

GRACE PRESBYTERIAN CHURCH  
CALLED ELECTRONIC SESSION MEETING MINUTES  
HOUSTON, TEXAS  
March 17, 2021

**MODERATOR**  
The Reverend Doctor Julia Leeth

The Session of Grace Presbyterian Church, Houston, Texas was requested to take action on the following new business on March 17. All communication occurred electronically.

Hardie Morgan, Executive Director – Ministry Support, contacted the Elders by email with a recommendation from the Ministry Support Team requesting authorization for Grace to apply for a second Payroll Protection Program loan. Proceeds are estimated at \$497,221. The topic had been discussed at an earlier Session meeting. Details are outlined in Hardie's email. The resolution authorizing the application was also presented. Elders were asked to vote electronically on the following resolution via Basecamp by March 19.

***RESOLUTION REGARDING PAYROLL PROTECTION PROGRAM LOAN***

**WHEREAS:** The Consolidated Appropriations Act of 2021(CAA) appropriates \$ 284 billion in additional funding for the Paycheck Protection Program, which provides federally backed loans to qualifying small businesses and nonprofits to assist with payroll and certain other operating costs.

**WHEREAS:** Grace Presbyterian Church of Houston is a qualifying nonprofit under the Paycheck Protection Program.

**WHEREAS:** The current economic uncertainty makes this loan request necessary to support the ongoing operations of the Grace Presbyterian Church of Houston. This uncertainty resulted in a 27% decline in 2020 revenue for Grace church when compared to 2019 revenues which has resulted in a significant operating deficit for the church.

**WHEREAS:** The resources to sustain these deficits are limited and that any cash resources attributable to Grace School are not available to fund the operations of Grace church.

**WHEREAS:** Grace Presbyterian Church of Houston desire, to the maximum extent possible, to retain its employees and to maintain current salary levels during the coronavirus crisis.

**THEREFORE, BE IT RESOLVED:** That Grace Presbyterian Church of Houston is hereby authorized to apply for a loan under Paycheck Protection Program in an amount equal to 2.5 times the average 2019 monthly payroll for Grace church.

**RESOLVED FURTHER:** that the approval authority for the final loan application and loan documents is delegated to the Ministry Support Team of the Session. Hardie Morgan, Executive Director of Ministry Support is authorized to execute any and all documents on behalf of Grace Presbyterian Church in this

matter. In the event that Hardie Morgan is unable or unwilling to act, the Ministry Support Team may designate another person to execute any documents on behalf of Grace Presbyterian Church.

RESOLVED FURTHER: that the person executing the loan application and documents on behalf of Grace Presbyterian Church is authorized to make the following certifications:

1. The Applicant was in operation on February 15, 2020, has not permanently closed, and was either an eligible self-employed individual, independent contractor, or sole proprietorship with no employees, or had employees for whom it paid salaries and payroll taxes or paid independent contractors, as reported on Form(s) 1099-MISC.
2. Current economic uncertainty makes this loan request necessary to support the ongoing operations of the Applicant.
3. The Applicant has realized a reduction in gross receipts in excess of 25% relative to the relevant comparison time period. For loans greater than \$150,000, Applicant has provided documentation to the lender substantiating the decline in gross receipts. For loans of \$150,000 or less, Applicant will provide documentation substantiating the decline in gross receipts upon or before seeking loan forgiveness for the Second Draw Paycheck Protection Program Loan or upon SBA request.
4. The Applicant received a First Draw Paycheck Protection Program Loan and, before the Second Draw Paycheck Protection Program Loan is disbursed, will have used the full loan amount (including any increase) of the First Draw Paycheck Protection Program Loan only for eligible expenses.
5. The funds will be used to retain workers and maintain payroll; or make payments for mortgage interest, rent, utilities, covered operations expenditures, covered property damage costs, covered supplier costs, and covered worker protection expenditures as specified under the Paycheck Protection Program Rules; I understand that if the funds are knowingly used for unauthorized purposes, the federal government may hold me legally liable, such as for charges of fraud.
6. I understand that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, covered utilities, covered operations expenditures, covered property damage costs, covered supplier costs, and covered worker protection expenditures, and not more than 40% of the forgiven amount may be for non-payroll costs. If required, the Applicant will provide to the Lender and/or SBA documentation verifying the number of full-time equivalent employees on the Applicant's payroll as well as the dollar amounts of eligible expenses for the covered period following this loan.
7. The Applicant has not and will not receive another Second Draw Paycheck Protection Program Loan.
8. The Applicant has not and will not receive a Shuttered Venue Operator grant from SBA. SBA Form 2483-SD (3/21)
9. The President, the Vice President, the head of an Executive department, or a Member of Congress, or the spouse of such person as determined under applicable common law, does not directly or indirectly hold a controlling interest in the Applicant, with such terms having the meanings provided in Section 322 of the Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act.

10. The Applicant is not an issuer, the securities of which are listed on an exchange registered as a national securities exchange under section 6 of the Securities Exchange Act of 1934 (15 U.S.C. 78f).

11. The Applicant is not a business concern or entity (a) for which an entity created in or organized under the laws of the People's Republic of China or the Special Administrative Region of Hong Kong, or that has significant operations in the People's Republic of China or the Special Administrative Region of Hong Kong, owns or holds, directly or indirectly, not less than 20 percent of the economic interest of the business concern or entity, including as equity shares or a capital or profit interest in a limited liability company or partnership; or (b) that retains, as a member of the board of directors of the business concern, a person who is a resident of the People's Republic of China.

12. The Applicant is not required to submit a registration statement under section 2 of the Foreign Agents Registration Act of 1938 (22 U.S.C. 612).

13. The Applicant is not a business concern or entity primarily engaged in political or lobbying activities, including any entity that is organized for research or for engaging in advocacy in areas such as public policy or political strategy or otherwise describes itself as a think tank in any public documents.

**Elders voting:** Dath Collins, Deb Castillo, Bert Crump, Judy Dewey, Tory Gunsolley, Dorothy Hobbs, Debbie Kaplan, Debbie Lunn, Mike Mantel, Natalie McElroy, Nnenna Okoro, Tom Prisk, Lisa Schwarz, Tanner Spears, Jim Tomforde, Ethan Tritt, and Karen Welton

**Elders not responding:** Abby Meade

The resolution was approved.

Respectfully submitted,

*Candy Clarke Aldridge*

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Clerk of Session