



BOARD OF DIRECTORS MEETING MINUTES

November 17, 2020

Moderator: Rev. Dwayne Johnson

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

Guests: Rev. Cathy Alexander, Incoming Board members Phil Helbling and Monika Lawrence, and MCCDC Intern Dr. Carla Sherrell

The meeting convened at 7:01 p.m. and was conducted virtually over the Zoom platform due to the Coronavirus-19 pandemic.

Opening Prayer – Reverend Dwayne opened the meeting in prayer.

1. Jim Garner shared the scripture reading from Matthew 16:19. Lilah Blackstone shared the song “Never Lost” by CeCe Winans
2. Approval of Agenda -- **Terri Neal moved to accept the Agenda as presented and Linda Hornsby seconded the motion. It was unanimously approved.**
3. Consent Calendar.
 - Clerk’s Report – Minutes of the October 20, 2020 meeting and Jim reported that he signed the Parking Space Lease on behalf of the Board.
 - Sr. Pastor’s Report – Rev. Dwayne shared his written report with the Board prior to the meeting
 - Trustees’ Report – no report was presented.
 - **Linda moved to approve and receive the consent calendar items and Jim seconded the motion. The motion was unanimously approved.**
4. Priority Board Items
 - Recap of recent Congregational Meeting -- Rev. Dwayne gave a recap of the Congregational Forum (Nov 1) and Meeting (Nov 15) – He noted that there was good attendance to these virtual meetings and that we had 100 percent attendance from Board members. A total of 39 MCCDC members participated in the Congregational Meeting online on November 15th. It was noted that a couple of individuals were not able to connect to the meeting and that is something we need to continue to explore how best to operate and ensure participation in virtual meetings. The Board discussed how to continue online presence once we return to church and that we may need to consider revisions or total redo of our website.
 - Onboarding new Board members – Newly elected Board members Phil Helbling and Monika Lawrence were able to join tonight’s Board meeting. Rev. Dwayne announced that the Board will be electing officers in December for 2021. Orientation for new members will be on December 12th from 2-4:30pm via Zoom. Current Board members

are encouraged to attend along with the new members. The new members will be invited to join the Board's channel on Slack.

- 2021 Budget Working Group -- Terri reported that several church members have committed to join the working group. Thus far, we have the following volunteers: Donald Burch, Tim Hassett, Dale Madyun-Baskerville, Rev. Cathy, Dr. Carla Sherrell, and that Brian Scott is considering joining. [After the meeting, Brian confirmed his participation in the group.]
- Recruitment of Trustees -- Knut reported that we have not yet formed the outreach team for recruitment of trustees yet. The trustees are down to three members and can have up to seven and should have at least four. It was agreed that trustee recruitment will be an area of refocus after the Budget Workgroup gets filled.
- Virtual Church/Virtual Membership Workgroup – MCCDC Intern Dr. Carla share an update about the survey created by the Virtual Membership Working Group. We are gradually seeing members/attendees completing the survey. Next steps will be to put together focus groups to discuss responses from the survey. Dr. Carla plans to prepare a report summarizing the survey results.
- HVAC Replacement update – Rev. Cathy updated the board reporting that the heating units were installed in October and that we continue to have challenges with the HVAC system. The contractor is working on a solution to fix HVAC issues. The remote thermostat at the pulpit is not working. However, the unit works well when it is on. Hope the new issue will be temporary. Redford Salmon is staying on top of the contractors on these matters.
- Sanctuary Screens project update – Redford is stewarding the project with the goal being that when we return to church, we will have the monitors available so that service can be conducted in a hybrid approach – with both in-person and remote participants. Redford is monitoring cost of putting the monitors up, which may be more than previously approved by the board to ensure they are professionally installed. Rev. Dwayne noted that the next physical need/priority will be a roof replacement as the leaks are getting worse.
- Mid-City Development update – Johanna Hardy shared that there is nothing new to report on this matter. No action has been posted on the city's website concerning the permits. Johanna has been checking status online. It was also noted that we will need to brief the new Board members at the Orientation session about this matter.
- Tom Melzoni/Horizons Stewardship Engagement – Rev. Dwayne reported that Tom has requested additional information related to the budget. Redford and Rev. Cathy are working on gathering the requested information. Tom continues to work on his report for us.
- End of Year Giving Campaign – Rev. Dwayne shared that the Pastoral Care Ministers will be sending Christmas Greetings Cards to members and frequent attendees. The Pastors are working on a year-end giving requires to be sent to the congregation. Rev. Cathy asked the Board to approve the annual Christmas Honors/Remembrances fundraising activity for this year. The suggested donation will be \$20 per name. **Terri moved to approve the Christmas Honors/Remembrances fundraiser and Knut Panknin seconded the motion. It was unanimously approved.**
- Treasurer's Report – Terri provided an overview of the status of funds and accounts
 - The General Fund (SunTrust/Truist) has a balance of \$71,743.28 and the Buchanan Fund has a balance of \$741.57
 - The Contingency/Emergency Fund (Eagle Bank) has a balance of \$25,000
 - The Far-Reaching Faith Trust Fund (Fidelity) has a balance of \$744,451.77. We received \$2000 in interest income from the account on November 13, 2020. The

FRFTF task force needs to meet and discuss future interest income for the new year. There remains a balance of \$53,446.43 from this fund that the congregation approved in May 2019 for emergency repairs. Also, \$90,659.15 from the Larry Rowe Estate is deposited in a money market account at Fidelity.

- Terri reported that we received rental income on November 1, 2020, in the amount of \$5487.64.
 - Paycheck Protection Program loan update – Terri reported that Eagle Bank is now accepting applications for loan forgiveness under the program. Linda Hornsby and Terri will work on completing an application for MCCDC and should have something for the December Board meeting for action.
 - **Linda moved to receive the Treasurer’s Report and Lilah seconded the motion. It was unanimously approved.**
 - **Terri reported that unbeknownst to Rev. Dwayne and Rev. Cathy, the Board took a vote by email and approved the collection of a special love offering in appreciation of our Pastors. The special offering will take place on December 6, 2020. The love offering will be shared with the Pastors and staff.**
 - Legacy Giving Recognition – we want to think of ways that we can recognize those that leave legacy gifts. (keeping on Agenda for future action) – One shared suggestion was to create a Legacy story book about the individuals making such gifts.
 - The Board also had a brief discussion about donation options through Amazon Smile or Facebook. We are looking for point person to help us do this. Johanna indicated she will do some preliminary research.
- Innovation Hub update – Rev. Cathy reported that group continues to meet regularly. We received a grant from Lilly Foundation (through Wesley) for \$20,000 to work on projects for young adults before the pandemic hit. The life of the grant funds has been extended through next summer. The group is still looking for candidates for micro-loans/grant funds and is working on producing a video about the group.
 - 2020 Grand Celebration “You are the gift” – The Grand Celebration event will premiere on Saturday, December 5th at 7:00 p.m. ET. The entire celebration will be done via video and Todd Clark has been serving as the Producer/Project Manager for the event.

5. Other Discussion/Informational Items

- Shout-Outs. The Board shared the following “shout outs”:
 - Bobbi Strang for audio mixing work in support of Eclectic Praise
 - Knut and Johanna for helping with the grand celebration. They have really been working hard to support this. Knut did the video and Johanna has been working with the music and production.
 - Monika and Phil for stepping forward to join the Board.
 - Jim and Linda for their service on the Board.
 - Choir members for their participation in the upcoming Grand Celebration service.
 - Dale Madyun-Baskerville and Jason Jedlenski for designing and implementing an electronic way for submitting Christmas Honors/Remembrances.
 - Knut and Terri for their presentation at Congregational meeting.
 - Dr. Carla for going above and beyond her externship duties and leading the God in the Pandemic series on Wednesdays at 8:00 to 9:00 p.m. ET.
- Recording of Giving/Generosity Messages schedule
 - -November 29 Knut Panknin
 - -December 6 Terri Neal

- -December 13 Lilah Blackstone
- -December 20 Jim Garner
- -December 27 Johanna Hardy
- -January 3 Linda Hornsby
- Scripture and Song for next meeting on December 15
 - Song: Jim Garner
 - Scripture: Linda Hornsby

6. Announcements/Online Events – no new items.

7. **Terri moved to Adjourn the meeting. Linda seconded the motion. The motion carried unanimously. The meeting adjourned at 8:33 p.m.**