



Rev. Dr. Donald K. Gillett, **President**
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Vice President: Rev. Dr. Irie Session; Recording Secretary: Mrs. Pamela DuBose; Treasurer: Mr. James Vertreese
Administrative Secretary of the National Convocation: Rev. Dr. Timothy James (P) (317) 713-2407 tjames@disciples.org

**NATIONAL CONVOCATION OF THE CHRISTIAN CHURCH
BOARD OF TRUSTEES MEETING**

Drury Plaza Indianapolis Carmel
Friday, December 5, 2019
Minutes

Present: Timothy James, Don Gillett, Irie Session, Pamela DuBose, Beverly Goines, Terri Owens, Pernella Shortie, Milton Bowens, R. Wayne Calhoun, Delesslyn Kennebrew, Brenda Rossy, Edward Williams, Sotello Long, Juanita Greene, William Smith, , James Vertreese, Sue Gray, Chesla Nickelson, (afternoon) Dwayne Bell, (evening) Jackie Compton Bunch

9:06

President Gillett-

Opening and Morning Meditation- Sue Gray

1 Thessalonians 5: 16-18

“This is the day that the Lord has made, REJOICE and be glad in it”

Prayer

Fellowship Groups Reports (complete reports are on file)

Disciples Women- Pernella Shortie

- Attended the ordination of Rev. Marilyn Williams
- Fellowshipped with Little Rock, AR
- Will fellowship with a DOC congregation in Dallas
- We look forward to moving forward

Disciples Men- Milton Bowens (for Walter Parker)

- Milton Bowens is the DM representative for Convocation Men in the general church
- Currently working on a Facebook Show (communication) for 2020
- Continued our service project
- Plan to set up a luncheon for the 2020 Experience

Black Ministers- Edward Williams

- 45th Annual Black Ministers Retreat in Nashville, TN- “Be Bold”
- 46th Annual Black ministers Retreat will take place March 9-12, 2020 in Nashville, TN
 - Goals:
 - Increase Attendance
 - Social media presence
 - Concern:
 - Bi vocational ministry

Clergy Women- Delesslyn Kennebrew

- Clergy Women actively participated in both the Black Ministers Retreat and the General Assembly
- Will close the year with Annual Reflections of Advent- Peace, Joy, and Love
- Will plan the opening service of the 2020 Black Ministers Retreat

Ministers Wives and Husbands- Sue Gray

- Conference calls
- STAR Supporter
- Plan to have a reception at the 2020 Experience
- Most of all we encourage one another and lift each other in prayer

President’s Report

Motion to accept Recommendation 3

Typically the Executive Committee of the National Convocation Board meets in March of each year. This year in March 19-21, 2020 (Fort Worth, TX), in preparation for a new Administrative Secretary, I propose that there would be both an Executive Committee meeting followed by a full National Convocation Board of Trustees meeting for a session on board governance & structure. The purpose of this session would be to explore how board governance can support the work of the Office of the National Convocation and Administrative Secretary. Incoming officers would be invited to attend this session.

Moved: Milton Bowens

2nd: Beverly Goines

Passed

Advisory Committee Report (complete reports on file)

“This year in March 2020, in preparation for a new Administrative Secretary, I propose that there would be both an Executive Committee meeting followed by a full National Convocation Board of Trustees meeting for a session on board governance & structure. The purpose of this session would be to explore how board governance can support the work of the Office of the National Convocation and Administrative Secretary. Incoming officers would be invited to attend this session.” (from President Gillett’s report)

- The Advisory Committee met September 15-16 and November 22-23, 2019
- A fifteen question survey was created by the committee
- The Advisory Committee presented five recommendations to the National Convocation Board of Directors concerning the hiring of the next Administrative Secretary
- The NC Board discussed and revised the recommendations (complete list on file).

Motion to accept Recommendation 1: (revised)

That the National Convocation Board of Trustees recommends hiring an Interim Administrative Secretary for a two-year term December 2020 – December 2022.

Moved: Pernella Shortie

2nd: Edward Williams

Passed

Motion to accept Recommendation 2: (revised)

That the National Convocation Board of Trustees authorize the Advisory Committee to act in the role of an Advisory Committee with the Interim Administrative Secretary through 2022.

Moved: Juanita Greene

2nd: Pernella Shortie

Passed

Motion to accept Recommendation 3: (revised)

That the National Convocation Board of Trustees begin the process of renaming the position to better reflect the work of the Office.

Moved: Milton Bowens

2nd: Pernella Shortie

Motion to accept Recommendation 4: (revised)

That the National Convocation Board of Trustees authorizes the President of the Board to request of African-American Pastors, Structures, Convention/ Fellowship groups to assist with financial support for the one-month overlap between the current Administrative Secretary and Interim Administrative Secretary in December 2020.

Moved: Milton Bowens

2nd: Edward Williams

Passed

Motion to accept Recommendation 5: (revised)

That the National Convocation Board of Trustees approve the Position Description as outlined in Appendix C.

Moved: Delesslyn Kennebrew

2nd: Milton Bowens

Executive Committee Report (complete report on file)

Members: Donald K. Gillett, II - President, Teresa Hord Owens - General Minister and President, Christian Church (Disciples of Christ) United States and Canada, Irie Sesson – Vice-President, James Vertreese – Treasurer and Pamela Dubose – Secretary.

The Committee charged Dr. James with the following four incremental tasks:

1. Dr. James is to distribute a complete 2020 Experience Budget prior to January 31, 2020. Since this requires NAPAD and Obra Hispana, Dr. James is to submit to the committee a plan of action for this completion no later than December 13, 2019.
2. Dr. James is to have a meeting with the Presidents/Moderators of the State Convention/Fellowship organizations prior to the 2020 Experience. (It was suggested that has this meeting during the Black Ministers Retreat)
3. Dr. James show evidence of effective communication via written documentation- letters and emails concerning the budget (cc James Vertreese, treasurer) and other necessary communications, etc.
4. Dr. James ask for room on the agenda on the College of Regional Ministers to discuss issues relative to the black church, i.e. why the black church is not completing yearbook forms, how to make it effective.

Following the progress evaluation we now make the following two recommendations to the National Convocation Board of Trustees:

Motion to accept Recommendation 1

The National Convocation Board of Trustees recommends the Administrative Secretary have a full-year evaluation to be conducted following the July 2020 Experience and at this evaluation outline specific goals for a 6 month period.

Moved: Milton Bowens

2nd: Juanita Greene

Passed

Motion to accept Recommendation 2:

The National Convocation Board of Trustees recommends that the Administrative Secretary have a final evaluation conducted prior to the December 2020 Board or Trustees Meeting. This final evaluation will evaluate the final six months of the year.

Moved: Edward Williams

2nd: Sue Gray

Passed

Motion to accept Recommendation 3:

The National Convocation Board of Trustees recommends that the Interim Administrative Secretary have an initial evaluation that will outline work to be performed for the 2020-2022 Biennium that will have 6-month and 12-month goal setting with a mid-year progress evaluation.

Moved: Milton Bowens
2nd: Beverly Goines
Passed

12:23 Lunch (meal blessing- Juanita Greene)

1:31 Reconvened

****Administrative Secretary Retirement Celebration Discussion***
Chair, Edward Williams

Matters for Discussion & Action Items- Corrections, Motions: (records on file)

1. That the Board present the 2019 revised Vision and Mission Statement of the NCCC during the National Convocation business session during the 2020 Experience to be received.

Moved: Milton Bowens
2nd: Delesslyn Kennebrew
Passed

2. That the Board present the Amending the Articles of Operation *with corrections* be presented during the National Convocation business session during the 2020 Experience to be received.

Moved: Juanita Greene
2nd: Pernella Shortie
Passed

3. Report of the Nominating Committee
4 Members at Large
Aaron Smith (Georgia)
Anne Sowell (Ohio)
Darryn Phelps (Maryland)
Meghan Lowe (Tennessee)

Secretary: JoAnn Flowers
Treasurer: Orlando Scott
Vice President: (Female, Lay Member, Previously served on Board)

Youth: 3 being considered (age 15-20, w/ parental travel companion)

4. Site Selection – Biennial Session 2022
...considering, Brenda Rossy will report the comparison in March
Detroit, MI
St. Louis, MO

Financial Reports - Budget & Audit (reports filed)

Audit Reports – James Vertreese & Timothy James

James Vertreese read the first 2 pages from Hoskins and Company Certified Accountants Independent's Auditors' Report

Mr. Vertreese stated that we must be aware that they are talking about the documentation not the process. He also stated that our budget needs to be more distinguishable/ separated/ clear. In addition, when looking at page 11- when I received a report, I noticed a deficit. Last December, we acted on the \$549 which was an erroneous figure instead of the real balance of -

\$1045. We still need to adjust \$469 to clear the line of the Men's Fellowship as we previously voted to do Dec. 2018).

James Vertreese: "I **move** that we allot \$496 to remove the deficit of the Christian Men's Fellowship Fund"

Passed

Discussion by the body

President Gillett asked if financial reports of fellowship groups can be generated and released by the December Board meeting so that the fellowships can have knowledge of their budgets.

If you are hosting a meal function the revenue can be reported immediately.

2020 Proposed Budget

...concerning column N and column P

James Vertreese suggests that lines 17-20 (**Black Disciples Endowment Fund**) be separated out for clarity. He stated that he is also awaiting feedback from Ms. Angelita Dobbs, bookkeeper, as to the (non) reporting of receipts from 2019.

Consensus from the body- WE need more CLARITY so that we can completely understand/ decipher the budget reports.

We will not receive the budget report until necessary corrections have been made. The Board will receive a corrected report and will vote by conference call at a later date.

Announcements:

1. The Lexington Theological Seminary received another million dollar grant
2. The Poor People's Campaign's Moral Watch on Washington will take place June 20, 2020. Contact Beverly Goines for more information.

4:46 Adjourned (meal blessing- William Smith)

Recording Secretary,

Pamela DuBose