



To: Ministries Foundation Board of Directors
Date: June 15, 2020

Happy Summer and the Ministries Foundation version of New Year's Eve!
Much has happened since our last board meeting. Here are the highlights:

1. Thank you for all your help in helping us navigate another year. Although certainly not the year we were planning on, all things considered, it was a successful year for the Ministries Foundation. This past year showed us that when forces beyond our control throw us curveballs it's how we respond and communicate our response that truly matters. I think our staff, the board, and all our ministries have done well on both counts and have not let COVID ruin our year.

I'm glad we didn't roll over and play dead. In fact, we learned a lot about ourselves and our ability to adapt to new ways of doing old things that will serve us well into the future. As I have reported earlier, our staff and board have risen to the occasion and have adapted well to working remotely, both independently and together. We've discovered new ways to communicate with our donors. The weekly "emotional health" emails have been wonderfully received and appreciated. We are proud of the ways the ministries have "responded to the needs of this time," and have been very enthusiastic about reporting that news.

2. Our Gala committees and staff are to be commended for turning around this year's Gala on short a short notice. We hosted an on-line auction and fund-a-need the first week of May. We will end up raising about \$170,000, and with far fewer expenses we will net close to \$150,000. We had budgeted a Gala grant of \$175,000 to St. Mary's Health Clinics, so we will end up close to that.
3. Drafts of the latest FY 2021 budget and operations plan illustrate that we're moving forward in 2021, building on what we've accomplished this year. Basic operations and staffing will stay the same, yet our COVID experience this year compels us to be open to the possibility of more change. The board will vote on the 2021 budget this week at the June board meeting.

We cannot predict what "normal" will be in the coming year, but we will plan the best we can and remain flexible and open to alternative ways of doing things. We will transform Septemberfest from an all-outdoor event to either an entire virtual event or a hybrid type of event. We are not cancelling it but transforming it. It always intended to be a way for donors and friends to interact with the CSJs, not really a fundraiser. We are working on a way to preserve that part of the event without jeopardizing Sisters' health. Stay tuned! Also, we are planning for a live Gala in May 2021 but really can't predict whether the public will be ready for large gatherings next spring. Therefore, we will remain open to the possibility of a hybrid event. We also plan to offer more virtual/online programs and events to better engage donors.

4. The Development Committee will report on our Annual Fund, but I do want to report that, despite the disruption of COVID-19 for the past four months, we are fortunate that our financial picture is positive and encouraging. We have surpassed our Annual Fund's end-of-year budgeted goal! Much of this is due to one very generous gift in August and sustained donor activity throughout the year. We have exceeded our grant writing goal. We also have received some estate gifts and have a few others in

the pipeline.

We will not meet our budget this year will be in contract income, mainly because the MF will not be able to bill the Gala for its hours. We did receive \$78,000 in PPP funds as a loan. The loan will be mostly forgiven, but not until July or August. Therefore, the PPP revenue will show up as income in 2021. We have included \$60,000 (an estimate) in our 2021 budget.

5. Thank you, board members, for financially supporting our work this year. So far this year, 83% have contributed, totaling \$16,779. We would like 100% participation and to reach \$20,000. If you have not contributed yet this year and wish to support our work, please donate by June 30. Thank you!
6. The work with Fox Advancement continues. The Province Council is currently debating how to proceed. I have provided information as requested, and so has Fox. I hope this can be resolved soon so we can continue this important work.
7. In late April, Sister Irene O'Neill asked if the Ministries Foundation would return to serving as fiscal sponsor of Sisters Rising Worldwide (SRW), the non-profit she founded and runs. SRW's 501(c)3 status has been temporarily suspended because SRW had not filed a Form 990. She applied for reinstatement but asked the MF to serve as fiscal sponsor during this transition.

A fiscal sponsorship describes a relationship between a non-profit organization with 501(c)(3) tax exempt status and a project, conducted by a separate organization, group or individual that does not have 501(c)(3) status. Fiscal sponsorship permits the exempt sponsor to accept funds restricted for the sponsored project on the project's behalf. The sponsor, in turn, accepts the responsibility to ensure funds are properly spent to achieve the project goals.

The Executive Committee met via Zoom in May to discuss and approve this request. We outlined the responsibilities and obligations of both parties in a written agreement between the MS (fiscal sponsor) and SRW (the sponsored organization). The agreement specifies how the MF, as the fiscal sponsor, is responsible for all legal compliance relating to receiving, reporting, and acknowledging charitable donations. If you would like to see a copy of the Memo of Understanding, please let me know.

8. Our June board meeting (Thursday, June 18 at 4 pm) will be our second all-board Zoom meeting. Thank you for so seamlessly making this transition. Our April meeting went well, and we expect this one will, also. The interactive board conversation this time will be a conversation about other potential partnerships we might engage in. We will hear from Martha Nemesi, director at Learning In Style School about how LIS benefits from its new partnerships. What else may be out there? What other connections can you help us make? I look forward to this conversation.
9. Because this is the last meeting of this fiscal year, it is also time to thank say goodbye (officially, but not really, because we know where she lives and hope to keep her connected!) to one board member who has served us so generously over the past 7 years: Erin Schneeman. In addition, Beth Bird concludes her term as Chair of the Board of Directors but will stay with us next year as Immediate Past Chair. So we will say "thank you" but not "goodbye."

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

