

Board of Administration Meeting

January 30, 2009

Board Members Present:

Jeff Miner, Chair
Marsha Warren, Treasurer
Julie Krueger, Secretary
John Vespa
Barb Crabtree
Marvin Bagwell

Others Present:

Rev. Dr. Cindi Love, Executive Director
Rev. Elder Nancy Wilson, Moderator
Rev. Elder Darlene Garner, Vice-Moderator
Connie Meadows, Assistant to the Moderator
Irma Levesque, Director of Fund Development

Absent:

1) Opening Prayer

The meeting began with brief a personal check-in, followed with an opening prayer by Executive Director, Rev. Dr. Cindi Love.

2) Financial Update

The Executive Director provided the following current period budget to actual update for January 2009:

Actual Total Income \$230,193.19 (Cash Receipts for Tithes of \$196,895.42)
Budget Total Income \$210,576.60 (+19,616.59)

Actual Total Expense \$217,762.53
Budget Total Expense \$197,571.56 (-20,190.97)

3) Fund Development Update

Irma Levesque reported that approximately \$430,000 was raised through fund development in 2008, and the target number for fund development for 2009 is \$593,000, which is quite a significant increase over 2008. Approximately \$80,000 of this increase is required for the baseline budget.

Although Irma is continuing to work on various grant opportunities, the focus in 2009 is on increasing the number of individuals that give. In 2008, 60 individuals gave about \$200,000. Irma's goal is to find another 60 individuals which would provide an additional \$200,000.

Irma will consult with the Board of Elders and Board of Administration in order to find additional donors to cultivate. Another possibility for growing the donor base is "house parties", which a few people in MCC have volunteered to host in 2009.

A copy of the 2009 Fund Development plan will be provided to the Board prior to the next Board meeting. **(A.I. Irma Levesque)**

4) Communications

The Moderator encouraged the Board to Administration and the Executive Director to send out a follow-up (and ongoing) communication thanking people for their tithes and additional contributions and informing them of how their contributions made a difference. The Executive Director will send out a Nehemiah II letter and the Chair will send out a Board of Administration letter, which will be coordinated from a timing perspective **(A.I. Cindi Love, Jeff Miner)**

5) 2008 Minutes

The remainder of the 2008 minutes were approved and will be sent to Melanie for posting on the website. **(A.I. Julie Krueger, Jeff Miner)**

6) Bank of America Signature Cards

The current signatory list includes:
Rev. Dr. Cindi Love, Executive Director
Jeff Miner, Chair
Marsha Warren, Treasurer
Julie Krueger, Secretary
Marvin Bagwell, Member-at-Large
Bill Hooper, Assistant to the Executive Director

The Board resolves to remove the following persons from the signatory list:
Stephen John Harte
Stephen B. Marlow
Julie L. Krueger

The Board resolves to add the following person to the signatory list:
Frank Zerilli

7) Update on Board of Administration Candidates

An interview team consisting of Rev. Elder Nancy Wilson, Executive Director Cindi Love, Marsha Warren, John Vespa and Marvin Bagwell will interview a potential Board of Administration candidate the week of February 2.

8) March F2F Meeting

Board members will arrive in Dallas in time for dinner
Arrive on Friday, March 13 (dinner with Cindi & Nancy)
Meet with BOE ½ day Saturday, March 14 including Lunch

Meet afternoon Saturday, March 14 and March 15/16
BOA return home Tuesday, March 17

Proposed Agenda Items

½ day to 1 day meeting with the Board of Elders
2009 Budget Review in light of most recent economic trends
Structural Review Process
2008 Report Card
2009 Budget briefing...Improvements for 2010
Senior housing
Segmentation update, including Toby's comment
Fund Development
By-Laws and By-Law Process
2010 General Conference Update (including virtual voting)

9) Executive Session

The Board of Administration entered into Executive Session to discuss some items.
The Executive Director will send out a follow-on email for further discussion at the next meeting.

10) Closing Prayer

The Board came out of executive session and the Rev. Elder Nancy Wilson closed the meeting in prayer.