



April 15, 2021 Ministry Reports

1. Development Committee

- New Committee Member: Stephanie Klenk
- Revenue YTD is \$1,742,748 / Budgeted for the year \$1,770,000 (Paperwork in the Portal)
- The goal of 300 new donors was reached, there are 317.
- Gala – Coming soon!!!!
- Thank-a-thon Calling-Nine Board Members called on two nights and from home. A total of 217 calls were made. Thank you to the members who called.
- Extensive discussion on the Committee's Charter update.
- In addition to the regular St. Joseph Day appeal mailing about 265 LYBUNTs (Last Year But Unfortunately Not This year) donors were segmented out and had hand addressed envelopes and mailed special St. Joseph Day Appeal. Encouraging them to donate.

2. Governance Committee

Board Recruitment

We have been in contact with three potential candidates: Mary Fran Allen, CSJ who declined to serve on the Board but is discerning about joining the Grants Committee; Margaret Brown, CSJ who has been asked and is discerning.

There have been several contacts to ask Rosario de la Torres, recommended by Sandy Vargas, if she is interested in joining the board. She may be interested but we have not been able schedule a meeting to discuss in further detail.

We will actively recruit another Consociate to add to our board after June 30th when the new Consociate Leadership Collaborative is affirmed. We identified Jill Garcia and Peg Schwendeman who currently are on the Consociate Council as potential candidates too.

Diversity Board Recruitment Matrix

We have designed a Diversity Board Recruitment Matrix that includes:
Professional Expertise

- Communications/Public Relations
- Executive Management

- Finance/Investment/Banking
- Fund Development
- Governance
- Human Resources
- Legal Service
- Marketing
- Nonprofit Administration/Employment
- Operations: Processes, Procedures and Systems, Information Technology
- Affiliated Industry with a CSJ Ministry: Health Care, Education, Spirituality/Diversity Characteristics
- Community Networks
- Moral Compass
- Gender
- Ethnicity
- Age – [Under 40] [41-59][60 plus]

We will ask potential candidates the following questions in our recruiting process: 1) how do you describe your moral compass and express it in your life and; 2) what do you see as your top three professional skill-sets.

We will also use this matrix for our current board.

Ministries Foundation Board of Directors Handbook

The committee is redrafting the Board Chair's job description and will be reviewing all of the other board descriptions to determine if they need to be revised.

3. Finance Committee

Investment Study

DeMarche has completed its first stage of work process in evaluating our investment policies and recommending investments, including:

- Evaluation of the general governance structure from staff on up with feedback on areas that might be modified.
- Recommended asset allocation mix(es) based on return goals, time horizon, and risk tolerance the investment committee would provide.
- Spending policy decisions and levels in today's low-rate world. Important to this evaluation for the Foundation is how decisions should be made today and in the future.
- Capital market assumptions and outlook.

The Investment Subcommittee met last week to discuss the DeMarche plan/recommendations. There will be follow-up meetings with DeMarche and the

Investment Subcommittee before discussion at the Finance Committee. Finance Committee will evaluate this spring and then bring to the Board.

Budget

Committee made some initial comments/edits on Draft 1 of the 2021-22 budget. Ralph completed draft 2 of 2022 budget.

4. Marketing Committee

Website

Added new member: Eva Perez.

Website subcommittee continues to meet to discuss ways to keep updating the website. Next step is to have focus groups, led by a volunteer who has stepped forward, to hear what other, especially first-time viewers, have to say about it.

Winter Bold Moves newsletter mailed in late February. Spring issue is being worked on now; will mail in late May.

Continue to strengthen communication plan with other Province ministries, esp. SMHC and Sarah's.

Working on how to develop more virtual marketing opportunities, especially for the Carondelet Gala Celebration.

5. Grants Committee

Getting ready for the Spring Partners In Ministry grant cycle. Also working on adding a CSJ at-large member to the Grants Committee.