

**Minutes of the MCCDC Board of Directors
Tuesday, October 20, 2015**

Members Present: Fenicia Ballard, Kathleen Carey, Rev. Dwayne Johnson, Mark Kornmann, Knut Panknin, Bobbi Strang

Guests Present: Rev. Cathy Alexander

Trustees Present: Jim Garner

Call to Order/Opening Prayer

Rev. Dwayne called the meeting to order at 7:05 p.m. and he opened with a prayer.

I. Consent Agenda

Kathleen moved to accept the agenda and Fenicia seconded. Mark moved to receive the consent calendar and Knut seconded. The motion carried unanimously.

Rev. Dwayne pointed out some highlights from his report: the Mautner Gala, the upcoming Transgender Day of Remembrance, this year's Thanksgiving service on Wednesday night, and the Eastern network meeting in Baltimore. He also gave an update from the stewardship team. Rev. Dwayne proposed promoting Rev. Cathy from Minister of Congregational Connections to Associate Pastor, which was voted on later in the meeting.

II. Informational Items

A. Shout-Outs

Shout-outs went out to:

- Greg Snyder for organizing the animal blessing service and the landscaping day;
- Veronica Franklin for her workshops for couples;
- Jim Garner and Scott Frazier for organizing the pancake breakfast;
- Cathy Batson and Alan Stapley for her blessings to go ministry;
- All worship service organizers and attendants of the 9am service for this past Sunday's high energy worship experience. Daniel Scarce was commended for the improved music and variety of the 9am service.

B. Trustees

Jim gave a brief update from the Trustees. He reported two vacancies as Ann Serio and Karen Strangmann have decided to no longer serve as Trustees. Jim also addressed the electrical room problem. The Trustees have decided to pursue re-grading the yard along 5th Street to ensure that the ground is graded in such a way that the water is draining away from the building. The Board thanked Jim for taking on the leadership of the Trustees.

C. 472 Update

Mark reported that three inspections were done today: framing, plumbing, and electrical. The fourth and final inspection on mechanical will take place on Wednesday, Oct. 21st. The work at 472 had been paused until inspections were done and the contractor was able to work on other projects in the past three weeks, so he would not charge us the weekly labor costs. The delay in inspections was due to DCRA not approving them earlier.

While we passed the electrical inspection, which is the biggest one, the inspector gave a list of problems to be fixed for the plumbing. He will pass after those issues have been addressed. The inspection of the framing did not pass, as it does not match the drawings among other things. Mark and the contractor Dennis Cruz will talk with the inspector on the phone this week to see whether we can fix the issues or need to have new drawings done.

Mark also said that some of the problems that need to be fixed to pass the remaining inspections are not covered by the current contract with Dennis. Payment of those items needs to be resolved. The subdivision for the lot and easement are done and are paid for.

D. 45 Years Campaign

Rev. Dwayne said that the first phase of the campaign has been finalized. Mark said that it has been unclear for congregants when the first phase would end, and he suggested taking a step back to look at the larger picture. We need to decide how to align our stewardship with the budget. As giving is “all over the place” right now and very inconsistent, it would be helpful to present a budget and break down the per capita giving that is necessary to meet it. This baseline giving should still be complemented by additional giving when specific messages touch the congregation. While the offerings and weekly giving are not consistent, the kiosk generates a steady weekly income around \$1,800 – 2,300. Dwayne agreed that there are different windows into consistent giving and that people react to messages differently.

E. Treasurer's Report

Kathleen provided a profit and loss statement and a balance sheet. As of October 19th, the accounts had the following balances:

General:	\$39,427
Buchanan:	\$258
Petty Cash:	\$200
Eagle Bank:	\$125,463

Kathleen also presented two financial statement reports for 2013 and 2014 that had been prepared by CPA Jeffrey McGary. She asked the Board to look at the statements and send her any questions for clarification by the end of the week.

Jeff McGary changed the accounting principles but the current numbers for restricted assets such as the capital campaign fund are still not correct. In order to move forward, it was decided to take an arbitrary date and zero out the numbers that cannot be reconciled.

Kathleen also reported that the back taxes on the 472 property have been paid.

Mark said that having the financial statement reports for 2013 and 2014 will be beneficial for our congregational forum, but he also said that our messaging to the congregation will be important. Considering that year-end giving was high in 2014 and that we said we were ahead of the game financially earlier this year, it will be difficult to explain how the financial report for 2014 shows a loss of about \$16,000. Also, looking at the current profit and loss statement through October 19th, we will be about \$13,000 in the red by the end of the month. Kathleen said that she would look into which checks can be pushed back to November.

F. Nominations Committee

Knut reported that the Nominations Committee has received four applications for the two open Board positions so far, including the two current Board members who are running again. The application deadline is Sunday, October 25th. Dwayne said that another member of the congregation is in discernment. Knut will follow up with him. The committee will present a slate of candidates at the special Board meeting on October 26th.

G. Congregational Forum

The Congregational Forum is scheduled for November 8th and the Congregational Meeting for November 22nd. All material needs to be available for the congregation on Sunday, November 1st.

The agenda will be finalized at the special Board meeting. Knut had prepared a list of highlights for 2015 and asked for feedback. Mark suggested adding a short paragraph in the beginning, tying the vision for the future into it.

Dwayne said that the drafting team for the vision and mission statement had met a couple of times, and that a first draft would be available for the forum.

H. Christmas Concert

Dwayne said that he had a chance to hear some of the music and singers during rehearsals and that they are sounding great. He also said that Tyrone needs some support around logistical elements for the concert, so he can fully focus on the music. The fact that tickets are free has been well received but we would still need printed tickets to get a sense of attendance and to collect contact information, as the concert is a big outreach opportunity for MCCDC. Rev. Cathy suggested putting paper on chairs for people to fill out with their contact information, and to have a drawing with prizes to win in order to increase participation.

Mark agreed on the need for tickets and asked for Tyrone to release the draft of the flyer so we can use it for tickets, the bulletin and the website. He also said that we need at least one special offering in November, potentially two, as agreed on in September's board meeting. Dwayne said that the first Sunday in November might collide with the fall offering for the denomination's anniversary in support of emerging churches but that he would see whether November 1st would work.

III. Discussion/Voting Item

Promotion Rev. Cathy Alexander

There was a brief discussion on the role of the Board in decisions on personnel by the Senior Pastor. Kathleen said that we should be clear what the Bylaws require and that if a vote of approval by the Board is not required, we should consider it a vote of affirmation. This might not be contentious in this case but in potential future conflicts, people will look at past practices and have certain expectations.

Mark added that if there are financial obligations, the Board does have a role and that he is struggling with checks and balances in the church even with the Bylaws in place.

Mark moved to promote Rev. Cathy Alexander to Associate Pastor and Knut seconded. The motion was approved unanimously.

Addendum: As the Board did not have a copy of the Bylaws available at the time of the meeting, Mark checked them the next day and confirmed that the Pastor has authority for determining titles of office of the church staff, subject to approval by the Board of Directors.

The Board decided to have a special meeting on Monday, October 26th, at 6:30 p.m.

Kathleen moved to adjourn the meeting at 8:18 p.m. Mark seconded and the motion was approved unanimously. Rev. Cathy closed the meeting in prayer.