



MCCDC BOARD OF DIRECTORS MEETING MINUTES

February 16, 2021, 7PM

Moderator: Rev. Dwayne Johnson

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

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

Guests: Rev. Cathy Alexander, Dr. Carla Sherrell

Opening Prayer by Rev. Dwayne

1. Song and Scripture

- Song offered by Phil Helbling– “Happy Day” by Zbor sv. Nikolaja Litja & Andre J. Thomas arranged by Edwin Hawkins
- Scripture offered by Knut Panknin – Isaiah 55: 10-11

2. Approval of Agenda

Phil moved to receive the Agenda. The motion was seconded by Monika. The motion was approved unanimously.

3. Consent Calendar

- Clerk’s Report
- Sr. Pastor’s Report
- Trustees’ Report

Terri moved to approve the Consent Calendar. The motion was seconded by Knut. The motion was approved unanimously.

4. Priority Board Items

Treasurer’s Report – Terri provided an update about the church’s finances, including:

- Status of funds and accounts –balances for the following MCCDC accounts:
 - SunTrust General Fund: \$46,949.52
 - SunTrust Buchanan Fund: \$779.60
 - Eagle Bank (Emergency Fund): \$25,000

- Fidelity (FRFTF): \$803,158.86 = **FRFTF** (Note: \$42,513.04 of the \$803,158.86 remains of the amount that the congregation approved for major infrastructure projects. On 12/22/20, \$10,933.39 was transferred to ST
- Paycheck Protection Program (PPP) loan update –Terri Neal shared on December 18, 2020, MCCDC representatives logged into the EagleBank portal to submit a completed PPP forgiveness application and we uploaded documentation to support that MCCDC used it's \$40,657 PPP funds for payroll, healthcare, mortgage and utility expenses. On 2/1/2021, Terri contacted EagleBank's staff regarding next steps on the PPP Forgiveness application and process since MCCDC had not heard from EagleBank since they pulled our Forgiveness Application. Our contacts at EagleBank advised that the SBA (Small Business Administration) probably would not approve, release or distribute a streamlined version of the forgiveness application form until March or April.
- Income and Expenditures update – n/a – will be discussed at next meeting.
- 2021 Budget Working Group update – n/a - will be discussed at next meeting.
- Legacy Giving Recognition –n/a - will be discussed at next meeting.

Knut moved to approve the Treasurer's report. Phil seconded the motion. The motion was approved unanimously.

5. Stewardship engagement (7:30pm – 8:30pm) – Rev. Dwayne

- Tom Melzoni of Horizons Stewardship joined the Board meeting to discuss his Potential and Possibility Study report.
- Observations from the study include:
 - MCCDC has been a thriving congregation for MCC and the Washington, D.C. community.
 - The church is experiencing similar growth challenges as other mainline churches are now reaching the LGTBQA community. Change of growth methodology is challenging to all congregations.
 - The people have a great love and admiration for Pastor(s) Dwayne, Cathy, and staff leadership. This attitude is vital for any successful financial initiative.
 - MCCDC has a very healthy attitude with an overwhelming majority affirming Board decisions. As with any people, questions are evident yet without any evidence of conflict.
 - 2020 challenged the church (all mainline churches) yet staff and leaders are navigating the turbulent waters with steady leadership.
 - Aging facilities require upkeep.
 - The mortgage is challenging as giving was flat before the pandemic and has declined during 2020.
 - The congregation has greater giving potential. Giving to MCCDC as a priority is not evident with a majority of the respondents.
 - A vision for future ministry and growth is desired from those interviewed. The desire to pay down the mortgage is affirmed by a

majority. Many want to understand, with greater specificity, the future beyond a mortgage.

- The heritage of the church allows for a more national (even international) ministry. This may be an unexplored opportunity for future financial growth. Online worship and activities are a solid foundation for such ministry. Future ministry and staffing in this area should be considered.
- Tom encourages the Board to continue to review the report to see how it can be implemented. Next steps need to be discussed at the next meeting in March.
- Board has to consider whether they have the capacity to move forward with a campaign.

6. Follow Up from Board & Trustees Retreat – Knut shared the priorities discussed from the Brainstorming session during the Board and Trustees retreat to include:

- **Brainstorming: 2021 Priorities**

- **Board**

1. Virtual Church & Ministry
2. Return to ‘in-person’ church
 - a. Pandemic response & information
 - b. Procedures for (limited) in-person attendance
3. Finances
 - a. Support for budget working group (Terri Neal)
 - b. PPP forgiveness and PPP2
 - c. Stewardship Campaign (Tom Melzoni report and implementation)
4. Ministry
 - a. How do we effectively insure that people know how to get involved (accessibility/website etc.)?
 - b. How do we support ministries in growth?
5. Staffing/Personnel
 - a. Staffing service for short-term for staffing needs?
 - b. Potential Director of AV and Technology
 - c. Potential Director of Ministry and Programming Support
6. Risk Management
 - a. Computer infrastructure (passwords etc.) and document access/storage
 - b. Infrastructure
7. MidCity Development monitoring

- **Trustees**

- Membership

1. Continued recruitment
2. Teamwork with Board and Staff
3. Communication: e.g. ‘Trustee Corner’ in worship folder

▪ Priority Projects

1. Flat roof repair/replacement
2. Internet service infrastructure
3. Electrical work (basement)
4. Fire panel
5. TV Monitors
6. Gate
7. Elevator
8. Curb appeal/exterior

▪ Concerns for implementation as expressed by Board members

1. Lack of resources
2. Limits given existing responsibilities
3. Training questions (succession and “becoming professionals”)
4. Project management knowledge & prioritization: What needs to happen before something else can happen? What is central?
5. Best practices from other MCCs?
6. What falls off and what is it we cannot do (right now)?

7. Other items

- Virtual Church/Virtual Membership Workgroup – Johanna & Dr. Carla shared that we would receive the results from the virtual worship survey soon. That engagement is still in progress. (*Will move up as priority for March meeting.)
- Innovation Hub update – no discussion
- Recruitment of Trustees – Knut shared that he had no new updates.
- Facilities Needs/Progress on Roof replacement estimates – need to follow-up with trustees. Knut will reach out to trustees.
- HVAC Replacement update – no updates
- Sanctuary Screens project – Johanna reported that Dale prepared a consolidated proposal to get an idea of costs of project.
- Mid-City Development update was provided by Johanna.

Johanna made motion to move into Executive session for legal reasons. Terri seconded the motion. The motion was approved unanimously.

Board returned to regular session after a Motion by Knut that was seconded by Phil.

- Early Learners Academy Update – No updates
- Staffing Update(s) – Rev. Dwayne provide Board with update that position has been filled. Candidate will begin on March 2nd. Onboarding plan is being

coordinated. New church administrator will be introduced to the Board in March.

- MCCDC's Web Hosting service – no updates.

8. Other Discussion/Informational Items

- Shout-Outs
 - Shout- out to Tim Helm for assisting church with responding to alarm and working with project empowerment on Mondays.
 - Thanks to Terri Neal for continuing to come in on Sundays and manage the check writing and movements with respect to long term debt management and Servant Keeper.
 - Thanks to Monika Lawrence for coming several times to work with the year-end giving statements.
 - Thanks to Knut Panknin for his “all trades” support on Sunday, from videography, to assisting Terri, to even spreading ice-treat on sidewalks!
 - Thanks to Knut Panknin for leadership and planning of the Board and Trustees Retreat. Thanks to the entire Board for full participation.
 - Shout-out to Dale for her help with Worship Service, virtual assistance, behind the scenes organizing.
 - Shout out to Worship Arts ministry.
- Recording of Giving/Generosity Messages
 - *Knut Panknin February 14 (Due on the 10th)
 - *Terri Neal February 21 (Due on the 17th)
 - *Lilah Blackstone February 28 (Due on the 24th)
 - *Johanna Hardy March 7 (Due on the 3rd)
 - *Phil Helbling March 14 (Due on the 10th)
 - *Monika Lawrence March 21 (Due on the 17th)
- Next month’s Scripture (Phil) and Song (Lilah)

9. Announcements/Online Events

Motion to adjourn from Knut and Terri seconded the motion. Motion passed unanimously.

**** For next meeting, we will discuss moving funds from FRFF to General Fund to cover costs of HVAC.**