



## BOARD OF DIRECTORS MEETING MINUTES

*December 10, 2018, 7PM*

**Moderator:** Rev. Dwayne Johnson

**Board Members Present:** Jim Garner, Knut Panknin and Bobbi Strang. Lilah Blackstone and Terri Neal participated by phone. Linda Hornsby was unable to attend due to her service in the Drama Ministry.

**Guests Present:** Rev. Cathy Alexander; Johanna Hardy, and Elody Huttner

**7:04pm**

### Opening Prayer

#### 1. Song and Scripture

- Rev Dwayne shared the scripture - Luke 1:35
  - He asked those present to reflect and share what this scripture means to you.
  - Rev. Dwayne then opened the meeting with a prayer

#### 2. Approval of Agenda (Voting Item)

- **Bobbi moved to approve the agenda and Jim seconded the motion. It was unanimously approved.**

#### 3. Consent Calendar (Voting Item)

- Clerk's Report
- Sr. Pastor's Report – written report provided.
- Trustees' Report – written report provided including update on the flat roof repair. The trustees asked for access to building blueprints to determine the type of light bulbs need replaced in the sanctuary. No one knows of any blueprints, but a suggestion was made that the trustees reach out to Dan Kisela, church administrator at MCC of the Palm Beaches (he was former administrator at MCCDC).
- **Knut moved to receive the consent agenda, and Bobbi seconded the motion. It was unanimously adopted.**

#### 4. Priority Board Items: (75 minutes)

- Sale of Adjacent M Street Lot Update -- Knut and Jim
  - Jim reported that the Closing on the Property Sale has been moved up to December 28, 2018. Jim and Rev. Dwayne will represent the church at the Closing.
  - The Board discussed the possible need to set up a separate temporary bank account to park the proceeds of the sale until they are invested. Also, Jim reported that the Proceeds Advisory work group for recommending the priorities for using the \$55,000 from sale's proceeds has been created and will meet this week. The group is composed of Lilah, Terri, Linda, Jim, Brian Scott, and Tim Helm. Rev. Cathy is staffing the group.

- It was agreed that now that we have a definite closing and the ownership of the lot will be transferring, we need to communicate with the congregation reminding them about parking no longer being available after the sale. There will be messages in the bulletin and elsewhere. It was agreed that a church chat should be held on Dec. 30<sup>th</sup> to answer questions re the sale
  - Jim will set up meeting with attorneys to discuss preparations for the closing.
- 472 Ridge St Zoning
  - The zoning adjustment is Complete because it has been approved.
- Investment strategies (Heron Investments) – Knut indicated that he will engage communications with Heron now that the sale is approaching. We still need to finalize a statement of investment strategies to guide the investment of these funds.
- Liaison(s) to the developer
  - Will need to reach out to share info with those who volunteered to serve as liaisons to the developer once sale is complete.
- Treasurer’s Report & 2019 Budget Proposal -- Terri and Rev. Cathy (Voting Item)
  - Terri discussed the Weekly stats and provided an update on the current bank accounts balances.
  - Rev. Cathy indicated that the Christmas end-of-year giving request letters will be sent out this week, which will include the statements on giving to-date. Live stream viewers will also receive emails. Giving letters will be posted to MCCDC website.
  - **Knut moved to accept the Treasurer’s Report and Bobbi seconded the motion. It was unanimously adopted.**
- Legacy Giving Update – Workshop was held on Sunday, Dec. 9<sup>th</sup> with estate planner Michelle Profit. The event was well attended and well received. It was suggested that this become a series of information delivery on the topic. It was also suggested that we develop a full action plan around legacy giving, including other communication and education regarding giving. A planning session will be conducted in January, and an action plan goal for February
- Proceeds Advisory Team -- Jim reported that Brian Scott, Tim Helm, Linda, Jim, and Terri have volunteered to serve. The first Conference call will be held next week.
- Board Officers 2019 – Rev. Dwayne started a discussion on the roles that Board Members might want to serve in for the new year (2019). The board shared some initial thoughts and the positions will be voted on at the January Board meeting. Rev. Dwayne also encouraged Board members to be thinking about new projects to pursue in 2019.
- Board/Trustee Retreat in preparation of 2019 -- Rev. Dwayne
  - The retreat is scheduled for Saturday, January 26 (9:30am – 2pm) with a backup date of February 9
- Lower Level Update – Rev. Cathy shared an update on the construction project to renovate the basement following the flooding there. All of flooring has been completed. The Elevator carpet will also be replaced with tiling. We still owe the contractor about \$8400 and the work is expected to be complete before Christmas
  - Rev. Cathy shared that we are planning a future basement clean-up day and we are also looking for volunteers to sell old sound equipment (old Pianos, keyboards, other equipment, etc.). Someone who enjoys and has skills at selling items on eBay would be perfect for this volunteer project.

- Strategic Plan Rollout Phase 2-- Rev. Dwayne noted that the strategic plan has not been as visible during the holidays, but we have been keeping the benediction each week focused on the plan. He shared that another meeting is being scheduled soon with Ronnie to discuss activities for 2019.

5. Other Discussion/Informational Items:

- Shout-Outs
  - The board thanked Bobbi for her service on the Board and her faithfulness.
  - Michael Davis and Donte Hunter for their work on rat abatement efforts near the M Street lot.
  - Rev. Cathy for always having a solution to the various issues that pop up at the church.
  - Rev. Robin Gorsline for coordinating the advent devotionals series and the writing as a spiritual practice workshops
  - Pam Stephens – for always being willing to help out and pitch in every way that she can to address needs.
  - Everyone who contributed to this year’s Toy Drive. MCCDC provided \$450 in cash and three buckets of toys, which will be presented at noon on Saturday, December 15, 2018, at St. Luke’s.

6. Announcements/Events

- Upcoming Holiday events
  - Christmas Eve Service at 7pm.
- Future Church chats – Rev. Dwayne
  - December 30, and January 27 (2019) at 10 AM & 12:30 PM
- Bible in 90 days is starting in January.

**Adjournment: Bobbi moved to adjourn the meeting and Terri seconded the motion, which was unanimously adopted.** The Meeting was adjourned at 8:35 p.m. The group sang a chorus as the closing prayer.