

**Minutes of the MCCDC Board of Directors
Tuesday, August 11, 2015**

Members Present: Kathleen Carey, Dave Jenkins, Mark Kornmann, Knut Panknin, Bobbi Strang

Guests Present: Rev. Cathy Alexander

Prior to the meeting, the BoD met with Contractor Dennis Cruz at 6:30 pm and did a walk through of property 472.

Call to Order/Opening Prayer

Mark Kornmann called the meeting to order at 6:58 p.m. and a quorum was established.

Kathleen moved to accept the agenda, Knut seconded, and the agenda was approved unanimously.

I. Discussion/Voting Items

A. Trustees Update

Mark informed the Board that Joe Daley would like to be released as chair of the Trustees and that Jim Garner would like to be approved as new chair. Also, Karen Serio and Ann Strangman have declared their intention to leave the Board of Trustees after July 2015. However, their regular term is two years (until 2016). Kathleen moved to approve Jim Garner as new chair of the Trustees, and Bobbi seconded. The motion was approved unanimously.

B. Banking Update

Mark said that the closing will be done this week, and that the title company has been delaying the process. He informed Eagle Bank that MCCDC needs the money in the account that has already been set up by Thursday, August 13. Once the money is in the account, the General Fund needs to be reimbursed for the two weeks in which payment for the contractor came out of the General Fund (\$12,600).

C. Construction Update 472

The Board discussed the progress and challenges based on the walk through and information provided by the contractor, inspector and electrical company. The third party inspector, Ronnie Elam from Elam Services LLC, said that no inspections have

been done for the building but that he could do all required inspections for us. This would cost about \$900. He would also be able to get the permits for us. Ronnie gave instructions on what needs to be done to pass inspections. As he already found problems with the electrical in three areas, he requires opening one side of all dry walls for inspections in all rooms.

The contractor, Dennis Cruz, received a bid for the HVAC in the amount of \$18,000. The system needs to have dampers, compressors on top of the building, and connections for all three floors. A second bid for the HVAC will come from Journeyman. A second offer for electrical work that the contractor received was for \$25 an hour. Two people will work on the electrical system, check the upper two floors and wire the basement. The company will bill MCCDC directly. In order to settle claims with the previous contractor, Pinkney Services, Dennis Cruz will describe the scope of work in detail, and he will also record all work that has been done so far by Pinkey Services, what needs to be repaired and what has been done new.

With regards to the floors, the inspector said that floors are damaged but that he will sign off if the floors will be fixed, such as patching holes or other unevenness. For the basement, we will buy new, finished flooring.

If the inspections will be done by next week, the contractor will be able to keep the deadline for finishing in October. He keeps the work moving in other areas such as outside to minimize any delays.

After closing of the construction loan with Eagle Bank, Mark will do a budget for 472. He also said that Home Deport approved our account and a \$40,000 credit line for the purchase of appliances. Dave will look at what to purchase and get the correct measurements from Dennis.

Kathleen asked about the easement and taxes, and Mark said that taxes were sent by mail and that he will check whether the check got delivered.

The basement layout was not included in the drawings MCCDC has for 472, so we might have to get new drawings for it. The new windows will come in August 28th, and we will meet the deadline set by the city.

D. Updates from Rev. Cathy

Rev. Cathy will raise the repair needs for the church's HVAC with the Trustees as there was an issue with leakage of the cooling agent and an expensive repair recently. The current company repairing the system, Journeyman, wants the church

to enter into a maintenance plan but it would still be more expensive than single repair jobs.

Rev. Cathy also gave a short update on the cooperation with Unity Fellowship Church. She said that things are going smoothly, and that the UFCDC members are very mindful of the space and security requirements.

The Board meeting ended with a brief discussion of the 45th anniversary campaign. Fencia will prepare thank you cards for those who pledged already, and the church will also remind the congregants to mark their giving (either to the General Fund or the campaign). So far, the church has not received any negative feedback on the campaign.

Kathleen closed the meeting in prayer at 7:27 pm.

The next regular meeting will be on Tuesday, August 18, at 7 PM.