



Sisters of St. Joseph of Carondelet
St. Paul Province
Ministries Foundation

Bold Moves for Real Change

Draft

**Development Committee Meeting
May 28, 2019
North Conference Room, Administration Building**

Follow Up Items:

- Jane to schedule a clinic visit and meeting with Sue Gehlsen (Alyssa)
- Contact Briggs and Morgan to see if we can name MF as fiduciary for grants (Ralph)
- Find out what Minnesota areas Sanford Health awards grants to (Deb)
- Think about Catholic family funds for grants
- Follow-up with Northwest Area Foundation (Ralph)

Present: Ralph Scorpio, Deb Jessen, Jane Stevenson and Alyssa Howells.

Prayer: Led by Ralph.

Notes/Items from Meeting:

1. Ralph talked about the Gala and the tremendous energy that was present at the event. There was a noted positive mood switch with the change from focusing only on St. Mary's Health Clinics to focusing on all the ministries; there has been a lot of positive feedback. Goals next year will include getting more sponsors in the midrange (\$10,000-20,000) and/or an underwriter; there was consensus that sponsorship work needs to start much earlier next time so we can lock in money sooner.
2. An estate settlement should be coming in soon to the Foundation which will go directly into "cash" and the Board will need to decide what the funds are being used for. It is unclear when this money will reach the MF but hopefully it will arrive by the end of May.
3. Deb outlined a list of grants she is currently working on and ones that she recommends we investigate more. She has been working closely with Sue Gehlsen (SMHC) to help her with grant writing, applying for grants and how to call other foundations to open the door for a relationship with SMHC. It was recognized that working with SMHC has been difficult recently with new leadership and there was discussion about how to help SMHC effectively apply for grants. Currently SMHC is applying for two grants: the BCBS Power grant and the Constellation Fund grant.
4. Jane Stevenson offered to meet with Sue and talk to her about the importance of applying for grants and how to expend energy successfully. Thus far Ralph and Deb have not had a lot of luck successfully illustrating to Sue that it is important for her to form relationships with grant funders and organizations. At this point the committee thinks it will be more meaningful for this information to come from someone else; Jane volunteered to meet with Sue one-on-one to outline why foundation and grantee relationships are important and why we need to stop applying for grants that we have no chance of receiving.
5. Currently the goal for the Annual Fund is under what the Foundation wants it to be and work will be done before the end of the year to reach out to any donors who have not yet given.

Board members who have not yet given donor names/followed up with their leads will be asked to do so before the end of the year so it can be included in the Fund. Included in next year's budget will be estate gifts that we consistently receive every year; this will add up to be about \$100,000 more per year.

Adjournment: at 9:24am by Ralph.

Respectfully submitted by,
Alyssa Howells, CSJ Ministries Foundation