

**Franciscan Ministries Inc.
Board of Directors Meeting
October 23, 2023
Minutes**

I = Information D=Discussion A = Action

Present: Jason Bruns, David Roth, Renee Sales, Don Evers (by phone), Elle Baker, Sr. Marilyn Trowbridge (by phone), Sr. Ann Cecile Albers, Basette Smith
Absent: None

Agenda Item	Item type	Comments
Welcome, Opening Prayer, and Call to Order	I	Jason opened the meeting. Sr. Ann led the Opening Prayer.
Review/approval of 7/24/2023 minutes	A	No changes or amendments Motion to approve made by Sr. Ann , seconded by Elle - all approved
Board Transitions, New Board Members	I, D	Jason thanked Elle and David for their years of service Jason reported: <ul style="list-style-type: none"> ● Michael Barnett, Guillermo Villa were contacted by Sr. Marilyn to consider rejoining board, both agreed ● Jason motioned to approve, David seconded - all approved ● Encouraged board to discuss possible new board members
Board Transitions, Term Dates	I, D	<ul style="list-style-type: none"> ● Chapter meeting in Lourdes France in September ● Set direction for next 5 years ● Also reviewed proposals from sisters <ul style="list-style-type: none"> ○ Philippines ministry ○ Providential Plan <ul style="list-style-type: none"> ■ Assessment across all geo settings looking at the same thing <ul style="list-style-type: none"> ● # of sisters ● partnerships ● obligations ● where we see ourselves going forward

- Overall structure
 - Recently moved from leadership team of 7 to 5 - focused on ministries associates, communities, formation
 - Proposal regarding to re adapt CCA - overlooking all ministries as was in the past
 - Wasn't enumerated in detail - living, unfolding experience
 - Would now have a team of 5
 - Sr. Wilma
 - Sr. Makayla - background in theology
 - Sr. Mara
 - Sr. from Brazil
 - Sr. Sophie - educator
 - Sr. Wilma only one returning to role
 - First time no US citizen on team
 - Implications for FM
 - Reframing of the CCA
 - Could choose a person to cover both US and another area
 - Transition on 11/30 - sisters to be installed on that day
 - Sr. Marilyn would no longer be in the same role
 - FM would work with one of the 5 sisters for oversight
 - Simplifies communication structure for FM with only one point of contact
- Related to Sarah's transition:
 - Brian, Bill, Deanna have all left the board
 - Would need to look at bringing on new board members
- Discussed Guillermo, Michael returning to board after 1 year hiatus
- Would need to look at board terms

<p>Executive Director Report</p>	<p>I, D, A</p>	<p>○ Renee: Jason, David, terming off</p> <p>Sr. Ann reported:</p> <p>HAIRCUTS</p> <ul style="list-style-type: none"> ● Very busy ● Will look into hiring PT stylist <p>TAU</p> <ul style="list-style-type: none"> ● Couple groups over the last week ● Not much going on <p>GARDEN</p> <ul style="list-style-type: none"> ● Nothing reported <p>TAMAR'S</p> <ul style="list-style-type: none"> ● Realizing that the clientele is different than at OTR ● The ones that are coming are more single mothers with children ● Finding out that they are coming more for food ● Tamar's staff stated that they will have to take time to figure out how to move forward ● With the close proximity to Oyler, not many streetwalkers ● Learned that the Women of Alabaster now working out of St. Phillipus - former Tamar's clientele being served by them ● Also another group in LPH called Weightless Anchor also serving women <p>David: believe that as time goes on should service options at Tamar's change?</p> <p>Sr. Ann: May need to look at that</p>
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		<p>Jason:</p> <ul style="list-style-type: none">● Currently in holding pattern - possibly through Exec Comte look at leadership plan● new ED, Development, etc.- getting a good look at what is needed - what is needed in community● Sr. Ann holding staff meetings to begin to understand from their perspective● Will ask Tamar's team to share their thoughts on paper <p>David: There may need to be an identity change with regards to what services are needed in the Lower Price Hill area</p> <p>Jason: Will need to live into some of these questions for this year - look to sorting things out in 2024</p> <p>David: So waiting until the first of the year to begin looking to hire ED?</p> <p>Jason:</p> <ul style="list-style-type: none">● Yes - lot of unanswered questions with regards to what role the new ED should play; how it relates to the other leadership roles in the ministries● For example: we decided at one point to not hire a Development Director and and ED, but when we hired an ED her strong suit was not development, so she hired a Development Director which we now have and we're now back to what does it all look like going forward● We're all in agreement that we now don't need a FT Tamar's director and a FT ED, but then, what do you marry together in terms of boots on the ground at Tamar's and managing the other programs - throw development in the mix and we're truly looking for a unicorn● Really trying to understand current state in order to understand future state
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		<p>Discussed whether agencies that work with Haircuts make any sort of contribution</p> <p>Don E: we were collecting some minimal dollars in some of the venues Margarita was attending - \$186 total raised thus far</p> <p>Sr. Marilyn: with some of the large agencies that work with Haircuts (such as Ronald McDonald House) there should be some sort of contribution or a contract contribution. Feel that when a contribution is made, there is more of an investment in the program's success. Could also be scaled based on the agencies' budget</p> <p>Don E: Perhaps something Marci could look into</p>
Executive, Development Committee Report	I	<p>Jason reported on Executive and Development Committees:</p> <ul style="list-style-type: none"> ● Exec Cmte met prior to this meeting ● Discussed cadence for future board meetings, committee meetings in 2024 ● Discussed bringing back Development Committee once new board members onboard
Finance Committee Report	I	<p>Don reported: See Cash Flow Summary</p> <p>Highlights:</p> <ul style="list-style-type: none"> ● Cash position for September slightly above \$167k increase of \$12k vs 1/1/23 position of \$155k ● Surplus from operations of just over \$6,400 ● Balance sheet changes of \$5916 add back from depreciation and change in other assets <p>January actual vs budget</p> <ul style="list-style-type: none"> ● Favorable by \$6412.97

		<ul style="list-style-type: none"> ● Revenue unfavorable by \$97k ● Expenses favorable by \$104k <p>Revenue</p> <ul style="list-style-type: none"> ● Grants down <ul style="list-style-type: none"> ○ d/t no ED, did not fill the PT grant writer position ○ Program revenue down \$12k ○ Should come back in October-December as we get classes program sign ups for 2024 ● Contributions down <ul style="list-style-type: none"> ○ Has been happening over the past couple years d/t tax law changes affecting charitable contributions (more advantageous for filers to take standard deduction) ○ Asked for \$4k less from congregation in the first 9 months of the year d/t an overdelivery of funds from the Peddler <p>Expenses</p> <ul style="list-style-type: none"> ● Wage-related costs favorable by \$118k <ul style="list-style-type: none"> ○ d/t ED vacancy, not backfilling Tamar's director, PT stylist roles ● Did not move forward with Tamar's garage but had significant repairs (concrete, maintenance repairs) leading to an overage of \$16k <ul style="list-style-type: none"> ○ As a result, delayed our ask to the congregation d/t being over in our bogey cash ● Will finish October \$145k in the bank, over the limit imposed by the congregation <p>Sr. Marilyn: Will not hear back from congregation re: review of 2024 budget until early December</p>
Wrap-Up and Adjournment	I, D	<ul style="list-style-type: none"> ● Dates, times for future board meetings: <ul style="list-style-type: none"> ○ Jan, April, July, October - fourth Monday ● Executive Committee meetings:

		<ul style="list-style-type: none">○ Monthly on fourth Monday (with exception of board meeting dates)● Renee to resend calendar invites - Sarah's calendar is still showing up on calendars● Sr. Marilyn thanked David, Elle for all their work and service <p>Jason thanked everyone and adjourned the meeting</p> <ul style="list-style-type: none">● Next meeting: January 22, 2024
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