



To: Ministries Foundation Board of Directors  
Date: April 13, 2020

Happy Easter!

If it seems as if a world of changes has occurred since our last board meeting it's because, well, it has. In mid-February we had no idea we'd be spending at least half of March and all of April working remotely. We were busy working on building up the Gala, not canceling it. But here we are.

1. Our staff has risen to the occasion and has adapted well to working remotely, both independently and together. Through emails, the cloud drive, Zoom, and old-fashioned phone calls, we communicate regularly and are keeping to "business as usual" as best we can. We check mail, make deposits, sign and send thank you letters and receipts, and pay bills at least once per week.
2. Our Gala committees were fully engaged and working diligently to make this our best Gala ever, but now we've re-directed our energy toward next year: **Friday, May 7, 2021**. Same location and with same emcee, auctioneer and Honorary Chairs. We are pleased we could extend their contracts with little or no fees. The attached memo to the Gala committee explains our Gala recovery activity in more detail, but here are some highlights:
  - a. We communicated with all sponsors and donors who had pledged or donated before we canceled. A very high percentage allowed us to keep their sponsorship payment or ticket purchases as a donation this year. We are grateful.
  - b. We sent out an appeal to likely Gala supporters and donors in early April, asking them to consider donating to our Gala appeal what they would have spent on our Gala. Returns are coming in.
  - c. We are hosting an on-line auction and fund-a-need the first week of May. We sent postcards to our mailing list inviting them to join the fun.
3. We've kept to our committee meeting schedule and adapted to Zoom committee meetings as another way to maintain business as usual. Thank you for your patience, understanding and participation.
4. The CSJ ministries have worked creatively and urgently to continue their operations and missions. A few weeks ago I distributed a report outlining their initial responses to this crisis. Attached in the board packet this week is an updated report on how COVID-19 changed the scope of their work -- their responses to a questionnaire I initiated to gather information for grant requests and donor conversations.
5. The work with Fox Advancement continues to advance. We had a great meeting with our Vision Impact Alignment Task Force in early March, which gave our work the go-ahead to continue. Next steps will be to convene community-wide brainstorming sessions to explore ways to continue to respond to the needs of the time in education, health care, and spirituality in the next 10 years. In addition, Fox organized a Zoom meeting with MFairview leadership and CSJ, SMHC and MF leadership to explore a signature partnership for the services and mission at

the St. Joseph Hospital site. Fox Advancement will make a full presentation on its work so far and the work ahead, including the role of this board, at a future board meeting.

6. The Development Committee will report on our Annual Fund, but I do want to report that, despite the uncertainty of COVID-19 on just about everything, we are fortunate that our financial picture at this point in the fiscal year is positive and encouraging. Much better than last year! We have surpassed our Annual Fund's end-of-year budgeted goal. Unrestricted annual giving is up \$271,000 compared to last year and \$153,000 over budget. Much of this is due to one very generous gift in August. We are closing in our grant writing goal. We also have a few estate gifts in the pipeline.

Our Gala revenue will be much lower than budget, yet so will expenses. As mentioned earlier, we will keep most of our sponsorship revenue, including \$30,000 gifts from both Allina and Fairview. We are very grateful. What we do raise this year as Gala revenue will be most likely awarded to SMHC, as we did have a \$175,000 commitment to the Clinics. I don't think we'll meet that goal, but I hope we come close. The other big weak spot in our budget this year will be in contract income, mainly because the MF will not be able to bill the Gala for its hours.

7. I've included first drafts of the FY 2021 budget and operations plan in this board packet. In keeping with our practice, the Finance Committee is presenting these drafts in April for board members to review and comment on. The Finance Committee will continue to work on them and will send final drafts in early June for additional comments. The board will vote on next year's budget at the June board meeting.
8. Our April board meeting (Thursday, April 16 at 4 pm) will be our first all-board Zoom meeting, although our committees have been meeting via Zoom for the past month. The interactive board conversation this time will be an extensive (and fun!) social media training/in-service developed by Alyssa Howells and the Marketing Committee, aimed specifically at how to use and share our on-line auction links. We often ask board members to use social media to help us raise more money – but now we'll fully explain what we mean by that and how we'd like you to help. It promises to be an engaging, interactive session!



We appreciate all that you do for the Ministries Foundation and look forward to seeing you via Zoom at our April board meeting.

Thank you for all you do for the Ministries Foundation!

Ralph Scorpio