

**Minutes of the MCCDC Board of Directors
Tuesday, May 17, 2016**

Members Present: Rev. Dwayne Johnson, Fenicia Ballard (by phone), Kathleen Carey, Mark Kornmann, John Merriwether, Knut Panknin

Guests Present: Rev. Cathy Alexander, Brian Scott (by phone), Denise Wright (by phone)

I. Call to Order

Rev. Dwayne called the meeting to order at 7:03 p.m.

II. Song/Scripture & Opening Prayer

Kathleen shared a scripture from James 1:22 that is meaningful to her – “But be doers of the word, and not hearers only...” Knut shared the song “Heavenly Father” by PJ Morton that reflected his need for prayer that day.

Rev. Dwayne invited everyone to share a prayer concern and something that each of us was grateful for that week. He opened the meeting in prayer.

III. Consent Calendar

Kathleen moved to receive the consent calendar. The motion was seconded by Mark and was approved unanimously. Kathleen asked Rev. Cathy to make the results of the conference available that she had attended. Kathleen moved to accept the consent agenda and Mark seconded. The motion carried.

IV. Informational Items

A. Shout Outs

A shout out went out to the 45th anniversary team and to Knut for his work and support in different areas of ministry. Another shout out went to Tim Duncan for the extra work that he had done while being without a project empowerment intern.

B. 472 Update

Mark reported that the subdivision has been accepted and that the second tenant has moved in. The Eagle Bank loan’s closing for the basement renovation

(construction loan adjustment from \$250,000 to \$300,000) will be done on Friday, May 20th.

Mark said the next steps would be the inspection of the basement, as we need a window in each bedroom that is low enough to function as an escape exit. Windows cannot be higher than 44 inches from the ground. The back bedroom window placement would be a challenge due to space limitations for a well and a walk space. The inspector will be asked for ideas. The architect has been out and measured the unit already.

Kathleen asked what options we would have if the window cannot be placed. Mark said that we could either rent the basement as a one-bedroom unit with a rent loss of about \$800-\$900 as compared to a two-bedroom. Another option might be to use the extra room as a conference room. We will not start construction before all documents are in place and all issues have been resolved. The contractor said it would take him about 4-6 weeks to finish the unit.

Kathleen added that after the 472 project's completion, she will be sitting down with Mark, John and the contractor to determine what was done by the first contractor (Pinkney Construction), what needed to be redone and what documentation we have in order to potentially recoup some of the losses. Based on our contract with the first contractor, we need to go through non-binding arbitration with the American Arbitration Association first. If the first contractor does not cooperate, she would not be able to make her claim in the arbitration process. If either of the parties challenges the results of the arbitration, a lawsuit could be filed. However, successful arbitration would still be faster than a lawsuit.

C. Trustees

The Trustees did not meet but Cathy gave an update on the gate. The Food Bank agreed to pay Bini's Ironwork to do the gate repair. Bini's is the company that the Trustees had recommended using. The Food Bank cut a check for 50% of the expected costs and sent it to Bini's. Once it has arrived, Bini's will start the work.

D. Treasurer's Report

John presented P&L reports for January through May 12, 2016. The combined P&L showed a negative of \$16,156. The May 12 statement showed a positive for the month of \$13,606, which did not account for payroll in May yet. However, even after payroll we will have a net positive.

John had met with Tim Hassett to talk about setting up the Finance Committee again. Tim offered ideas for revising the 2016 budget if the Board wanted to take

that route. It would offer greater transparency and tighter financial reporting. The downside would be the time frame, given that the new budget process needs to start soon. John also suggested changing the financial reporting in the bulletin, given that many in the congregation had asked for that during the listening posts. One idea would be to show revenue and expenses in a timely manner as opposed to stewardship and budget.

Dwayne advocated for revising the budget if it was doable. He would like to have transparency on the financial reporting for the congregation but would like to avoid a “roller coaster” approach that might lead to confusion. We should not just focus on numbers either. One idea would be to show income to expenses as John had suggested and to include the checking account balance once a month.

Kathleen wanted to know what John’s proposal would look like exactly. She also suggested additional names for the Finance Committee (Tammy Orebaugh, Phil Helbling). Mark suggested tapping into the knowledge of Henry Thaggert. John said that the updated financial reporting would be a condensed version of Lance’s financial statement for each week with actual revenue to expenses. Cathy also advocated for real time revenue to expenses reporting in the bulletin, as we are doing a weekly and monthly budget review anyway.

E. **45th Anniversary**

Knut presented an update on MCCDC’s 45th Anniversary events.

The Gala on May 21st is sold out. In order to accommodate additional demand for tickets, two more tables of 10 (20 more seats) have been added. The Committee made sure that every congregant who wants to come to the Gala has an opportunity to do so. Many congregants stepped up and financed additional tickets that the Committee was able to give to congregants who were not able to pay full price. Some congregants with reduced or complimentary tickets will volunteer for the Gala event.

As of now, the Committee has generated about \$14,800 with fundraisers and ticket sales. The silent auction is expected to generate a minimum of \$4,000. The remaining balance of \$17,123 was paid to the Press Club today and we should be at least break even when all is done. A big thank you to Kathleen for doing the live auctioning of the cruise. The Gala promises to be a fun event with some additional surprises.

Mark added that there would be two additional pieces of art for the auction. Cathy said that The Blade did an interview with Rev. Dwayne and her and that it should be out in the next few days.

F. Action Items from Listening Posts

Rev. Dwayne started with a special thank you to Mark, Johanna, Lance, and Cathy for preparing the listening posts with the congregation. The meetings provided a good atmosphere.

One title for a campaign that came to mind was “change matters” – financially and spiritually. We cannot do all things that have been suggested but all things can be on the table. For implementation, we need strong support and leadership from the congregation.

One consensus idea that emerged from the posts was a revival in the fall. Dwayne will create a working team on that.

Mark advocated for a quick follow up with short-term actions as suggested by the congregation and a long-term engagement piece with a sign-up for members of the congregation. Short-term action items that can be implemented immediately are clear financial reporting and communication, a potential 2nd offering for a reserve fund, a church asset review by a financial advisor (Henry Thaggert had offered paying for that) with a clearly communicated timeline and target date, and increased church facility usage advertisement.

Kathleen supported the church asset review idea and also the idea to place business ads in the weekly bulletin as a way to cut costs and get income from outside the congregation. John favored a quarterly business directory, as the ads would take away from the spiritual aspect of the bulletin.

Knut will follow up with a list of action items on short-term ideas.

G. Bylaws Committee

The Board discussed activating the Bylaws Committee for changes that have been suggested by the congregation and to clean up inconsistencies. Knut will be the Board representative on the Committee and will start assembling a team of three.

V. Discussion/Voting Items

A. Endorsement Wendy Hamilton

Rev. Dwayne would like to endorse Wendy Hamilton to attend the MCC RevM program as a first step in the process of becoming MCC clergy. Kathleen shared her experiences with Wendy and her ministry around adult Sunday school.

Wendy is a very focused, inspiring and inspired leader with a lot of patience. Kathleen moved to endorse Wendy Hamilton to attend the RevM program offered by the MCC Office of Formation and Leadership Development. Mark seconded the motion, which was approved unanimously.

B. Ministry Fundraising Applications

Cathy presented a fundraising application from the Older Adult Ministry (OAM) for their annual Atlantic City Casino Bus Trip on September 17, 2016. The tickets would cost \$50 each, and the fundraiser is expected to generate \$500-600 for the OAM line item. No funding by the church will be required.

Kathleen asked whether the bus was rented through the church, which Cathy confirmed. The Clerk will sign the contract.

Kathleen moved to approve the fundraiser and Knut seconded. The motion carried unanimously.

John presented a second fundraising application from the Young Adult Ministry (YAMs) for a cookout and open house on Saturday, June 18th. The event will take place in the church's parking lot and is designed to engage the neighborhood and community. The cookout items will be self-funded by the YAMs and by donations from volunteers. YAM's would charge \$5 per plate for food and will advertise in local businesses and at Pride events. For the open house part, YAMs would offer guided tours through the church. Knut asked to inform the neighbors at 472 prior to the event.

Kathleen moved to approve the fundraiser and Knut seconded. The motion carried unanimously.

C. Congregational Forum and Meeting

Rev. Dwayne proposed holding a Congregational Forum and Meeting in the summer. The proposed forum would be on Sunday, June 19th and Wednesday, June 22 for questions and information regarding General Conference. It would also serve as a discussion opportunity for the congregation around the new guiding statements for MCCDC. The Congregational Meeting would follow on July 17 and would be held to approve the new guiding documents. The June 19th meeting would coincide with Father's Day but due to the church calendar prior to General Conference, there was no other Sunday possible.

Mark suggested offering only one date for the forum (June 19th). The listening posts showed that the second date was used by a very small number of congregants.

Knut moved to hold a Congregational Forum on June 19th at 12:30pm with the two agenda items “General Conference” and “Focusing on the Future” guiding documents. Kathleen seconded the motion and it carried.

Mark moved to hold a Special Congregational Meeting on July 17 to approve “Focusing on the Future” guiding documents for MCCDC. Knut seconded and the motion was approved unanimously.

Cathy reminded the Board that a Special Congregational Meeting comes with information and reporting requirements based on the Bylaws.

D. Lay Delegates

Rev. Dwayne reported that Lay Delegate Bob Whitman-Kniceley has decided not to attend General Conference for financial reasons but that he wants to continue his role as Lay Delegate for MCCDC. The church would have to appoint someone to serve in that capacity at General Conference, and Mark Kornmann has signaled that he would be willing to get appointed as a substitute.

Knut questioned whether it would make sense for Bob to continue serving as a Lay Delegate. The main role of a Delegate is to go to General Conference and vote on behalf of MCCDC. While he understands and respects Bob’s reasons for not attending, he does not see why Bob would want to continue serving. On a general note, he said that he was unhappy with all Lay Delegates with regards to their duties to keep the congregation informed about developments on the denominational level.

Kathleen suggested requesting a quarterly report from the Lay Delegates and Dwayne said we should set expectations and procedures for the role of the delegates upfront.

Kathleen moved to appoint Mark Kornmann to serve as a substitute Lay Delegate for General Conference 2016, and John seconded. The motion was approved unanimously.

VI. Adjournment

Kathleen moved to adjourn at 9:02 p.m. The motion was seconded by John and was approved unanimously. Fenicia closed the meeting in prayer.