



BOARD OF DIRECTORS MEETING MINUTES

February 18, 2020, 7PM

Members Present: Moderator Rev. Dwayne Johnson, Lilah Blackstone, Jim Garner, Johanna Hardy (by phone), Linda Hornsby (by phone), Terri Neal, and Knut Panknin.

Guests Present: Rev. Cathy Alexander and Trustee Scott Frazier (for the first portion of the meeting).

The Meeting convened at 7:02 pm

1. Jim Garner shared a Scripture: 1 Peter 4: 8-11
2. Lilah Blackstone shared a Song: “Never Alone” by Tori Kelly feat. Kirk Franklin
Thereafter, Rev. Dwayne offered an opening prayer
3. Approval of Agenda (**Voting Item**)
 - **Terri Neal moved to accept the meeting’s Agenda as drafted; Linda seconded the motion; and the motion was unanimously approved.**
4. Consent Calendar
 - Clerk’s Report – Minutes of the January 21, 2020 meeting.
 - Rev. Dwayne distributed his monthly report
 - Trustee Scott Frazier shared a verbal report of recent activities by the Trustees, which included the following:
 - Painting of the pedestrian gate with the new push bar
 - Scott joined Rev. Dwayne and Dale Madyun-Baskerville to meet w/ the new Project Empowerment liaisons, Mr. Curtis and Mr. Bates. With the addition of these two gentlemen and the ongoing involvement of Mr. Hooks, we currently have 108 hours of assistance each week from Project Empowerment employees paid by the District.
 - Scott indicated he will work with Greg Snyder and the Trustees to plan a Spring landscaping day. They will identify a Saturday prior to Easter for this event, likely March 28, or April 4.
 - **Knut Panknin moved to accept the Consent Calendar, including approving the minutes of the January 21 meeting; Terri seconded the motion; and the motion was unanimously approved.**
5. Priority Board Items (50 minutes)
 - Staffing Update -- Rev. Dwayne
 - Rev. Dwayne reported that two Positions have been posted: Program Director position and Operations Director position. He noted that there has been lots of interest in both positions. Rev. Dwayne noted that Jason Jedlinski provided input on updating the Position Descriptions which were reviewed by the ad hoc personnel committee. The positions will remain open until filled.

- 472 Ridge Project/M Street Lot Project Update – Rev. Cathy, Knut, and Jim
 - Construction on M Street
 - Rev. Cathy provided an update. Question about the status of the easement has been posed. Jim will review the question and provide an update.
 - 472 Ridge third unit rental
 - Rev. Cathy provided update noting that we now have occupancy permits for all three units. She is working with the property management company to get the new unit rented. She also noted that at least 3 people have showed interest in the unit.

- Mid-City Development update – Johanna and Jim
 - Johanna Hardy provided an update. She is working on a non-disclosure agreement for anyone wanting more details about the arrangement we have with Mid City.
 - Zoning Commission follow up meeting is scheduled for February 24. Jim indicated that he plans to attend zoning hearing.

- Parking Survey update – Johanna reported that she had not heard from Greg Snyder on the status of the survey. She indicated that she would follow up with Greg Snyder to see what level of responses we have received so far. We may need to do another push if the numbers are not sufficient.

- Progress regarding Tom Melzoni/Horizons Stewardship Engagement – Rev. Dwayne provided an update.
 - Knut and Rev. Dwayne will meet regarding drafting Goal Statement for the generosity campaign. Rev. Dwayne reported on his conversation with Rev. Mark Byrd about his church's experience with the generosity weekend like we will engage in on March 6-8, 2020. The board discussed and shared input on conceptual ideas to be captured in a goal statement, including shifting to generosity thinking and providing a rationale and background for doing this. The Board also discussed phases of the future campaign. Rev. Byrd said that Tom recommended a two-phase campaign (First part being smaller and the second being a larger amount. Rev. Byrd shared that he found Tom Melzoni's preaching as part of his engagement to be very effective and was received well by his congregation. Tom's style is folksy and more Pentecostal in approach. The Board agree to encourage congregation to attend the Saturday event and to think about and share with Rev. Dwayne for individual members to be interviewed by Tom.

- Treasurer's Report -- Terri provided an update.
 - Linda Hornsby and Terri were able to distribute a total of 127 giving statements to congregants who made donations in 2019. This was a huge task, and much appreciated by the other Board Members.
 - Jason Jedlinski volunteered and helped transition the church to a new system/software to track payments in an automated fashion.
 - Out Check Scanner has been down for past two Sundays. Software from SunTrust appears to be the issue. We need to follow up to get the scanner fixed or get a loaner scanner. Terri will follow up this week.
 - Terri shared the update on the Accounts balances:

- SunTrust general operating account: \$6,319.78 (Does not reflect Sunday's deposits)
 - Eagle Bank emergency/contingency account: \$15,050.26
 - Far Reaching Faith Trust Fund: \$718,466.85
 - Church Mortgage balance: \$981,301.78
 - Rev. Cathy provided an update on Statement of Activity statement, noting that transfer of funds between accounts is not reported as and is not the same as income. She also reported that a total of \$11,120 has been paid for the latest plumbing issues in the lower level – replacing the electric pumps to move sewage out of the building. Finally, she noted that electricity utility is the most expensive items and stressed the importance of not overriding the “scheduled thermostat” for the sanctuary.
 - She also noted that it is time to schedule finance committee meeting to discuss refinance of our Mortgage, which has a balloon payment due in August.
 - **Jim move to accept the Treasurer's report as presented; Linda seconded the motion; and it was unanimously approved**
- Follow up discussion regarding the January 25th Board/Trustees Retreat
 - Rev. Dwayne provided update to include:
 - Church transition will continue as Rev. Cathy takes on her new role with the denomination and new positions are filled.
 - Discussion about virtual membership will need to be on hold until we are in a position to fully support.
 - Based on the arrangement with Mid-City, we will need to assign tasks to ensure everything gets done.
 - The ad hoc refinancing group will need to start work on the refinancing the church's mortgage.
 - Pancake social will be held on Anniversary Sunday and Linda will be coordinating.
 - Older Adults Ministry fundraising request follow up discussion
 - Knut provided update related to OAM's request for a bingo fundraiser. The license will need to be in the name of the church and the Treasurer would need to handle the finances. OAM has pushed their goal date back to October instead of April.
 - Trustee Recruitment – The Board will continue to recruit. Trustee Denise Wright will create a flyer.
 - Van Donation Project – No updates provided. The next steps are with the donor's end at this point. We are waiting on paperwork that is needed.
 - Amazon Wish List for MCCDC – Johanna provided an update sharing that an Amazon wish list was tested on a recent list and there were some issues related to delivery to an Amazon drop box. It was determined that the nearby Safeway store is not an option for delivery drop box. We will explore other options – may be that people will have to items delivered to their own homes and simply bring items to church.
 - Next Church Chat (February 23)
 - An update on the Wesley Innovation Hub grant that MCCDC has received will be the topic of the church chat, including information on possible Micro Grants and MicroLoans to try to organize it. Will also advertise MCCDC upcoming generosity weekend on March 6-8.

6. Other Discussion/Informational Items

- Shout-Outs
 - Scott Frazier for re-arranging and rehanging the McCann award plaques in the welcome hall.
 - Jason Jedlinski for his help in upgrading the church's servant keeper (giving statements) automation system.
 - Each and every one who participated in Black History Month Program, including: Worship Arts Ministry, Moving Spirit, Voices of Community, Drama Ministry, Eclectic Praise, and special guest Greg Watkins.
 - Rev. Dr. Robin Gorsline for organizing our Lenten devotionals and those who have agreed to write devotionals for Lent.
- Counting Sign Up was shared with the board.
- Scripture and Song for next meeting

7. Announcements/Events

- Ash Wednesday Service, February 26 at 7 PM
- Generosity/Stewardship Weekend, March 6-8
- Security Awareness Training, March 21 at 10 AM

8. **Linda moved to Adjourn the meeting; Terri seconded the motion; and it was unanimously approved.**

- **Linda offered the closing prayer and the meeting ended at 8:42PM**