

# Board Meeting Notes January 20, 2026

## Overview

The board meeting on January 20, 2026 and marked Rev Dwayne Johnson's final regular meeting after 16 years. Key points included the approval of the agenda, minutes from previous meetings, and board elections. Phil Helbling will serve as Vice Clerk, Tim Helm as Treasurer, Tina Fulp as Vice Moderator, Sheila Chittams as Clerk, and Darryl Walker as At-Large. The board discussed the need for 100% participation in intention forms and the importance of documenting processes for future transitions. The next congregational meeting is scheduled for March 8 and 22.

The board meeting on 1/20/2026 covered several key points. Rev. Dwayne Johnson discussed the need to update processes and passwords, and offered to help sort paperwork. Darryl Walker confirmed the church is up to date with denomination giving. Dr. Carla Sherrell highlighted the church's social media growth, ongoing projects, and funding threats. Rev. Dwayne Johnson shared his recent medical concerns and the need for patience. The board discussed organizing his farewell, emphasizing the importance of Strength Finders and conflict management seminars. Various members gave shout-outs to key contributors, and the meeting concluded with a prayer led by Rev. Cathy Alexander.

## Lighting the Candle and Opening Prayer

- Rev Dwayne Johnson begins the meeting by lighting a candle, symbolizing wholeness and unity of body, mind, and spirit.
- The candle is from Darryl Walker, and prayers are offered for him.
- Rev Dwayne Johnson shares his final regular board meeting will be on January 20<sup>th</sup>, reflecting on his 16 years of service and 12 board meetings.
- He prays for spiritual wisdom and insight for the board members and congregation, emphasizing gratitude and hope for the future.

## Scripture Readings and Personal Reflections

- Rev Dwayne Johnson encourages board members and guests to share thoughts or scriptures as the meeting begins.
- Phil Helbling shares a passage from Ephesians 4:25-26, emphasizing truthfulness and avoiding anger.
- Tim Helm shares a quote from the Upper Room, highlighting the importance of putting on God's armor to stand firm against spiritual enemies.
- Tina Fulp reflects on the importance of holding onto the good news amidst bad times, referencing Ephesians.

## Board Elections and Officer Roles

- Rev Dwayne Johnson outlines the board elections for clerk, vice moderator, treasurer, vice clerk, vice treasurer, and at-large positions.

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- Phil Helbling expresses his intention to step back from major roles due to his upcoming move to Spain, offering to serve as vice clerk or member at large.
- Tim Helm volunteers to serve as treasurer, emphasizing the need to fill this position urgently.
- Sheila Chittams and Tina Fulp express their willingness to continue as clerk and vice moderator, respectively.

## Approval of Agenda and Meeting Minutes

- The agenda is approved with a motion from Phil Helbling and a second from Tina Fulp.
- Meeting minutes from November 23, December 16, and a special meeting on January 10 are reviewed and approved.
- Sheila Chittams mentions that the November 16 minutes are still pending and will be reviewed at the next meeting.
- The pastoral report is received, highlighting the addition of Xavier to the tech team and a special e-blast for the Dr. King observance.

## Financial Updates and Transition Plans

- Rev Cathy Alexander provides a detailed financial update, including the negative balance in the Buchanan fund and the need to reconfigure the account.
- The general fund has \$55,186.34, the grant fund has \$368.38, and the bank note on the 474 is \$691,230.11.
- The trust fund account has \$325,000.32, with \$30,000 of the \$100,000 authorized by the congregation used.
- The board discusses the need for a vice treasurer and the possibility of deputizing Shirley Pittman to sign checks

## Generosity Team

- Rev Dwayne Johnson emphasizes the importance of the generosity team's work, aiming for 100 participants and planning events like a Valentine event.
- Tim Helm praises the leadership of the generosity team and their efforts to engage the congregation.
- The board discusses the need for 100% participation from board members in filling out intention forms.

## Transition Processes and Support Systems

- The board discusses the need to document and review various processes, including financial processes, decision-making processes, and Sunday morning processes.
- The importance of building support systems to ensure no one position becomes overwhelming is emphasized.
- The board considers the possibility of engaging a consultant with HR experience to support the board.

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- The need for a transition team to handle the pastoral vacancy and other responsibilities is discussed.

## Discussion on Meeting Preparations and Processes

- Rev Dwayne Johnson discusses the need to update processes and passwords, offering to help sort through paperwork.
- Darryl Walker asks about the church's denomination giving status, confirming it is up to date.
- Tim Helm clarifies that there is a Zoom meeting tonight related to the transition, not the first meeting.
- Rev Cathy Alexander emphasizes the importance of the relationship with denomination, even if giving is not up to date.
- The dates for the congregational forum and meeting are set for March 8 and March 22, respectively

## Updates on Church Activities and Projects

- Dr. Carla Sherrell provides updates on various church activities, including social media growth and mid-city development.
- Dr. Carla mentions the need to check with the ANC Commissioner about funding threats from the White House.
- Darryl Walker provides an update on Daddy Grace's involvement in the mid-city development project.
- Tim Helm asks about any action or assistance needed for Rev Dwayne Johnson's going away, to which Dwayne responds that it is not his responsibility to organize.

## Shout Outs and Acknowledgments

- Tina Fulp gives a shout out to the moderator, expressing her appreciation and support.
- Rev Dwayne Johnson recommends the church do Strength Finders and conflict management seminars to move forward positively.
- Dwayne shares that he has received concerning medical results and asks for patience and clarification if needed.
- Various members give shout outs to different individuals and teams, including the fact team, musicians, and social media team.
- Shout-outs are given to various members of the congregation and board, including the tech team, musicians, and social media team.

## Closing Remarks and Prayer

- Sheila Chittams makes a motion to adjourn the meeting, which is seconded and approved.
- Tim Helm reassures Rev Dwayne Johnson of the board's support and offers to be there for him.

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- Rev Cathy Alexander offers a closing prayer, asking for strength and focus to serve the congregation.
- The meeting concludes with members expressing their goodbyes and appreciation for each other.
- Rev Dwayne Johnson shares personal updates, including recent medical results and the need for patience and clarification.
- The board expresses their support and offers to help with the transition process.
- The meeting is adjourned with a closing prayer led by Rev Cathy Alexander.

## Action Items

- @Sheila Chittams - Send the November 16 congregational meeting minutes to the board (locate, finalize and distribute missing minutes)
- @Sheila Chittams - Generate and send 2025 giving/tax statements (finalize master donor list, run bulk statements, and email or mail statements as needed)
- @Sheila Chittams - Finalize and publish congregational forum and meeting dates (set forum on March 8 and congregational meeting on March 22 at noon and notify congregation)
- Research alternative giving/payment platforms and fee structures and report options back to the board (investigate lower-fee alternatives to Subsplash)
- Close the Buchanan money-market account and reopen a regular business checking account for Buchanan funds (coordinate with Truist account manager to avoid monthly fees)
- Follow up to ensure board participation in the generosity/intention form campaign and encourage 100% board completion (support outreach and model participation)
- Coordinate and confirm board attendance for the denominational transition meeting and ensure calendar invites/links are distributed (remind board and provide link)
- Prepare a comprehensive handoff list of pastor responsibilities and access (compile passwords, processes, and regular duties to support transition)
- Serve as church treasurer (accept the treasurer role and begin fulfilling treasurer responsibilities)
- @Sheila Chittams - Be available to close the church loan on Tuesday (closing planned pending availability)
- Check with ANC Commissioner Rochelle about the Daddy Grace-related development project and report back with any new information (parking-lot follow-up)
- Explore options for monetizing the church's social media platforms (parking-lot item to research feasibility and next steps)
- Compile a list of processes and passwords that the outgoing pastor currently manages so responsibilities can be documented and transferred; create and deliver the list to the board (no deadline specified)
- Offer assistance to sort and organize church paperwork and related administrative tasks as available (volunteer offer)
- Recommend and propose implementing StrengthsFinder assessments and a conflict management seminar for the congregation/board to address internal issues (proposal/suggestion for next steps)