Westfield Baptist Church
Cemetery Rules and Regulations

Section 1: Definitions

A. **Ownership:** Ownership is defined as right to burial in a cemetery. A cemetery plot owner's rights are contractual and subject to the ordinary rules of this contract. One who is granted a plot in the Westfield Baptist Church cemetery does not acquire ownership of the soil. He/She acquires only a right of burial therein which has been designated as an easement or as a license or privilege. When a plot is granted, the rights of the Grantee are expressed or deemed to be subject to the cemetery rules and or the bylaws/policies of Westfield Baptist Church.

B. **Cemetery Plot:** The term "plot," is an area of sufficient size to accommodate two adult interments: ten feet by fifteen feet; or one adult interment: five feet by fifteen feet.

C. **Interment:** The term "interment" shall mean the permanent disposition of the remains of deceased person by cremation and inurnment, entombment, or burial.

D. **Plot Marker:** The term "plot marker" refers to any means used by the cemetery to locate corners of the plot.

E. **Footstone:** A "footstone" is a granite stone or flat bronze plaque flush with the ground, or just below, that is inscribed with the name, date of birth, and date of death of the person that is buried in the said plot. It may also include terms of endearment such as, but not limited to, the inscriptions "Mother," "Father," "Son," "Daughter," or "anniversary date." The footstone may also be a Military/VA provided marker. Inscriptions, effigies, or marking shall comply with Policy No. 11 in Section II of this document.

F. **Headstone:** A headstone or monument is a stone head of the plot extending above ground, usually inscribed with the family name. It can also include individual names, dates of birth and death. The headstone may also include terms of endearment such as, but not limited to, the inscriptions "Mother," "Father," "Son," "Daughter," or "anniversary date." The headstone may also be a Military/VA provided headstone. Inscriptions, effigies, or marking shall comply with Policy No. 11 in Section II of this document.

G. **Management:** The term "management" shall mean the members of the Cemetery Oversight Committee duly appointed by Westfield Baptist Church for the purpose of conducting the administering the cemetery.

H. **Member:** A member shall mean an individual who is a member of Westfield Baptist Church.

I. **Immediate Family:** The immediate family is described as the following: spouse, parent, grandparent, sister/brother, children, stepchildren, and grandchildren of the original plot owner(s). The term is also to include "great" to the above where applicable.

Section II: Cemetery Policy

1. Although there are many plots within the Westfield Baptist Church cemetery that were granted before the writing and adoption of these rules and regulations, no plot, no party and no Grantee shall be exempt from adhering to the cemetery rules and regulations or bylaws/policies of Westfield Baptist Church.
2. A member of Westfield Baptist Church may be issued the right to use one plot in the cemetery after paying the contractual fee as stated in Section II, Policy No. 4. A member may also obtain plots equal to the number of minor children. The only exception to this rule shall be at the sudden passing of a destitute member of the immediate family with the plot purchase approved by the Cemetery Oversight Committee and the fee paid before the burial. The Cemetery Oversight Committee shall have the authority to determine if the immediate family member is truly destitute.
3. A non-member of Westfield Baptist Church may be issued the right to use one plot in the cemetery after paying the contractual non-member fee as stated in Section II, Policy No. 4.
4. The cost of rights to use a plot issued for the purpose of the full body burial and/or interment of inurned of cremated remains for both a member and a non-member shall be separately set by Cemetery Oversight Committee and approved by the membership of Westfield Baptist Church.
5. Use of a lot issued to members or non-members of Westfield Baptist Church for the purpose of interment of inurned of cremated remains shall be governed by Section II, Policy No.15.
6. Issuance of burial rights shall be made by the Westfield Baptist Church Cemetery Oversight Committee.
7. Interment shall not take place until the cost of the use of the plot has been paid in full.
8. At no time may burial rights be sold by the person to whom the rights have been issued. Rather, the burial rights remaining shall be returned to Westfield Baptist Church Cemetery Fund for a reimbursement of purchase price to the members and 50% of the amount paid by non-members.
9. Every grave shall have a minimum of a headstone or footstone (see definition E and F) that is inscribed with a minimum of the name, date of birth, and date of death of the person that is buried in the said grave within six months of the interment:
    a. **Head Stone Foundations:** The foundation footing under the base stone shall be a minimum of six inches in depth and consist of either a concrete slab, or a mixture of sand and/or ground granite dust with cement (or equivalent). Neither method shall exceed outside of the bottom stone base.
    b. **Stone Base:** The stone base shall not exceed seven feet in length nor more than 18 inches in width.
    c. **Stone Height:** The stone height shall not exceed five feet.

d. **Foot Stones:** Foot stones shall be flush with the ground to reduce maintenance costs and prevent damage to the stone and equipment. "Flush" is defined as being with the lay of the land. Foot stones shall have a minimum size of 8 inches by 16 inches, up to a maximum size of 18 inches by 28 inches. A properly sized foot stones can be used as head stones if the family requests.

10. No monument may be installed in such a fashion that it extends beyond the boundaries of the designated plot or grave, or that will interfere with future grave openings or the movement of the cemetery maintenance equipment. Curbing is not permitted.
11. No improper effigies or markers, or monuments bearing offensive inscriptions as defined by the Cemetery Oversight Committee shall be permitted to be placed in or upon any part of the Cemetery. And, if any such monument, effigy, or structure whatsoever, or any inscription is placed in or upon any plot, the Cemetery Oversight Committee shall have the right, and it shall be their duty, to enter upon said plot and remove the offensive or improper object. If the removal of such objects incurs any cost, the burial rights owner shall be liable for any and all costs.
12. Mausoleums are not permitted.
13. No interments of a body other than that of a human being will be permitted.
14. Cremated remains must be inurned and interred and may not be distributed into the atmosphere.
15. Each plot is limited to a maximum of three (3) cremated remains each, and only if planned in advance.
16. All non-cremated remains interments shall be enclosed in a sealed concrete burial vault.
17. New gravesites shall be cleaned of dead flowers, wreaths, etc. within fourteen (14) days of burial. Debris shall be hauled away.
18. **Respect**: It is of the utmost importance that there should be strict observance of standards of honorable conduct in the cemetery. Therefore, all persons within the cemetery should avoid conduct unbecoming a sacred place, such as:
    a. *Loud or boisterous talking*
    b. *Idling or loafing on the grounds*
    c. *Peddling or soliciting the sale of any commodity within the cemetery*
    d. *Consuming or possessing alcoholic beverages or other illegal drugs on the grounds.*
    e. *Placing of signs or notices or advertisements of any kind within the cemetery*
    f. *Placing of lighted objects within the cemetery*
    g. *Any political demonstration or any disruption of a memorial service.*

Section III: Maintenance Practices, Responsibility and Liability

1. Landscaping and maintenance of the cemetery shall be under the direction of the Cemetery Oversight Committee.
2. Maintenance contracts and schedules shall be set forth by the Cemetery Oversight Committee.
3. Westfield Baptist Church assumes the responsibility for the maintenance of the cemetery grounds. Family members are responsible for maintaining inside the plot in which their loved one is buried; for example, plumbing up leaning monuments and realigning headstones on their bases.
4. The funeral home is responsible for properly opening and closing of graves. When the grave is closed, it must be properly back-filled and packed along with replacing the grass sod so that mowers can operate over the gravesite in the future without damaging equipment. Graves must be backfilled so that it will not sink below the surrounding grade. The gravesite must also be left in a condition that will allow for the proper placement of a headstone or footstone so that the stone will not sink or shift. If the back-filled dirt and sod sinks within a year after the grave closing, it is the funeral home's responsibility to properly fix the gravesite.
5. Westfield Baptist Church assumes no responsibility for damages to gravesites, monuments, markers, etc. that may occur while preparing for a burial in another plot, while work is being done to another plot, from vandalism or any other unlawful act, or from any Act of God that may occur.
6. It shall be the responsibility and liability of the funeral home, grave digger, monument company, or any such company or person who is working in the cemetery to repair, replace, or make good any damages to any other plot that may occur as a result of a mistake or oversight on said person's part.
7. Bottles, toys, figurines, wired flowers, and other objects that might create mowing hazard are not permitted and, if used, will be removed and disposed of by the Cemetery Oversight Committee without notice.
8. Flowers are welcomed at any time of the year in the cemetery. It is however the responsibility of the family member, or whoever placed the flowers, to remove them before they become unpleasant or offensive to view (an eyesore).
9. Glass containers or glass vases are not acceptable as flower holders.
10. There shall be no planting shrubbery, trees, flowers, etc. in the ground of the cemetery. Live plants may be placed in a pot or pots incorporated in the monument for that purpose.

Cemetery Oversight Committee

The Cemetery Oversight Committee will ensure the following in connection with the cemetery at Westfield Baptist Church:

- That the activities, use, and maintenance of the cemetery grounds are in accordance with the *Westfield Baptist Church Cemetery Trust Fund (1985)* and *Cemetery Rules and Regulations.*
- That the cemetery remains primarily as a benefit for the members, and the immediate families of members, of Westfield Baptist Church as described in *Cemetery Rules and Regulations*.
- That when used by families during a time of bereavement, activities go smoothly and do not present an undue burden on the families.
- That ultimately, the cemetery glorifies God by its appearance and operation.

The committee will consist of 5-7 members that are elected each church-year by the membership of Westfield Baptist Church. At the beginning of the church-year, the committee will meet and select its chairperson, ~~a primary treasure~~, an overseer to maintain individual plot records, and other positions it feels necessary for smooth oversight of the cemetery. Thereafter, the committee will meet as needed or at least on a quarterly basis. Quarterly meetings may be informal or by electronic media provided each member is contacted.

The ~~committee~~ **Church's Finance Committee, Secretary, and Treasurer** will ensure that all monies and funds designated to the Westfield Baptist Church Cemetery Fund are properly, professionally, and ethically handled. **The Church's Treasurer will promptly inform the committee when the funds are received for the purchase of a plot so that the Cemetery Oversight Committee can update the plot record records.** ~~The committee is responsible for the following:~~

- ~~Accepting and receiving all contributions and other income.~~
- ~~Ensuring that individual contributors obtain a written receipt and acknowledgement of all contributions that indicates the amount of the contribution, whether given in honor or memory of someone, or given as a gift.~~
- ~~Accepting and receiving all funds obtained from the sale of burial rights in the cemetery.~~
- ~~Depositing all receipts in a bank account(s) selected by the committee.~~
- ~~Making a detailed report to the congregation once a quarter of all receipts and disbursements.~~

The committee will ensure the proper operation of the cemetery, its grounds and possessions, as follows:

- Developing and maintaining a set of *Cemetery Rules and Regulations* to be approved by the church and followed by everyone using the cemetery and its grounds.
- Maintaining a permanent record of the cemetery plot plan that shows the individual (or family) who has purchased specific plots within the cemetery.
- As needed, revising the current plot plan of unsold plots or developing additional plot plans within the land set aside by the church for cemetery use.
- Annually suggesting to the church the cost of the individual plots with separate prices for members and their immediate families (as described in the *Cemetery Rules and Regulations)* and non-members.
- Selling burial rights for unsold plots in the form of two-grave plots and ensuring the purchaser receives a copy of the current *Cemetery Rules and Regulations*.
- Interfacing with the various funeral homes and grave diggers to locate and mark sites for grave openings.

Presented May 8, 2013

Proposed Adjustment to WBC's By-Laws

The Nominating Committee presents the following suggested adjustment to WBC's By-Laws with the blessing of the Deacons and the Constitution Committee.

The area of adjustment has to do with the position listed on the Church Council as "Youth Council Advisor (or Representative)."

In years past, before WBC had any paid Youth Pastor or Youth Director, the Youth Council Advisor (or Representative) served on the Church Council in order to provide input into the Church Calendar concerning upcoming youth events. Now, the Associate Pastor of Young Families fulfills this role. So the Nominating Committee suggests that we update our governing documents to reflect how things actually operate now. This also requires adjusting how the By-Laws prescribe the make-up of the Church Council.

The Nominating Committee moves that the By-Laws of Westfield Baptist Church of Surry County, Inc. be amended to reflect the following changes:

- ***In Article II, Section 1. Additional Officers: delete the words "Youth Council Advisor" (from the list of "other officers") altogether.***
- ***In Article III, Section 4. Ministry Committee Teams, Paragraph D. Church Council: replace "This committee shall consist of the Pastor and the president or chairman..." with "This committee shall consist of the Pastoral Staff and the president of chairman...".***

The following paragraphs demonstrate what these changes would look like in their context. Deletions are struck-through. Additions are in bold. All changes are highlighted.

Article II – OTHER CHURCH OFFICERS, Section 1. Additional Officers (p.10)

In addition to those named in the Constitution, other officers of the church shall be the officers and teachers of the Sunday School, Baptist Women Director, WMU Director, Media Center Director, Church Training Director, Brotherhood Director, ~~Youth Council Advisor,~~ Director of Golden Years, Vacation Bible School Director, and Church Committee members and such other officers as may be needed for operation of the church. All officers of the church and its organizations, unless otherwise specified, shall be elected for a term of one year, upon the recommendation of the nomination committee. Any officer may be recalled by a majority vote of the church at any regular business meeting unless otherwise stated in the Constitution.

ARTICLE III – COMMITTEES, Section 4. – Ministry Committee Teams, Paragraph D. "Church Council" (p.12)

This committee shall consist of the ~~Pastor~~ **Pastoral Staff** and the president or chairman of each organization of the church. This committee shall have the task of coordinating the church calendar and further objective of coordinating purpose and goal of each organization with the overall church program.

Westfield Baptist Church

Business Meeting

July 11, 2012

Westfield Baptist Church held its regular monthly business meeting on July 11, 2012 with 56 present.

We are taking donations for the Appalachian Coalfield area. WBC 's goal is 50 backpacks. We will be delivering 50 backpacks on August 10 to Oak Hill, West Virginia.

Westfield Baptist Church

Business Meeting

August 8, 2012

At the close of the eleven o'clock morning worship on July 15, 2012, Phillip and Elizabeth Chappell came forward to unite with our Church. Phillip came on a promise of a letter from Faith Independent Baptist Church in Pinnacle and Elizabeth came on a promise of a letter from Brown Mountain Baptist Church.

At the close of the eight thirty morning service on July 29, 2012, Greg, Crystal and Brandon Jessup came forward to unite

with our church. Greg and Crystal came on a promise of a letter from Mt. View Baptist Church in Claudville, Virginia. Brandon came on a statement of faith and a candidate for baptism.

Westfield Baptist Church

Business Meeting

August 8, 2012

Jim's last day with us as Associate Pastor of Young Families was Sunday August 5, 2012. We have officially begun our search for a new associate pastor.

We started this past Sunday our Fall Building Campaign which is organized through our Sunday school classes. Our total goal is $14,500.

There is a constitutional requirement for every 100 members we have 3 deacons. We realized that we only have 9 and we need 12. Our enrollment is 451. We will need to vote for 4 names. The top 4 will rotate off in 2015. The 5th name will rotate off in 2014 and the 6th will rotate off in 2013

At the close of the eight thirty morning service on August 4, 2012 Freddie and Kelly Bale came forward to unite with our church. Freddie came on a promise of a letter from Mt. Carmel Church of the Brethren in Sparta, NC. Kelly came on a statement of faith and a candidate for baptism.

Westfield Baptist Church
Business Meeting
July 11, 2012

Westfield Baptist Church held its regular monthly business meeting on July 11, 2012. Everyone enjoyed hamburgers, hotdogs, and desserts prepared by our deacons.

Our meeting was called to order by our pastor, Joel Stephens. We had 56 present.

Minutes from May 9, June 6, June 10, and July 8, 2012 were read and approved.

Committee Updates

Baptist Men - Mark Oakley

I would like to remind all the men of the opportunity to go work on the Habitat house. The van will be leaving Saturday morning at 7:45 for Dobson. Everyone is invited.
-Chuck Chilton

We are planning a trip to West Virginia sometime in September. When all the plans are final with dates, time, and place we will let you know.

Worship Committee - Rodney King

We are planning a fifth Sunday fellowship. At five pm we will have some inflatables for the children. At 6 pm we will have hamburgers and hot dogs prepared by the worship committee at 7 pm our choir will present a concert. We would like to encourage everyone to come out and join in all that we have planned.

Golden Years - Ruth Chilton

It is time for us to begin planning for the community supper at Pilot library. We are scheduled to furnish the meal on July 30. Sign-up sheets are posted on the bulletin board beside the choir room for anyone who would like to prepare something or if you would like to volunteer.

Finance - Dale Phillips

We have three things to bring to your attention:

1. The new design. It is more readable and understandable. On the front page at the right hand side you can see the non-budgeted designated items. Funds have been given and designated to go to a particular line item. Any funds that are not designated go on the left hand side under undesignated.
2. We have added under the building fund the 24-month CD and that now shows the total building fund available.
3. On the back side of the financial report we have added two additional columns. One column budget remaining and the other column additional designated receipts.

Cook'e is going to come around this Sunday and will explain to each Sunday school class the fundraising project we have planned. This project will begin in August and end in October.

Dale asked if anyone had any questions. There were no questions.

Nominating - Pepper Smith

Everyone should have a copy of the 2012 - 2013 Church Council. We hope everyone has had time to look this over. Nominating is bringing this as a motion to accept the church council as written. Does anyone have any questions? This is a motion from an elected committee and does not require a second. The only thing that has been changed since last Sunday is Mark Oakley as chairman of deacons. A question for Pepper, why is there no one for finance and youth. Joel explained that after both of these committees have positions to be filled and after we vote on the new members then the committee will elect a chair. Joel asked if anyone had questions. There were no more questions. We voted on this motion by uplifted hand. Motion was approved.

Old Business - There was no old business.

New Business - Joel Stephens

As you know, we have been taking donations for the Appalachian Coalfield area. And as usual Westfield has come across and has donated lots of school supplies. WBC's goal is 50 back packs. We were going through the items that we have and the items that we still need. We have posted notes along the

outside of the coal cart the items that we still need. If you are interested in helping us get together the remaining supplies, just take a note and go shopping. We have gotten some new information concerning the backpacks. The school system requires that the backpacks be clear plastic or mesh. I am proposing that we take a love offering and if the offering is not enough we can take the cost of the backpacks from the special missions line item. As moderator of the meeting, I cannot make motions. Chuck Chilton made a motion to take a love offering and if the offering is not enough to purchase the backpacks take the balance from the special missions line item. Sandra Shelton suggested that we use the special missions funds and go ahead and order the bags. Joel said that she would have to make an amendment to the motion. She agreed and asked that it be an amendment to Chuck's motion. This motion and amendment was then approved. We will be delivering 50 backpacks on August 10 to Oak Hill, West Virginia.

A motion was made to adjourn and was seconded. Meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

In late 2011, our Deacons took on a project that had a two-fold intention: 1) to seek to reclaim some of our Inactive Members if possible, and see them become Active Members again; 2) too adjust WBC's membership rolls so as to reflect an accurate and up-to-date accounting of our membership so as to be assigned the proper number of messengers to The Surry Baptist Association and North Carolina Baptist Convention for voting purposes

In mid-2012 a letter was sent to those that we were unable to contact by phone, or through a relative or neighbor.

The letter generated very few responses. Therefore, a second letter and a self-addressed, postage-paid postcard were sent out the first week of January 2013. Inactive members were asked to indicate on the postcard if they would like to continue on our membership roll, and to mail the postage-paid card to the church before March 15, 2013. Both the second letter and the postcard included a disclaimer that if WBC did not receive the postcard (or some other form of communication) from them by March 15, 2013, we would have no other option than to remove their name from our membership roll in order to maintain accurate membership records.

Inactive Member Project

In late 2011, our Deacons took on a project that had a two-fold intention: 1) to seek to reclaim some of our Inactive Members if possible, and see them become Active Members again; 2) to adjust WBC's membership rolls so as to reflect an accurate and up-to-date accounting of our membership so as to be assigned the proper number of messengers to The Surry Baptist Association and North Carolina State Baptist Convention for voting purposes.

In mid-2012, the following letter was sent to those that we were unable to contact by phone, or through a relative or neighbor.

Dear (XXXXX),

A careful check of our records has revealed that you continue to be a member of Westfield Baptist Church. As you may know, we have a Deacon Family Ministry that assigns a deacon to each member. I have been assigned to you (or your family). If you have any needs that Westfield Baptist Church can assist you with, feel free to contact me. You are important to us and we consider it an honor to serve both you and our Lord.

You are welcome to attend services at any of the following times:

- Sunday Morning Early Worship: 8:30 am
- Sunday School: 9:45 am
- Sunday Morning Regular Worship: 11:00 am
- Wednesday evening Prayer Meeting and Bible Study: 7:00 pm

We continue to offer a full range of Biblical activities for youth and families at various times. For a complete schedule of all our functions, visit our web site at: www.westfieldbaptistchurch.org.

Also, we need your help in keeping our membership register accurate. If you are currently attending another church — or, for any reason, wish to be removed from our membership register — please feel free to contact the church's secretary at (336)351-3311 or email at wbc1@surry.net. Nevertheless, please know that whether you remain as a member or not, if you have a need — either spiritual or physical — please feel free to contact me in the manner which is most convenient for you. I would be glad to pray privately with you or add your concern to our church's prayer list.

In Christian love,

Deacon XXXXX
Deacon Family Ministry
336-351-XXXX (Home)
336-XXX-XXXX (Cell)

Initial Letter

This initial letter generated very few responses. Therefore, a second letter and a self-addressed, postage-paid postcard were sent out the first week of January 2013. Inactive members were asked to indicate on the postcard if they would like to continue on our membership roll, and to mail the postage-paid card to the church before March 15, 2013. Both the second letter and the postcard included a disclaimer that if WBC did not receive the postcard (or some other form of

communication) from them **by March 15, 2013, we would have no other option than to remove their name from our membership rolls** in order to maintain accurate membership records.

Dear XXXXX,

Recently, you received a letter from the deacon assigned to you. Since then, we have not heard from you. Our church family misses you and would very much like for you to become active in our fellowship once again. Please know that we still welcome you to any of our services or ministry opportunities.

As we mentioned in the previous letter, we are in the process of updating our church's membership rolls. The Surry Baptist Association and North Carolina State Baptist Convention require us to periodically give them an accurate count of our membership so they can assign our church the correct number of messengers for voting purposes. **If you would like to continue on our membership rolls, please return the addressed, postage-paid card to the church as soon as possible** — or contact the church office at (336) 351-3311. You can also email the church office at wbc1@surry.net. Because of this need to ensure an accurate membership tally for voting purposes at the Association and Convention meetings, ***we must hear from you before March 15, 2013*** or we will have no other option than to remove your name from our membership rolls.

Please know that even if you (or your family) choose not to remain on our membership rolls, you will still be in our prayers. Also, if Westfield Baptist Church can be of assistance to you in any way, please feel free to contact us. Our commitment is to show the love of Christ to anyone in need, whether on our membership roll or not.

In Christ,

The Deacons of Westfield Baptist Church

2nd Letter

We are in the process of updating our church's membership rolls. Please indicate below if you would like to continue on our membership roll. Please mail this postage-paid card to the church **before March 15, 2013** or we will have no other option than to remove your name from our membership rolls.

☐ Yes, I want to remain on the membership roll at Westfield Baptist Church.

☐ No, I want to have my name removed from the membership roll of Westfield Baptist Church.

☐ I have previously joined another church. (Please give church name & address.)

_____

☐ The addressee no longer lives at this address. (Please give a forwarding address if possible.) _____

Response Postcard

The following indicates the responses we have receive to date from the two letters that have been sent and/or any action pending (if any).

No response to Initial Letter or Second Letter/Postcard:

1. Sylvia Allen
2. Alton Cooke
3. Ernest Hundley
4. Terry Inman
5. M/M Brad Jessup
6. David Mabe
7. Phyllis Owens-Phillips
8. Margaret Ruth Owens Wright
9. Stephanie Regis
10. Lena Shelton
11. Jeanette Smith
12. Phil Smith
13. Tayler Solzsman
14. M/M Darryl Williams

First Letter was "Returned to Sender" (unable to forward; no known address):

1. Jackie Jessup
2. Tabitha Manning McMillian
3. Brandon Scott

Returned postcard/email/phone call & wish to remain on roll:

1. Tim Collins
2. Tim George
3. Todd Inman
4. Frances Jessup Lawson
5. Jo Ann Jones-Lawson
6. Kevin Journey
7. Brenda McDaniel
8. Ann Rogers
9. Jeff & Armida Rule
10. Robert & Sandy Smith
11. Johnny Stanley
12. Jackie Stanley
13. Dorothy Price (attending her old church but hasn't moved membership)

Returned postcard, indicated had joined another church (already removed from roll):

1. Granville Nunn

No letter sent per Deacons:

1. Brett Benson
2. Tim Blevins
3. Kathy Chilton
4. Randy Christian
5. M/M Billy Cook
6. Sheila Cox
7. Lauren Creed
8. Fletcher Dearmin
9. Judy Flake
10. M/M Darrell Garner
11. Preston Hill
12. Tommy Jessup
13. Annie Nifong

Initial Letter sent within past 3 months with no response to date. Second Letter/Postcard not sent yet:

1. Joe Jackson
2. Becky Jessup
3. Angie Martin
4. Colby Solomon

<u>Motion:</u> Due to the necessity to maintain accurate membership records, and after exhausting all known ways of contacting the following inactive members without receiving any communication from them indicating their desire to remain on our membership roll, the Deacons of Westfield Baptist Church move to re-designate the following persons as "Inactive Non-Members."

1. Sylvia Allen..... (No response to first letter or postcard)
2. Alton Cooke..... (No response to first letter or postcard)
3. Ernest Hundley..... (No response to first letter or postcard)
4. Terry Inman..... (No response to first letter or postcard)
5. M/M Brad Jessup..... (No response to first letter or postcard)
6. Jackie Jessup..... (unable to forward; no known address)
7. Tabitha Manning McMillian..... (unable to forward; no known address)
8. David Mabe..... (No response to first letter or postcard)
9. Phyllis Owens-Phillips..... (No response to first letter or postcard)
10. Margaret Ruth Owens Wright..... (No response to first letter or postcard)
11. Stephanie Regis..... (No response to first letter or postcard)
12. Brandon Scott..... (unable to forward; no known address)
13. Lena Shelton..... (No response to first letter or postcard)
14. Jeanette Smith..... (No response to first letter or postcard)
15. Phil Smith..... (No response to first letter or postcard)
16. Tayler Solzsman..... (No response to first letter or postcard)
17. M/M Darryl Williams..... (No response to first letter or postcard)

(In the future, should one of these persons desire to be reinstated as a member, they would be welcome to present themselves as a candidate for membership at any of our worship services or business meetings. As with anyone else who has been previously baptized by immersion, but has no active membership to transfer by letter, they would be considered for membership on a Statement of Faith. If approved for membership by vote of the congregation, their membership would be immediately reinstated.)

13 members will be removed from church membership

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Adjustment(s) Since Last Month

The follow individuals have been contacted by various members since the last meeting. They have voiced their desire to state on as members.

- Ernest Hundley
- Sylvia Allen
- Mary Ruth Owens Wright
- David Mabe

Westfield Baptist Church
Business Meeting
July 15, 2012

At the close of the eleven o'clock morning worship service on July 15, 2012, Phillip and Elizabeth Chappell came forward to unite with our church. Phillip came on a promise of a letter from Faith Independent Baptist Church in Pinnacle and Elizabeth came on a promise of a letter from Brown Mountain Baptist Church. A meeting was called by our pastor Joel Stephens. A motion was made and seconded. The motion was approved.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

Westfield Baptist Church

Business Meeting

July 29, 2012

At the close of the eight thirty morning worship service on July 29, 2012 Greg, Crystal, and Brandon Jessup came forward to unite with our church. Greg and Crystal came on a promise of a letter from Mt. View Baptist Church in Claudville, Virginia. Brandon came on a statement of faith and a candidate for baptism. A meeting was called by our pastor Joel Stephens. A motion was made and seconded. The motion was approved.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

Westfield Baptist Church

Business Meeting

August 4, 2012

At the close of the eight thirty morning worship service on August 4, 2012 Freddie and Kelly Bale came forward to unite with our church. Freddie came on a promise of a letter from Mt. Carmel Church of the Brethren in Sparta, NC. Kelly came on a statement of faith and a candidate for baptism. A meeting was called by our pastor Joel Stephens. A motion was made and seconded. The motion was approved.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

Westfield Baptist Church
Business Meeting
August 8, 2012

Westfield Baptist Church held its regular monthly business meeting on August 8, 2012.

Minutes from our July 11, July 15, July 29, and August 4, 2012 business meetings were read and approved. There were 56 present.

Committee Updates

Staff Relations - Chris Sloop

I am sure that everyone is aware that Jim's last day with us as Associated Pastor of Young Families was Sunday, August 5, 2012. We have officially begun our search for a new associate pastor. Our first order of business was to update the job description. If you will see on the handout that the changes are in red and the part that was deleted is in the right hand margin. Staff is bringing this as a motion to accept this new job description of associate pastor of young families as written. This is coming from a standing committee and does not require a second. Chris asked if anyone had questions. There were no questions. This motion was then voted on and approved.

Baptist Men - Mark Oakley

We are going to an area near Beckly, West Virginia on September 23. That is all that we know at this time.

WMU - Doris Jessup

We have a blood drive coming up on September 9, 2012. We encourage anyone that can come out and donate because there is an urgent need of blood.

Golden Years - Ruth Chilton

We have a trip planned for this month.

Finance - Dale Phillips

For the month of July we had a great month. We added a little over $10,000 to our building fund. We also started this past Sunday our Fall Building Campaign which is organized through our Sunday school classes. Our total goal is $14,500. We will be putting up some posters that will help you see each week how we are doing. We are in preparation for our next year's budget. I will be reaching out to all our committee chair persons to find out if you have any budget concerns that we need to be made aware of. This will be presented at our September business meeting. Does anyone have any questions? No questions.

Old Business - There was no old business.

New Business - Joel Stephens

There was a tremendous amount of school supplies donated. We have much more than what we were expecting. We had about three times the amount that we asked for. We filled all 50 backpacks in about one hour. I was amazed at how quickly this went. We will be leaving tomorrow afternoon at 5 pm to go to Oakhill, West Virginia. We will be serving in the Pine Knolls Apartment Complex there in Oakhill. There will be a block party that starts at 10 am Friday morning. We ask that you pray for us as we go and that everything that we have planned can work out. We are all excited about this trip.

Phil Sutphin- Westfield Fire Department fed us again this June. We enjoyed the meal and everything was deeply appreciated.

Joel Stephens - Joel asked that the deacons pass out the ballots. He and the deacons requested that the adults that are on campus tonight be given a ballot. Everyone was in agreement with that.

I would like to explain to you if you were not at our business meeting when we discussed that there is a constitutional requirement for every 100 members we have 3 deacons. We realized that we only have 9 and we need 12. Our enrollment is 451. We will need to vote for 4 names. The top 4 names will rotate of in 2015. The 5th name with the most votes will rotate of in 2014 and the 6th name with the most votes will rotate off in 2013. Ballots were then past out and collected by our deacons. Grant Overby, Lane Jessup, Darrin Haywood,

and Chris Sloop will rotate of in 2015. Roy Terwilliger will rotate off in 2014, and Jonathan Sutphin will rotate off in 2013. Mark Oakley will be a director and Frank Jessup and Dwayne Greeson will serve on the nominating committee.

A motion was made to adjourn and was seconded. Meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

Job Description
Associate Pastor of Young Families

Principal Function

The Associate Pastor of Young Families is responsible for assisting the Pastor in shepherding the entire congregation of Westfield Baptist Church. His major ministry focus is coordinating and leading the Youth and Children's Ministry at Westfield Baptist Church, and has these as his fundamental goals: 1) equip the parents of the Youth and Children to be the primary disciplers of their children; 2) involve the entire family whenever possible so that the family unit becomes the primary vehicle for ministry.

Deleted: in every activity

Relationships

The Associate Pastor of Young Families shall be supervised directly by the Pastor and indirectly by the Staff Relations Ministry Team. He shall work in close association with appropriate committees and organizations as needed.

Deleted: shall be a member of the Church Council and

Responsibilities

The Associate Pastor of Young Families shall serve as a minister to the parents and children in young families through counseling, visitation, and participation in worship. He is to oversee the organization and implementation of a well-balanced Youth and Children's Ministry, which will meet the needs of today's young families. Additional responsibilities include the following:

Deleted: design and implement

a. Coordinate regular meetings with the Youth and their parents for the purpose of Bible study, evangelism, service, fellowship, and other appropriate activities.

Deleted: visitation

b. Coordinate and/or facilitate a Children's Church during the Morning Worship services as needed.

c. Lead in worship services as requested by the Pastor. Preach in the Pastor's absence as requested by the Pastor. Attendance on Sunday and Wednesday is required unless leave is being taken.

d. Coordinate and facilitate special activities for the Children's Group and the Youth Group (such as mission projects/trips, retreats, fellowship events, etc.). The frequency of these activities should be equally balanced between Youth and Children, averaging one per quarter (excluding camps and VBS). Every effort should be made to involve parents and young people as a family unit during these activities.

Deleted: averaging one per month per group

e. Organize and accompany Youth to an approved Youth Camp each summer.

f. Organize and accompany Children to an approved Children's Camp each summer.

g. Coordinate and organize, maintain, and work with lead teams in planning and execution of planned events such as Vacation Bible School, organized recreation, youth retreats, summer mission projects, and evangelistic endeavors.

h. Work with the finance committee to plan and administer an annual budget for the Youth and Children's Ministry programs.

i. Endeavor to keep parents involved in the Youth and Children's programs in the Church and enlist their support, assistance, and cooperation.

Deleted: <#>Serve as a member of the Church Council in planning and organizing the church's yearly calendar.¶

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Westfield Baptist Church

Business Meeting

September 12, 2012

Westfield Baptist Church held its end of the church year business meeting on September12, 2012 with 78 members present.

The finance committee found that in the past some of the pastor's monthly salary was put in the line item called bonus and at Christmas he was given this and called it a Christmas Bonus. If the church gives our pastor a Christmas Bonus this should be above and beyond the amount that has been budgeted for his yearly salary.

After the eight thirty worship service on September 9, 2012 Robert "Bob" and Mary Jo Harding came forward to unite with our church. Bob and Mary Jo are coming on a promise of a letter from Triangle Community Church in Cary, North Carolina.

June

Westfield Baptist Church
Business Meeting
September 12, 2012

Westfield Baptist Church held its end of the church year business meeting on September 12, 2012. Everyone enjoyed the covered dish supper and fellowship.

Meeting was then called to order by our pastor Joel Stephens. Minutes from August 8 and September 9, 2012 meetings were read and approved.

There were 78 people present.

Committee Updates

Baptist Men - Mark Oakley

The Baptist Men will be leaving Monday, September 24, 2012 around 6:00 am for Fayetteville, West Virginia.

WMU - Doris Jessup

We would like to thank everyone that donated blood. We collected 29 units and we had 3 first time donators.

Missions - Doris Jessup

We will be having another Open Pantry on October 6. We will have food and children's clothing.

Nominating Committee - Pepper Smith

We have some additions to the Church Council, Sunday School Department and Missions/Ministry Teams. Jordan Crowson will be the Youth Council Advisor. Rogene Eades will help Wendy Holcomb with the 3's thru Pre-K. David Crowson will help with the High School Youth. Rodney King and David Crowson would like to have one other person to help. We are still looking for someone to fill that position. Please add Kathryn Barker as a substitute in the Women 1 Sunday School Class. Greg and Brandon Jessup need to be added to the Building and Grounds Committee. Nathan Bowman asked if he and Tina could be added to the Nursery Volunteers (8:30). Pepper said that the nominating committee would add their names to the list. The nominating committee is making a motion

to accept the 2012-2013 Church Council, Sunday School Department, and Missions/Ministry Teams with these additions as a motion. This motion coming from a standing committee does not require a second. The motion was then voted on and passed.

Financial Report - Dale Phillips

The August Treasurer's Report has been placed on everyone's table. Does anyone have any questions? There were no questions.

Also on your tables are the proposed 2012-2013 budgets. We are looking **only** at the General Fund Budget. Some of the deacons passed out the ballots. The purpose of the top half of the ballot is to vote on the 2012-2013 Proposed General Fund Budget. Does anyone have any questions? If there are no questions you may vote at this time.

Our pastor excused himself from the business meeting. Mickey Arrington, chairman of the deacons, will take over as the moderator for the rest of the meeting.

Dale said for everyone to look at the part II Salaries of the budget. The finance committee found that in the past some of the pastor's monthly salary was put in the line item called bonus (Line 7) and at Christmas he was given this and called it a Christmas Bonus. If the church gives our pastor a Christmas Bonus this should be above and beyond the amount that has been budgeted for his yearly salary. At this time Dale asked if anyone had any questions concerning any of the salaries. Gary Elliott made a motion to amend line item 7 in part II Salaries of the proposed 2012-2013 budget. His motion was to vote on line item 7separately then vote on part II Salaries by itself. Gary's motion was seconded. There was lots of discussion. Gary's motion was voted on and did not pass. Jimmy Christian made a motion to delete line item 7 completely from the budget. Jimmy's motion was seconded. This motion was voted on and did not pass. The bottom half of the ballot is to vote on part II of the Salaries. Ballots were collected by the deacons that were present. The deacons counted the votes. The results were 77 yes and 1 no for the 2012-2013 General Budget. The results were 68 yes and 9 no for the 2012-2013 Salary Budget.

Old Business - There was no old business.

New Business - There was no new business.

A motion was made to adjourn and was seconded. Meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Mickey Arrington, Moderator_____

Brenda Oakley, Clerk _____

Westfield Baptist Church
Business Meeting
September 9, 2012

After the eight thirty morning worship service on September 9, 2012 Robert "Bob" and Mary Jo Harding came forward to unite with our church. A meeting was called a motion was made and seconded to accept them into our church. Bob and Mary Jo are coming on a promise of a letter from Triangle Community Church in Cary, North Carolina.

Joel Stephens, Moderator _____

Brenda Oakley, Clerk _____

Westfield Baptist Church

Business Meeting

October 10, 2012

Westfield Baptist Church held its regular monthly business on October 10, 2012 with 38 present.

Pastor Joel opened the meeting with a PowerPoint presentation of a project he has become involved with, one he believes our congregation might want to participate in as well. People who have no home country and live along the borders of Ukraine, Hungary, and Romania need trained pastors. Roma pastors are very interested in learning theology and doctrine, but seminaries in these countries refuse to admit Roma pastors because of their ethnic background. Joel would be involved in founding the Roma Bible Institute in Budapest, Hungary.

On a past mission trip to Indonesia, Joel had trained Indonesian pastors and realized this was something God wanted him to continue doing.

Sponsors are, therefore, needed; individuals or churches willing to help pay the $333. per year for three years to provide theological education for a Roma pastor who has no other way of getting the funds.

The church will pay for the pastor's airline ticket from the General Fund at a cost of approximately $1115.00.

Oct. 21, 2012
Homecoming/Pastor Appreciation Day.
Everyone was invited to the potluck meal today after the 11:00 service. A money tree is available for anyone desiring to show appreciation to our pastor financially. Also, Wes McGarry has done a wonderful job with our children and youth since Pastor Jim + Jera left. You have an opportunity to show your appreciation to him financially as well.

Surry Baptist Newsletter.
Feb. 2013
Westfield welcomed five new members: four by baptism, one by letter. Voted to call Rev. Kendall Yarboro as new Associate Pastor of Young Families; he will begin Feb. 1. Pastor Joel Stephens traveled to Budapest, Hungary to assist in opening the Roma Bible Institute and help train its first class of Roma pastors. Senior Adult committee served meals at Pilot Mtn Community Outreach. Collected 50% over goal for Lottie Moon. Offering.
Surry Baptist Assoc. Financial Contributions for 2012 - $10,889.80
Collected $4,833.24 for Lottie Moon

June

Westfield Baptist Church

Business Meeting

October 10, 2012

Westfield Baptist Church held its regular monthly business meeting on October 10, 2012. The meeting was called to order by Pastor Joel Stephens. Minutes from September 12, 2012 meeting were read and approved.

There were 38 people present.

Committee Updates

Pastor Stephens opened the meeting with a PowerPoint presentation of a project he has become involved with, one he believed our congregation might want to participate in as well. About a year ago, he'd met an old friend who'd shared with him information about recent trips made to Ukraine to work with a church plant among the Roma people. Negatively referred to as "gypsies," they are despised people who have no "home country" and live along the borders of Ukraine, Hungary, and Romania. Roma pastors are very interested in learning more about theology and doctrine, and desire to be better pastors and preachers, but seminaries in these countries refuse to admit Roma pastors because of their ethnic background. Also, many of them cannot afford to pay the high costs of tuition and books because of discrimination within the economy. God began to press on his friend's heart that he needed to do something about this and that he would need lots of help; he asked Joel to prayerfully consider joining him and other pastors in founding the Roma Bible Institute in Budapest, Hungary.

On a past mission trip to Indonesia, Joel had trained Indonesian pastors and realized this was something God wanted him to continue doing. After much prayer, he knew God was calling him to join his friend and the other pastors.

In January, our pastor and three others from N. C. will make the trip to officially open the Roma Bible Institute to its first class of Roma pastors. The goal is to begin with 30 pastors, the program taking each pastor three years to complete. The Roma pastors attending the school will be responsible for a large portion of the school's expenses, which is a significant roadblock. Sponsors are, therefore, needed; individuals or churches willing to help pay the $333 per year for three years to provide theological education for a Roma pastor who has no other way of getting it. Joel said he knew we were in a building campaign, but believed the Kingdom impact of this opportunity was of far greater importance. Having received the Deacons' blessing, he then challenged committees, classes and individuals to bathe the matter in prayer, thus determining whether or not this request is God's will, and contact him with further information or a commitment to sponsoring a pastor or pastors.

Mark Oakley, Chairman of the Deacons, came forward with a motion from the Deacons that the church pay for the pastor's airline ticket from the General Fund. The ticket will cost approximately $1115.00. The motion did not require a second and passed unanimously.

Mr. Oakley also reported that the Baptist Men would travel to Dobson on Saturday, October 20, 2012 to work on a Habitat house.

Mickey Love, Staff Relations Team Chairman, then reported that over thirty resumes for Associate Pastor had been received. Two of them were particularly promising, with one candidate having been interviewed Sunday, October 7. The second candidate will be interviewed at a later date.

Mickey Arrington, Building/Grounds Committee Chairman, reported that a good deal of money had been spent on the air conditioner units over the last few years and that the committee had discussed a preventative maintenance program. After some additional research, they contacted Pilot Mechanical, who gave a quote on an annual preventative maintenance program. This would include regular service of the

church's six aging heating units and two oil furnaces, but would not include any parts or repairs should a unit malfunction. The program will cost $1144/year, which can be paid quarterly at $286/quarter should the church desire to do so. Because they have the authority to handle the matter, the Building/Grounds Committee does not bring this as a motion, but as information only. There was no disagreement from the floor.

Ruth Chilton, Golden Years Chairperson, reminded the senior adults of the trip to the mountains for shopping and lunch at Wayne and Barbara Lowe's home on Tuesday, October 22. She also reminded those going on the trip in December that money is due.

Kathy White, Finance Committee Chairperson, presented the October Treasurer's Report. No corrections or additions were made.

Mrs. White also proposed a motion that the Associate Pastor's budgeted salary and benefits be transferred to the Building Fund until the time a new Associate Pastor is hired. This motion from the Finance Committee did not require a second and unanimously passed.

There were no other committee reports.

Old Business
There was no old business.

New Business
Karoline Overby, Church Clerk, read a letter of transfer for Jim and Jenna Richland. The motion was made, seconded and unanimously approved to grant the Richlands their request for transfer of membership to Salem Baptist Church in Elizabeth City, North Carolina.

A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Karoline Overby, Clerk _____

October 21, 2012

Homecoming/Pastor Appreciation Day

Everyone was invited to a potluck meal today after the 11:00 service . A money tree was available for anyone desiring to show appreciation to our pastor financially. Also, Wes Mc Garry has done a wonderful job with our children and youth since Pastor Jim and Jena left. You have an opportunity to show your appreciation to him financially as well.

October 21, 2012

Homecoming/Pastor Appreciation Day

Everyone was invited to a potluck meal today after the 11:00 service . A money tree was available for anyone desiring to show appreciation to our pastor financially. Also, Wes Mc Garry has done a wonderful job with our children and youth since Pastor Jim and Jena left. You have an opportunity to show your appreciation to him financially as well.

Westfield Baptist Church

Business Meeting

November 14, 2012

Westfield Baptist Church held its regular monthly business meeting on November14, 2912 with 51 members present. Minutes from the October 10, 2012 meeting were read and approved.

Sunday School Building Fund Challenge had raised $15,300, exceeding the goal of $14,271.

Pastor Joel gave an update on the Roma Bible Institute. All airline tickets have been purchased and the pastoral team is ready to go.

Staff Relations proposed a motion that the church give Pastor Joel a Christmas bonus of one week's pay in the amount of $1100.

Westfield Baptist Church
Business Meeting
November 14, 2012

Westfield Baptist Church held its regular monthly business meeting on November 14, 2012. There were 51 people present. The meeting was called to order by Pastor Joel Stephens. He thanked the Missions Committee for preparing the delicious meal.

Minutes from the October 10, 2012 meeting were read and approved.

Committee Updates

WMU

Doris Jessup reported that we were currently receiving the NC Baptist Children's Homes Thanksgiving offering and would begin the Lottie Moon Christmas Offering in December. The Lottie Moon Post Office will be operational on Sunday, December 2.

Missions

Kathy White reported that, as of today, the church had collected 21 shoeboxes for Operation Christmas Child.

Golden Years

Chairperson, Ruth Chilton, reported that, because of the generosity of WBC, there was designated money left in the Senior Adult Ministry fund from last year's collection for Thanksgiving meals. The committee would, therefore, be providing 20 Thanksgiving meals again this year.

Staff Relations Team

Chairman, Mickey Love, reported that the committee had narrowed the search for Associate Pastor down to one candidate and were working through the details.

Finance Committee

Chairperson, Kathy White, addressed the November Treasurer's Report. No corrections or additions were made.

Mrs. White also reported that $9407 had been transferred from the General Fund to the Building Fund from the Associate Pastor's salary and benefit package budget line item for August, September and October. This was voted on and approved last month and would continue until a new Associate Pastor was hired.

She reported that the Sunday School Building Fund Challenge had raised $15,340, exceeding the goal of $14, 271.

There were no other committee reports.

Old Business

There was no old business.

New Business

Pastor Joel gave a report on the Baptist State Convention, saying it was the best he had ever attended. The worship was powerful and there was record attendance. He encouraged any who would like to attend in the future to do so. He shared that he would be chairing the 2013 Convention planning committee.

He also gave an update on RMI (Roma Bible Institute). All airline tickets have been purchased and the pastoral team is ready to go. He requested continued prayer, as cultural differences and various difficulties were causing problems for some of the Roma pastors. He thanked those who were sponsoring a pastor and said that sponsors were still needed. The cost is $333/year per pastor, but any monetary amount given would be very helpful.

He, then, said that the Staff Relations Team had a matter to bring to the floor. He left the meeting, stating that Grant Overby would moderate in Deacon Chairman, Mark Oakley's absence.

Staff Relations proposed a motion that the church give Pastor Joel a Christmas bonus of one week's pay in the amount of $1100. The bonus would come from the "Discretionary Bonuses" budget line item #7. The Deacons and the Finance Committee are in agreement. The motion comes from a standing committee and does not require a second. After a brief discussion, the motion to give Pastor Joel a bonus passed unanimously. There was discussion as to whether to give Wes McGarry a monetary gift, as well. It was decided that recognizing Wes McGarry's service to the Youth Ministry could be addressed at the December business meeting.

A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Karoline Overby, Clerk _____

Westfield Baptist Church
Business Meeting
December 12, 2012

Westfield Baptist Church held its regular monthly business meeting on December 12, 2012. There were 44 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the November 14, 2012 meeting were read and approved.

Committee Updates

Staff Relations Team

Chairman, Mickey Love, reported that the committee had had the opportunity to hear the candidate for Associate Pastor preach at another church, and that he would be preaching here at both services on December 30, 2012, with secret-ballot voting taking place after each service. Also, Kendall Yarboro and his family would be in attendance at a covered-dish meal in their honor Saturday, the 29th. The congregation would have the opportunity to meet them and ask any questions at that time.

Mr. Love also addressed the old business of whether or not to recognize Wes McGarry for his work with the children and youth. It was the committee's recommendation that anyone interested in expressing gratitude to Wes financially do so on an individual basis; discretionary bonuses are designated for church staff only.

WMU

Doris Jessup reported that contributions to the NC Baptist Children's Homes Thanksgiving offering were almost 50% over goal and thanked everyone for their generosity. She reminded everyone of the Lottie Moon Christmas Offering and Lottie Moon Post Office, which was up and running.

Baptist Men

Mark Oakley thanked all the men who'd traveled to Fancy Gap to work with a request previously received by the Benevolence Committee. This was a huge task requiring multiple days and they would be going back to finish on Thursday. Pastor Joel personally recognized all the men who helped.

Golden Years

Chairperson, Ruth Chilton, reminded everyone of the next Pilot Mtn. Community Meal at the library, which is scheduled for Monday, January 7, 2013. A sign-up sheet would be available for volunteers.

Finance Committee

Chairperson, Kathy White, addressed the December Treasurer's Report. No corrections or additions were made.

At the close of the 11:00 service on December 9, 2012, Grace Stewart came forward to unite with our church on the promise of a letter from Mountain Creek Baptist Church in Chattanooga, TN. A meeting was called by our pastor, Joel Stephens, and a motion made and seconded to accept her into our church family. The motion was unanimously approved.

New Business

Bob Harding proposed that the church help fund Roma Bible Institute pastor tuition. Joel explained the monetary requirements and Mr. Harding made a motion to divert $1000 from the Associate Pastor's salary line item, previously determined to go to the Building Fund, to sponsor one Roma pastor for three years. The motion was seconded by John Kuhl.

Phil Sutphin asked when the new Associate Pastor would begin; February 1st is the target date, contingent, of course, upon the vote taking place on the 30th. Pastor Joel said that funds to support a Roma pastor can be sent to the N. C. Baptist Men anytime before April, 2013.

Ruth Chilton questioned the necessity of using funds from the Associate Pastor's salary when there were adequate funds in the International Missions budget line item for something like this. Phil Sutphin asked Pastor Joel how much he might need for future RBI trips. After his reply, Mrs. Chilton replied there would still be over $3000 for International Missions, even if funds were used from that budget line item. After additional discussion, Doris Jessup made a motion to amend the original motion, recommending the funds be sent from International Missions instead of the Associate Pastor's salary. The amended motion to sponsor one pastor for three years at a cost of $333 per year, for a total of $1000, using International Mission funds was seconded and passed unanimously.

There was no other new business.

A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator _____

Karoline Overby, Clerk _____

Westfield Baptist Church

December 23, 2012

At the beginning of the 11:00 service on December 23, 2012, Ashley Bowman Carter came forward to unite with our church as a candidate for baptism. A meeting was called by our pastor, Joel Stephens, and a motion made and seconded to accept her into our church family. The motion was unanimously approved. Mrs. Carter then participated in the baptism which took place that morning.

At the beginning of the 11:00 service on December 23, 2012, Addison Bevlin came forward to unite with our church as a candidate for baptism. A meeting was called by our pastor, Joel Stephens, and a motion made and seconded to accept her into our church family. The motion was unanimously approved. Addison then participated in the baptism which took place that morning.

At the beginning of the 11:00 service on December 23, 2012, the church observed the Ordinance of Baptism. Landon and Addison Bevlin, Ashley Bowman Carter and Jennifer Brock were baptized.

January 6, 2013

At the close of the 8:30 service on January 6, 2013, Pete Shumaker came forward to unite with our church by statement of faith. A meeting was called by our pastor, Joel Stephens, and a motion made and seconded to accept him into our church family. The motion passed.

Westfield Baptist Church

Business Meeting

January 9, 2013

Westfield Baptist Church held its regular business meeting on January 9, 2013 with 42 people present.

Minutes from the December 12, 2012 meeting were read and approved.

Pastor Joel reported that the vote to accept Kendall Yarboro as the new Associate Pastor of Young Families passed with 156 in favor and 1 opposed. He will begin on February 1st.

Pastor Joel will be leaving for his mission trip to Hungary on Friday, January 11th.

A six month work summary (July, 2012-January, 2013) was presented and is attached to this page.

At the close of the 11:00 service on December 9, 2012, Grace Stewart came forward to unite with our church on the promise of a letter from Mountain Creek Baptist Church in Chattanooga, TN.

At the close of the 8:30 service on January 6, 2013, Pete Shumaker came forward to unite with our church be statement of faith.

Westfield Baptist Church

Business Meeting
January 9, 2013

Westfield Baptist Church held its regular monthly business meeting on January 9, 2013. There were 42 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the December 12, 2012 meeting were read and approved.

COMMITTEE UPDATES

Staff Relations Team

In the chairman's absence, Pastor Joel reported that the vote to accept Kendall Yarboro as the new Associate Pastor of Young Families passed with 156 in favor and 1 opposed. He will begin on February 1st. He is interested in available rental property in the area. Please contact Pastor Joel with potential rental property.

WMU

Chairperson, Doris Jessup, reported that the Lottie Moon Christmas Offering exceeded goal. There was a $100 difference between the amount shown on the Treasurer's Report and the amount reported in the newsletter. Karoline Overby will investigate.

Golden Years

Chairperson, Ruth Chilton, thanked all the volunteers who helped with the Pilot Mtn. Community Meal.

Finance Committee

Chairperson, Kathy White, reported that $12,000 had been transferred to the Building Fund from the Associate Pastor's budgeted salary line items. This will be reflected on the January financial statement. She then addressed the December Treasurer's Report. There were no corrections or additions.

There were no other committee reports.

Old Business

There was no old business.

New Business

Mark Oakley reported that Pastor Joel would be leaving for his mission trip to Hungary on Friday, January 11th and requested prayer for him and his family.

Pastor Joel reported that the Roma Bible Institute class will start training 15 pastors. The class is full and 14 were turned away.

There was no other new business.

A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator
Doris Jessup, Assistant Clerk

BUILDING/GROUNDS COMMITTEE

6-MONTH WORK SUMMARY (July, 2012-January, 2013)

1. Mowed all fields belonging to church
2. Repaired light at end of walk
3. Repaired flag lights
4. Installed new rope on flag pole
5. Replaced flag, installed Christian flag
6. Added shelves and hanger in storage building
7. Installed hand rails going downstairs in old education building
8. Sprayed for ants three times
9. Scheduled carpet cleaning with two special called cleanings
10. Cleaned water filter
11. Associate pastor's office: Installed drop ceiling, installed new lighting, painted
12. Installed ceiling fan in nursery #2
13. Installed ceiling fan in Adult Women 1 classroom
14. Pressure-washed around church
15. Blew loose gravel, debris off parking lot
16. Had Pilot Mechanical service all heat and air units
17. Cut a goove in walk at bottom of metal steps for water drainage
18. Installed 34 "L" brackets on pew legs to eliminate sliding and rocking
19. Installed nonslip on steps at baptistery
20. Had fire extinguishers inspected and one repaired
21. Had kitchen roll-up door inspected and had fusible link replaced
22. Had fire alarm system tested (passed)
23. Had emergency light replaced
24. Had six batteries replaced in emergency and exit lights
25. Painted some classrooms
26. Purchased electric heater for phone ministry class
27. Had block wall repaired from car accident
28. Worked several hours on oil spill
29. Locked and unlocked 50+ times
30. Set up table in fellowship 8+ times
31. Many other miscellaneous jobs

Thank you to all who helped to complete these jobs.

Mickey Arrington, Building/Grounds Committee Chairman

Westfield Baptist Church

Business Meeting

February 13, 2013

Westfield Baptist Church held its regular monthly business meeting on February 13, 2013. There were 48 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the January 9, 2013 meeting were read and approved.

COMMITTEE UPDATES

Finance

Chairperson, Kathy White, addressed the January Treasurer's Report. There were no questions, corrections or additions.

There were no other committee reports.

Old Business

Pastor Joel will give a church-wide report on his trip to Hungary on Wednesday, February 20.

New Business

Chairman, Mickey Arrington, came forward to address a proposal from the Building & Grounds Committee. As copies of a quote from Pilot Mechanical, Inc. were distributed, he reported that the committee had been discussing replacing the church's existing heating and cooling systems with gas units. The two oil furnaces, four electric heat pumps and six air-conditioning units currently being used to heat and cool the sanctuary and old education building are aging and no longer as efficient. The recent oil spill also created some very serious issues, the least of which is the lingering smell of oil.

Mickey asked everyone to follow along as he explained the information on the quote given by Pilot Mechanical, Inc. A copy of the proposed quote is on file in the church office. He explained that there were two options to consider and discussed the differences in the two. The first option is a system that operates at 80% efficiency at a cost of $30,126; the second is a far better system that operates at 90% efficiency. It is $32,126, an additional $2000. This motion was passed.

The quote includes the removal and disposal of the old equipment, which prompted a question concerning the possibility of recycling the metal ourselves. Mickey would investigate this further.

He also stated that he'd spoken with the Finance Committee, who was considering the possibility of setting aside a $60,000 Emergency Fund. They all agreed that it was much wiser to pull the money for the project from this Emergency Fund rather than borrowing it.

When asked when work could begin, Mickey stated if he called Pilot Mechanical the next day, it would still be a couple of weeks before work could begin. The project would then take approximately five weeks to complete. It was recommended that work begin in April when the temperatures are milder and we likely won't be using the heat or air.

Jay Bolen said he believed the 90% route was the way to go. The original 80% proposed motion from the committee was taken off the table. Mickey Arrington, as a church member, then made the motion to go with the 90%-efficiency unit at a cost of approximately $32,126. This

was seconded by Chuck Chilton. After additional questions, discussion and clarification, the motion passed.

Pastor Joel thanked Mickey and the other members of the committee for their diligence, hard work and dedication.

There was no other new business. A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator
Karoline Overby, Clerk

Westfield Baptist Church

March 13, 2013

At the close of the 11:00 service on March 10, 2013, Kendall and Jessica Yarboro came forward to unite with our church on the promise of letters from Mount Olive Baptist Church in Knoxville, Tennessee. A meeting was called by our pastor, Joel Stephens, and a motion made, seconded and unanimously approved to accept them into our church family.

Joel Stephens, Moderator _____

Karoline Overby, Clerk _____

Westfield Baptist Church

Business Meeting

February 13, 2013

Westfield Baptist Church held it regular monthly business meeting on February 13, 2013 with 48 members present.

Minutes from the January 9, 2013 meeting were read and approved.

Chairman, Mickey Arrington, came forward to address a proposal from the Building and Grounds Committee. The two oil furnaces, four electric heat pumps and six air-conditioning units currently being used to heat and cool the sanctuary and old education building are aging and no longer as efficient.

The motion was made to go with the 90% efficiency unit at the cost of approximately $32,126.

At the close of the 11:00 service on March 10, 2013, Kendall and Jessica Yarboro came forward to unite with our church on the promise of letters from Mount Olive Baptist Church in Knoxville, Tennessee.

Westfield Baptist Church

Business Meeting

March 13, 2013

Westfield Baptist Church held its regular monthly business meeting on March 13, 2013. There were 44 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the February 13, 2013 meeting were read and approved by unanimous consent.

COMMITTEE UPDATES

Building/Grounds

Chairperson, Mickey Arrington, came forward to address questions from last month's meeting concerning replacing the church's heating and cooling systems. He reported that work would begin the week of April 8 and take approximately one week to complete.

Concerning the church recycling the scrap metal, he stated this would not be an option, as Pilot Mechanical had included hauling it off in their price.

Concerning carbon monoxide detectors, Nathan Crowson had approached the committee and asked if he could take care of this issue. As part of his Eagle Scout project, he wanted to work to raise the funds needed to purchase them. The committee agreed to allow him to do this and expressed appreciation for his desire to help the church.

Pertaining to the location of the new heating/cooling system gas tank, Mickey reported that a tank 330-gallons or larger had to be at least ten feet from the building. He'd spoken with Kevin Campbell from G & B and it was his recommendation that, due to our limited space, we purchase three, 120-gallon tanks, which could be three feet from the building. Mr. Campbell also said that the church would receive a 20% discount on gas, which is the equivalent of approximately $1.85 per gallon.

Mickey also reported that new laws indicate a tank cannot be put underground unless it is inspected by the state on a regular basis, with the potential of a sizeable fee.

There were no other questions or comments for him.

Baptist Men

Mark Oakley notified everyone of work being done on a Habitat House in Pilot Mountain. The Baptist Men would leave the church at 8:00am the following Saturday to go help.

WMU/Missions

Doris Jessup highlighted several upcoming projects, stating details would be in the April newsletter. The Annie Armstrong Easter Offering would be received throughout March, as would donations for the Surry Medical Ministry. She encouraged everyone's participation in Operation Inasmuch and stated that the church would be collecting donations of paper products, gift cards and cash for the N. C. Baptist Children's Homes Food Roundup. She mentioned that the church's Open Pantry would be done differently this year.

Finance

Chairperson, Kathy White, addressed the February Treasurer's Report. There were no questions, corrections or additions.

There were no other committee reports.

Old Business

All old business was addressed in the Building/Grounds Committee report.

New Business

There was no new business. A motion to adjourn was made and seconded. The meeting was adjourned with prayer.

March 17, 2013

At the close of the 11:00 service on March 17, 2013, Ben and Mary Riddle Walker came forward to unite with our church by transfer of letters from Christian Community Baptist Church. A meeting was called by our pastor, Joel Stephens, and a motion made, seconded and approved to accept them into our church family.

Westfield Baptist Church

Business Meeting

April 10, 2013

Westfield Baptist Church held its regular monthly business meeting on April 10, 2013. There were 47 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the March 13, 2013 meeting were read and approved as corrected by unanimous consent.

COMMITTEE UPDATES

Baptist Men

Mark Oakley notified everyone of the men's skeet shoot at Chuck Chilton's home on Saturday, April 27. He also shared information on an upcoming project in Fayetteville, West Virginia, where they would travel on May 20. They need to raise approximately $1500 for the project and asked the congregation to prayerfully consider assisting them by giving monetary donations on April 28 and May 5. This was presented as an item of information and didn't require action by the church.

Building/Grounds

Mickey Arrington gave an update on the installation of the new heating/air equipment. Work was to begin the week of April 8 but delayed because Pilot Mechanical was not yet finished with other pressing projects. Weather-permitting, work would begin on the 18th. He also stated that the committee members would need to meet and clean out the basement prior to this day.

WMU/Missions

Doris Jessup reported that the Annie Armstrong Easter Offering had collected over $3900.00, almost double the church goal. She shared, however, that they still needed help with filling about 30 bags for the Medical Ministry and that donations of canned and dry goods could still be given through Saturday, the 13th, at which time the bags would be assembled.

She also reported that the Missions Committee was doing its Operation Inasmuch project differently this year. Rather than an Open Pantry, individuals who had been served at prior Open Pantry events would be contacted and given the opportunity to come by the church to pick up a $20 gift certificate, redeemable at C & J Produce for food only; no cash. The church will then reimburse C & J Produce. Based on past experience, it is anticipated that approximately $1000 in Food Pantry funds will be needed. There is currently $227 designated for the Food Pantry, so monetary contributions are needed.

Worship Committee

Suzette Jessup invited everyone to a praise and worship service on Sunday, the 21st at 6:00pm.

Golden Years

Ruth Chilton informed everyone of the Pilot Mountain Community Meal scheduled for Monday, May 13. She also made everyone aware of the fact that the SEAMS Ministry gratefully accepts excess garden vegetables.

Finance

Chairperson, Kathy White, addressed the March Treasurer's Report. There were no questions, corrections or additions.

There were no other committee reports and there was no old business.

New Business

There being no new business, a motion to adjourn was made and seconded. The meeting was adjourned with prayer.

April 28, 2013

At the beginning of the eleven o'clock worship service on April 28, 2013, Samuel King was baptized by his father, Rodney King. Pastor Joel Stephens assisted in the baptism.

May- Newsletter 2013

Then Joshua said to the Israelites, "In the future, when your children ask their fathers, 'What is the meaning of these stones?' you should tell your children, 'Israel crossed the Jordan on dry ground.' For the LORD your God dried up the waters of the Jordan before you until you had crossed over, just as the LORD your God did to the Red Sea, which He dried up before us until we had crossed over. This is so that all the people of the earth may know that the LORD's hand is mighty, and so that you may always fear the LORD your God." (Joshua 4:21-24, HCSB).

The Old Testament is replete with commands to set up memorials to what God has done – not so that the past may be worshipped, but so that the GOD who did wondrous things may continue to be worshipped among successive generations. Recently, in preparation for a Long-Range Planning Committee meeting, the LORD pressed me to look back over my notes from meetings with Long-Range over the past several years. I am SO thankful that He led me to do that.

I was amazed at how God had met challenge after challenge, need after need. To His glory alone, it was so thrilling to go back and remember each event over the years in which God came through in such a mighty way.

On the other hand, I also found challenges that we still face, but was again amazed at the power of God, because I can now see how (I think) He's planning on meeting those challenges as well.

I shared all this with the Long-Range Planning Committee and it was obvious that they, too, were blessed to see the hand of the LORD at work among us. The Bible says that "wisdom is found in a multitude of counselors." They offered some very wise counsel that night and told me that this information was too good not to share with the entire congregation. They were/are right.

A Memorial to the Work of the LORD

In July 2007, the Long-Range Planning committee met to discuss the challenges that the growth the LORD had sent our way presented.

As far as our campus facilities were concerned, there were four main issues: Sanctuary space, Education space, Parking, and Land for future expansion. First of all, God blessed us beyond words through a generous member who donated a tract of land to provide room for our campus to grow. That donation of land has relieved one of (if not our biggest) growth challenges for the time being.

In 2007, our parking lot and Sanctuary were becoming over crowded at the 11:00 service, and try as we might to find a solution, it seemed then that every solution wouldn't work out. Either there was just no way to make it work; or the solutions we discussed were far too expensive. God kept us from doing any of those things because He had a different plan that we just couldn't see. Over the past six years, He has brought about a "leveling" of attendance between the 8:30 and 11:00 worship services. In fact, it is not uncommon for attendance at both service to be equal. Our crowding issues seem to have been alleviated for now. God met the challenge without any investment of Kingdom resources!

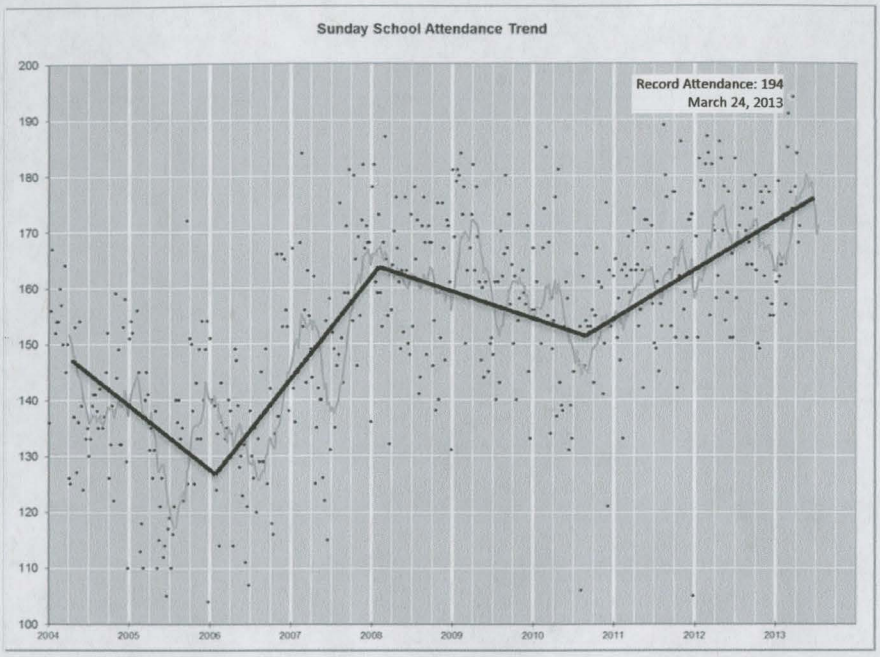
(I'll address Educational Space in a moment.)

Back in 2007, finances were one of our focuses too. It was obvious that if we continued to grow in number that we would have to expand our campus facilities and develop some alternative contingency plans for the interim. In 2007, building something new seemed out of reach. Why? One of my bullet points for that first meeting read, "Need: Reduce the Debt." Now you may be asking, "What debt?" Well, back then we were still working to pay off the loan on the North Wing (Fellowship Hall, etc.). And God took care of that too! Through the sacrificial giving of WBC's faithful congregation, we burned that note in late 2007.

My other note that evening under "Finances" read: "Need: Grow the Budget." Expanding ministry takes resources. Again, God took care of it. In October of 2007, you approved an annual operative budget of $261,000. This past year, our approved budget was just under $322,000. That's an average increase of $10,000 per year during some of the most economically challenging years in the last quarter-century! Only God could do that!

Education Space – Eliminating the debt, and the donation of some land made expanding a real possibility. On March 2, 2008, we set a new record attendance in Sunday School of 187 – unprecedented (at that time) for Westfield Baptist. We were coming out of a two-year period of record growth. Classes were getting cramped. Continued growth seemed to get choked off. An Exploratory Building Committee was formed and brought a recommendation back to the church to begin a capitol campaign for additional Educational Space. A preliminary architectural report was presented and approved by the church. (You can view this plan in the Fellowship Hall display.)

A new excitement for Sunday School began. And since mid-2010, our Sunday School ministry has hit a new growth spurt.



In the past three years, we have eclipsed that old record of 187 three different times: most recently, our latest all-time record attendance of 194 was reached on March 24, 2013. And our weekly average attendance over the past year is approximately 170!

Just take a look at our Sunday School Attendance Trend Chart (since 2004). If charts and data aren't your thing, let me put into words. **Things are STILL looking UP, UP, UP!**

The need for additional space for Sunday School is still very much a concern. And we are still quite a ways from the initial $400,000 in "capitol on hand" before we can even begin the actual building process.

BUT, all credit given to God, we are gaining on that goal with tremendous speed. Take a look at the table to the right that shows how our Building Fund Balance has increased in just the past year.

Month	Balance	monthly +/-	% of $400k
Apr-12	$205,957	----	51.5%
May-12	$209,896	+ $3,939	52.5%
Jun-12	$214,803	+ $4,907	53.7%
Jul-12	$224,939	+ $10,136	56.2%
Aug-12	$233,459	+ $8,520	58.4%
Sep-12	$249,947	+ $16,488	62.5%
Oct-12	$257,976	+ $8,029	64.5%
Nov-12	$271,974	+ $13,998	68.0%
Dec-12	$290,168	+ $18,194	72.5%
Jan-13	$304,775	+ $14,607	76.2%
Feb-13	$308,306	+ $3,531	77.1%
Mar-13	$319,407	+ $11,101	79.9%
Avg Increase per Month		**+ $10,314**	

A complete replacement of two of our three Heating and Air Conditioning systems on our campus has put a significant dent in our progress. However, with an average increase in the Building Fund balance of $10,314 per month, reaching our $400,000 benchmark is certainly within reach in the near future.

Perhaps what's even more exciting to me than record attendance and growing momentum for educational expansion is what God is doing spiritually through Westfield Baptist. One of my other bullet points from one our first Long-Range Planning meetings read: "How will WBC be a vessel for God to use in order to call out missionaries and pastors from within our congregation?" Looking back on how God has answered that question is thrilling. God has sent Matt and Jan Harris out into the mission field, called Megan Motley to prepare for a possible career in missions, called and sent out Wes McGarry as a staff pastor at Cornerstone Baptist Church; and just this past year, Jordan Crowson announced his call into vocational ministry. Not to mention all the short-term missionaries from WBC that have gone to Gulfport, West Virginia, New Jersey, Haiti, South Africa, Japan, Indonesia, Ecuador, Hungary. And I'm sure I've over-looked a few.

There's just no way to properly recognize everything God has done in recent years. In the last 12 years, He has doubled our worship attendance, doubled our Sunday School attendance, tripled our average annual baptisms, and set us on a course to an extremely bright future. **God deserves every bit of credit for it all!**

I believe that's why God leads us to "pile up stones:" to put some markers down that remind us of God's faithfulness in the past, so that we will be filled-with-faith for the future. God doesn't change. He has great things planned and He will accomplish them. There has never been a more exciting time to be a part of Westfield Baptist Church! Let's tell the story of what God has done in our past, so that we, our children, and our children's children will be inspired to trust Him with our future! ***TO GOD BE THE GLORY! GREAT THINGS HE HAS DONE!!!***

So thrilled to be your pastor,

Pastor Joel

Westfield Baptist Church

June Business Meeting

Westfield Baptist Church held its regular monthly business meeting on June 5, 2013. There were 43 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the May 8, 2013 meeting were read and approved by unanimous consent.

A letter was read from Cornerstone Baptist Church requesting a transfer of membership for Wes McGarry, who'd accepted a position of Minister of Children and Youth and united with their church. Upon motion made and seconded, the request was granted.

COMMITTEE UPDATES

Building/Grounds

Mickey Arrington reported that the heating and air-conditioning installation was complete. There are still some minor temperature issues between the first and second floors that are being researched.

Baptist Men

Mark Oakley thanked everyone for donations given for the Fayetteville, West Virginia project. The trip had to be postponed but will be rescheduled at a later date.

WMU

Doris Jessup reported that there would be no July meeting.

Golden Years

Ruth Chilton reminded everyone of the trip to "All-a-Flutter Butterfly Farm" in High Point on June 25. The group will leave at 9:00am and the cost for the tour is $5.00 per person.

Finance

In Kathy White's absence, Pastor Joel asked if there were any questions concerning the financial statement; there were none.

There were no other committee reports.

Old Business:

- **Nominating Committee** – Pastor Joel directed everyone's attention to the handout distributed at the May business meeting explaining two proposed bylaw amendments. He opened the floor for discussion. There being none, he asked for a vote by uplifted hand. The motion passed and the changes effective June 5, 2013.
- **Deacons: Inactive Member Project** – Pastor Joel then directed everyone's attention to a second handout, also distributed at last month's business meeting. He thanked the congregation for its help in contacting some of the inactive members over the past month and noted that four individuals had expressed their desire to remain as members. He then asked for additional discussion or debate. After an extended discussion (audio recording is on file) Pastor Joel noted that, because of differing heart-

felt opinions and the tender nature of the situation, voting would be by secret ballot. Ballots were distributed and the motion passed with a "27-yes, 14-no" vote.

New Business

Mickey Arrington expressed concern with the late delivery and lack of clarity of some of the One Call Now phone messages. Pastor Joel explained the possible reason for the latest issue and encouraged everyone to notify the office if problems persist, assuring everyone that the staff would do what it could to rectify the situation.

There being no additional business to come before the congregation, the meeting was adjourned with prayer.

Westfield Baptist Church
Called Business Meeting

At the end of the 11:00 service on June 30, 2013, Troy Haywood, Zack Golding and Shyanne Golding came forward to unite with our church on professions of faith and as candidates for baptism. A meeting was called by our pastor, Joel Stephens, and motions made, seconded and unanimously approved to accept them into our church family.

Westfield Baptist Church

July Business Meeting

Westfield Baptist Church held its regular monthly business meeting on July 10, 2013. There were 57 people present. In the absence of the pastor, the meeting was called to order by Deacon Chairman, Mark Oakley.

Minutes from the June 5, 2013 meeting were read and approved by unanimous consent.

A letter was read from Highland Park Baptist Church requesting transfers of membership for Jonathan and Danna Carpenter, who'd united with their church. Upon motion made, seconded and approved, the request was granted.

COMMITTEE UPDATES

Deacons

On behalf of Mark Oakley, who was presiding over the business meeting, Mickey Love came forward to report that Pastor Joel would be traveling back to Budapest September 12 through the 21st to continue training Roma pastors. The roundtrip ticket from Greensboro would cost approximately $1350. The Deacons proposed a motion that the church pay for the ticket from the International Missions budget line item, which did not require a second. There was no discussion or questions. The motion passed.

Baptist Men

Chairman, Mark Oakley stated that the trip to Fayetteville, West Virginia wouldn't take place until September. He also made everyone aware of another need and the fact that Pastor Kendall's parents needed a new roof. The Baptist Men would travel to Roxboro on Friday, August 2 to install the roof.

Missions

Kathy White reminded everyone of the love offering being collected through July for Billie Lowe and that a yard sale was being planned for a later date.

Finance

Chairperson, Kathy White came forward and asked if there were any questions concerning the financial statement; there were none. She stated that the church budget would be presented at next month's meeting.

Nominating Committee

Chairman, Lane Jessup, came forward with a motion to approve the 2013-2014 Church Council as published. Copies were made available and there was no discussion. The motion did not require a second and was approved as presented.

There were no other committee reports.

There was no old or new business. After thanking the Deacon board for the meal, the meeting was adjourned with prayer.

Mark Oakley, Moderator
Karoline Overby, Clerk

On July 8, 2013, Joe Jackson requested his name be removed from the membership roll of Westfield Baptist Church. The membership records were adjusted in accordance with his request.

Called Business Meeting

At the close of the 11:00 service on August 4, 2013, Lizzie Anders came forward to unite with our church on a profession of faith as a candidate for baptism. A meeting was called by our pastor, Joel Stephens, and a motion made, seconded and unanimously approved to accept her into our church family.

Westfield Baptist Church

August Business Meeting

Westfield Baptist Church held its regular monthly business meeting on August 14, 2013. There were 101 people present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the July 10 and August 4, 2013 meetings were read and approved by unanimous consent.

COMMITTEE UPDATES

Staff Relations Team

Mickey Love reported that the church secretary had asked that the responsibilities of maintaining the church website be removed from her job description. As such, her weekly hours will be reduced from 20 to 15. Anyone interested in assuming the role as Website Administrator should contact the church office for a detailed copy of the job description and notify a member of the committee.

Missions

Kathy White thanked everyone for all contributions to the benefit yard sale for Billie Lowe. It was a tremendous success.

Golden Years

Ruth Chilton reminded everyone that the next Pilot Mtn. Community Meal is scheduled for Monday, September 16.

Finance

Kathy White came forward and asked if there were any questions concerning the financial statement; there were none. She also referenced the church budget, copies of which were made available for review. It will be voted on at the September business meeting.

There were no other committee reports.

Other Business

Phil Sutphin took the opportunity to publically thank the WMU for the Westfield Volunteer Fire Department appreciation meal served in June. He also invited everyone to their 50th anniversary celebration on August 24 from 2:00-6:00pm.

New Business

Pastor Joel stated that it was time to vote on the nominations for Deacon, Director and Nominating Committee members. Ballots were distributed and then collected and counted by the active Deacons present. The four Deacons elected to serve a 3-year term were Phil Sutphin, Mickey Arrington, Rodney King and Grant Christian. John Kuhl was elected to serve a 3-year term as Director, and Ingle Armstrong-Sloop and Kathy Sutphin were elected to serve on the Nominating Committee.

There being no further business, the meeting was adjourned with prayer.

Joel Stephens, Moderator
Karoline Overby, Clerk

Westfield Baptist Church

Called Business Meeting

At the close of the 8:30 service on August 25, 2013, Chris Beers came forward to unite with our church on a profession of faith as a candidate for baptism. A meeting was called by our pastor, Joel Stephens, and a motion made, seconded and unanimously approved to accept him into our church family.

Joel Stephens, Moderator

Karoline Overby, Clerk

Westfield Baptist Church
Called Business Meeting

At the close of the 11:00 service on August 25, 2013, Lucas Holcomb came forward to unite with our church on a profession of faith as a candidate for baptism. A meeting was called by our pastor, Joel Stephens, and a motion made, seconded and unanimously approved to accept him into our church family.

Joel Stephens, Moderator

Karoline Overby, Clerk

Westfield Baptist Church

August 25, 2013

On August 25, 2013, WBC met at Flippin Bottom on the Dan River and celebrated the ordinance of baptism. Seven people were baptized with six joining the church membership. Troy Haywood and Zack Golding were baptized by Darrin Haywood, with Pastor Joel Stephens' assistance. Shyanne Golding, Rachel Walker, Lucas Holcomb and Chris Beers were baptized by Pastor Stephens. Jacob Knepp was also baptized by Pastor Stephens but did not desire church membership at this time.

Joel Stephens, Moderator

Karoline Overby, Clerk

Westfield Baptist Church

October Business Meeting

Westfield Baptist Church held its regular monthly business meeting on October 9, 2013. There were 40 members present. Pastor Joel Stephens was leading revival services elsewhere, so the meeting was called to order by Deacon Chairman, Mark Oakley.

Minutes from the September 11th monthly business meeting, the September 22nd called meeting and baptism, and the September 29th called meeting were read and approved by unanimous consent.

COMMITTEE UPDATES

Deacons

Mark Oakley thanked everyone who attended the Deacon Fellowship and asked for continual prayer for the Deacon Board. He also reminded everyone of Pastor Appreciation Day on October 20th and the money tree that would be available for gifts.

Mr. Oakley then notified everyone of the Baptist Men's work day scheduled for Saturday, October 12th at 8:00 a.m. The men would meet behind the parsonage at the old tennis court to cut wood.

Golden Years

Ruth Chilton mentioned that the committee would be preparing 20 Thanksgiving meals to be given out at the Pilot Mtn. Outreach Center again this year. Each meal costs $25 and donations would be greatly appreciated.

Finance

Kathy White came forward and asked if there were any questions concerning the financial statement; there were none.

There were no other committee reports, and there was no old or new business. The meeting was adjourned with prayer.

Mark Oakley, Moderator
Karoline Overby, Clerk

Westfield Baptist Church

Baptism

At the beginning of the eleven o'clock worship service on October 20, 2013, the church celebrated the ordinance of baptism with Miss Melissa Jessup as she was baptized by Pastor Joel Stephens. She did not elect to join the church at this time.

Joel Stephens, Moderator

Karoline Overby, Clerk

Dec. 11, 2013

Westfield Baptist Church

November Business Meeting

Westfield Baptist Church held its regular monthly business meeting on November 13, 2013. There were 48 members present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the October 9th monthly business meeting and the October 20th baptism were read and approved by unanimous consent.

COMMITTEE UPDATES

WMU

Doris Jessup reminded everyone of the Thanksgiving offering for the N. C. Baptist Children's Homes, the Lottie Moon Christmas Offering and the LMCO Post Office, which will be in operation beginning December 1.

Golden Years

Ruth Chilton thanked everyone for the donations to cover the Thanksgiving meals distributed at the Pilot Mtn. Outreach Center.

Missions

Kathy White reminded everyone of shoebox collection week for Operation Christmas Child.

She also asked if there were any questions concerning the financial statement; there were none.

There were no other committee reports and there was no old business.

New Business

Mark Oakley presented a motion that the church send a check for $3000 to Samaritan's Purse for relief efforts in the Philippines. This would be deducted from the International Missions budget line item and replenished with a special offering to be collected through the month of January. The motion was seconded by Ruth Chilton.

After some discussion, Chuck Chilton amended the motion, adding that any surplus money received over $3000 also go to Samaritan's Purse. Kathy White seconded the amendment, which was then voted on and approved.

Pastor Joel then restated the amended motion, which passed unanimously. It was noted that donations to replenish the International Missions line item could be given prior to January. This information will be published in the bulletin as soon as possible.

There being no further new business, a motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator
Karoline Overby, Clerk

Dec. 11, 2013

Motion Regarding the Structure of the Building Committee

On February 12, 2012, Westfield Baptist Church approved the following motion:

> *"The Exploratory Committee of Westfield Baptist Church moves that we approve the Preliminary Architectural Report (which is the PAR) presented to the congregation of WBC at their regular business conference on January 11, 2012. We further move that the building project begin in earnest only after $400,000 has been acquired as a down payment on a new building. Once that financial goal has been met a Building Committee will be formed to oversee this project."*

In light of the fact that we have reached the $400,000 benchmark and since the church has already approved the formation of a Building Committee once that benchmark was met, the Deacons and Finance Committee move that...

this Building Committee shall consist of 11 members with the following structure:

- **1 Deacon** (chosen by the Deacons)
- **1 Director** (chosen by the Directors)
- **Sunday School Director**
- **1 Buildings & Grounds Committee member** (chosen by Buildings & Grounds)
- **1 Finance Committee member** (chosen by Finance Committee)
- **6 at-large members** (The Nominating Committee shall present six names for the church's approval in a subsequent church conference to fulfill the 6 at-large positions. The Nominating Committee shall strive to fill 2 of these at-large positions with members that have served on the previous Building Committee.)

Westfield Baptist Church

~~November~~ December Business Meeting

Westfield Baptist Church held its regular monthly business meeting on December 11, 2013. There were 50 members present. The meeting was called to order by Pastor Joel Stephens.

Minutes from the November 13 monthly business meeting were read and approved by unanimous consent.

COMMITTEE UPDATES

Golden Years

Ruth Chilton reminded everyone of the community meal at the Pilot Mtn. Public Library on December 16.

Finance

Mickey Love directed everyone's attention to the financial statement, explaining line items listed at the bottom which show Building Fund stocks held by the church. The stocks are managed by John Kuhl, who had been directed to sell one of the three stocks. Comcast stock valued at $42,736.52 was sold on December 3 and deposited into the Building Fund.

Mr. Love asked if there were any questions concerning the financial statement; there were none.

There were no other committee reports and there was no old business.

New Business

Deacon Chairman, Mark Oakley, asked if everyone had a copy of the motion regarding the structure of a Building Committee. He stated that the Deacons, the Exploratory Committee and the Finance Committee had met and were responsible for deciding to sell the Comcast stock, so as to arrive at the $400,000 benchmark previously voted on by the church. Mr. Oakley reread the following motion, which was approved February 12, 2012:

> "The Exploratory Committee of Westfield Baptist Church moves that we approve the Preliminary Architectural Report (PAR) presented to the congregation of WBC at their regular business conference on January 11, 2012. We further move that the building project begin in earnest only after $400,000 has been acquired as a down payment on a new building. Once that financial goal has been met, a Building Committee will be formed to oversee this project."

In light of the fact that we have reached the $400,000 benchmark and the church has already approved the formation of a Building Committee once the benchmark was met, the Deacons and Finance Committee move that this Building Committee consist of 11 members with the following structure:

- 1 Deacon
- 1 Director
- Sunday School Director
- 1 Building & Grounds Committee member (chosen by B & G)
- 1 Finance Committee member (chosen by Finance Committee)
- 6 at-large members (presented by the Nominating Committee with two of the at-large positions filled by members having served on the previous Building Committee formed when the fellowship hall was built

Pastor Joel stated that the motion comes from two standing committees, the Deacons and Finance and, therefore, does not require a second. He opened the floor for questions and debate. Bob Harding asked the total cost of the building project, to which Pastor Joel replied approximately $800,000 per the 2012 PAR. Because of rising costs, however, there is no actual number at this time.

Frank Meyer asked if the Building Committee had a mission statement and Pastor Joel replied they did not, but would be charged with meeting, discussing and determining if the needs of the church, the PAR and the original building plans are the same as they were last year. After prayerful consideration, the committee would then come back to the congregation with its recommendations.

Mickey Arrington suggested a deadline be determined for the formation of the Building Committee. After some brief discussion, Mr. Arrington made an amendment to the printed motion that the deadline be the March business meeting, which was seconded by Frank Meyer. Pastor Joel opened the floor for debate on the amendment. After some discussion, the amendment passed.

Pastor Joel then referred everyone back to the original motion, which states that the "Nominating Committee shall present six names for the at-large members for the church's approval in a subsequent church conference." He stated that the church needs to determine if these six individuals' names would be accepted as presented or if there would be an election. It was suggested that we entrust the Nominating Committee with the task of prayerfully considering the nominees and then presenting those names to the congregation. After some additional discussion, there were no objections. Chuck Chilton did strongly encourage the Nominating Committee to be particularly mindful of diversity and age representation when selecting Building Committee members.

Barb Terwilliger asked if the Nominating Committee would be notified when individuals were selected by the various committees. Pastor Joel replied that, yes, once the committees had met at their next meeting and chosen someone to represent them on the Building Committee, that name would be submitted to the Nominating Committee.

Pastor Joel asked if there was any further discussion or debate on the amended motion, which included the deadline, as printed. The motion carried.

Additional New Business

Pastor Joel directed everyone's attention to a second handout, introducing the proposal of a 6-day mission trip to Puerto Rico in July, 2014. He explained the details of the trip and its effects on various budget line items. (A copy of the proposal is on file.) He presents this as information, asking for a motion from the floor that we, as a church, approve the trip as presented. He opened the floor for questions, which included the number of youth and chaperones going, as well as the age requirement of younger participants.

Mickey Love made a motion to approve the proposal as presented, which was duly seconded and approved.

There being no further business, a motion to adjourn was made and seconded. The meeting was adjourned with prayer.

Joel Stephens, Moderator
Karoline Overby, Clerk