



BOARD OF DIRECTORS MEETING MINUTES

December 19, 2017, 7PM

Moderator: Rev. Dwayne Johnson

Board Members attending: Lilah Blackstone, Jim Garner, Tim Helm, Linda Hornsby, and Bobbi Strang. Knut Panknin was in Germany and unable to attend.

Guests attending: Rev. Cathy Alexander

Opening Prayer – 7:07pm

The meeting convened at 7:07 p.m. Lilah Blackstone moved to approve the agenda as presented. Linda Hornsby seconded the motion. It was approved unanimously.

1. Song and Scripture-

- Lilah Blackstone shared the scripture, reading John 3:16
- Jim Garner shared the song, playing “Almost There” by Amy Grant and Michael W. Smith
- For the January 16, 2018, meeting, Tim Helm will share a song and Bobbi Strang will share a scripture.

2. Consent Calendar – Jim moved to accept the consent calendar items. Bobbi Strang seconded the motion. It was approved unanimously.

- Clerk’s Report – no report
- Sr. Pastor’s Report – provided by Rev. Dwayne
- Trustees Report – no report

3. Informational Items:

- Shout-Outs – The Board issued “shout outs” to the following:
 - Rev Cathy, Greg Snyder, all gift wrappers, and gift givers who helped bring Christmas to East River Family Collaborative
 - Alan Stapley (Usher) for his dedication and commitment each and every Sunday
 - Interns Dymond Fields and Darnell Cruz who are working on outside upkeep of church’s property.
- Trustees Meeting and Action –
 - With the start of a new year, the Board made appointments of church members to serve as Trustees. Jim moved that the following individuals be appointed to serve as Trustees: Cecelia Hayden-Smith, Greg Snyder, Scott Frazier, and Denise Wright. Tim Helm seconded the motion. The motion was unanimously approved
 - Tim will work to set up a meeting with the Trustees to go over the by-laws and provide general information about their responsibilities; have them organize for the year; and to provide information for their consideration and action about the proposed sale of the adjacent lot. Tim will contact Trustees

- Sale of Adjacent Lot Discussion Sessions – Tim Helm
 - Tim provided overview of Congregational meeting. Congregation approved a continuation of the current budget through February 11, 2018.
 - Tim discussed plans for on-going meetings with active ministries through the next two months and a planned Potluck forum to be held on Jan. 21st. These events will provide opportunities for the sharing of information, feedback, and comments.
 - Tim suggests that Board visit active ministries to let them know what Board is doing. Bring them up to date with Q&As. Rev. Cathy mentioned that she had already given some of the ministries a “heads up” about these expected visits.
 - Tim indicated he would work with Knut on PowerPoint slides and using visual handouts for discussion with ministries.
 - Tim shared with Board his recent communications with SunTrust regarding any impacts the sale of the lot may have on the mortgage.
 - Our attorneys, Cozen O’Connor, went back to Lock7 to share information on the status of the proposed sale and the potential buyer indicated they are okay with waiting until February for a decision.
 - Rev. Dwayne suggested turning the potluck into the chili sale and build synergy with the Young Adults Ministry’s proposed fund-raising event. We would ask for donations to help those that cannot afford to contribute to the chili feed, or who do not have cash at the event. We could change the name to an All-Church Chili-feed listening session –instead of pot luck. Rev. Cathy agreed to visit with YAM to explore if they are agreeable to this plan.
- Strategic Planning Update – Rev. Dwayne
 - Rev. Dwayne shared a 14- page report with Board providing the latest information on the strategic planning group’s activities.
 - The next meeting of the strategic planning group will be February 3rd.
- Board Priorities for 2018 (continuation of retreat conversation) – All
 - The Board agreed to schedule its next Board Retreat for Jan. 20th. The Board agreed to invite the Trustees to participate in this retreat. The meeting will look at broader goals for 2018. The Board also discussed conducting on-going, maybe quarterly, listening posts/church chats.

4. Discussion/Voting Items: (20 minutes)

- Treasurer’s Report – Tim
 - Tim said that we had a “good week”. We are meeting expenses. Jim asked a clarification question about the budget regarding whether we have met all expenditures of the year. Tim confirmed that we have.
 - We have an outstanding \$10,000 commitment to the Pastors’ pension fund that is due this month, but it appears we will be financially able to cover this expense.
 - We have an electrical issue related to the heater that we need an electrician to fix – Buchanan funds will be used to cover these costs.
 - Tim asked whether the Board members should be made aware of the church’s top donors. The information would be kept confidential. This would allow us to celebrate those who share their gifts of giving. Rev. Dwayne noted much like our efforts to thank those who share their talents of singing, drama, and music, we as the Board of Directors should also recognize and thank them.
 - Bobbi moved to accept the Treasurer’s Report. Linda seconded the motion. It was unanimously approved.

- Board Position Elections for 2018 – The Board took up the matter of organizing for 2018 and election of officers. The following positions were filled:
 - Vice Moderator – Knut Panknin. Bobbi moved and Linda seconded that Knut Panknin serve as Vice Moderator. Rev. Dwayne asked if there were any other nominations and there were none. The motion was unanimously approved.
 - Clerk – Jim Garner. Bobbi moved and Linda seconded that Jim Garner serve as Clerk for the Board. Rev. Dwayne asked if there were any other nominations and there were none. The motion was unanimously approved.
 - Vice Clerk – Lilah Blackstone. Jim moved and Bobbi seconded that Lilah Blackstone serve as Vice Clerk for the Board. Rev. Dwayne asked if there were any other nominations and there were none. The motion was unanimously approved.
 - Treasurer – Tim Helm. Bobbi moved and Linda seconded that Tim Helm serve as Treasurer for the Board. Rev. Dwayne asked if there were any other nominations and there were none. The Motion was unanimously approved.
 - Vice Treasurer – Linda Hornsby. Bobbi moved and Lilah seconded that Linda Hornsby serve as the Vice Treasurer for the Board. Rev. Dwayne asked if there were any other nominations and there were none. The motion was unanimously approved.
 - At-Large – Bobbi Strang. The Board expressed its unanimous consensus that Bobbi Strang serve as the At-Large member of the Board.
- Young Adults Ministries Fund Raiser Proposal – Rev Cathy shared information about the YAM’s request to conduct a chili-feed fundraiser in January.
 - Jim moved and Bobbi seconded a motion that the YAM’s chili-feed fundraiser event be approved. The motion was unanimously approved.
- Other Matters
 - Rev. Cathy shared that she received a call regarding interest in possible rental of space in the church for use as a Daycare center. She is working with the interested parties to explore this proposal.
 - Bobbi mentioned that she had a contact for helping with grant writing for Daycare and share expertise.

5. Announcements/Events

- Christmas Eve Services – December 24 at 9 and 11 AM and 7 PM
- Second Board Retreat – January 20, 2018
- Board Meeting – January 16, 2018 at 7 PM
- All Church Chili-Feed and Listening Session – January 21, 2018 at 12:30 p.m.
- Congregational Meeting – February 11, 2018, at 12:30 p.m.

Adjournment/Closing Prayer

Linda moved and Bobbi seconded a motion to adjourn the meeting. The motion was unanimously approved.

Rev. Cathy offered a prayer to close the meeting.

Adjourned at 8:27 pm