

**Minutes of the MCCDC Board of Directors
Tuesday, July 19, 2016**

Members Present: Rev. Dwayne Johnson, Kathleen Carey, Mark Kornmann, John Merriwether, Knut Panknin

Guests Present: Rev. Cathy Alexander, Jim Garner, Donte Hunter, Lance Jameson

I. **Call to Order**

Rev. Dwayne called the meeting to order at 7:11 p.m.

II. **Song/Scripture & Opening Prayer**

Rev. Dwayne shared scripture from the Senior Pastor's report - Numbers: 24-26. For the August meeting, Kathleen will share a song and John will share scripture.

III. **Consent Calendar**

Mark had one addition to the agenda – a discussion on the 460 building easement that Brian Scott had the Board alerted to. Kathleen moved to receive the agenda and Knut seconded. The motion carried. Knut then moved to receive the consent calendar. The motion was seconded by Kathleen and was approved unanimously.

IV. **Informational Items**

A. **Shout Outs**

A shout out went to Brian Scott for his service as a Trustee and the work he has done and continues to do for the church. Another shout out from John Merriwether to the entire church family for reaching out to him and his family in this difficult time. The MCCDC group going to General Conference received a shout out, as did the congregation members who stayed and shared worship responsibilities (Rev. Dr. Y'lon M. Dozier, Kathleen Carey, Bob Whitman, Bob Jones, John Merriwether). Lance received a shout out for making sure that the church received a \$750 rebate from the city for our security system and for his work scheduling a weekday conference that brought in \$2,000 in rental income.

B. **472 Update**

Mark reported that there is no report from the inspector yet. He would like the inspector to present us the options that we have for the basement: option with

two bedrooms, one bedroom, bedroom in front instead of in the back of the apartment etc. We could also go back to the zoning board and ask for variance but the board is backed up and it would take longer to get it approved. Contractor Dennis Cruz stands ready to begin work once we are.

Kathleen asked what the problem with the basement is and Mark explained that the 2nd bedroom window's height did not get approved as it needs to be lower to serve as an emergency exit. Changing the height of it would present other structural challenges. Therefore, we were asking the inspector for alternative options.

Mark also said that he would meet with Matthew from the management company to reconcile the deposits. Lance added that we have not received a deposit for this month yet and that he will work with John and Cathy to start the split process from the rental income.

The tenants reported problems with opening the parking lot gate, and Mark asked whether the codes remained the same, which Lance confirmed.

C. Trustees

Jim Garner gave an update from the Trustees and reported that the gate repair has not been a smooth project. The gate is functional again but the repair work by Bini Iron Works is not acceptable. Bini will have to replace the bent stilt but said they did not have access to galvanized steel. Therefore, it will be replaced by regular steel, which is heavier but would still make the gate operable. He will also remind the contractor that the gate chain needs oiled. He originally thought the gate needed repainted, but that was not part of the bid submitted by Bini. The costs for the entire project are locked in and are covered by the insurance of the Food Bank, whose driver had caused the damage.

After the Trustees had made an appeal to the congregation to donate money for fixing the flat roof, one congregant came forward and donated \$2,500. That was the amount that the Trustees had estimated for fixing one of the two drains on the flat roof. However we need to fix both drains, so we would have to raise another \$2,500. Refurbishing the entire flat roof would cost about \$25,000.

Kathleen said that we cannot afford full refurbishing right now and Dwayne suggested fixing the two drains and asking the congregation to raise the necessary \$2,500 with an appeal from the Trustees the last Sunday of the month. Mark said that we might want to reach out to congregants individually to raise the funds. He would reach out to a congregant who had also indicated that she would help with getting the flat roof fixed.

Mark moved to approve the expenditure for fixing the two drains on the roof once the additional sum of \$2,500 has been raised. John seconded the motion, which passed unanimously.

Jim also reported that the Trustees had prepared a message for implementing the gender-neutral restrooms. The communication around that would be rolled out this coming Sunday and continued on July 31st. The plan is to have the change implemented by August 7th.

He also reported that Rev. Cathy met with ADT security to talk about moving one of the cameras at the 472 building. The move is necessary as the patio is obstructing its view. The camera will be positioned in a way that it can cover the entrance of the parking lot and the back door of 472. ADT estimates the cost for material and labor to be \$500 max. The Board agreed with moving forward with the Trustee's proposal.

Jim's final point was on the tree on 5th Street NW. The tree does not look healthy. Cathy added that the arborist who had been treating the tree before is getting in touch with the city and that we might have to prune it. Mark said that he was informed by a congregant who said the tree could not be saved anymore. However, the congregant offered to pay for having the tree cut and replaced. The problem is that the tree is the city's property. Cathy suggested having a proper farewell from the congregation once the tree would be taken down. She would first like to get a second opinion if pruning might save the tree.

D. Treasurer's Report

Lance presented P&L reports for January through July 19, 2016, and also a balance sheet as of July 19th. The balance sheet showed a total of \$14,130 in the general/checking account, not including \$11,589 in restricted accounts.

Mark expressed his general frustration with the financial reports, the timeliness of them, the process, and with Lance's communication. Some of these have included personal accusations. He found Lance's latest email and earlier messages to be inappropriate. He also questioned the contract with the accountant and said that this is not an expenditure that was approved by the Board. Additionally, we need to understand the financial impact this contract has on the finances. Mark said he does not feel like we are getting an accurate picture of our finances/expenses, which makes it difficult to manage the finances, and appropriately answer to the congregation. Mark also explained why he and Knut did not feel comfortable signing checks on Sunday. We need a system that works. He also said that income for the past few weeks have been in the \$5,000 range, which is too low and the board needs to look at this trend.

Rev. Cathy said that she would take full responsibility for the checks on Sunday and explained why she was not able to answer Mark's questions on the finances the week before. The staff had not met and she did not make the available balance in the checking account clear enough. Rev. Dwayne added that staff also looks at check requests each week and that no requests would go out that are not supported financially that week. Check requests will be sent on Wednesdays.

Kathleen asked if any bids for the cruise have come in. Rev. Cathy said that the church did receive a bid in the amount of \$2,600 that we would accept. The congregant who originally won the bid for the cruise would be asked to make up the difference between his original bid and the new one.

E. Congregational Sign-up Sheets

Knut gave an update on the sign-up sheets. The revival idea had received the most support with five congregants signing up. Connectedness and spiritual engagement also received stronger support (four congregants). Three people signed up for communication & outreach and one person for church assets. No congregants had signed up for church facility use and cooperation with other organizations.

Knut said that the original idea was to see where the most support would be and to implement that part. He asked whether there was still consensus on this.

Rev. Cathy said that she had already contacted the congregants who signed up for the revival to form the planning team. Knut added that he would contact the congregant who signed up for church assets and another congregant who had said he would like to support this.

Mark advocated for forming the revival committee and for making it successful instead of forming and implementing all groups. There was consensus around this, also given the fact that other church programs such as the picnic, Backpack4kids and YAMs' programs would offer additional opportunities for (spiritual) connection.

F. Revival Update

Rev. Cathy reported that she had started forming the planning team, and that she would meet with Dr. Jackson in the coming days. 98 percent of the pre-planning has been done, and now the plans have to be implemented. The revival is scheduled for September 23-25, 2016.

G. Fire Exits

Mark reported that Bill Stancliff made him aware that multiple church emergency exits (by the sacristy and in the basement) have been blocked by chairs and would not allow a quick escape. Rev. Dwayne said that Timothy Duncan would be asked to remove the chairs and clear the space.

H. 460 Easement

Mark read an email from Brian Scott. He suggested getting an attorney to draft and file the revised parking easement for the 4 spaces at 460 Ridge St NW. This needs to be done in order to preserve MCCDC's easement and to bring us into compliance with the MOU in which MCCDC agreed to be responsible for revising and filing the new parking easement that reflects the terms of said MOU.

Mark said that he had called the title company and that they have a copy of the old easement on file. He will ask them to send a copy of the old document. They would also be able to file an updated easement for a fee. Kathleen asked whether we had the original easement and Rev. Cathy said that she would check. Rev. Cathy also requested a meeting with 460 project representatives and Brian.

Kathleen said that she would work with Jim on a new easement. Jim added that Scott might be able to go and file the updated easement with the OTR Recorder of Deeds office.

V. Adjournment

Kathleen moved to adjourn at 8:44 p.m. The motion was seconded by Mark and was approved unanimously. Rev. Dwayne closed the meeting in prayer.