



BOARD OF DIRECTORS ZOOM MEETING MINUTES

November 16, 2021, 7PM

Moderator: Rev. Dwayne Johnson

Board Members: Lilah Blackstone, Johanna Hardy, Terri Neal, Knut Panknin, Phil Helbling, and Monika Lawrence

Trustees: Ace Barbari, Scott Frazier, Cecelia Hayden-Smith, Tamara Orebaugh and Denise Wright

Guests: Rev. Cathy Alexander, Dr. Carla Sherrell, Dr. Teresa Tygart

The meeting began at 7:02pm. Rev. Dwayne lit a candle and offered an opening prayer.

1. Song and Scripture:

- Song: "It's Alright, It's Ok" – Shirley Caesar provided by Lilah Blackstone
- Scripture: *Ecclesiastics* 5:18 offered by Phil Helbling.

2. Approval of Agenda

- Knut moved to receive the Agenda. Phil seconded the motion. Motion passed unanimously.

3. Consent Calendar (included Clerk's Report, Sr. Pastor's Report, and Treasurer's Report)

- Phil moved to receive the Consent Calendar. Terri seconded the motion. The Motion passed unanimously.

4. Treasurer's Report – Treasurer Terri Neal provided the following updates:

- Status of funds and accounts – Balances as of 6pm 11/16/21:
 - SunTrust General Fund (ST) - \$93,528.60 (\$5,612.64 in Rental Income from 472 Ridge St property transferred to ST on 11/7/21. Transfer occurs monthly.)
 - Buchanan Fund - \$703.69.
 - Eagle Bank Emergency Fund - \$25,000.
 - FRFTF - \$783,709.84 (transferred from Fidelity to Schwab.) (\$175,000 was approved by the Congregation to be used over a period of 48 months for Digital & Physical Infrastructure Repairs, Projects, and Enhancements. 7/15/21 = \$0.00 was auto- transferred from FRFTF and deposited into ST monthly as interest income. The last auto transfer was 6/15/21.
 - Money Market & Investment account from Larry Rowe's Bequest - \$90,630.52.
- Paycheck Protection Program 2 (PPP2) loan update. A Second draw was made on July 16. Funds were withdrawn to help pay for payroll. \$44,737.00 has been fully expended and 100% applied to payroll since April.

- Income and Expenditures update – Terri reported that she feels the budget is in a good position for where we are now.
 - 2021 Budget Working Group – no update available.
- Legacy Giving Recognition – Rev. Cathy gave a legacy giving update. Stocks sold as part of the estate of Larry Rowe continue to come in.

5. Congregational Forum and Meeting

- Adjustments resulting from Congregational Meeting were discussed.
 - The board decided that no adjustments needed other than to clarify date around congregational meeting.
 - The Board discussed a proposed revision to the by-laws would be April 1 – March 31st (new budget period).
 - The Board agreed to releasing the video.
 - Future congregation forums will be (November for election of Board of Directors; and the Spring meeting would be for budget discussions).
- By-laws
 - Agenda will be changed to: “Approval of 2021 budget extension.”
- Recruitment of Board members update is complete.
- The board did a test run of the unanimous online poll, for voting purposes at the Congregational meeting.
- Phil moved to vote on affirmation for Board of Directors. Knut seconded the motion. The motion was approved unanimously. Rest of the agenda will remain the same.

6. Generosity Campaign update – Rev. Dwayne spoke to Tom Melzoni and discussed scheduling for generosity campaign.

7. Other items (to be discussed, as needed)

- Covid 19 Advisory Team Update – Advisory team will return after first of the year to evaluate the issue of returning to ministries.
- DC Homeland Security grant – Trustee Scott Frazier is continuing to steward the implementation of the grant. Another workshop has been scheduled for mid-November.
- Innovation Hub update – team is still looking forward to project of Open Mic night in the future. Looking for new projects/grants.
- Virtual church update – Rev. Dwayne gave a shout out for the social media report. Phil asked questions about how attendance was being counted. Johanna responded that online attendance was being combined with in-person attendance.
- HVAC Replacement update/Roofing Project – working on finalization and review. Work has been completed.
- Sanctuary Screens Project – No update to report.
- Mid-City Development – No update to report.
- Early Learners Academy Update –Owner of the academy has been permitted to pay a reduced rent rate. Her rent has been re-negotiated so that she can keep her full staff. Situation will be re-evaluated in upcoming months.
- 50th MCCDC Anniversary –Knut moved to go into Executive Session. Knut seconded the motion. The motion passed unanimously. Board went into Executive session. Terri moved to go back into regular session. Johanna seconded the motion. The motion passed unanimously.

- Shout-Outs
 - Ministry participants – Drama ministry, Moving Spirit, Eclectic Praise for and other ministries working to prepare for of Christmas program.
 - Johanna Knut for the Drama videography and editing.
 - Johanna for Social media report
 - Knut for preparation of documents for Congregational Forum and meeting.
 - Scott Frazier for project management of Security Grant.

- Board volunteers for next month's scripture and song:
 - Monika volunteered to present the Scripture, and Phil volunteered to offer a Song.

8. Announcements/Online Events

- Prayer offered for Tim Helm who is in the hospital.

9. Terri moved to close the meeting. Johanna seconded the motion. Meeting ended at 8:52 pm with a prayer from Rev. Cathy.