



EXECUTIVE COMMITTEE

July 25, 2018

Minutes

Present: Beth Bird, Chair; Anita Duckor; Kay Egan, CSJ; Suzanne Herder, CSJ; Catherine Mary Rosengren, CSJ; Bridget Sperl; Jill Underdahl, CSJ; and Ralph Scorpio

Prayer

Ralph opened the meeting at 7:35 am with a prayer.

Minutes

The committee approved the May 23, 2018 minutes.

Executive Director's Update

I. Ralph highlighted the major focus areas for the coming year:

- a. Year 3 of the Integrated Fund Development Plan
- b. New board members will participate in a board orientation with the board officers on Monday, August 13.
- c. Fox Advancement is being slow to initiate a meeting with MF board members, so let's give them an option two that works for us. Committee suggested Wednesday, August 15 at either 7:30 am or 4 pm. Ralph will follow up and schedule the meeting.
- d. Focus on fundraising, especially major gift solicitation
- e. Board engagement with the mission, with each other, with fundraising
- f. Staff focus: fully utilize Raisers' Edge: NxT donor software
- g. "New" Carondelet Gala that's inclusive of the entire CSJ mission and supports all (or most) CSJ ministries.

Committee members suggested:

- a. Need to reintroduce IFDP to the whole board at August meeting; it's not just for staff.
- b. Explain the various donor touchpoints at certain levels and how board can help us connect prospects and donors.
- c. The re-focused Gala needs to celebrate the future. Just like the original lace making is unfinished, the work of the CSJs is unfinished and includes people beyond the CSJs.
- d. Message at Gala: acknowledge past work but pivot toward new work. Our work is not complete. Need to expand our circle. Guests are part of that circle.
- e. But can't get too blurred. Take the Annual Fund brochure and expand on it. The story of the whole mission can be bigger than what we fund, but we have to be clear without being tedious.

II. Province Report

- a. Suzanne reported that the Leadership Team asked St. Mary's Health Clinics (SMHC) to "pause" on most of their list of July 1 actions listed in the recent grant to the Ministries Foundation. No need for a drastic transition plan while Fox Advancement leads them on a strategic planning process. Wait until the final strategic plan report comes out in the fall to decide on what the new direction might be for SMHC.
- b. Executive Committee appreciated the update and suggests the whole board in August needs to hear the update and rationale why SMHC is not following through with all the actions articulated in the grant proposal that was funded at the June meeting. Executive Committee would like to discourage the MF board spending any more time on this, so an update would be enough. They see no need for any formal action to re-approve the use of the funds. Bottom line: SMHC should use the funds for operating expenses while they await the strategic plan report, which will articulate its vision going forward.

III. Agenda for August 16 Board meeting

This is our kick-off for the year. We have some unfinished business (board self-assessment discussion) and three new members to introduce.

Agenda:

- Introduce new board members, new officer slate, everyone.
- Re-introduce IFDP, highlight Year 3 goals, discuss board member involvement.
- Discuss/assign committee work: each committee should come up with its focus for the year – a one-pager including 4-5 key items to strengthen accountability, to share with the board, so everyone knows what everyone is working on. Discuss at August meeting; assign for September committee meetings; bring back to October board meeting.
- Nominations Committee will present charters of proposed new Governance Committee and Planning, Partnership and Relationships Committee for review. No action will be taken until October meeting.
- Discuss board self-assessment in Executive Session.

The meeting adjourned at 9:10 am.

Submitted by: Ralph Scorpio