

**SAMPLE ADVENTIST CHURCH
CHURCH BOARD MINUTES**

Date	January 1, 2014
Place	Sample Adventist Church
Members Present	Name of chairperson, chair; then each attending member alphabetically
Members Absent	List each absent member in alphabetical order here.
Guest Present	List any guests in attendance
Devotional	Name of person giving devotional
Agenda 01-14	Voted to accept the agenda as present, with the additions as suggested.
Minutes Approved	Voted to approve the Sample Adventist Church Board minutes of December 10, 2013
Financial Report 03-14	Voted to record that the December 2013 financial report was reviewed.
Budget Proposal 04-14	Voted to recommend to the Sample Adventist Church the 2014 Proposed
Membership Transfers 05-14	Voted to recommend to the Sample Adventist Church the request to transfer the following individuals from Sample Adventist Church to Another Adventist Church: John & Mary Member Voted to recommend to the Sample Adventist Church the request to transfer the following individuals from Another Adventist Church to Sample Adventist Church: Bill & Liz Smith
Evangelistic Series	Considerable discussion on the upcoming evangelistic meetings planned for the Sample area. It was suggested the pastor contact the speaker and bring back a report relative to a preferred time and location for the meetings.
Installation of Windows 06-14	Voted to approve \$5,000.00 from the building fund account to be used for the installation of new windows in the youth Sabbath School room.
Overhead Projector Purchase 07-14	Voted to authorize the purchase of an overhead projector for the church for not more than \$450.00.
Closing Prayer	Name of person giving prayer

Signature Here)

Name, Chair

(Signature Here)

Name, Clerk

Sample Seventh-day Adventist Church
MINUTES OF THE CHURCH BOARD
January 22, 2014
7:00 PM

Anytown, State

MEMBERS PRESENT: John Brown, Chairperson, Mary Blue, clerk, then list the other members in alpha order.

MEMBERS NOT PRESENT: List each absent member in alphabetical order here.

INVITED GUEST: List any guests in attendance

Action No.
14-01

AGENDA

VOTED: To accept the agenda as presented with the additions as suggested.

14-02

MINUTES OF THE CHURCH BOARD MEETING

VOTED: To accept the Minutes of the Church Board held November 3, 2013 with corrections.

14-03

FINANCIAL REPORT

VOTED: To accept the December 2013 Financial Report

14-04

INSTALLATION OF WINDOWS IN YOUTH ROOM

VOTED: To approve \$5,000.00 from the building fund to be used for the purchase and installation of new windows in the your SS room

DISCUSSION OF THE UPCOMING EVANGELISTIC SERIES

Considerable discussion centered around the upcoming evangelist meetings planned for the Sample area. It was suggested that the pastor contact the speaker and bring a report suggesting a preferred time and location for the meetings.

14-05

TRANSFER OF MEMBERSHIP (outgoing)

VOTED: To recommend from the Sample SDA church the transfer of membership for John & Mary Member to Another SDA Church

14-06

PURCHASE OF OVERHEAD PROJECTOR

VOTED: to authorize the purchase of an overhead projector for the church for not more than \$450.00.

Name, Chairperson

Name, Clerk