

Greater Works MinistryTNT

**5:30 PM, THURSDAY – DEC 3, 2020**

VIA ZOOM

[https://us02web.zoom.us/j/81612337934](https://www.google.com/url?q=https://us02web.zoom.us/j/81612337934&sa=D&source=calendar&usd=2&usg=AOvVaw1BByAx4Xusl43h5D7IRleH)  
Nashville, Tennessee

**Minutes**

**ATTENDANCE:**

Cheryl Jett Dr. Norma Powell Dr. James Stewart

R. Elaine McDonald Pastor Roosevelt Walker, DMin. Mechelle Webster

**ABSENT:**

Dr. Jim Vittek

**WELCOME Board Chair Cheryl Jett**

Board Chair, Chair Cheryl Jett, called the Board Meeting to order at 5:38 PM on Thursday, December 3, 2020, via Zoom. Chair noted that while Jim Vittek was absent, the board had a quorum. She welcomed the newest member Mechelle Webster and asked her to introduce herself to the board. Sis. Webster shared she knew Cheryl and Norma as former church members. She is currently a pastor’s wife, in the finance business sector, and has grandchildren. Board chair Jett welcomed her.

**APPROVAL OF MINUTES**

Cheryl Jett called for corrections or a motion to the minutes of the October 29, 2020 Board meeting. Dr. James Stewart made a motion to approve the October 29, 2020 minutes. Pastor Walker seconded the motion. There being no discussion, the minutes were unanimously approved.

**UPDATED JOB DESCRIPTION**

Board Chair Cheryl Jett reported the one-page Job Description had a few changes on the Treasurer position. The final updates will be made available in the next revision of the Job Description handout.

**BANK ACCOUNT UPDATE**

Board chair provided a quick update on the new bank account and shared on November 12th the CEO, Norma Powell, opened a business checking account at New Horizon Bank with a deposit of $400 and then another deposit was made on Nov. 16th with the amount of $3,600. So the current balance is $4,000. The account has a $5 monthly fee. Currently on the account, Norma is the only authorized person, but the plan is for the board chair and/or the treasurer to have access to the account. Board Chair commented on the importance of growing the account and developing a strategic plan that addresses how to grow our revenue opportunities.

**BUSINESS PLAN CEO, DR. NORMA POWELL**

Dr. Powell presented a 15 minute PowerPoint on Greater Works Ministry’s Business Plan and then led an open discussion on goals, objectives, and action steps toward achieving 2021 goals. Conversation centered around two questions, “What are the goals or objectives for the next year?” and “What are the action steps for the next 90 day to implement the business plan?” Two goals that were established for 2021 were

**Status of 501(c)3 Application**

The goal is to have the application completed by the end of the year and submitted to IRS by 12/30/20. Cost is $600 and it will come out of the New Horizon account**.**

**Next Meeting Board Chair Cheryl Jett**

Based on our strategic directions, we will need to meet by \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Adjourn**