
| 10 | A-5111.10.000 | FOUNDER DAY | \$300.00 | | | | \$0.00 | \$300.00 |
| 11 | A-5115.10.000 | GIRL SCOUTS | \$1,500.00 | | | | \$0.00 | \$1,500.00 |
| 12 | | JUNIOR LAYMEN | \$500.00 | | | | \$0.00 | \$500.00 |
| 13 | A-5116.10.000 | JUNIOR USHER BOARD | \$1,955.00 | | \$757.66 | | \$757.66 | \$1,197.34 |
| 14 | A-5120.10.000 | KITCHEN SUPPLIES/FOOD | \$5,000.00 | | | | \$0.00 | \$5,000.00 |
| 15 | A-5120.11.000 | MEN OF COURAGE | \$500.00 | | | | \$0.00 | \$500.00 |
| 16 | A-5100.10.000 | MISSION & BENEVOLENCE | \$86,000.00 | \$4,374.15 | \$6,640.25 | \$6,597.40 | \$17,611.80 | \$68,388.20 |
| 17 | A-5100.10.000 | MISSION & BENEVOLENCE SPEC OFF | | \$1,256.01 | \$2,217.53 | \$1,976.65 | \$5,450.19 | \$0.00 |
| 18 | A-5107.10.000 | MUSIC MINISTRY | \$4,500.00 | | | | \$0.00 | \$4,500.00 |
| 19 | A-5122.10.000 | NEW MEMBERS | \$1,000.00 | | \$20.00 | \$20.00 | \$40.00 | \$960.00 |
| 20 | A-5104.10.026 | NURSERY SUPPLIES | | | | \$59.22 | \$59.22 | (\$59.22) |
| 21 | A-5122.11.000 | REVIVAL | \$500.00 | | | | \$0.00 | \$500.00 |
| 22 | A-5123.10.000 | SENIOR USHER BOARD | \$1,300.00 | | \$600.00 | | \$600.00 | \$700.00 |
| 23 | | SHEPERDING MINISTRY | | | | | \$0.00 | \$0.00 |
| 24 | A-5104.10.021 | SUNDAY SCHOOL SUPPLIES | | \$649.29 | | \$558.24 | \$1,207.53 | (\$1,207.53) |
| 25 | A-5124.10.000 | WOMEN MISSION | \$500.00 | | | | \$0.00 | \$500.00 |
| 26 | A-5125.10.000 | YOUNG ADULT USHER BOARD | \$1,055.00 | | | \$212.48 | \$212.48 | \$842.52 |
| 27 | A-5104.10.028 | YOUTH DEPT. SUPPLIES | | | | | \$0.00 | \$0.00 |
| 28 | | AUXILIARIES TOTAL | \$123,060.00 | \$6,329.17 | \$10,807.78 | \$10,960.73 | \$28,097.68 | \$94,962.32 |

PBC 1998 EXPENSES

| | A | B | C | D | E | F | P | Q |
|----|---------------|-----------------------------|--------------|-------------|-------------|------------|----------------|-----------------|
| 1 | ACCOUNT # | ACCOUNT NAME | 1998 BUDGET | JANUARY | FEBRUARY | MARCH | Total Expenses | 1998 BALANCE |
| 29 | | | | | | | | |
| 30 | O-5346.10.000 | ADVERTISEMENT | \$2,500.00 | \$50.00 | \$89.95 | \$100.00 | \$239.95 | \$2,260.05 |
| 31 | O-5350.10.000 | AUDIO & VIDEO SUPPLIES | \$4,500.00 | | \$165.00 | \$210.00 | \$375.00 | \$4,125.00 |
| 32 | O-5140.10.000 | AUDIT/LEGAL FEES | \$6,000.00 | | | \$675.00 | \$675.00 | \$5,325.00 |
| 33 | O-5347.10.000 | BROADCAST MINISTRY EXPENSES | \$12,000.00 | \$1,800.00 | \$900.00 | | \$2,700.00 | \$9,300.00 |
| 34 | O-5356.10.000 | COMPUTER EQUIPMENT | \$4,500.00 | \$503.92 | \$1,021.25 | | \$1,525.17 | \$2,974.83 |
| 35 | | COMPUTER NETWORKING SYSTEM | \$5,000.00 | \$485.00 | | \$1,021.25 | \$1,506.25 | \$3,493.75 |
| 36 | O-5345.10.000 | DECORATION/FLOWERS | \$2,000.00 | \$310.70 | \$0.00 | \$129.00 | \$439.70 | \$1,560.30 |
| 37 | O-5357.10.000 | DUES & SUBSCRIPTIONS | \$300.00 | | | \$25.00 | \$25.00 | \$275.00 |
| 38 | O-5352.10.000 | EQUIP. LEASE/RENTAL | \$12,000.00 | \$810.64 | \$745.88 | \$736.98 | \$2,293.50 | \$9,706.50 |
| 39 | | EXPANSION | | | \$9,030.00 | | \$9,030.00 | (\$9,030.00) |
| 40 | S-5353.10.000 | GUEST EXPENSES | \$2,500.00 | | | | \$0.00 | \$2,500.00 |
| 41 | S-5353.10.000 | HONORARIUMS | \$8,150.00 | \$700.00 | \$525.00 | \$1,025.00 | \$2,250.00 | \$5,900.00 |
| 42 | O-5364.10.000 | INSURANCE - PROPERTY | \$8,000.00 | | \$3,152.41 | | \$3,152.41 | \$4,847.59 |
| 43 | O-5361.10.000 | INSURANCE - VAN | \$2,000.00 | | | | \$0.00 | \$2,000.00 |
| 44 | O-5367.10.000 | LAUNDRY SERVICES | \$500.00 | \$39.95 | \$52.83 | \$101.74 | \$194.52 | \$305.48 |
| 45 | O-5366.10.000 | LICENSE & PERMITS | \$500.00 | | | | \$0.00 | \$500.00 |
| 46 | O-5368.10.000 | MINISTRY SUPPLIES | \$1,100.00 | \$187.60 | | | \$187.60 | \$912.40 |
| 47 | O-5370.10.000 | MISCELLANEOUS | \$6,000.00 | | | \$298.00 | \$298.00 | \$5,702.00 |
| 48 | O-5380.10.000 | OFFICE SUPPLIES | \$5,200.00 | \$301.00 | \$118.00 | \$158.00 | \$577.00 | \$4,623.00 |
| 49 | O-5381.10.000 | OUTSIDE SERVICES | \$1,000.00 | \$630.40 | \$312.00 | \$280.00 | \$1,222.40 | (\$222.40) |
| 50 | O-5385.10.000 | POSTAGE | \$2,300.00 | \$337.50 | \$422.63 | \$104.50 | \$864.63 | \$1,435.37 |
| 51 | O-5387.10.000 | PRINTING | \$1,000.00 | | | \$355.86 | \$355.86 | \$644.14 |
| 52 | O-5383.10.000 | REAL ESTATE TAXES | \$3,000.00 | | | | \$0.00 | \$3,000.00 |
| 53 | O-5414.10.000 | SPACE RENTAL | \$1,000.00 | | | | \$0.00 | \$1,000.00 |
| 54 | O-5392.10.000 | TELEPHONE | \$4,800.00 | \$427.42 | \$399.79 | \$397.60 | \$1,224.81 | \$3,575.19 |
| 55 | O-5130.10.000 | TRUSTEE | \$45,000.00 | \$5,565.68 | \$1,735.90 | \$971.89 | \$8,273.47 | \$36,726.53 |
| 56 | O-5395.10.000 | UTILITIES | \$23,000.00 | \$37.96 | \$2,128.76 | \$1,400.91 | \$3,567.63 | \$19,432.37 |
| 57 | | NON CHURCH EXPENSE | | | | | \$0.00 | \$0.00 |
| 58 | | VIDEO EQUIPMENT | | | | | \$0.00 | \$0.00 |
| 59 | | OPERATIONAL EXPENSES TOTAL | \$163,850.00 | \$12,187.77 | \$20,799.40 | \$7,990.73 | \$40,977.90 | \$122,872.10 |

4/17/98

PBC 1998 EXPENSES

| | A | B | C | D | E | F | P | Q |
|----|--------------------------------------|-------------------------------|-------------|------------|------------|------------|----------------|--------------|
| 1 | ACCOUNT # | ACCOUNT NAME | 1998 BUDGET | JANUARY | FEBRUARY | MARCH | Total Expenses | 1998 BALANCE |
| 60 | SALARIES, FEES & BENEFITS | | | | | | | |
| 61 | S-5348.00.027 | BOOKS, PERIODICALS, ETC. | \$300.00 | | | \$33.17 | \$33.17 | \$266.83 |
| 62 | S-5348 | CLERGY BENEFITS | \$6,000.00 | | | | \$0.00 | \$6,000.00 |
| 63 | S-5348.00.000 | CLERGY EXPENSES | | \$161.94 | \$248.00 | | \$409.94 | (\$409.94) |
| 64 | | CONTINUING EDUCATION | | | \$149.00 | | \$149.00 | (\$149.00) |
| 65 | S-5348.00.025 | CONVENTION ALLOWANCE | \$1,500.00 | \$543.00 | \$228.84 | | \$771.84 | \$728.16 |
| 66 | S-5349.10.000 | EMPLOYEE BENEFITS | \$1,428.00 | \$122.51 | | \$122.51 | \$245.02 | \$1,182.98 |
| 67 | | FEES-ACCOUNTANT | | | | | \$0.00 | \$0.00 |
| 68 | S- | FEES-FINANCIAL DEPARTMENT | \$5,000.00 | | | | \$0.00 | \$5,000.00 |
| 69 | S-5391.10.000 | FEES-MEDIA STAFF | \$4,800.00 | \$400.00 | \$400.00 | \$400.00 | \$1,200.00 | \$3,600.00 |
| 70 | | FEES-OVERTIME | \$5,000.00 | | | | \$0.00 | \$5,000.00 |
| 71 | S-5340.10.000 | FEES-V. FULLER | | \$600.00 | \$600.00 | \$600.00 | \$1,800.00 | (\$1,800.00) |
| 72 | S-5341.10.000 | FEES-YOLANDA BRUCE | | \$300.00 | \$300.00 | | \$600.00 | (\$600.00) |
| 73 | S-5338.10.000 | FEES-FULL-TIME MUSICIAN BRUCE | | \$600.00 | \$600.00 | \$600.00 | \$1,800.00 | (\$1,800.00) |
| 74 | S-5358.10.000 | FEES-FULL-TIME MUSICIAN WARD | | \$600.00 | \$600.00 | \$600.00 | \$1,800.00 | (\$1,800.00) |
| 75 | S-5343.10.000 | FEES- R. COLEMAN | | \$200.00 | \$200.00 | \$200.00 | \$600.00 | (\$600.00) |
| 76 | | FEES-R. KNIGHTON | | \$200.00 | \$200.00 | \$200.00 | \$600.00 | (\$600.00) |
| 77 | | FEES-A.DEES | | \$200.00 | \$200.00 | \$200.00 | \$600.00 | (\$600.00) |
| 78 | | FEES-T. POWELL | | \$100.00 | \$100.00 | \$100.00 | \$300.00 | (\$300.00) |
| 79 | | FEES-PERCUSSIONIST DUGAS | | \$100.00 | \$100.00 | \$100.00 | \$300.00 | (\$300.00) |
| 80 | | FEES-MUSIC DEPT | \$34,200.00 | | | | \$0.00 | \$34,200.00 |
| 81 | | FEES-M&B | \$1,800.00 | | | | \$0.00 | \$1,800.00 |
| 82 | | HOSPITALITY | \$300.00 | | | | \$0.00 | \$300.00 |
| 83 | O-5363.10.000 | INSURANCE - WORKERS COMP. | \$3,000.00 | \$423.00 | | | \$423.00 | \$2,577.00 |
| 84 | O-5360.10.000 | INSURANCE MEDICAL/DENTAL | \$13,000.00 | \$533.87 | \$533.87 | \$533.87 | \$1,601.61 | \$11,398.39 |
| 85 | S-5348.00.020 | PASTOR'S HOUSING ALLOWANCE | \$16,800.00 | \$1,409.00 | \$1,409.00 | \$1,409.00 | \$4,227.00 | \$12,573.00 |
| 86 | | WESTERN BANK SERVICE CHARGE | | \$65.47 | \$75.07 | \$81.60 | \$222.14 | (\$222.14) |
| 87 | | WESTERN BANK INTEREST EARNED | | (\$210.97) | (\$201.81) | (\$253.49) | (\$666.27) | \$666.27 |
| 88 | | WESTERN BANK MISC. FEES | | | \$7.50 | \$22.00 | \$29.50 | (\$29.50) |
| 89 | O-5324.10.000 | PAYROLL SERVICES (ADP) | \$1,025.00 | \$140.05 | \$73.80 | \$74.54 | \$288.39 | \$736.61 |
| 90 | O-5382.10.000 | PAYROLL TAXES | \$25,000.00 | \$515.93 | \$589.46 | \$585.30 | \$1,690.69 | \$23,309.31 |
| 91 | S-5313.10.000 | SALARY-BOOKKEEPER | \$17,000.00 | \$820.04 | \$1,060.02 | \$1,215.00 | \$3,095.06 | \$13,904.94 |

PBC 1998 EXPENSES

| | A | B | C | D | E | F | P | Q |
|-----|---------------|---------------------------------|--------------|-------------|-------------|-------------|----------------|-----------------|
| 1 | ACCOUNT # | ACCOUNT NAME | 1998 BUDGET | JANUARY | FEBRUARY | MARCH | Total Expenses | 1998 BALANCE |
| 92 | S-5323.10.000 | SALARY-CUSTODIANS | \$17,739.00 | \$1,392.53 | \$1,467.16 | \$1,541.80 | \$4,401.49 | \$13,337.51 |
| 93 | S-5322.10.000 | SALARY-FACILITIES MANAGER | \$23,509.00 | \$2,003.38 | \$1,816.35 | \$1,833.43 | \$5,653.16 | \$17,855.84 |
| 94 | S-5311.10.000 | SALARY-MINISTER OF MUSIC | | | | | \$0.00 | \$0.00 |
| 95 | S-5320.10.000 | SALARY-OFFICE ADMINISTRATOR | \$29,402.00 | \$2,529.34 | \$2,261.66 | \$2,261.66 | \$7,052.66 | \$22,349.34 |
| 96 | S-5321.10.100 | SALARY-RECEPTION/SEC. | \$19,000.00 | \$864.00 | \$1,116.00 | \$840.00 | \$2,820.00 | \$16,180.00 |
| 97 | S-5310.10.000 | SALARY-SENIOR PASTOR | \$34,347.00 | \$2,521.92 | \$2,521.92 | \$2,521.92 | \$7,565.76 | \$26,781.24 |
| 98 | S-5348.00.022 | VEHICLE ALLOWANCE | \$4,400.00 | \$365.94 | \$365.94 | \$365.94 | \$1,097.82 | \$3,302.18 |
| 99 | | SALARIES, FEES & BENEFITS TOTAL | \$264,550.00 | \$17,500.95 | \$17,021.78 | \$16,188.25 | \$50,710.98 | \$213,839.02 |
| 100 | | TOTAL | \$551,460.00 | \$36,017.89 | \$48,628.96 | \$35,139.71 | \$119,786.56 | \$431,673.44 |
| 101 | | | | | | | | |
| 102 | | SEARCH COMMITTEE | \$30,000.00 | | | \$800.84 | | |
| 103 | | TOTAL 1998 BUDGET | \$581,460.00 | \$36,017.89 | \$48,628.96 | \$35,940.55 | \$119,786.56 | \$461,673.44 |
| 104 | | | | | | | | |

AUDIT COMMITTEE REPORT

The members of the Audit Committee are as follows:

Irma Jean Porter
Traci V. Bransford
Isaac Bassett
Marcella Thomas
Ora Lee Patterson

The Audit Committee has been meeting on a weekly basis for approximately the first two months of the year and since that time have been meeting on a monthly basis in an attempt to review the internal auditing control guidelines of the Church which are comprised of the organizations accounting functions, staffing plans and accounting procedures which are designed to insure the accuracy and reliability of accounting data and to safeguard the Church's assets. The Audit Committee revised Pilgrim's Internal Control Manual dated April 1996 that was based greatly on the Internal Auditing Control Manual from the late 1960's. Needless to say, that the guidelines needed updating and the Committee has been hard at work on doing just that.

Specifically, the Committee has yet to meet with each of the financial committees (i.e. the Financial Committee, Treasurer, Assistant Treasurer and the Board of Trustees) to insure that the general accounting guidelines are followed and understood by the committees that will be implementing cash receipt procedures, purchase procedures and cash disbursement procedures.

Further, the Committee supports the Finance Committee's hiring of Mr. Jerry Lee of Lee Financial Group as the accountant/bookkeeper for the Church. The Committee has reviewed Mr. Lee's "four phase approach in evaluating and amending accounting procedures to assist in the implementation of past recommendations of the two previous auditors.

Essentially, any debate and discussion of hiring an external auditor at this time is premature until Mr. Lee has implemented his phases. This effort will prayerfully result in a bookkeeping system that is cohesive and workable so that the Audit Committee can then review the books, receipts and disbursement procedures to insure that the external auditor, of the future, will be faced with a system of accounting that will allow him/her to render a favorable audit on behalf of Pilgrim Baptist Church.

Further, the Audit Committee hopes, in the next quarter, to make spot checks of certain financial areas of the Church such as making a spot check of the Board of Trustees counting procedures on Sunday, making a spot check of petty cash and making a spot check of any other financial safe so that the Church will be on notice that safeguarding the church's assets is of paramount concern.

Ora Lee Patterson sits on the Audit Committee as her position of assistant financial secretary to the Finance Committee is mandated by the Church Constitution.

The Audit committee welcomes new members and would encourage someone with an accounting or related finance background to share their blessings with us.

Prayerfully ,

The Audit Committee

PILGRIM BAPTIST CHURCH
BOARD OF TRUSTEE
QUARTERLY REPORT
APRIL 23, 1998

The following is a summary of the Board of Trustee's accomplishments for the first quarter of 1998:

Repairs & Maintenance

- Repaired and replaced electrical wiring of chandeliers in sanctuary.
- Demolished 706 W. Central building
- Removed oil tank from 378 N. Grotto
- Replaced door and locks to safe room located in library
- Obtained bids for general repairs and maintenance throughout the Church including: painting and repair of walls in the choir loft and fellowship hall; choir pews; floor and tile repairs and other minor repairs.

Leadership Forum

- Assisted in the development and coordination of Pilgrim Leadership Forum, "Renewing Our Spirits for Visionary Leadership", March 6-7, 1998.
- Continued to research and gather information from other church organizations on church organizational structures, job descriptions and other areas to seek out ways that we might improve our organizational processes.

Future Plans

- Conduct a complete inventory of all equipment, furniture and fixtures in the Church.
- Launching a safety awareness program with the assist of the district police office.

The above report is respectfully submitted for information.

In God We Trust,

Pilgrim Baptist Church
Board of Trustees

**PILGRIM BAPTIST CHURCH
MISSION AND BENEVOLENCE
QUARTERLY REPORT
JANUARY, FEBRUARY, MARCH, 1998**

REVENUE

DEPOSITS

| <u>MONTH</u> | <u>REGULAR</u> | <u>SPECIAL</u> |
|-----------------------|-----------------------|-----------------------|
| JANUARY 1998 | 3,307.70 | 400.37 |
| FEBRUARY 1998 | 7,202.80 | 1,471.13 |
| MARCH 1998 | 9,317.70 | 2,991.29 |
| TOTAL DEPOSITS | \$19,828.20 | \$4,862.79 |

TOTAL REVENUE **\$24,690.99**

DISBURSEMENTS

GENERAL MISSIONS

| | | |
|------------------------------|--------|------------------------|
| American Cancer Society | 250.00 | |
| Gideon Bible Society | 300.00 | |
| TOTAL GENERAL MISSION | | <u>\$550.00</u> |

GOODWILL MISSIONS

COMMUNITY SERVICE

| | |
|--------------------------|--------|
| Mpls/St. Paul Links Debs | 300.00 |
|--------------------------|--------|

DONATIONS

| | |
|------------------------|--------|
| Mpls. Prayer Breakfast | 100.00 |
| Mpls. Urban League | 270.00 |
| Donation | 25.00 |

LOVE GIFTS

| | | |
|-----------------------------------|-------|------------------------|
| Rev. Royce Jones ABC Retirement | 50.00 | |
| Greater Friendship Baptist Church | 50.00 | |
| Bethesda Baptist Church | 50.00 | |
| TOTAL GOODWILL MISSIONS | | <u>\$845.00</u> |

DEACONESS FUND/ORDINANCE

| | | |
|---------------------------------------|--------|------------------------|
| Bereavement | 500.00 | |
| TOTAL DEACONESS FUND/ORDINANCE | | <u>\$500.00</u> |

DEACONS DISCRETIONARY

| | | |
|------------------------------------|----------|--------------------------|
| Benevolence | 3,000.00 | |
| TOTAL DEACONS DISCRETIONARY | | <u>\$3,000.00</u> |

MISSIONS

| | | |
|---------------------------|--------|------------------------|
| Foreign Mission Board ABC | 100.00 | |
| TOTAL MISSIONS | | <u>\$100.00</u> |

CONVENTIONS, CONGRESS, SEMINARS:**NATIONAL BAPTIST CONVENTION, USA:**

| | |
|---|--------------------------|
| Mary King Travel- Winter Bd. Los Angeles | 543.00 |
| NBC Winter Bd Delegate Expense | 1,000.00* |
| Regal Baltimore Hotel Los Angeles | 735.00* |
| NBC Housing, 1998 Congress Deposit | 2,100.00 |
| Lorenze Bus-NBC Congress | 1,637.50 |
| TOTAL NATIONAL BAPTIST CONVENTION, USA | <u>\$6,015.50</u> |

MINNESOTA STATE BAPTIST CONVENTION

| | |
|---|--------------------------|
| Comfort Inn - Rochester Winter Bd. | 514.80 |
| Minn. State Bapt. Travel Rochester | 238.00 |
| Minn. State Bapt. Church Representation | 400.00 |
| Women's Auxiliary Representation | 200.00 |
| Pastor's Representation | 40.00 |
| TOTAL MINNESOTA STATE BAPTIST CONVENTION | <u>\$1,392.80</u> |

* Delegate Expense \$700.00 to be refunded

* Regal Baltimore Hotel \$324.90 to be refunded from Church.

TOTAL CONVENTION, CONGRESS, SEMINARS **\$7,408.30**

MINISTRIES:**PILGRIM FOUNDATION**

| | |
|-------------------------|--------------------------|
| Pilgrim Academy | 3,000.00 |
| Stairstep Foundation | 100.00 |
| TOTAL MINISTRIES | <u>\$3,100.00</u> |

WOMEN'S AUXILIARY:

| | |
|--------------------------------|-------------------------|
| Food Shelf | 350.00 |
| TOTAL WOMEN'S AUXILIARY | <u>\$ 350.00</u> |

MINNESOTA CENTRAL CREDIT UNION:

| | |
|---|--------------------------|
| Scholarship Fund | 3,000.00 |
| Deacon/s Fund/Food Shelf | 2,000.00 |
| TOTAL MINNESOTA CENTRAL CREDIT UNION | <u>\$5,000.00</u> |

MISCELLANEOUS EXPENSE:

| | |
|------------------------------------|-------------------------|
| American Bible Society | 100.00 |
| Salvation Army Spec. Easter | 100.00 |
| Minn. State. Bapt. Conv. ABA Rally | 150.00 |
| TOTAL MISCELLANEOUS | <u>\$ 350.00</u> |

TOTAL DISBURSEMENTS JAN.FEB.MAR. 1998

\$21,203.30

PILGRIM BAPTIST CHURCH
DEACON'S DISCRETIONARY FUND
QUARTERLY REPORT
JANUARY, FEBRUARY, MARCH, 1998

| | |
|---------------------------------|--------------------------|
| BALANCE DECEMBER 31, 1997 | \$ 410.26 |
| <u>DEPOSITS</u> | |
| FEBRUARY 5, 1998 | 1,000.00 |
| MARCH 12, 1998 | <u>2,000.00</u> |
| TOTAL INCOME | <u>\$3,410.26</u> |
| <u>DISBURSEMENTS</u> | |
| RENT PAYMENTS | 750.00 |
| EMERGENCY AID | 380.00 |
| MISC. (STOP PAYMENT LOST CHECK) | 20.00 |
| CHECKS ORDERED | 14.08 |
| FUNERAL EMERGENCY | <u>102.00</u> |
| TOTAL DISBURSEMENTS | <u>\$1,266.08</u> |
| TOTAL INCOME | \$3,410.26 |
| TOTAL DISBURSEMENTS | <u>1,266.08</u> |
| BALANCE MARCH 31, 1998 | \$2,144.18 |

Submitted By:
Deacon Willie D. Gray, Chair
Deaconess Gladys Y. Brewton, Treas.

**PILGRIM BAPTIST CHURCH
BOARD OF CHRISTIAN EDUCATION
FIRST QUARTER REPORT - 1998**

**Giving all Honor to God
For it is by his grace I am able to serve**

Ministry : Board of Christian Education

Report Submitted By:
Carmita McGlory

Mission

To provide the framework of training for all church leaders which will result in the consistent application and knowledge of Pilgrim Baptist Church Christian Education Ministry.

April 10, 1998

OBJECTIVE FOR THE QUARTER

Internal Training

Internal Training Opportunities February 2nd and 9th - Training on functionality of Board of Christian Education in a large church. Members of board and children's ministry attended the Leadership Training on March 7th, 1998.

upcoming:

April 25, 1998 9:00 am until 3:00 pm Rev. Fred Bacon and Rev Karen McKinney will lead workshop discussions on God's Will for your life and Christian Stewardship. For all church workers and leaders.

External training

Board members Sharon Garth and Carmita McGlory have attended - Minnesota State Baptist Convention March, 1998 - Rev. Gallman's class on Baptist Doctrine.

Planning retreat scheduled for June 12-13 Judith Hence planning to facilitate. Planning to use the Benneidictine Retreat Center in St. Paul.

Week(s) the Ministry will participate in one of the two Sunday Church Service

Prepared the Black History month program with the Sunday School and Music ministry.

Number of participants unknown at this time Staff 13 board members

This # does not include the ministers who are involved with our team on a regular basis and considered support to our ministry.

Identify additional assistance needed to insure the success of the ministry

Plan of leadership which includes the whole church and the Christian Educational Needs. Continue to establish goals and timetables
Training for ministries Continue to follow the process

Identify the community outreach efforts practiced by this ministry

Family night, on February 27, 1998 Black History Month Celebration
fourty members in attendance.
Planning Vacation Bible School Week

Budgetary request

None at this time

ACCOMPLISHMENTS FOR THE QUARTER

*Have begun active discussion/planning concerning our role as we partner with the other ministries. Board Chair has visited most of the team meetings to learn about and help plan for:
-enrollment (process)
-teaching materials
-needs assessments

Operational Procedures and Membership list and terms have been established.

Retreat to Prepare for 1999 budget and ministry calendar has been planned for June 12-13th to be facilitated by Judith Hence from Henceforth.

Voted to begin the process to change the name of our board to better reflect the ministries which are involved in the ministry of a teaching church. The Christian Education Board is not a policy making board, we provide framework and support for the Christian Education Program throughout the total church. suggested change: CEL Ministry Team (Christian Education Leadership Ministry Team) Plan is to prepare rationale and go through the appropriate channels for discussion.

Cmc/s
4-10-98

church office
members

QUARTERLY REPORT OF KIDS IN DIVINE SERVICE CHURCH (K.I.D.S. Church)

KIDS' Church continues to run regularly every Sunday during the 11 a.m. service. We serve children ages 3 through Kindergarten with our "Jr. KIDS' Church" program, and children from grades 1 - 6 with the "KIDS' Church" program.

JR. KIDS' CHURCH

This quarter we started using a new curriculum with the younger group (from Charisma Life) and it includes the use of puppets, videos, songs, games and Bible stories. We also have a snack that emphasizes the lesson of that particular day. We are very pleased with this new curriculum. We currently have a total of 10 adults and one teenager involved with this younger group and are looking for 2 more adults and a few more teenagers. We would like to have 3 adults present each Sunday of the month. Attendance ranges from 10 - 25.

KIDS' CHURCH

This group has a church service format that includes singing of praise and worship songs, giving of offering, and a Bible lesson emphasized by object lessons, drama, and a story with slides or overhead pictures. Our curriculum is planned as a quarterly unit and we play games to encourage the children to attend regularly and to pay attention. At present we have 12 adults and two teenagers involved on a regular basis. Attendance ranges from 20 - 45. We have had the joy of leading 10 children to Christ this quarter. Three others were baptized that had accepted the Lord in KIDS' Church during the previous quarter. We offer a special class on salvation, baptism and communion for those children who have made a commitment to the Lord Jesus Christ.

YOUTH SUNDAY

This quarter, under the leadership of Rev. Shaw and with the cooperation of Rev. Thompson, we have again become involved in "Youth Sunday" every 5th Sunday of a partic. month. We hope to expose the larger church body to the work and value of our KIDS' Church program.

SPECIAL THANKS

We would like to express our sincere gratitude on behalf of KIDS' Church, and on behalf of Pilgrim Baptist Church, to Sis. Kathleen Dugas and Rev. Wesley Foster for the able leadership they provided us the last several years. They moved us from a very limited outreach to a growing and committed ministry. They both recently resigned for personal reasons. We appreciated their leadership and wish them the Lord's blessing on their current endeavors.

We also want to express our special gratitude to our interim pastor, Rev. Roy Thompson, for his listening ear and his

wise counsel as it relates to our work in KIDS' Church.
He's always there when we need him.

Respectfully submitted,

Gerald Dodd and Clelia Giles
Co-chairs, KIDS' Church

April 8, 1998

1998 1st Quarter Church Report
Home and Family Life, Birth and Dedications

| BORN | ROSE | | DEDICATED |
|---------|------|------------------------|-----------|
| 6/14/97 | yes | Frederick Gillespie II | 2/8/98 |
| 1/11/98 | No | Kudu Adamu Jaasaru | 3/8/98 |
| 3/30/97 | No | Daniel Zogas | 3/8/98 |

Bettye S. Cox
Cradle Roll Superintendent
April 1998

April 21, 1998

Pilgrim Baptist Church
732 Central Ave. West
St. Paul, Mn. 55104

Greetings in the name of our Lord and Savior Jesus Christ

The combined Ushers Board celebrated our Annual Day on Sunday April 19, 1998 at 5P.M. Rev. Ann Waters was our guest speaker We had a glorious time in the name of the Lord.

Thanks to all who shared with us. It was truly a blessing.

During March 26-29, 1998, members of our boards traveled with the Minnesota State Ushers to our Regional Conference in Dayton, Ohio. There we attended work shops and seminars concentrating on improving our ushering techniques. We bring what we have learned back to Pilgrim to improve our boards and be the very best service in God's House. For it is a blessing to serve as an usher in the House of the Lord.

Our usher boards are in need of new members who are willing to serve in God's House. We will make sure all ushers receive training before they are assigned to a floor position. Pilgrim has two State Instructors, Sis. Pat Waddell and myself Pam Wallace Any new ushers joining the board will receive training from us.

If this ministry is where you would want to serve please call the Church office and leave me your name and phone number or call me directly at 287-9009.

On May 23, 1998 we will be having our annual Spring workshop with all combined boards. Anyone is free to join us.

Humbly submitted;

Pam Wallace

Sr. Usher Board