



## EXECUTIVE COMMITTEE

July 31, 2019

### Minutes

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

#### **1. Prayer**

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

#### **2. Minutes**

Anita moved to accept the May 22, 2019 minutes, and Jean seconded it. The committee voted to approve the May 22, 2019 minutes.

#### **3. Executive Director's Update**

**A.** Ralph began his report by informing the committee of Deb Jessen's resignation. Conversation followed on how best to fill the position, what we can do differently, what we can add or let go of.

- a.** However we choose to fill the position, it will need a 60 and 90 day action plan to make sure we get off on the right foot.
- b.** Great time – the beginning of a new fiscal year – to initiate board mentoring relationships with each staff member. Board members will be asked to commit to being a mentor. Anita and Bridget already said yes.

**B.** Ralph distributed a draft of his goals for the year. Highlights:

- a.** Board engagement with the mission, with each other, with fundraising is a priority this year. Some of our committees are strong and engaging while others are lacking. The Development Committee needs a make-over.
- b.** Could help to have various committee members give reports at board meetings, not just the chairs.
- c.** Improve upon what we started with the “new” Gala. Plans are already underway.
- d.** Raise more money. Improve fundraising operations.

Committee members suggested:

- a.** Let's settle on a consistent space for board meetings. The renovated 2<sup>nd</sup> Floor Assembly room is great. Let's use it. Ralph will schedule future board meetings (except December breakfast meeting) there.

- b. Also need to improve how we follow up with engagement and participation exercises at board meetings. Sometimes there's little or no follow-through. We need to do better at connecting the dots.
- c. Make raising money and donor relations our top priority. Invite board members to site visits.

C. Fox Advancement's exploratory work with the CSJ ministries is underway. Fox has interviewed all the ministry directors. Ralph is spending time each week with Paul Rasmussen and/or Kevin Fox helping to coordinate this work. We've assembled a Task Force made up of MF board members, CSJs and other province representatives, and ministry directors. First meeting is scheduled for August 1. It will be an overview meeting. At least two other meetings will follow in the fall.

## II. Province Report

- a. Suzanne reported on the Congregational Chapter, the two-week assembly of CSJs and others that recently concluded in St. Louis. She said it was exciting, motivating and forward-looking.
- b. The themes were: CSJs as beacons of hope. Suzanne will provide the Chapter's written materials to the board that show the Congregation's direction.
- c. Each Province will use the next 18 months to decide how to manage in 2025 and beyond.
- d. Committee members connected the themes of the Chapter with the Fox Advancement work.
  - 1) Ministries support what the chapter says we want to work for – women, breaking down systems, responding to those who are in need, etc.
  - 2) We can look at our ministries as our local priorities; they carry out the Congregational direction
  - 3) We need to capitalize on the priorities
  - 4) What we're building is a cohesive case for what we will do, given our numbers, our resources, energy.
  - 5) More cohesiveness = more focus.
  - 6) Not just the Sisters but the broader community; we cannot do this alone.
  - 7) Collaboration, collaboration, collaboration.
  - 8) We're not "starting over" again – we will continue what we're doing and do it more boldly. Build from what we started.
  - 9) The Chapter direction is an important and clarifying framework to explain how we're moving forward. Need to get this to the whole board.
  - 10) We should invite each board member to the September 7 Community Assembly.

### **III. Agenda for August 15 Board meeting**

This is our kick-off for the year. We are not starting over but we are building on and building up.

We need to connect with one another.

Promo Septemberfest. Encourage attendance and volunteer opportunities.

Agenda:

- Introduce new board member, new officer slate, everyone.
- Start off with excitement, goals. What do we each want to accomplish on the board this year?
- Re-introduce ourselves. Maybe a walk-around, cocktail party format.
- Maybe have another board member learn about another and introduce that person.
- Use the space to visually show off our work.
- Reintroduce the IFDP, highlight Year 4 goals, discuss board member involvement.
- Invite Sue Gehlsen to update us on SMHC.

The meeting adjourned at 9:10 am.

Submitted by: Ralph Scorpio