

## Minutes of Governing Board Meeting – 7th December, 2021

**Attendees:** Rev. Marie Alford-Harkey, James Chavis, Clare Coughlin, Rev. Elder Cecilia Eggleston, Rev. Elder Diane Fisher, Mark Godette, Chad Hobbs, and Rev. Alberto Najera

**Staff:** Tammy Rabon-Noyce

**Apologies:** none

**Establish Quorum:** Meeting commenced at 5:03 pm US Eastern / 9:03 pm UK GMT / 4:03 pm US Central

**Opening Prayer:** Rev. Elder Karl Hand

**Brief Check In:** Check in from all present

**Consent Agenda:**

- Minutes of November Meeting
- Moderator's Report

**Move to accept the minutes of the November meeting and the Moderator's Report.**

**Moved:** Rev. Diane Fisher

**Seconded:** Rev. Marie Alford-Harkey

**Passed**

**Discussion Agenda: Ongoing Items**

**COVID-19 Update:** Rev. Elder Cecilia Eggleston

We continue navigating the impacts of Covid-19 and monitor its global impact. Prayer vigil from Council of Elders on 6<sup>th</sup> January 2022

**General Conference Update:** Rev. Elder Cecilia Eggleston

General Conference communication went out to everyone on 28<sup>th</sup> November 2021 providing approximate costs and registration is open in January.

**New Business:**

**Resignation of Rev. Paul Whiting**

**Motion to accept Rev. Paul Whiting's resignation with genuine sadness and offer thanks for all of his work on behalf of UFMCC and MCC churches across the globe.**

**Moved:** Rev. Diane Fisher

**Seconded:** Clare Coughlin

**Passed**

Discussion followed regarding filling the vacancy by appointment (as allowed in the UFMCC Bylaws give the option for the Governing Board to appoint a replacement. Rev. Paul Whiting's term was due to end at General Conference 2022. Any appointment would need to be a clergy person for the term up until the General ConferenceC 2022. The Governing Board will consider this for the January 2022 meeting.

### **Treasurer's Term of Office**

In the Governing Board Policy Manual, the office of Treasurer is the only office which has a time limit on its term.

**Motion to amend Governing Board Policy by removing the restriction of the Treasurer term limit as in the handbook, V14 (adopted 26<sup>th</sup> June 2019).**

**Moved: Rev. Diane Fisher**

**Seconded: Mark Godette**

**Passed**

### **Governing Board Executive Officer Elections**

**Mark Godette stood for election as Vice Chair. Unanimously elected.**

**Chad Hobbs stood for election as Treasurer. Unanimously elected.**

**Rev. Diane Fisher stood for election as Clerk. Unanimously elected.**

Each candidate left the room as the relevant vote was conducted.

### **Financial Report: Chad Hobbs**

Chad Hobbs gave an update of the October finances via the dashboards, which will be available on the MCC website after the meeting.

### **Move to accept the October 2021 Dashboard**

**Moved: Rev. Diane Fisher**

**Seconded: Mark Godette**

**Passed**

**Motion of appreciation to thank Tammy Erwin for twice meeting the requirements through extraordinary efforts to obtain the PPP and successfully complete the loan forgiveness process.**

**Moved: Chad Hobbs**

**Seconded: Mark Godette**

**Passed**

### **Budget 2022:**

The Treasurer presented the 2022 draft budget for its first reading to the Governing Board. The Governing Board members entered Executive Session to discuss Human Resources recommendations at 6:27pm US Eastern / 11:27 pm UK GMT / 5:27 pm US Central. Rev. Elder Cecilia Eggleston, Rev. Elder Diane Fisher, and staff member Tammy Rabon-Noyce left the meeting.

The Governing Board concluded executive session at 6:42pm US Eastern / 11:42 pm UK GMT / 5:42 pm US Central, and Rev. Elder Cecilia Eggleston, Rev. Elder Diane Fisher, and staff member Tammy Rabon-Noyce returned to the meeting.

**Motion to provide 2% bonus to staff to be paid in January 2022.**

**Moved: Chad Hobbs**

**Seconded: Rev. Alberto Najera**

**Passed\***

**\*(abstained Rev. Elder Cecilia Eggleston and Rev. Elder Diane Fisher)**

**Motion to approve preliminary budget with final review in January after December financials are included.**

**Moved: Chad Hobbs**

**Seconded: Clare Coughlin**

**Passed**

**Update on Meeting with Henderson Financial Group (Endowment Fund): Chad Hobbs**

Chad Hobbs gave an update on progress with the monthly meetings with the Henderson Financial Group (HFG).

The MCC Endowment Fund is now up and running, already earning money for MCC. The HFG is a wonderful group to be working with; every meeting begins in prayer. The current amount in the fund is: US\$205,570.92.

**Accounting Manual Update: Chad Hobbs**

Work is ongoing; goal is for completion by the end of 2021.

**Staffing Update:** Rev. Elder Cecilia Eggleston shared information regarding staff member Camille Araullo's unexpected death on 28<sup>th</sup> November 2021. A memorial was held in California on Sunday, 5<sup>th</sup> December 2021. The Moderator thanked James Chavis for attending and speaking on behalf of the Governing Board.

**HR Manual Update: Mark Godette**

Work is ongoing. By December, a finalized first version should have been reviewed by staff and legal counsel with the goal of a published version available in January 2022.

Other policies within the current draft manual, such as sexual misconduct and social media policy, need to be reviewed separately. The HR Team will discuss how best to do this.

**PTO Policy: Mark Godette**

The HR Team is reviewing questions raised by the staff.

**Governance:**

**Motion to appoint Clare Coughlin to serve as chair of the Governance Committee.**

**Committee.**

**Moved: Rev. Elder Cecilia Eggleston**

**Seconded: Rev. Elder Diane Fisher**

**Passed**

Clare Coughlin will work with the Governance Committee to oversee the Bylaws submission process. Rev. Elder Cecilia Eggleston will work with Clare Coughlin to develop the group that works on the procedures for the Business Meeting. Identified individuals will be invited to join the procedures committee.

**Church Updates, Closures and Disaffiliations: Rev. Elder Diane Fisher provided an update.**

**Commissions: The Work of the Commissions is ongoing.**

- **Commission on Communication: Rev. Alberto Najera Governing Board Liaison**
- **General Conference Commission: Rev. Paul Whiting in his role as Chair of the Governance Team as Governing Board Liaison.**
- **Assessments Commission: Rev. Elder Diane Fisher as Governing Board Liaison.**
- **Commission on Rites and Sacraments: Rev. Marie Alford-Harkey as Governing Board Liaison & Rev. Dr. Axel Schwaigert – Commission Co-Chair**
- **Commission on Pathways of Healing and Reconciliation: Clare Coughlin as Governing Board Liaison.**

**Feedback from Judiciary Process Working Group: Rev. Elder Cecilia Eggleston indicated the work is ongoing.**

**Racial Equity, Diversity and Inclusion: Rev. Elder Cecilia Eggleston  
MCC Diversity & Inclusion Reports – Governing Board Actions (Working Group Members)  
Work is ongoing.**

**Future Agenda Items:**

HR Manual January

Budget - January 2022

Fund Development Group - February 2022

**Ongoing Items:**

**Governing Board Policy Manual – Rev. Elder Cecilia Eggleston**

**Dates of future meetings:**

**Tuesday 4th January 2022 (Budget approval)**

**Saturday, 22<sup>nd</sup> January 2022 for Strategic Planning meeting with staff, Governing Board and Council of Elders representation**

**Tuesday 1st February 2022 (Fund Development Group)**

**Tuesday 1st March 2022**

**Tuesday 5th April 2022**

**Tuesday 3rd May 2022**

**Tuesday 7th June 2022**

**Tuesday 5th July 2022**

**Tuesday 2nd August 2022**

**Tuesday 13th September 2022 (changed from 6th due to World Council of Churches)**

**Tuesday 4th October 2022**

**Tuesday 1st November 2022**

**Tuesday 6th December 2022**

**Close in Prayer:** Rev. Elder Diane Fisher closed the meeting in prayer at 7:08 US Eastern / 12:08 am UK GMT / 6:08 pm US Central.