

WINNERS CHAPEL MOMBASA
MINUTES OF THE DEACONS BOARD MEETING HELD ON
SUNDAY THE 23rd March 2025 AT WINNERS CHAPEL
MOMBASA MAIN SANCTUARY

MEMBERS PRESENT

1. DCN. ABEL OMIMI – CHAIRMAN
2. DCNS. VIOLET – SECRETARY
3. DCN. ZADDOCK OMONDI – MEMBER
4. DCN. KENNEDY HADULLO – MEMBER
5. DCN. MOSES KARUMBA – MEMBER

ABSENT WITH APOLOGY

1. DCNS. LAKELI – MEMBER
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MINUTE 1/03/2025: OPENING PRAYER

The Deacons Board Chairman called the meeting to order at 12:05 PM. Thereafter, thanksgiving and opening prayers were offered by all members.

MINUTE 2/03/2025: BRIEF CHARGE - WORD OF GOD

The Deacons Board Chairman shared a brief charge on the importance of serving God and how members of the body of Christ should continually demonstrate and perpetuate this service.

MINUTE 3/03/2025: CONFIRMATION OF QUORUM

The Chairman confirmed the quorum from the record of attendance. With the majority of members present, the board meeting was duly constituted to transact the agenda of the meeting.

MINUTE 4/03/2025: ADOPTION OF THE AGENDA

The agenda was adopted as follows:

1. Handing Over Report
2. AOB

Proposed by: Deacon Kennedy Hadullo

Seconded by: Deacon Zaddock Omondi

MINUTE 5/03/2025: MINUTES OF THE PREVIOUS BOARD MEETING

The Chairman informed members that this was an impromptu meeting convened to rapidly prepare a handover report from the board; hence, the minutes of the previous meeting were not considered.

MINUTE 6/03/2025: SUCCESSES OF THE BOARD

By God's Grace, our Board was able to achieve the following:

- 1. Organized Service Units Through Dedicated Supervision**

The board played a crucial role in streamlining the operations of various service units within the church. By implementing structured oversight and regular assessments, they ensured that each unit functioned efficiently. Leaders were assigned specific responsibilities, fostering accountability and improving service delivery. Regular meetings and performance evaluations were introduced to maintain consistency and quality in service execution.

- 2. Integration of Stewards to Assist Deacons**

Recognizing the need for additional support in church service, the board successfully integrated stewards to work alongside deacons. This strategic move not only increased manpower but also provided opportunities for more members to actively participate in ministry. The collaboration between stewards and deacons ensured smoother church operations, particularly in managing congregational needs, organizing services, and facilitating worship activities.

- 3. Improved Conflict Resolution within Service Groups**

The board established mechanisms to enhance conflict resolution among service groups, fostering a more harmonious and collaborative environment. Through structured mediation processes, training in conflict management, and open communication channels, disputes were resolved effectively. These efforts promoted unity and teamwork, enabling service groups to work together towards the church's mission without internal discord.

- 4. Enhanced Home-Going Services**

In a bid to provide dignified and well-coordinated send-offs for departed members, the board implemented measures to enhance home-going services. This included improved planning, better communication with bereaved families, and structured financial and logistical support. Additionally, the church increased its involvement in offering emotional and spiritual support during these challenging moments, ensuring a comforting experience for grieving families.

- 5. Improved Welfare Matters and Establishment of the Kingdom Care Committee (KCC)**

The church's welfare initiatives received a significant boost with the establishment of the Kingdom Care Committee (KCC). This committee was tasked with addressing the needs of vulnerable members, including financial assistance, hospital visitations, and emergency support. By formalizing welfare services, the church was able to respond more efficiently to the needs of its congregants, reinforcing a spirit of care and compassion within the community.

6. **Facilitated the Purchase of Two Large Water Tanks**
Understanding the importance of water availability for both congregational needs and facility maintenance, the board facilitated the acquisition of two large water tanks. This initiative improved water storage capacity, ensuring a reliable water supply for church activities, sanitation, and emergency use. The tanks have also helped in cost management by reducing reliance on external water sources.
7. **Repaired 30 Offering Baskets, with 15 Still Pending**
As part of its commitment to maintaining church equipment, the board successfully repaired 30 offering baskets, improving their usability and extending their service life. This initiative not only reflected good stewardship of church resources but also ensured that worship services remained orderly. The remaining 15 baskets are scheduled for repairs in the coming period to complete the refurbishment effort.
8. **Improved Coordination of Church Weddings**
The board enhanced the management and coordination of church weddings by implementing structured guidelines, providing clearer procedural support for couples, and ensuring that all necessary preparations were well-organized. This included streamlining the scheduling process, offering premarital counseling sessions, and improving collaboration between wedding committees, officiating ministers, and service providers. As a result, church weddings have become more seamless, spiritually enriching, and well-coordinated events.

MINUTE 7/03/2025: CHALLENGES

The following challenges were experienced:

1. **Inconsistent Submission of Monthly Reports from Service Groups**
Despite the requirement for service groups to submit monthly reports, adherence to this directive has been irregular. Some groups consistently provide updates, while others either submit late or fail to report altogether. This inconsistency has made it difficult to track progress, address emerging issues, and make informed decisions regarding church operations and service effectiveness. The lack of a standardized reporting structure and follow-up mechanisms has further exacerbated the issue.
2. **Lack of Action on Submitted Reports**
Even when reports are submitted to the church leadership, they are often not acted upon in a timely or effective manner. Critical concerns raised by service groups, including challenges and recommendations, remain unaddressed, leading to frustration and disengagement among members. This lack of follow-through has resulted in stagnation in some areas, as issues persist without resolution, impacting the overall efficiency of church services.
3. **Inability to Meet All Service Groups as Planned**
The board had initially planned to engage with all service groups for guidance, assessment, and problem-solving. However, due to time constraints, competing priorities, and logistical challenges, this objective was not fully achieved. Some groups received minimal interaction, while others had no formal engagement at all, leaving gaps in leadership support, coordination, and mentorship. This has led to feelings of neglect among some service teams.

4. **Unclear Roles of the CCU and Ushers**

The lack of clear differentiation between the roles of the Church Communication Unit (CCU) and ushers has led to confusion in responsibilities. Overlaps in duties, such as welcoming guests, managing seating arrangements, and disseminating information, have caused inefficiencies. Without well-defined job descriptions and proper coordination, both teams struggle to function optimally, sometimes leading to duplication of efforts or neglect of critical tasks.

5. **Inaccurate Offering Count Due to Timing Issues**

The timing of counting offerings has led to inconsistencies and misleading financial records. In some cases, offerings are counted too early, before all contributions are collected, while in other instances, delays cause discrepancies in recording and reconciliation. This has raised concerns about financial transparency and accountability, necessitating a review of the process to ensure accuracy and integrity in financial reporting.

6. **Challenges in Organizing and Attending General Assembly Meetings**

Poor attendance and logistical difficulties have hindered the successful organization of General Assembly meetings. Many members fail to attend due to competing commitments, lack of proper communication, or disinterest in church governance matters. Additionally, scheduling conflicts and inadequate planning have contributed to the low turnout, making it difficult to achieve quorum and conduct meaningful discussions on church affairs.

7. **Postponement of Steward Orientation Due to Time Constraints**

The planned orientation for newly integrated stewards did not take place due to limited time and competing church activities. Without proper training and orientation, the new stewards have struggled to understand their roles, leading to inefficiencies in service delivery. The absence of a structured induction program has also affected their confidence and ability to perform their duties effectively.

8. **Low Attendance at the Empowerment Summit**

The Empowerment Summit, which was intended to equip church leaders and members with necessary skills and spiritual guidance, experienced significantly low attendance. Possible reasons for this include inadequate publicity, scheduling conflicts, or lack of interest from members. The low turnout limited the impact of the summit, reducing opportunities for growth, mentorship, and capacity-building among church leaders and congregants.

9. **Poor Attendance of Stewards and Deacons, Especially During the Second Service**

There has been a noticeable decline in the attendance of stewards and deacons, particularly during the second service. This has created operational challenges, such as insufficient personnel to assist in service coordination, welcoming guests, and managing offerings. The reduced presence of key church workers affects the smooth flow of services and places an additional burden on the few who are available. Addressing the reasons behind this absenteeism, whether due to fatigue, scheduling issues, or lack of commitment, is essential for maintaining effective church service delivery.

MINUTE 8/03/2025: RECOMMENDATIONS FOR THE NEXT BOARD

1. **Improvement in Monthly Reports Submission:** Each service group should designate a focal person responsible for timely submission of reports.
2. **Follow-up on Reports:** Establish a structured mechanism for tracking submitted reports to ensure necessary actions are taken.
3. **Regular Engagement with Service Groups:** Implement a quarterly review schedule to ensure that all service groups are engaged as planned.
4. **Clarification of CCU and Ushers' Roles:** A clear role definition document should be developed and communicated to all relevant members.
5. **Review of Offering Counting Procedures:** Introduce strict guidelines and verification procedures to improve accuracy.
6. **Enhancing General Assembly Attendance:** Set fixed dates for General Assembly meetings and introduce incentives for participation.
7. **Scheduling Stewards' Orientation:** Plan an annual training program to ensure all stewards are well-oriented.
8. **Encouraging Empowerment Summit Participation:** Provide awareness on the importance of the summit and consider financial support where necessary.
9. **Addressing Poor Attendance of Stewards and Deacons:** Introduce a tracking system for Sunday service attendance and encourage accountability through mentorship programs.

MINUTE 9/03/2025: ANY OTHER BUSINESS (AOB)

1. **Appreciation of the Outgoing Board:** The members expressed gratitude for the service rendered by the outgoing board and encouraged continuity of the initiatives started.
2. **Upcoming Transition Meeting:** It was reported that that on Saturday the 29th of March 2025, there will be a Live transmission from Canaan land at 9am to ensure a smooth handover to the incoming board.
3. **Upcoming Transition Event:** Members were reminded of the upcoming Transition event and encouraged members to attend without fail.

MINUTE 10/03/2025: CLOSING PRAYER

There being no other business, the meeting was adjourned with a closing prayer by Deacon Kennedy Hadullo at 2:30 PM.

Secretary

Sign:

Date:

Chairman

Sign:

Date: