



BOARD OF DIRECTORS ZOOM MEETING MINUTES

October 20, 2020, 7PM

Moderator: Rev. Dwayne Johnson

Board Members Present: Lilah Blackstone, Jim Garner, Johanna Hardy, Rev. Dwayne, Terri Neal, and Knut Panknin. Member Linda Hornsby was unable to attend due to conflicting work obligation.

Guests: Rev. Cathy Alexander 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. Terri Neal shared the following scriptures: Jeremiah 17:14 and Luke 6:19 in honor of two friends going through cancer diagnoses and treatments at this time. She also shared 1 Thessalonians 5: 6-19. Knut Panknin shared a song through video: David Campbell's "Better Than I"
2. Approval of Agenda
 - **Terri moved to approve the Agenda as drafted; Lilah Blackstone seconded the motion; and it was unanimously approved.**
3. Consent Calendar
 - Rev. Dwayne shared the Senior Pastor's report with the Board immediately prior to the meeting. Board Clerk Jim Garner shared minutes of the September 15, 2020, meeting with the Board prior to the meeting. He also reported that he signed the church's 2019 federal income tax return on Tuesday. The church owed \$0 in taxes this year.
 - **Knut Panknin moved to approve the Consent Calendar; Jim seconded the motion; and it was unanimously approved.**
4. Priority Board Items
 - Preparation for Congregational Forum (Nov 1) and Meeting (Nov 15) was discussed by Reverend Dwayne and the Board.
 - **The Board reviewed and amended the draft agenda for the Congregational events. Jim moved to approve the Agenda for the Congregational Forum on November 1, 2020 and the Congregational Meeting on November 15, 2020. Terri seconded the motion. It was unanimously approved.**
 - Logistics – Hybrid virtual/Voting Process. The Board engaged in a significant conversation about how to handle checking in members and conducting voting during the upcoming meeting. Key consensus items included:
 - It will be a 100% virtual meeting with an effort to do our best to make technology available to anyone wanting to participate who lacks such access;
 - Using Zoom polling feature for secret ballot voting;
 - Using the Zoom Waiting Room to enable checking in attendees;

- The Host will check off members as they are let in through the waiting room;
- Those on the telephone call would be asked to identify themselves;
- Offer those with no technology loaner devices or computer access;
- Suggestion of self-identifying participants as either members (m) or guests (g).
- A special email notice will be sent out to provide instructions on how to register for participation in order to get a count. The notice will also state that if anyone needs access to a technology device, they need to let the church know by a particular date (November 9th by 4pm - deadline);
- The logistics will be tested during the forum on November 1;
- Knut and Rev. Cathy volunteered to handle registration and setting up polling/voting features.
- Preparation of Meeting Packets. A .pdf version of the meeting packet will be provided by way of a link to all who register to participate in the meeting. Jim will provide finalized packet to the Pastors on Tuesday, October 27, 2020.
- 2021 Budget – In light of the current situation and the impact of the pandemic on church resources and the need to allow the passage of more time to determine the full impact, the consensus of the Board is to extend the 2020 Budget to March 2021
- **Knut moved that the Board present to the Congregation a motion to extend the current 2020 Budget through March 31, 2021; Terri seconded the motion; and it was unanimously approved.**
- Recruitment of Board Candidates/Trustees. Work continues on recruiting candidates to fill the upcoming vacant board positions. Three candidates are considering joining, but no new official candidates to discuss at this time.
- Virtual Church/Virtual Membership Workgroup -- Dr. Carla shared that a survey is almost ready to distribute to the congregation. She also noted that the task of needed changes to the MCCDC bylaws may be assigned to a subgroup of the workgroup.
- HVAC Replacement update – Rev. Cathy did not have anything new to report.
- Sanctuary Screens project update -- Rev. Dwayne shared that Redford is shepherding the project and has reached out to Jason Jedlinski and Scott Frazier for background information.
- Lease of parking space to M Street property resident -- Rev Cathy provided an update that the last unit at the M Street property has been sold and the new resident is interested in leasing the parking space. We are awaiting an updated lease proposal from owners for \$200 per month.
- Mid-City Development update. Johanna reported a permit has not been posted on the DC Zoning Commission website and there is no other update.
- Tom Melzoni/Horizons Stewardship Engagement -- Rev. Dwayne provided an update noting that follow-up activities from the September 18-20 Generosity Weekend continue. The Survey is out to the congregation for responses. Rev. Dwayne will make a final push to folks to respond. The link to the survey will be open until October 25th. Rev. Dwayne anticipates about a 30-day turnaround for recommendations from Tom and Horizons Stewardship.
- Treasurer’s Report. Terri reported the current balances of MCCDC accounts: The general fund account (SunTrust) has \$80,255.81; Buchanan/building fund (SunTrust) is \$689.56; Emergency/contingency fund (EagleBank) is \$25,000.00; and the Far-Reaching Faith Trust Fund (Fidelity) is \$718,888.31. Concerning the FRFTF, a total of \$53,446.43 remains available for expenditure as previously approved by the congregation and noted that \$90,551.42 in is the Fidelity Money Market Account. We

received the monthly \$2,000 distribution from the FRFTF on October 15, 2020. Also, Terri reported that we received \$1,114.08 in rental income this month. She said that there is no new update on the Paycheck Protection Program loan – the bank is still waiting on directions from the Treasury Department on forgiving the loan and that we do not owe any loan payments at this time.

- Terri also reported that she received responses on her efforts to obtain donations for our SHARES/food cards charitable program with SunTrust agreeing to give \$500 in Safeway gift cards on October 1st and Eagle Bank agreeing to donate \$1,500.
- **Knut moved to receive the Treasurer’s Report as presented. Lilah seconded the motion. It was unanimously approved.**
- Income and Expenditures update – Rev. Cathy shared the latest update of this report immediately prior to the meeting. She encouraged the Board to review and send any questions to her.
- Innovation Hub update -- Rev. Cathy provided an update that the group continues to meet each week. They are still having challenges finding young people to provide the loans/grant. They are looking for young people who are queer between 20 and 30 years of age and who are involved in the arts or are activists that have a need.
- 2020 Grand Celebration “You are the gift” -- Rev. Dwayne noted that the event will be premiered on December 5, 2020, that he continues to meet with the event’s Producer/Project Manager Todd Clark, and that production is underway.

5. Other Discussion/Informational Items

- Shout-Outs
 - Jim Garner for heavy lifting with all of the clerk duties.
 - Terri Neal for everything she has been doing to keep our financial matters in order and ensuring that weekly checks get processed.
 - Those who have been recording the scripture readings for our Sunday services.
 - Larry Harris and Michael Cunningham, and the sound team for their ongoing work during our Livestream Services each Sunday.
 - The Technology Team for all the creative innovation they have supported with the transition from Livestream to Vimeo and responding on the fly to keep services happening – they display calm under pressure. They continue to work to make the chat feature more present on Vimeo. Moving to Vimeo has allowed access to YouTube and has already attracted new viewers that have not previously participated.
- Recording of Giving/Generosity Messages – Rev. Dwayne shared that there will be a brief break in having the Board share messages and will be drawing on testimonies from congregation. He also noted that Tom Melzoni suggested that we consider doing smaller (“bite size”) information drops during services. Knut volunteered to help record these.
- Scripture and Song for next meeting
 - Jim – Scripture
 - Lilah - Song

6. **Adjournment -- Terri moved to adjourn the meeting at 9:13p.m.; Knut seconded the motion; and it was unanimously approved.**

7. Rev. Cathy closed the meeting in prayer.