



Calvary of Albuquerque
Summary of Minutes
July 11, 2006

Directors Present:

Gino Geraci (via telephone)
Dave Row
John Fidel
Mike Rozenblum
Sam Winder

Others Present:

Lisa Torracco – Legal Counsel
Tracy Dodge – Executive Assistant
Chip Lusko – Media Director
Skip Heitzig – Guest

Summary of Minutes from July 11th, Meeting

1. John Fidel motioned that the Board accept Moss Adams engagement letter for Calvary of Albuquerque's 2006 audit Dave Row seconded the motion, the Board voted unanimously to accept.
2. Four committees have been formed:
 - **Audit Advisory Committee:** Due to the engagement of Moss Adams, the Board shall function in the form of an Audit Committee until December 31, 2006.

The audit committee provides independent oversight into the organization's accounting and financial reporting and oversees the organization's annual audits (both external and internal). The audit committee may oversee a broad range of areas under the blanket of this primary purpose. These areas include:

- Adequacy of internal controls (i.e. review of accounting or fiscal operations manual).
- Accuracy of records and reports presented to the Board of Directors.
- Proper authorization of activities and expenditures.



- Review of the tax-exempt status and identification of activities that could jeopardize this status.
- Protection for employees raising concerns about serious accounting or auditing irregularities.

The individuals on the audit committee have not been selected at this time since the Independent Auditors have been engaged by the Board of Directors for 2006, but will be established before the commencement of the 2006 audit and will include at least one CPA, a member of the Board of Directors and one ad hoc member.

- **Finance Advisory Committee:** The finance committee is an advisory committee to the Board of Directors. The committee reviews investment policies and monitors the funds of the organization, including assisting in the development of a yearly budget. Current members include: John Fidel, Treasurer; Steve McKee, ad hoc member; The Senior Pastor and the church's business manager. John Fidel reports to the Board the advice and recommendations of the committee.
- **Governance Advisory Committee:** The governance advisory committee will review the governance structure of the church and make recommendations to the Board. Current members include: Gino Geraci, Committee Chair; Dave Row; Sam Winder; Skip Heitzig and one ad hoc member to be announced. Gino Geraci reports to the Board the advice and recommendations of the committee.
- **Media Advisory Committee:** The Media Advisory Committee will serve to provide counsel and direction for the multi-media efforts and investments of Calvary of Albuquerque. This advice will be taken into consideration by the Board and Administrative Staff as they guide and direct the media ministry. Proposed member will be brought to the next board meeting along with a plan of meetings
 - Chip Lusko will chair the media committee and report to the Board the advice and recommendations of the committee.



3. Effective July 22, 2006 Skip Heitzig shall assume the responsibility of Senior Pastor and President of the Board of Calvary of Albuquerque. On a motion by John Fidel and seconded by Gino Geraci the Board voted unanimously to approve.
4. Once a year, upon completion of Calvary of Albuquerque's annual financial audit the church shall have a meeting in celebration of what God has done that year. Calvary will provide ministry and financial updates. John Fidel motioned to approve and Sam Winder seconded the motion, the Board voted unanimously to approve.
5. On a motion by John Fidel and seconded by Sam Winder the Board voted unanimously to accept Paul Scozzafava's resignation as Secretary of the Board of Directors.
6. On a motion by Dave Row and seconded by Sam Winder the Board voted unanimously to appoint Mike Rozenblum to the position of Secretary of the Board of Calvary of Albuquerque.

Next Board Meeting: December 5, 2006



This is a summary of items considered by the Board at the December 5, 2006 Board of Directors Meeting:

- **Sound Equipment installation** - The board agreed to proceed with the installation of the new sound equipment in the sanctuary, and has authorized the soliciting of bids.
- **Positive Financial Report** - John Fidel gave the board a report of church finances through October 2006. He reported the church income and expense ratio is in good condition, and the church is in good financial standing.
- **Dissolution of separate media ministry** - A separate corporation, Connection Communications, was formed to conduct media ministry when Skip Heitzig moved to Ocean Hills. With the return of Skip to Albuquerque, it was agreed that media would be conducted by Calvary of Albuquerque and that a separate entity was not needed. It was pointed out that Skip does not and has not received any financial compensation from the sale of resources, and this will continue to be the case.
- License and Ordination plans and names of those to be ordained and licensed
- The Board unanimously approved the creation of the position of Licensed Minister to reflect the following:
 - For a term of one year or if the individual's employment with Calvary of Albuquerque expires prior to the one year term.
 - After a one year term the individual will be reviewed for possible ordination or his license may be withdrawn.
 - This would allow the licensed minister to obtain favorable tax benefits.
 - Allows the Senior Pastor time to observe, encourage and determine whether or not the Licensed Minister has the gifts to become an Ordained Pastor.

- The board approved the Ordination of:
 - Greg Griego
 - Kerry Rose
 - Kevin Miller
 - Nick Crespo
- And the Licensing of:
 - Coy Trammel
 - Donovan Medina
 - Eric Lamb
 - Justin Marbury
 - Kenny Riley
 - Kevin Guido
- The Board approved these Chairs of various committees
 - Audit: Mike Rozenblum
 - Finance: John Fidel
 - Governance: Gino Geraci
 - Media: Chip Lusko
- Media plans: New FM's Available
 - Chip Lusko reported:
 - KLYT is constructing translators in Questa, New Mexico and Alamosa, Colorado
 - A translator is available for KNKT on Sandia Crest
 - Three full powers are available from Calvary Chapel, Costa Mesa in Clovis, Mentmore and Socorro, New Mexico



- A proposal for these four stations will be presented at the next board meeting.

Next Board Meeting: April 2007