



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

Bold Moves for Real Change

DRAFT

**Board of Directors' Meeting
April 25, 2019**

Follow Up Items:

- Create Planning, Partnerships and Relationships CAP (TBD)
- Schedule meeting with the next Board Chair for SMHC once current chair done serving
 - o Think about new board members for SMHC to increase diversity and efficacy
- The MF Board of Director's has asked for a concise statement from the Province about what the future will focus on and what that means for our current four ministries

Present: Beth Bird; Brian Dillon; Anita Duckor; Kay Egan, CSJ; Suzanne Herder, CSJ; Alyssa Howells; Stacy Jacobson; Deb Jessen; Colleen O'Malley, CSJ; Sue Owen; Paul Pribyl; Ralph Scorpio; Bridget Sperr

Call to Order: The Ministries Foundation Board of Directors meeting convened at Learning In Style on Thursday, April 25, 2019. Chair Beth Bird called the meeting to order at 4:10pm.

Prayer: Ralph Scorpio led the prayer in honor of Pat Casey.

Consent Agenda

Beth asked if there were any questions or comments regarding the February 21st, 2019 Board of Directors' meeting minutes. Kay Egan, CSJ, moved to approve the minutes, the movement was seconded, all were in favor and the motion was approved.

There were no requested revisions or comments for the Consent Agenda items.

Executive Director's Report

Alyssa Howells officially started working for the Ministries Foundation Monday the 22nd – Jenna Bendel is now working for the Province but continues to provide support to the MF when needed.

Fund Raising Update: After the Gala it will be clearer where we are regarding Fundraising and Finances. The Finance Committee will gather all donor data after the Gala and we will have a better idea of where the MF stands at year's end. Ralph brought up the importance of repeat donors and new prospects for giving. Unrestricted giving has decreased, and it will be important moving into the future to identify why this is and what can be done to increase it.

Report on Financial Condition: Overall financially the MF is ahead of where it was last year, but the Annual Fund is down. The Finance Committee has identified the donors who have given this year and after the Gala the committee will figure out which donors have not donated yet.

Presentation of Draft of 2019-20 Operation Plan and Budget: The document will be available for review and questions after the Gala; it will be voted on at the next board meeting in June. The Finance Committee is still adjusting its current processes and will put all of its data in one concise location.

St. Mary's Health Clinics: The SMHC Board and clinics are struggling with their mission and vision and are actively asking for support. Bridget Sperl moved for a formal action item to meet with the new Board Chair as soon as possible they are elected in June. It will be important to form a strong relationship with SMHC's Board of Directors so the MF Board of Directors can better support them moving forward. The SMHC's Board needs to add more diversity and a more unified and stronger front.

Province Report

Update on Province Chapter Vision Statements: Suzanne Herder, CSJ, talked about how the Province has drafted six directional statements and will continue to discuss future goals when the Province convenes again on the last day of Chapter in May. She stated that there is much to do, but the Justice Foundation has already gathered a lot of information and there are people who have volunteered to help with the statements. She firmly stated that the new statements will not include new ministries and that they will be collaborative with other individuals and organizations. These statements were in no way complete and Suzanne will report back to the MF Board at our next meeting.

What this means for the CSJ ministries and the Ministries Foundation: Presently the Ministries Foundation will not be responsible for funding the directional statements that are forthcoming from the Province. At this point it is unclear what the Ministries Foundation's role will be in the new directional statements and what role it is expected to play in making them become a reality. Many people on the Board posed questions about what the Province is going to decide regarding our current ministries and what will happen to them moving into the future.

Colleen O'Malley, CSJ, brought up how the Sisters need to decide what the future of the ministries look like and which ones they will continue with into the future. She discussed how it is going to be important for the Province to review our current ministries and it needs to be decided if they should continue, are reaching their goals, are successful and/or need to be finished.

It was decided that the MF needs a clear and concise statement from the Province about its involvement moving forward with the current ministries and what responsibilities it is expected to fulfill. The Board is asking for clear direction about how what it is already doing fits into the Chapter's statements and it needs to be explicitly stated exactly what the MF is being expected to fund. Suzanne, CSJ, will take these requests to her meeting on Monday and report back at the next meeting.

Capital Campaign

Ministries Foundation role: If there is a decision to move forward with a capital campaign the MF will not fund it but will put in the time and effort to make sure it is successful. Ralph stated that the Foundation

can lead the charge on the campaign but in order to do so the Province needs to publicly support the campaign.

Immediate impact on St. Mary's Health Clinics: SMHC will continue to receive operating costs and funding, but instead of the capital campaign going towards only funding the clinics, it will go towards funding all the Foundation's ministries. It was discussed that it does not make sense for a campaign to focus on just one ministry; moving forward there needs to be a unified front with people working together and supporting each other.

Next steps: At this point there is nothing that the Board needs to do for a potential capital campaign. To decide if there will be a campaign and to make it happen, much more research needs to be done and questions need to be answered about what a campaign would look like and include. Kay, CSJ, brought up that there needs to be more research done into capital campaign consultants and if it moves forward then there should be other consulting firms interviewed as well.

It was also discussed that a big step in moving forward with a campaign is to convince the Province that it is a good idea and to get them on board. The possibility of a campaign has been brought to the Province but was met with negativity. The Province does not want to fund a campaign right now and it will need to be presented differently to be successful.

Discussion: There was much discussion about how the timing and process of introducing the campaign to the Province was done poorly. Ralph believes that most of the Province would be in support of a campaign (after speaking with Sisters after it was introduced and answering questions), but the link to full support is missing. Bridget brought up that the Sisters need to make decisions about the future and then any campaign can move forward from there. There was discussion about how a campaign would be an investment into the future and could guarantee that the ministries we fund currently will continue. There was discussion about the need for a professional consulting firm to run a campaign and the importance of giving the right message to the public about our future goals.

Committee Updates

Carondelet Gala: Stacy Jacobson reported that there was great energy surrounding the Gala and things are coming together well! People are excited and looking forward to a great night. Jearlyn Steele will be the emcee: her excitement is infectious and will be a positive addition to the night.

Finance: This committee will meet after the Gala and submit its report after compiling donation information.

Grants: will be awarded in June and applications are due at the end of May. This is a different time table than last year with the Gala; the Board will vote at the end of June about grant recipients for the following year.

Governance: voting on updated charters was moved to be approved by Colleen, CSJ, and the movement was seconded by Sue Owen, all moved to approve.

Marketing: A quarterly newsletter will be coming soon from Bold Moves – this will help donors understand what they are donating towards and will better explain our ministries.

Development: There will be an assessment done after the Gala about where we are at and where we need to go. There is still time to submit names and please think about more people to join this committee (only three people currently).

Adjournment: Beth adjourned the meeting at 5:47pm.

Respectfully submitted,
Alyssa Howells, CSJ Ministries Foundation.