



BOARD OF DIRECTORS ZOOM MEETING MINUTES

July 21, 2020, 7PM

VIA ZOOM Video Meeting

In observance of the social distancing orders to mitigate the spread of COVID-19, the MCCDC Board of Directors conducted their July 2020, Board Meeting by Zoom video-conference call.

Members participating in the meeting were Moderator Rev. Dwayne Johnson; and Board members Lilah Blackstone, Linda, Johanna Hardy, and Terri Neal. Board member Jim Garner and Vice moderator Knut Panknin were unable to attend. Also participating were Rev. Cathy Alexander and Dr. Carla Sherrell. The meeting convened at 7:06 p.m.

1. The Board opened with a Song and Scripture.
 - Terri shared the scripture for the meeting reading Isaiah 41:10 and Isaiah 43: 1-2.
 - Lilah shared the song “Tomorrow” performed by the Winans.
2. Opening Prayer -- Rev. Dwayne offered the opening prayer.
3. Approval of Agenda
 - A motion to accept approval of Agenda at presented was made by Linda, which was seconded by Terri Neal. The motion was unanimously approved.
4. Consent Calendar
 - Clerk’s Report – Minutes of the June 2020 Board meeting were previously sent to the members.
 - Sr. Pastor’s Report was distributed electronically to the Board prior to the meeting.
 - Trustees’ Report
 - HVAC replacement and estimates received. Rev. Cathy provided a written presentation that was discussed by the Board. Linda previously conducted additional research and asked several questions related to the differences between the companies selected. Those questions were answered by Rev. Cathy.
 - Webster is too small to offer financing and uses a third party. Only \$50,000 out of \$115,000 would be approved. Would still need to come up with \$60,000 in 1/3 installments
 - Harris will finance with 20% upfront. Only need to sign and begin. Would allow us cash flow to extend payments. Caveat would be the planned maintenance with Harris. Would be required to extend planned maintenance with them.
 - By email, Jim asked whether we should pay for this HVAC unit out of our legacy giving. Rev. Cathy responded that we don’t know what the other emergencies will occur in the future, and the

financing is no-interest. Johanna noted that it would not be wise to pay a contractor upfront. The Board agreed.

- Johanna moved to accept the Harris proposal and approve what is needed to complete the contract with future discussions about paying off the loan early. Linda seconded the motion. It was unanimously approved.
- Lilah moved to accept the Consent Calendar and Linda seconded the motion. It was unanimously approved.

5. Priority Board Items

- Staffing Update –
 - Rev. Dwayne wanted to commend Donald Burch and Jackie Laughlin for managing the staffing process. Rev. Dwayne also offered thanks to Jason Jedlinski.
 - Interviews have been completed and final steps of ranking and negotiation is done.
 - Rev. Dwayne anticipates sending out an offer for the Operations Director position shortly.
- COVID-19 PANDEMIC RESPONSE
 - Spreadsheet with Congregation questions have been created.
 1. Questions related to mission and values as virtual church. We need to determine how we will use the information to figure out how to re-open the church in a safe way.
 - Johanna suggested that we form a Team or Committee to discuss virtual ministry.
 1. Thought is that we want to be proactive instead of being reactionary.
 2. Johanna suggest forming an official Virtual Ministry Team. We need to seek assistance from congregation to envision how we grow as a ministry, evaluate tools that we are using, and identify different consultants potentially.
 - Dr. Carla Sherrell discussed what she has been thinking in terms of virtual church and the concept of virtual membership.
 - Rev. Dwayne asked how we can create future leaders in a virtual church?
 - Johanna will develop an announcement to give other interest for recruiting.
- 472 Ridge Project/M Street Lot Project Update – Discussion about leasing the parking space. Question was whether we want to sign a lease now with Lock7 versus waiting until the unit sells upon which we negotiate directly with the new owners. Thoughts were that they need to sign and begin paying on August 1st. Johanna moved to approve contract with caveat that gives Lock 7 option of signing and entering into contract now with payment beginning in August. Lilah seconded the motion.
- Mid-City Development update – No additional updates. Waiting to see if there is any potential appeals before reaching out further to discuss next steps with Mid City. No orders listed yet.
- Progress regarding Tom Melzoni/Horizons Stewardship Engagement – Rev. Dwayne shared that there is no new update and that he and Knut need to work on case statement for our work with Tom in September. September meeting looks to be totally virtual. Jason Jedlinski has volunteered to assist Rev. Dwayne and Knut with the case statement.

- There are some concerns related to the temperature of this type of stewardship since the pandemic has occurred.
 - Also concerns related to how Tom’s engagement might fit in a virtual connection with church members.
 - Tom said that he was willing to answer questions that Board may have in August.
 - Suggestion of having a virtual MCCDC forum to get feedback and share with them directly some of discussions that we have had regarding reopening.
 - Need to follow up with Tom to ask him what a total virtual stewardship would look like.
 1. How will Congregational meetings look like in the future?
 2. How will voting look like virtually.

- Treasurer’s Report – Treasurer Terri Neal provided the following updates regarding MCCDC’s finances:
 - Current status of funds and accounts (See Terri’s notes)
 1. Sun trust accounts
 - a. General Fund - \$88,003.93
 - b. Buchanan - \$621,25
 - i. \$115,864.81 of this amount is connected to amount received from bequest, which is temporarily held in the account until it is moved to the Fidelity account by July 1st.
 2. Eagle Bank Account: \$25,000
 - i. Rental Income from 472 Ridge St property, is transferred to ST monthly: 85% GF & 15% Buchanan once 472’s Mortgage is paid.
 3. Fidelity- Far-Reaching Faith Trust Fund balance –\$691,043.58
 - i. (Note: \$53,446.43 of the \$691,043.58 remains of the amount that the congregation approved for major infrastructure projects
 - Observations
 1. Since mid-March of 2020, giving is down approximately 17% to 27% compared to the same "weekly" periods during 2019
 2. As of July 3, 2020, MCCDC has used 100% of the \$40,657 PPP.
 3. Building Rental income is down. Early Learners and Unity periodically pay 1/4 to 1/2 of what they agreed to pay prior to the pandemic. Payments from them are not consistent. Other building rental income = \$0 unless the church has been rented during the pandemic and I don't know about it.
 4. The \$124,268.38 bequest from Katie Keith has bridged the gap for MCCDC during the pandemic, thus far. However, now that the PPP funds are depleted, 100% of payroll expenses, utilities, mortgage payments and other expenses will be withdrawn from our ST general fund. The \$88,000+ that is currently in our general fund, minus outstanding checks, will reduce the general fund quickly each month.
 5. The \$115,864.81 bequest was deposited into the church’s Fidelity account last week: A new a money market account and 1/2 may be invested into a bond account.
 - Rev. Cathy asked what account the down payment for the HVAC should be taken out of. Terri said that her initial thought is that it can be taken from \$51,000 that has

been earmarked for that purpose, but that she was open to additional conversation around it.

- Legacy Giving Conversation – none tonight.
- Lilah moved to accept the Treasurer’s Report as presented, which was seconded by Linda. The motion was unanimously approved.
- Income and Expenditures update -- Rev. Cathy provided the latest income and expenditures update. She is also working with our Accountant for a final compilation report. She also reported that our bookkeeper is going to be out for about 3 months because of illness. She is looking for a new temporary bookkeeper.
- Mortgage Refinance update – Rev. Cathy provided an update. Rev. Cathy and Knut is working on Suntrust and Eagle Bank to get offer on table. Currently have offer from Suntrust. The offer includes a 5/15 at 4.15% interest at \$7,000 per month. Currently loan is \$8,000 per month. \$960,000 loan. Building has been assessed at \$5.4 million. Suntrust loan comes with lots of fees that can be rolled into loan. May need Special Board meeting to discuss once both offers are finalized.
- 49th Anniversary Planning (delayed to September) – no updates.
- McCann Award – recommendation that award be given out virtually this calendar year. Need to determine what the best venue with widest virtual attendance would be best fit. Board members need to begin thinking about who to nominate for this service award. Will discuss during executive session at August meeting.
- Learning Academy Update – Rev. Cathy reported that there is no additional information provided. The provider is waiting for the city to allow reopening of day care operations.
- Innovation Hub update – Rev. Cathy noted that the hub is going well.
MCCDC BY-LAWS – How do our by-laws relate in a virtual world. Will follow up with Jim who is not present. Question remains whether there needs to be immediate changes or whether we should wait to see what comes out of the virtual ministry team.
 1. Need to look at concept of virtual voting. By-laws typically must specifically provide for virtual voting.
 2. May want to look specifically at virtual membership.

6. Other Discussion/Informational Items (5 minutes)

- Shout-Outs
 - Scott Frazier for coming to church to help with HVAC work.
 - Tim Helm for enlisting help with landscaping.
 - Rev. Dwayne, Rev. Cathy and Deidre for baring the heat in chapel and still commencing a great church service.
 - Donald Burch and Jackie Laughlin for managing the staffing process.
 - Terri for keeping good records.
 - Ministry leaders in engaging their ministries.
 - Clara Carter for her poetry reading.
 - Delores for making calls to check in church members.
 - Shout out to Eccentric Praise
- Recording of Giving/Generosity Messages for online services
 - August 23: Knut Panknin
 - August 30: Terri Neal
 - September 6: Lilah Blackstone
 - September 13: Jim Garner
 - September 20: Johanna Hardy

- September 27: Linda Hornsby
- Scripture and Song for next Month: Linda will provide a scripture and Johanna will provide a song.

7. Announcements/Online Events

- No updates

8. Motion to adjourn was made by Terri and seconded by Linda. It was unanimously approved.

- Rev. Cathy offered the closing prayer.

9. Meeting ended at 9:04pm