



BOARD OF DIRECTORS ZOOM MEETING MINUTES

June 16, 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 June 2020, Board Meeting by Zoom video-conference call.

Members participating in the meeting were Moderator Rev. Dwayne Johnson; Vice Moderator Knut Panknin; and Board members Lilah Blackstone, Jim Garner, Johanna Hardy, and Terri Neal. Linda Hornsby was unable to attend. Also participating was Rev. Cathy Alexander. Trustee Scott Frazier attended a portion of the meeting to provide the Trustees report and Dr. Carla Sherrell to discuss her interest in serving as an intern. The meeting convened at 7:04 p.m.

1. The Board opened with a Song and Scripture
 - Johanna Hardy shared the song “Say Yes” performed by Michelle Williams featuring Beyoncé and Kelly Rowland
 - Jim Garner shared the scripture for the meeting reading Mathew 6:33 from the New English Translation
 - Terri Neal volunteered to share the scripture at the next meeting and Lilah Blackstone volunteered to share the song at the next meeting.
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 Knut Panknin, which was seconded by Terri Neal. The motion was unanimously approved.**
4. Consent Calendar
 - Clerk’s Report – Minutes of the May 19, 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
 - Trustee Scott Frazier verbally presented an update on Trustees activities. Trustees met on May 21, 2020 and discussed:
 - HVAC replacement and estimates received. Scott met with representative of John G. Webster and is awaiting an estimate from the company.
 - Purchase and installation of video monitors/screens (and brackets) in sanctuary. They are still looking for a good deal on the monitors/screens and someone to install once purchased. Lilah shared information on a contractor who they have had good experience with on similar work.
 - Connecting fire alarm panels with city and installing lockbox for outside of building with key to allow fire department entry when building is unoccupied.

- Scott has reached out to Long Fence seeking an estimate on replacing the parking lot gate's motor. He has not heard back from them.
 - The Trustees plan to meeting in June.
- **Knut moved to accept the Consent Calendar and Lilah seconded the motion. It was unanimously approved.**

5. Priority Board Items

- Staffing Update -- Rev. Dwayne provided an update and reported that between 30-40 applicants have been received and candidate interviews are underway. He hopes to have a name/selection to share with the Board by July 1st. May have additional board meeting to affirm new hire.
- Internship of Dr. Carla Sherrell -- Rev/ Dwayne shared that Dr. Carla Sherrell is interested in serving as an intern with MCCDC as part of her work toward ordination. And, Rev. Dwayne is interested in having her serve an internship here. The internship would be for one year and is an MCC internship. The denomination has approved the internship pending approval by the MCCDC Board. Rev. Dwayne would be her supervisor.

The Board invited Dr. Carla to the meeting and asked her to provide background information about the scope and scale of the internship.

Dr. Carla lives in Denver and has been a virtual participant of MCCDC. She is very interested in MCCDC and feels it is on the verge of being a truly multicultural church, which is very rare. She shared that the Focus Areas for her internship will center around:

- What it means to be a virtual church?
- What it means to be a global church?
- How does being a virtual church help becoming a multicultural church?
- Supportive work around grief.

After engaging in a period of questions with Dr. Carla Sherrell, the Board agreed to approve her internship by consensus with no opposition. The internship is to start as of June 16, 2020.

- Affirmation of Prior Action -- Board took up and affirmed action taken by email vote since the last Board meeting. **Knut moved to approve the purchase of two 75-inch monitors/televisions (Samsung Q80 series) for use in the sanctuary, including the costs for heavy duty mounts and installation, and for a total amount not to exceed \$5200. Johanna seconded the motion The motion was unanimously approved.**
- 472 Ridge Project/M Street Lot Project Update -- Rev. Cathy and Knut reported that the M Street construction is close to completion and the new parking spaces behind the new condominiums are done. A call has been scheduled for Thursday with Dylan from Lock 7 to continue the discussion of leasing one of MCCDC's M Street lot three parking spaces back to Lock 7 for one year.
- 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.
- 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.

- Treasurer's Report – Terri Neal provided the following report
 - Giving Statements– Terri shared that it is time for mid-year clean up so that we do not have to do that at the end of the year. Terri will begin sending out giving statements as of this time period for this year to the Board and a few other frequent givers to confirm accuracy of record keeping. She reported our system, Servant Keeper, to match the easytithes giving is working well. We just need to confirm that all manual items are being captured accurately.
 - Current status of funds and accounts
 1. Sun trust accounts
 - a. General Fund - \$87,985.66
 - b. Buchanan - \$116,205.52
 - 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: \$38,645.03 (\$16,354.86 of this amount is the remaining funds available from the federal Payroll Protection Program)
 3. Far-Reaching Faith Trust Fund balance as of June 16, 2020 is \$675,511.32 (an increase from last month's balance of \$645,774.18).
 - Paycheck Protection Program loan update. Terri shared that there have been changes to loan forgiveness requirements because of House bill – previously a total of 75% of expenses had to be used for payroll in order for loan to be forgiven and now the new rules dropped the requirement to 60%.
 - To date \$22,812.50 of the \$40,657 received under the PPP has been used for payroll. We are at the 60% threshold and soon should be close to 75% threshold. And we have spent \$1,489.64 on utilities (another approved use of PPP funds). (The church has experienced a significant decline in electrical bill during the pandemic).
 - **Lilah moved to accept the Treasurer's Report as presented, which was seconded by Knut. 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 – Knut and Rev. Cathy provided an update. Knut is working on obtaining appraisals for mortgage refinance. He met with the appraiser for 474 Ridge and he knows the appraiser for 472 has been on site (there are two different appraisers for each property). We expect to have both by June 23. Rev. Cathy has been gathering and providing necessary documents to SunTrust, which wanted to know the impact of the pandemic on our finances. We are working with both Eagle Bank and SunTrust as possible lenders for a new mortgage. We have reached out to other institutions but received the message that banks are only interested in lending to entities that have existing relationships.
- 49th Anniversary Planning (delayed to September) – no updates.
- McCann Award – no updates.
- 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 offering loans (that can turn into grants) to young people in the city – no applications have been received yet. Azar Jackson, Jr. will be starting podcast and will be reaching out

6. Other Discussion/Informational Items (5 minutes)

- Shout-Outs
 - The Livestream technical support team for ongoing work to make online Sunday services a reality – Knut, Johanna, Jason Jedlinski, Dale Madyun-Baskerville, and Rev. Cathy.
 - Eclectic Praise for innovative contributions to online services
 - Terri Neal for making sure our bills are paid and for making deposits of check received. She comes in every weeks to make sure these activities are accomplished.

- Recording of Giving/Generosity Messages for online services
 - Jim on June 21st
 - Johanna on June 28th
 - Linda on July 5th
 - Lilah on July 12th

- Scripture and Song for next Month: Terri Neal will provide a scripture and Lilah Blackstone will provide a song.

7. Announcements/Online Events

- TBD

8. **Motion to adjourn was made by Johanna and seconded by Knut. It was unanimously approved.**

- Johanna offered the closing prayer.

9. **Meeting ended at 8:41pm**