



BOARD OF DIRECTORS ZOOM MEETING MINUTES

April 20, 2021, 7PM

Moderator: Rev. Dwayne Johnson

Board Members: Lilah Blackstone, Johanna Hardy, Terri Neal, Knut Panknin, Phil Helbling, and Monika Lawrence

Trustees: Ace Barbari, Scott Frazier, Cecelia Hayden-Smith, Tamara Orebaugh and Denise Wright

Guests: Rev. Cathy Alexander, Dr. Carla Sherrell

The meeting began at 7:02pm with a Song offered by Johanna – “We Lift Our Hands in the Sanctuary” by Kurt Carr, and a Scripture verse was that was offered by Monika – Philippians 2: 1-4. It was followed with an Opening prayer by Rev. Dwayne.

1. *Phil moved to approve the agenda. Monika seconded the motion. The motion passed unanimously.
2. *Phil moved to approve the Consent Calendar. The motion was seconded by Knut. The motion passed unanimously.
 - Clerk’s Report – discussion of clarifications on the clerk’s report.
 - Sr. Pastor’s Report was shared with the Board and discussed.
 - Trustees’ Report shared with Board by treasurer Terri Neal. P&L Reports shared via email by Rev. Cathy.
3. Priority Board Items
 - Treasurer’s Report – Terri discussed the following:
Status of funds and accounts –balances for the following MCCDC accounts:
 - SunTrust General Fund: \$65,384.84
 - SunTrust Buchanan Fund: \$751.62
 - Eagle Bank (Emergency Fund): \$69,737.00 (\$25,000.00 + \$44,737.00 PPP 2nd Draw).
 - Fidelity (FRFTF): \$797,403.79 = \$760,194.52 = FRFTF (Note: **\$0.00 of the \$760,194.52 remains of the amount that the congregation approved for major infrastructure project.** \$89,897.01 = Money Market Acc’t from Bequest. 4/15/21 = \$2,000 was auto- transferred from FRFTF and deposited into ST monthly as interest income.
 - Paycheck Protection Program (PPP) loan update – PPP FORGIVENESS APPLICATION STATUS - The SBA completed their review of

MCCDC's forgiveness request on 3/1/21. In February of this year, Terri Neal resubmitted the forgiveness application and uploaded documentation to support that MCCDC used its \$40,657 PPP funds for payroll, healthcare, mortgage and utility expenses. The SBA forgave 100% of MCCDC's \$40,657 PPP + \$338.81 in Interest for the PPP that MCCDC was approved for on April 27th of last year. MCCDC's COMBINED PPP = \$85,394

- PPP DRAW 2 APPLICATION – Approved 4/13/2020
 - Income and Expenditures update – \$3987.64 in Rental Income from 472 Ridge St property, transferred to ST monthly: (on 4/11/21). A smaller transfer than usual because of continued maintenance issues that were paid for from the rental proceeds.
4. * Knut moved to approve the Treasurer's report. Phil seconded the motion. The motion passed unanimously.
 5. Stewardship engagement - Rev. Dwayne suggested that the Board move forward with engaging in a new contract with Tom Melzoni on a Phase 1 approach with an initial focus on coaching and a Legacy Giving Campaign through 2021. This takes into consideration the difficult realities of c19 as related to a capital campaign. A legacy Giving Campaign could align well with 50th Anniversary messaging and the telling of our transformational stories to help build a culture of generosity.
 6. Discussion of Board-organized Town hall/church Chat regarding COVID19 and safely reopening the physical doors of the church. – Discussion of having an Advisory Committee to advise the board to work on the issue of when services will be offered in person. Phil expressed concern that in his view we currently have no plan to reopen. Other board members expressed support for the current posture until an equitable decision can be made. The Advisory Committee will be tasked with reviewing available guidance on the issue to help recommend a plan to put in place to safely return to in-person worship services. They will also look to get input from Congregation. Monika Lawrence, Johanna Hardy, Dr. Carla Sherrell and Melvin Wright will lead the group. The Board will also ask a trustee and a congregant to serve at large on the Advisory Committee.
 7. Other items
 - DC Homeland Security grant – Knut shared with the Board that MCCDC applied for a grant from DC Homeland Security related to security issues that churches are eligible for. MCCDC sought \$41,000 grant for lighting and security for around the church.
 - Innovation Hub update – no updates
 - Virtual church update – no updates
 - HVAC Replacement – Rev. Cathy provided an update. HVAC System is working as designed but unusually loud. Thermostats are covered and locked.

- Roofing Project update – Rev. Dwayne reported that Melvin is coordinating with contractors to begin work soon. Project should be completed in May.
- Sanctuary Screens Project –May 5th a contractor will come to look at set-up and provide us with a quote.
- Mid-City Development update – no updates
- Early Learners Academy Update – Rev. Cathy reported that she and Melvin are working on a revised contract for Ms. Murchinson. They have begun to use the basement again.
- 50th MCCDC Anniversary – 2021 is MCCDC’s 50th anniversary year. Board needs to begin planning how to celebrate this special occasion.

8. Other Discussion/Informational Items

- Shout-Outs
 - Jim Garner for his help with applying for Homeland Security grant.
 - Terri, Monica and Rev. Cathy for their work with helping to get MCCDC’s PPP2 Loan approved.
 - Everyone involved with Easter Service, including Johanna and others.
 - Knut for his assistance with technological services
 - Deidre and Daniel for work with the music ministries.
 - Interpreter Ashley for her work on Easter Sunday.
- Recording Schedule for Giving/Generosity Messages: “Who taught you the joy of giving?”

○ Knut Panknin	May 16	Due NTL Tuesday, May 11
○ Terri Neal	May 23	Due NTL Tuesday, May 18
○ Lilah Blackstone	May 30	Due NTL Tuesday, May 25
○ Johanna Hardy	June 6	Due NTL Tuesday, June 1
○ Phil Helbling	June 13	Due NTL Tuesday, June 8
○ Monika Lawrence	June 20	Due NTL Tuesday, June 15
- Scripture (Phil) and Song (Knut) for following next month.

9. Announcements/Online Events – n/a

*Terri moved to adjourn the meeting. Lilah seconded the motion. The motion was passed unanimously. Rev. Cathy offered a closing prayer. The meeting ended at 8:59pm.