



**Ministries Foundation Executive Committee**  
**Wednesday, January 27, 2021**  
**Zoom Virtual Meeting**

**DRAFT**

**In Attendance:** Beth Bird; Anita S. Duckor; Kay Egan, CSJ; Suzanne Herder, CSJ; Alyssa Howells; Mary Lydon; Gabrielle Rohde; Ralph Scorpio; Kristine (Kris) Smyth; Bridget Sperl; Jill Underdahl, CSJ; Jean Wincek, CSJ.

The Ministries Foundation Executive Committee convened Wednesday, January 27 via Zoom. Chair Bridget Sperl called the meeting to order at 8:30am. There was a new member on the Committee, Kris Smyth, who took over as Chair of the Development Committee. Bridget welcome Kris to the committee.

**Prayer:** by Anita S. Duckor.

**Minutes:** Bridget asked if there were any corrections to the minutes from November 24, 2020. Hearing no corrections, Anita made a motion to approve the minutes with Kay Egan, CSJ, seconding her motion. All agreed and the minutes were approved.

**Follow-up Questions/Discussion to Written Reports**

- A. Executive Director's Report and 2021 Goal Status: Currently the Bold Moves 2030 project is compiling data from surveys that were sent out to the Community. Ralph Scorpio and the Ministries Foundation (MF) staff will be working with Fox Advancement (Fox) to prepare the results for a presentation to the Community. There is a lot of pressure for the presentation to go well because it will be the first time the Sisters hear more fully about the project and its first impression will be very important. The results will cover sustainability of the future and the intended outcome, results, and a description of what Fox has heard so far. The data needs to be condensed but not simplified and presented in a convincing way that is not telling anyone what to do.

An updated budget worksheet has been sent to ministry directors asking them to consider the effects of COVID-19 on the ministry, the future, and what an appropriate budget would include, Ralph has also completed if for the MF. Ralph mentioned the large estate gift the MF received in the fall and said that according to Board policy, the Board decides how the funds are used. According to the policy, the Executive Committee first decides what to do with the gift and then presents their recommendations to the Board for a vote. Ralph asked the committee to remember that in a future meeting it will need to decide how to distribute the funds. He added that it was a very good fall giving season and the Annual Fund is doing well. Consociate donations are the same as last year and he will compile a report of Board member donations.

- B. Committee Reports
- a. *Development:* Kris will meet with Annie Sarver-Bodoh today to discuss the agenda for the meeting in February. The focus will be motivating people who haven't donated yet this year, to donate.

- b. *Finance*: At the last meeting, the investment proposal with DeMarche was discussed. DeMarche will next present on portfolios of investment recommendations, hopefully in the next four to five weeks.
- c. *Marketing*: Website updates are the focus right now and Gabrielle Rohde said her goal is to convince a brand-new donor to find out more about the MF after visiting the website for the first time.
- d. *Governance*: Since no one came forward to be the Vice Chair of the Board, the committee will try again in July. The Board will vote at the next meeting to potentially approve three new members and the committee continues to focus on diversifying the Board. Bridget encouraged everyone to reach out to new Board members to welcome them and make connections. Will start considering past Board members from the St. Kate's board of directors to join the MF Board.
- e. *Grants*: Jill Underdahl, CSJ, said that Maya Missaghi (new Board member) will join the Grants Committee and she is following up with some CSJs to join as well.

### Province Report

- A. M Health Fairview Partnership: M Health Fairview (MHF) continues to partner with the Leadership Team to help re-imagine a new healthcare model at the St. Joseph's Hospital space. MHF is consulting with an outside group to consider the potential space and its unique opportunities, the focus will be a 'health and wellness hub'. Suzanne Herder, CSJ, said that at this point MHF is unsure about St. Mary's Health Clinics joining the 'hub' because the clinics aren't a federally funded organization. MHF is considering the possibility for mobile clinics. Bridget asked about any other opportunities for the ministries and Suzanne said that there is potential for Learning In Style to be a partner there with job hunting, etc. Ralph added that the Ministry Commission has been invited to brainstorm possibilities for the space too. There are a lot of ideas.  
Bridget asked Ralph to talk about the Fairview Foundation donor base:
  - a. The Fairview Foundation has a large donor database and Ralph believes there is a good chance those same donors will want to support the CSJs and ministries. Ralph is in conversation with MHF's Director about it and will work to make it a reality.
- B. Provincial (Pro) House Transitional Housing Project: Interfaith Action has asked to use the Pro House for housing for families experiencing homelessness and the Leadership Team is working with Ramsey County to get the license to do that. They are hopeful that families will be able to move in at the beginning of April. Suzanne has been in conversation with people in helping with this project. There was a discussion about things that could be donated and what we all can do to help this project. Suzanne will keep the Board and Committee updated about what is needed. Bridget encouraged everyone to think of things that would make people excited about donating to the ministries; what would that look like and how could we get more excited about things related to the ministries.

### Discussion

- A. Vice Chair: Discussed during the Governance Committee update.
- B. Bold Moves 2030: Bridget asked if there were any other questions or things to add to Ralph's Executive Director's report on this topic. Bridget has asked Fox for clarity of roles and better descriptions. There were no further comments.

### **Board Education Topics**

Every other month there will be an activity or presentation to educate the Board about other parts of the MF and Sisters of St. Joseph. Ralph presented the suggested topics list and said that the topics are things that we don't have time to talk about during the Board meeting but are still important. The next session in March will be about the legal structures within the Province. Ralph and Bridget asked for any feedback about these events. Mary Lydon said that she prefers meeting times to be in the morning or lunch time. Kris stressed that we need to make sure that new Board members know about the education events, so they feel welcome to attend.

### **Disbursement Plan for Estate Gifts not Restricted to Endowment**

Already discussed earlier in meeting.

### **Agenda/Time for February 18 Board Meeting**

Bridget asked for suggestions to the Board agenda for the February meeting. Gabrielle wants to engage more Board members and Kay Egan, CSJ, suggested breakout rooms where people could talk to each other on specific topics, etc. There was a discussion about possible topics to discuss in breakout rooms and Gabi suggested having ministry directors there to talk to people. Jean Wincek, CSJ, said that it would be fascinating to have members talk about what interests them about the website, communications, etc. Jill suggested that instead of having people talk about the ministries at the meeting, discussing the Gala would be more helpful because it is time sensitive. She suggested asking members to think about how we can make it more exciting, what can we add to it, etc.

Bridget said that from the discussion she thinks the agenda should include: Bold Moves 2030 update, committee reports, vote on new members, breakout discussions about Carondelet Gala and getting involved. All agreed.

### **Staff Update**

Started at 9:42am, Alyssa Howells exited the meeting.

### **Other**

No further comments.

### **Executive Session**

**Adjournment:** the meeting adjourned after the Executive Session.

Respectfully Submitted,  
Alyssa Howells, CSJ Ministries Foundation