

**5:30 PM, CENTRAL TIME**

**THURSDAY – MARCH 4, 2021**

[https://us02web.zoom.us/j/89289913622?pwd=cklEUStXNlRYR2ZxSnRaL21iYUZ1QT09](https://www.google.com/url?q=https%3A%2F%2Fus02web.zoom.us%2Fj%2F89289913622%3Fpwd%3DcklEUStXNlRYR2ZxSnRaL21iYUZ1QT09&sa=D&source=calendar&usd=2&usg=AOvVaw10GpKGDhBIEKPpfDtaOmuG)

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, Cheryl Jett, called the Board Meeting to order at 5:34 PM on Thursday, March 4, 2021, via Zoom. Chair reminded the board that Greater Works Ministry is working towards its nonprofit status and all the meetings are open to the public. Moving forward staff will be posting all board meetings on the agency’s website.

**APPROVAL OF MINUTES Board Chair Cheryl Jett**

Board Chair called for corrections or a motion to the minutes of the December 3, 2020 Board meeting. Dr. James Stewart made a motion to approve the minutes and Elaine McDonald seconded the motion. There being no discussion, the minutes were unanimously approved.

**UPDATED BOARD TREASURER JOB DESCRIPTION/CFO**

Board Chair reviewed the changes on the Job Description for the Treasurer position. She also outlined the treasurer’s role and Mitzi Spring’s position as the Chief Financial Officer. The CFO/Mitzi is the person who is responsible for accounting, budgeting, financial analysis and the oversight of banking, and accounts receivable issues. As treasurer, Mechelle is responsible for always thinking about how the organization’s finances connect with the overall mission. Board Chair summarized by saying that the CFO is responsible for all aspects of the agency's financial management, while the treasurer is only concerned with one area, financial risk.

**CORE VALUES CEO/Dr. Norma Powell**

Dr. Powell shared that core values should align with an agency’s mission and should be able to reflect what product a customer would receive if they worked with the agency. She proposed that the core values for Greater Works Ministry TNT should be:

Training – Intentional training is provided for Committed Christians

Nurturing – Nurturing the Broken in Spirit

Transforming – Transforming church ministries to do Greater Works

Board agreed with Training and Nurturing, but suggested Transforming should be Transforming laity & leaders to do Greater Works. Dr. Powell stated update would be made and there was a decision not to vote on core values.

**STRATEGIC PLAN**

Board Chair facilitated discussion on the updates of the strategic plan. Two committee reports were provided.

**Outreach Committee Reported by Elaine McDonald**

Elaine Donald reported that the Outreach Committee met on January 21st. The charge was to recommend a plan for short and long-term goals towards establishing relationships with our target audiences and create a framework for potential partnerships. She restated the committee’s objective was to develop seminars for churches with the outcome of creating and sending out flyers to moderators of local Baptist Associations.

The committee recommended the following:

**Website** – Website should include description of courses; 30 second video; testimonials

**Slogan** – organization should have a slogan that attracts attention and should be displayed on the website

**Social Media** – Facebook page is needed

**Materials** – Needed materials include curriculum design, Announcement/Flyers – postcards

**Committee’s next steps**: Developing promotion packet (develop cover letter, Facebook page, listing of services; objective of courses; syllabus; testimonies of students. Committee agreed to focus on Outreach to local Baptist Association for use of their ad space, potential sponsorship, and seek what is required for space/workshop at their upcoming conferences, etc.

**Curriculum Committee Reported by Pastor Roosevelt Walker**

Pastor Roosevelt Walker reported that the Curriculum Committee met on February 11th and the committee’s charge was to make sure that the curriculum is marketable and successful. Recommendations from the committee:

1. Consider changing title of class to encompass elements of concept social justice.
2. Add components of class to include black pain and social justice.
3. Make sure that the material discusses the trifold nature of reconciliation (do not neglect the work of the Holy Spirit)
4. Have lectures include experiential opportunities as much as possible
5. Address core longings within the social justice practice

Pastor Walker reported that the next step was to consider going to American Baptist College as soon as possible and do the formal ask for the class to take place in the Fall Semester.

**STATUS OF 501(C)3 APPLICATION Board Chair Cheryl Jett**

Board Chair informed the board that on 12/30/2020, Dr. Powell submitted the 1023 EZ application for nonprofit tax exemption status for Greater Works Ministry TNT. Originally we were looking at completing the 26-page 1023 standard application, but the IRS 1023EZ streamlined process was submitted with a fee of $275. Chair reported that we anticipate hearing back from IRS around April. The current status on the IRS website is showing that they have accepted the application, but we are waiting to hear they have approved the application.

**NEXT MEETING Board Chair Cheryl Jett**

The next scheduled meeting is Thursday, April 1st, at 5:30 PM CST. The goal is to have a draft marketing packet together for review.

**ADJOURN**

The meeting was adjourned at 6:37 PM CST.