



## BOARD OF DIRECTORS ZOOM MEETING MINUTES

*August 18, 2020, 7PM*

**Moderator:** Rev. Dwayne Johnson

**Board Members:** Lilah Blackstone, Jim Garner, Johanna Hardy, Linda Hornsby, Terri Neal, and Knut Panknin.

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

**Guests:** Rev. Cathy Alexander, , Redford Salmon (for a portion of the meeting), Tom Melzoni (for a portion of the meeting)

The meeting convened at 7:02 p.m. and was conducted virtually over the Zoom platform due to the Coronavirus-19 pandemic.

### **Opening Prayer.**

1. Johanna Hardy shared a song (with video): “Changed” by Jordan Feliz
2. Linda Hornsby shared a scripture reading Psalms 139, verses 23-24
3. Rev. Dwayne offered an opening prayer for the meeting.
4. Introduction to Director of Operations Redford Salmon-
  - Rev. Dwayne introduced Redford Salmon as MCCDC’s new Director of Operations
  - Each Board member gave a brief introduction of themselves to Redford and shared why they are part of MCCDC.
  - Redford introduced himself and provided his background to the Board.
5. Approval of Agenda – Rev. Dwayne noted that Tom Melzoni of Horizon Stewardship will be joining the meeting at 8:00 p.m. for 15 minutes to discuss plans for September. **Lilah moved to approve the Agenda as amended. Knut seconded the motion. It was unanimously approved.**
6. Consent Calendar
  - Clerk’s Report – Minutes of the July 21, 2020, meeting and affirming the email vote on July 29, 2020 granting approval to enter into mortgages for 474 Ridge Street NW (the church property) and 472 Ridge St NW (rental property).
  - Sr. Pastor’s Report
  - Trustees’ Report

**Linda moved to approve the Consent Calendar and Knut seconded the motion, which was unanimously approved.**
7. Priority Board Items (70 minutes)
  - Staffing Update - Rev. Dwayne provided staffing update noting that onboarding of Mr. Salmon started today. Rev. Dwayne discussed the onboarding plan including sharing the values and mission of MCCDC.
  - COVID-19 Pandemic Response – minutes of meeting were referenced.
  - Virtual Church/Virtual Membership Workgroup – Johanna provided an update.
    - The first brainstorming meeting has been held involving Dr. Carla Sherrell, Jason Jedlinski, and Johanna. The group decided to reach out to the congregation and

- form a work group dedicated to this topic and possibility conducting a survey and creating focus groups. First step is defining virtual ministry and virtual worship.
- HVAC Replacement update – Rev. Cathy provide an update sharing that demolition has begun to replace HVAC. Work is expected to continue through August 28, 2020. Jim asked that photos be taken to show congregation work that has been completed. Rev. Cathy also noted that the fire alarm went off during the demolition work, but since our system is not connected to the DC Fire Department, there was no response. She said this is a reminder that we need to revisit re-wiring of system so that fire department can be contacted for an emergency. We have an estimate that this work will costs approximately \$15,000k.
  - 472 Ridge Project/M Street Lot Project Update
    - Lock 7's interest in renting a parking space – Jim reported that Lock 7 has changed its plans and decided not to enter into an easement agreement with MCCDC regarding a parking space. 472 Ridge rental units – Knut reported that repairs were authorized for repairs to upper unit roof and internal damage. Damage costs are estimated to be around \$1,000 and will be paid from rental income.
  - Mid-City Development update (action on permits)– no updates to report.
  - Progress regarding Tom Melzoni/Horizons Stewardship Engagement –
    - Tom joined the meeting at 8:00 p.m. and provided the Board with an overview of how his approach has changed during COVID pandemic.
    - He has not seen drastic change in people's giving practices. However, most churches have seen reductions in their plate offerings.
    - He shared that his upcoming work with MCCDC will be conducted 95% over Zoom. The engagement will include a study (overall generosity analysis) based on MCCDC current situation and will also include the development of a plan for moving forward. He does not anticipate an actual campaign until Spring of 2021. The September events will include interviews with some MCCDC members; an online Generosity Seminar on Saturday, September 12; a possible focus group meeting; possible meeting with the Board; and a survey of the congregation.
  - Treasurer's Report Status of funds and accounts – numbers provided in email to board.
    - Paycheck Protection Program loan update – Terri reported that all funds provide to MCCDC under this program have been expended as of July 3, 2020. EagleBank is not yet accepting loan forgiveness application, but we have the documentation on the proper use of the funds to meet the requirements for the loan forgiveness provisions of the program.
    - Terri reported out the current balances of MCCDC accounts: The general fund account (SunTrust) has \$78,212.85; Buchanan/building fund (SunTrust) is \$601.53; Emergency/contingency fund (EagleBank) is \$27,113.13; and the Far-Reaching Faith Trust Fund (Fidelity) is \$709,602.43. Concerning the FRFTF, a total of \$53,446 remains available for expenditure approved by the congregation. Also, \$25,311 from a recent bequest (legacy gift) has been used for the deposit on the HVAC replacement project. We received \$7806.20 in rental income for July and \$5693.07 was deposited into our SunTrust account (85% of which was deposited into our general fund account and 15% into the Buchanan account). The remaining amount of the rental income stays in the EagleBank account to cover the monthly mortgage payment for the rental property.
    - Rev. Cathy reported that we have new bookkeeper that started a couple of weeks ago. The Bookkeeper has worked diligently in helping to get us caught up on

reporting income and expenditures. An updated report will be provided to the Board members.

- Legacy Giving Recognition – Discussion delayed to a future meeting.
- **Linda moved to accept the Treasurer’s Report as presented. Jim seconded the motion. The motion was unanimously approved.**
- Mortgage Refinance update –Knut provided an update. We got an offer for each of the loans. The refinancing fees for the 474 (church) property will be around \$9,000. Thankfully, our previous appraisal was accepted which saved us \$3,000 -\$4,000. We have also been approved for an extension of our note with EagleBank on 472 (rental) property but have not obtained final terms yet. The closings on these mortgages will be conducted virtually with the Clerk signing the appropriate documents.
- McCann Award (everyone should come prepared to nominate and talk about your suggested candidate –Knut Motioned to go into Executive Session. Terri seconded the Motion. Board went into Executive Session to discuss McCann nominations.
- Innovation Hub update – Rev. Cathy updated Board that Hub continues to meet and still has funds available for grants to young people. The group is working to spend down funds and is still proceeding with programming. An Open Mic Night is planned to occur in the future for the Shaw neighborhood.
- Executive Session – **Knut moved, and Linda seconded that the Board enter executive session and to include church staff to discuss nominations for the annual McCann Award. The Motion was unanimously approved.** The session lasted about 10 minutes. **Knut moved and Terri seconded that the Board exit executive session and return to open session for the remainder of the meeting. The motion was unanimously approved.** Each Board member will submit solely to Rev. Dwayne their secret ballot for one of the McCann Award nominees.

#### 8. Other Discussion/Informational Items (5 minutes)

- Shout-Outs
  - Cathy Batson and McKenzie for the recent Moving Spirit (dance ministry) video
  - Dale Madyun-Baskerville for saving live stream on Sunday, even while she was on travel.
  - Johanna Hardy for her amazing job with video productions supporting virtual church services.
  - Terri Neal for all her hard work dealing with MCCDC finances and the ongoing mortgage refinancing.
  - The Pastoral Care Ministers for the cards that were sent out.
  - Delores Fowler for making outreach phone calls.
  - Michael Cunningham and Larry Harris for reconfiguring our sound system to support virtual church sessions.
  - Donald Burch, Jackie Laughlin, Johanna Hardy, and Tim Helm for serving on the hiring team for filling MCCDC positions.
  - Rev. Cathy for the impromptu/unplanned sermon on Sunday (because of technical issues).
- Recording of Giving/Generosity Messages – Thank you to Knut, Terri, and Lilah for excellent generosity videos. Next up are Jim, Johanna, and Linda.
- Lilah volunteered to share the Scripture at the next Board meeting and Jim volunteered to share a Song for the next meeting.

#### 9. Announcements/Online Events

- TBD

10. **Terri made a Motion to Adjourn the meeting at 9:13 p.m. Linda seconded the motion. The motion was unanimously approved.** Rev. Cathy gave the closing prayer.