

Franciscan Ministries Inc.
Board of Director's Meeting
DATE: October 28, 2024
Minutes

I = Information D=Discussion A = Action

In attendance:

Board Members – Jason Bruns (by phone), Don Evers, Elaine Ward, Michael Barnett, Sr. Marilyn Trowbridge (Ex-Officio), Sister Ann Cecile Albers
Executive Director – Holly James
Absent (excused): Guillermo Villa

Secretary: Michael Barnett

Agenda Item	Time	Item type	Comments
Welcome – Michael	6:00p	I	Welcome to Board members
Opening Prayer – Sr. Marilyn	6:05p		
Consent Agenda	6:10p	D, A	Michael noted items for Board approval on the Consent Agenda and opened floor for questions: <ul style="list-style-type: none"> • July 22, 2024 minutes • Executive and Finance Committee Reports • Executive Director Report • Program Reports Elaine moved to approve the Consent agenda, Sister Ann seconded, and the motion passed.
Financial Report	6:15p	I	Don presented a summary of financial reports and activities. <ul style="list-style-type: none"> • Tau House revenue down because of fewer retreats. • There was no second quarter “ask” of the Congregation for funding but a request was submitted for the final quarter of this year. • A FM car (Mazda) used by Tamar’s was totaled in an accident (no injuries for the staff person driving the car) and an insurance payment of \$12,000 was received.
Governance matters	6:30p	D, A	Jason and Holly presented the following governance matters: <ul style="list-style-type: none"> • Proposed slate of Board officers for 2025 – Michael Barnett, Chair; Guillermo Villa, Vice Chair; Elaine Ward, Secretary and Treasurer. Jason moved to approve the Board slate, and Don seconded. Motion passed.

			<ul style="list-style-type: none"> Holly shared updated FM Service Opportunity flyer to be used in Board recruitment efforts. She has placed materials with some volunteer recruitment sites; all Board members are encouraged to reach out to their contracts and churches for possible candidates. Board and Committee schedules for 2025 were shared – 4 meetings for full Board (<i>January 27, April 28, July 28, and October 27</i>) and 8 meetings for Executive Committee (<i>February 24, March 24, May 19, June 23, August 25, September 22, November 24, December 22</i>). Finance and Development Committee meetings to be determined in future.
Strategic Planning Request for Proposal	6:45p	I, D	<ul style="list-style-type: none"> Holly presented a draft Request for Proposal for Strategic Planning Services. Board discussed operational needs given status of a couple of existing ministries and desire for strategic planning to help prepare for possible changes and solidifying the FM story. Board approved with modifications. There will be separate strategic work for the Board and the staff. Funding for work was included in recent Budget proposal, and Holly intends to seek third-party grant money as well.
Meeting Adjourned	7:10p		