

MCC Board of Directors Meeting Minutes

Members Present: Rev. Dwayne Johnson, Mark Kornmann, Dave Jenkins, David Lord, Knut Panknin, Fenicia Ballard (telephonically), Kathleen Carey

Members Absent: None

Guest Present: Paul Larson, Rev. Cathy Alexander, Joe Dailey, Jim Garner

I. Opening Prayer

Rev. Dwayne opened the meeting in prayer.

II. Consent Agenda

Kathleen moved to accept the agenda. David Lord seconded the motion. The motion passed unanimously. Mark moved to accept the items in the consent calendar. The motion was seconded by Knut. The motion was passed unanimously.

III. Informational Items

A. Sexton Update

Rev. Cathy indicated that efforts were made with the assistance of Tim Helm to come up with a statement of work for this position. Tim provided a complete breakdown on the difference between an employee and a contractor. It is clear that the efforts that are needed from the sexton are really characteristic of an employee, not a contractor. This includes the type of hours worked, the tools to be used, etc. Rev. Cathy is requesting that the position be moved from a contract position to an employee position. This would increase costs because of payroll taxes, thus requiring the hours or wage to be reduced to compensate. Dave Jenkins raised the possibility of contracting the position out to a janitorial service. Rev. Dwayne stated that this had been looked into and part of the problem was that these services typically require a set schedule that is not consistent with the Church's needs. Paul noted that in previous discussions around this position we were looking more for a manager to supervise the Project Empowerment interns. He noted, however that the description looks primarily like that of a custodian. Rev. Cathy indicated that she can tighten up the language in the position description so that it includes more of a management focus. Mark stated that this project will hopefully enable the Trustees to relay tasks to the Sexton who can in turn make sure that these happen or assign the tasks to Project Empowerment personnel.

David moved to amend the previously approved motion authorizing funding for the sexton position so as to empower the pastoral staff to change the position to regular employment based on the proffered position description. The pastoral staff is

empowered to set the hours and rate so long as they remain within the previously approved financial limits for this position. Mark seconded the motion. The motion passed unanimously

B. Global Justice Institute Offering Update

Rev. Dwayne shared that we have been consistently providing information to the congregation about this opportunity. We currently have 48 sponsors and somewhere between \$650 and \$1,000 raised. This does not necessarily capture individuals who have used the kiosk and are putting notes that the donation is for Easter remembrances. We need to go back through prior donations to see how many of these there are. Kathleen will look into the discrepancy between the estimate based on number of sponsors and what is listed in the profit and loss statement.

C. Trustee's Update

Kathleen asked Joe for clarification on the notation in the Trustee's Report that Maggio was more knowledgeable in terms of the roofing needs of the Church. Joe stated that their presentation was much more thorough and impressive than other bids. They were slightly more costly, but this was outweighed by their level of professionalism. They have also been in business 19 years.

D. Treasurer's Report

Kathleen noted that profit and loss statements were available. We are running at a positive for the month, which is a marked improvement over the first three months of the year. There are issues with the balance statements in terms of a discrepancy between what is listed in the bank numbers and our accounting numbers. Lance is continuing to work on getting an explanation for this.

Mark pulled numbers for the last two years. Our income and attendance numbers appear to be lower this year than in prior years. Even with a strong Easter offering we will still likely be lower than in prior years.

IV. Discussion/Voting Items

A. Painting of Doors:

We received three quotes for the project. Dennis Cruz came in with a solid price of \$1,650. This was approved and the project was done well. There has been discussion about painting other areas in the building as well. Mark moved to confirm the prior email vote approving funding for the project. Kathleen seconded and the motion was approved unanimously.

B. Pride

Knut reported that there have been three meetings with approximately 13 people attending. We will be participating in five different prides and are partnering with seven other churches. The first event is on May 3rd: Youth Pride. There has been consideration of whether to do a follow up on youth pride through a screening of a superhero or comic movie. The committee is working with the Young Adult Ministry to see if this would be a draw and what the legal/financial consequences of doing this would be. In prior years MCCDC has always had t-shirts as a fundraiser and to raise awareness for the event. The Pride Committee would like to do a multicolored shirt this year. This is not cost-prohibitive and a design has been generated. Last year we ordered 200 shirts and sold 150. This year we are ahead of schedule and so the committee is confident that we could sell 200. Even if only 150 are sold we would break even, so there is minimal risk. We need to advance the money to the manufacturer of the t-shirts for their production. We also do not have to pay for Pride partnership this year to make up for issues with last year. The upfront cost of the t-shirts would be \$2,172. Mark moved to approve expenditure of this amount from the General Fund. Dave Jenkins seconded the motion. The motion passed unanimously (Knut abstained).

C. Christmas committee Proposal:

Last week there was a meeting regarding the toy drive for children. Last year \$500 was approved by the Board as a cushion, although the amount was not used due to donations. The Christmas Committee is asking that this amount be approved again. David Lord moved to approve \$500 from contingency and reserves for use by the Christmas Committee in running the toy drive. Mark seconded the motion. The motion passed unanimously

D. Audit

David Lord talked about the Wesley initiative to create a committee of the church with members who aren't in the Finance Committee or Board to conduct an audit of the Church's books. Kathleen had talked with Robin from the Baltimore MCC about the accounting needs of each congregation. There was an idea of a hybrid approach with three members from each Church looking at the books of both congregations. Dwayne will reach out to the pastor of MCC Baltimore and then Kathleen will talk with Robin about the idea.

E. Nominations Committee

David Lord continues to work on this and is soliciting potential members.

F. 472 Renovations/Property Management Contract

472 Working Group: Mark noted that the 472 project ran into zoning issues. A fourth floor with terrace as currently designed will not be approved by the City. The City

would be willing to do a set back that has the fourth floor and roof going back 40 feet. This would require converting the fourth floor into a studio rather than a two bedroom. It is not clear that constructing the setback would be fully financed by potential rental from the smaller apartment. The 472 working group met previously and has chosen internal finishings for the apartment. The group asked for numbers from Antoinette for a modified project. We need to take quick action on fixing this situation because we are losing \$9,000 a month in rental income.

David Lord moved to authorize the 472 working group to negotiate changes to the 472 building and management contracts to move the proposal to three floors without a rooftop terrace. The final figures for altered contracts will need further approval by a Board vote via email. Kathleen seconded the motion. The motion passed unanimously.

G. Caulking/Barrel Roof Replacement Approvals

The Trustees could not find a vendor that would be competent at doing both the barrel roof as well as the caulking in a single bid. The Trustees recommend adopting the Maggio proposal with respect to the barrel roof. The Trustees also recommend adoption of the Wilcox Caulking proposal. This would bring us down to about \$93,000 in the Capital Projects account after the 472 project and these proposal are completed. Mark moved to accept the Maggio and Wilcox proposals and that contracts be developed based on these proposals for further consideration by the Board. These contracts would be paid from Capital Projects. Kathleen seconded the motion. The motion was approved unanimously.

V. Executive Session

David Lord moved to go into executive session. The motion was seconded by Mark and was approved. Dave Jenkins moved to exit the executive session. The motion was seconded by Kathleen and was approved unanimously.

VI. Adjournment

Rev. Dwayne moved to adjourn. Fenicia seconded the motion. The motion was approved unanimously. Rev. Cathy closed the meeting in prayer at 9:45 p.m.