

**Bethany Chapel Missionary Baptist Church
131 South Poplar
Ottawa, KS 66067**

**Trustee Board
Quarterly Meeting Report**

Date: _____

Quarterly Conference: _____

MEMBERSHIP ACCOUNTABILITY:

Number of Trustees: _____

Number of Trustee Board meetings held: _____

ACTIVITIES:

Training/workshops conducted and nature: _____

Number of Trustees in attendance: _____

Special activities completed by the Trustee Board: _____

Special activities planned by the Trustee Board: _____

STEWARDSHIP:

Amount received from Trustee Board activities: _____

Amount disbursed _____

For what purpose: _____

SPIRITUAL GROWTH:

Number of Trustees attending Morning Worship: _____

Number of Trustees attending Sunday School: _____

Number of Trustees attending Midweek Services: _____

PROPERTY RESPONSIBILITY:

Value of all Church Property: \$ _____

Is there a mortgage on the Church? Yes No

If yes, what is the amount of the mortgage? \$ _____

Amount paid on Interest? \$ _____

Amount paid on Principal? \$ _____

Balance on Mortgage? \$ _____

Monthly Payments? \$ _____

Number of buses or vans: _____

Is there a loan on any of these? Yes No

If yes, list the vehicle and the amount of the loan and monthly payment:

Vehicle: _____ Amount of the loan: _____

Monthly payment: _____

Is the Church in good condition? Yes No

Is the parsonage in good condition? Yes No

What maintenance projects have been completed? _____

Has all property been inventoried? Yes No

Where are the deeds kept? _____

Where are the insurance policies kept? _____

Has the property been exempted from State and Local taxes? Yes No

INSURANCE COVERAGE AND ANNUAL PREMIUM:

	Insurance Company	Coverage Amount	Annual Premium	Expiration Date
Church	_____	_____	_____	_____
Parsonage	_____	_____	_____	_____
Vehicles	_____	_____	_____	_____
Other	_____	_____	_____	_____

RENTAL PROPERTY:

Amount earned this Quarter: \$ _____

Amount spent: \$ _____

Amount in arrears: \$ _____

Additional comments:

Submitted _____, Chairperson

Rev. Ernest A. Jones, Pastor