



## BOARD OF DIRECTORS ZOOM MEETING MINUTES

*September 15, 2020, 7PM*

**Moderator:** Rev. Dwayne Johnson

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

**Guests:** Rev. Cathy Alexander and Redford Salmon were present

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

1. Jim Garner shared a song: “Redemption Day” by Sheryl Crow, featuring Johnny Cash
2. Rev. Dwayne offered an opening prayer for the meeting.
3. Approval of Agenda – There were no changes to the draft agenda. Rev. Dwayne noted the items about the Annual Meeting preparation includes Board Recruitment. **Linda Hornsby moved to approve the Agenda. Terri Neal seconded the motion. It was unanimously approved.**
4. Consent Calendar
  - Clerk’s Report – Minutes of the August 18, 2020, meeting.
  - Sr. Pastor’s Report, which was distributed to the Board members prior to the meeting.
  - Trustees’ Report – there was no report for this meeting.

**Knut Panknin moved to approve the Consent Calendar and Jim seconded the motion, which was unanimously approved.**

5. Priority Board Items (70 minutes)
  - Staffing Update - Redford Salmon shared that the DC Department of Employment Services (DOES) is restarting the Project Empowerment program which had been temporarily suspended due to the pandemic. Mr. Curtis will be returning under the program to assist Mr. Hooks. DC DOES will also be sending resumes for a possible second Project Empowerment position in either an administrative staff position or a maintenance staff position depending on resumes received.
  - Virtual Church/Virtual Membership Workgroup – Johanna Hardy provided an update. Dr. Carla Sherrell, MCCDC Intern, convened a meeting that was attended by Johanna and Jason Jedlinski. The group is trying to recruit additional participants to this working group. They are working on creating a survey of congregants.
  - HVAC Replacement update – Rev. Cathy reported that the new air conditioning system has been installed and is working well. The heating units are to be installed in October. The Mitsubishi units are installed in the Welcome Hall and will have wireless controls.
  - 472 Ridge Rental Property Update – Redford reported that he has met the tenants and that there really is not much more to report. All units are currently rented.
  - Mid-City Development update (action on permits)– no updates to report. Johanna has sent a message to Mid-City to check in with them.
  - Progress regarding Tom Melzoni/Horizons Stewardship Engagement – Rev. Dewayne reported that a postcard is going out tomorrow encouraging participation in the Generosity Webinar set for Saturday morning, September 19. There will be an e-blast message going out on Thursday. Tom Melzoni will deliver the sermon on Sunday.

Also, he will be meeting with the Board on Friday evening at 7:00 p.m. Tom will also meet with a focus group on Saturday afternoon. On Tuesday, September 22, Tom will be meeting with Church staff. After that, Tom will develop a survey to be sent to congregants. After the survey results, Tom will prepare a report for the Board with recommendations. All these events will be conducted remotely due to the pandemic.

- Congregational Forum and Annual Meeting Planning –
  - Rev. Dwayne shared that the Congregational Forum will occur on November 1 and the Annual Meeting will be held on November 15, 2020. He said that we need to start planning for these events.
  - The Board reached consensus to distribute the packet of material for these meetings electronically and also have them posted on the MCCDC.com website. Rev. Dwayne will visit with the Pastoral Care Ministers about identifying members who will need paper copies delivered to them prior to the meeting and solicit volunteers to make these deliveries. The goal is to have the packets ready by the third Sunday of October (October 18). Jim will solicit content from the contributors to the packets (Trustees, Lay Delegates, etc.). Jim will also develop a draft Board Report on 2020 activities for the Board members to review before including it in the packet.
  - The Board also reached consensus to conduct voting virtually after determining that the bylaws allows it. Johanna volunteered to explore technology options to facilitate virtual voting for the meeting.
  - Board Recruitment – There are two positions on the Board that will need to be elected this year (currently held by Linda and Jim). The Board agreed to start recruiting and include information in upcoming e-blast messages to the congregation. Knut volunteered to take on the task of developing the recruitment message to be used.
  - 2021 Budget – Terri Neal will be sending documents with recommendations on the FY 2021 Budget for Board discussion. Budget approval will be one item of action for the Annual Meeting.
  - Knut volunteered to develop a PowerPoint presentation and video for the Forum.
- Treasurer's Report Status of funds and accounts –
  - Paycheck Protection Program loan update – At the August meeting, Terri reported that all funds provided to MCCDC under this program had been expended as of July 3, 2020. She has checked again with EagleBank and they still are not accepting loan forgiveness applications. She also confirmed with the bank that we are not required to make any payments on the loan at this time. 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 \$64,177.75; Buchanan/building fund (SunTrust) is \$637.55; Emergency/contingency fund (EagleBank) is \$20,862.88 (however, EagleBank erroneously deducted the loan payment twice and Terri contacted them and it is being corrected); and the Far-Reaching Faith Trust Fund (Fidelity) is \$701,861.93. Concerning the FRFTF, a total of \$53,446.43 remains available for expenditure as previously 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 \$4079.05 in rental income for August

deposited into our SunTrust account (85% of which was deposited into our general fund account and 15% into the Buchanan account). On September 14, we received our monthly \$2000 distribution from the FRFTF.

- **Linda moved to receive the Treasurer’s Report as presented. Lilah seconded the motion. It was unanimously approved.**
  - Rev. Cathy reported that she is still working with the new bookkeeper to get the income and expenditure records caught up as soon as possible. They still need to complete August and September.
  - Legacy Giving Recognition – The group agreed to keep this item on the agenda for future meetings. Jim will resend the list of ideas from previous meetings. Rev. Dwayne shared that we may be looking for a recognition at the next Easter Celebration.
- Mortgage Refinance update –Knut provided an update. The refinancing of both mortgages has been completed. Jim has signed both documents. The mortgage for the church (474 Ridge St. NW) totals \$954,321.60 and will have monthly payments of \$7,170.94, which is about \$1,000 less than the prior loan. The note for the rental property (472 Ridge St. NW) is for an amount of \$318,242.89 and has a monthly payment of \$2,068.55, which is to be paid out of rental income.
  - Innovation Hub update – Rev. Cathy updated Board that Hub now has a new website and is working with new community partners (including the DC Center) to outreach about the grant opportunities. An Open Mic Night is planned to occur in the future for the Shaw neighborhood when things return to normal.
  - 2020 Grand Celebration – Rev. Dwayne shared that work has begun on the 2020 Grand Celebration which will be part of our Christmas program and will be titled “You Are The Gift.” The program will feature the various talented MCCDC ministries. Todd Clark will help shepherd the program from the technology perspective. His support includes serving as Project Manager, Producer, and Editor. The event will occur on Saturday, December 5, 2020. More to come on this topic.
6. Other Discussion/Informational Items (5 minutes)
- Shout-Outs
    - Redford Salmon for eagerly taking on his new duties
    - Terri Neal for her eagle-eyed review and monitoring of the Church’s finances and bank transactions.
    - Eclectic Praise for its continued innovation in music ministry.
    - Terri Neal and Linda Hornsby for their work and record keeping regarding the Paycheck Protection Program.
    - Rev. Dwayne and Rev. Cathy for leading the congregation through these unprecedented and unusual times.
    - The MCCDC Komen Race for the Cure Team for their fundraising efforts.
    - The anonymous giver(s) who are making technology available by providing tablets to congregants who were lacking technology, allowing access to our virtual services.
  - Recording of Giving/Generosity Messages – Will continue.
  - Terri volunteered to share the Scripture at the next Board meeting and Knut volunteered to share a Song for the next meeting.
7. Announcements/Online Events
- TBD
8. **Terri made a Motion to Adjourn the meeting at 8:54 p.m. Johanna seconded the motion. The motion was unanimously approved.** Lilah shared a scripture with the group to close the meeting, reading Jeremiah 17:7-8.