

**Franciscan Ministries Inc.
Board of Directors Meeting
April 24, 2023
Minutes**

I = Information D=Discussion A = Action

Present: Jason Bruns, Sarah Wagner, Elle Baker, Renee Sales, Basette Smith, Don Evers, Sr. Marilyn Trowbridge, David Roth, Brian Walker, Deanna Powell, Bill Schinkal, Sr. Ann Cecile Albers, Pamela Carroll Dean
Absent: None

Agenda Item	Item type	Comments
Welcome, Opening Prayer, and Call to Order	I	Jason opened the meeting. Sr. Marilyn led the Opening Prayer.
Review/approval of 1/23/2023 minutes	A	Motion to approve made by David Roth, seconded by Sr. Ann - all approved
Tamar's Center Report	I, D	<ul style="list-style-type: none"> ● Tamar's Director Pam Carroll Dean presented to Board ● Lots to do moving forward, but have a plan ● Tuesdays at Tamar still going on <ul style="list-style-type: none"> ○ Themed days (arts, self-care, jewelry) ○ Yoga every other month ○ Have partnered with Thrive for basic self-defense courses <ul style="list-style-type: none"> ■ Emphasized the importance of staying safe in the streets ■ Incentivized to attend with gift cards ● Will implement gardening program at Tamar's ● Will also implement cooking classes <ul style="list-style-type: none"> ○ encourage healthy eating ● Will also implement Thursdays as outreach days ● Have been showing up at the Washing Well weekly <ul style="list-style-type: none"> ○ Speaking to visitors about Tamar's ○ Paying for clothing washes ● Wednesday peer recovery group ● Home cooked meals provided weekly ● Received a couple grants <ul style="list-style-type: none"> ○ able to purchase outreach supplies (tents, pay for staff training, built in a client assistance section in financials for rental assistance for the peer

		<p>recovery leader and another client with storage assistance fees</p> <ul style="list-style-type: none"> ○ Connected many women to housing, substance abuse treatment, etc ● Many of the participants have come ● Avg for Tuesday meetings 4-5 ● Avg for Wednesday peer support 4-5 <p>Don E: when do you see day visitor numbers returning to pre-COVID levels</p> <p>Pam:</p> <ul style="list-style-type: none"> ● Eyeing a 6 month target for substantial increase ● Don't really have a target number but know the goal is to increase numbers ● Have gone downtown to the courthouse for outreach efforts <p>Sarah:</p> <ul style="list-style-type: none"> ● If we saw 7-8/day it would be good - this is not the gym at Philippus ● Numbers at OTR may not have been accurate as there were clients that had not been seen in some time ● Closed out a lot of clients and they could always be reopened if they return <p>Sarah continued:</p> <ul style="list-style-type: none"> ● Met with Nehemiah Manufacturing Company personnel to develop an employment partnership - they have hired one Tamar's participant ● Supplies have remained stocked - have not had an issue with lack of supplies <p>Sr. Ann: Are there many transgendered participants?</p> <p>Pamela: As long as they identify as female we will welcome them</p>
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		<p>Sarah: no where in the city does an overnight shelter for trafficked individuals</p> <p>Elle: thanked Pam for her work and the progress Tamar's has made thus far</p>
Executive Director Report	I, D	<p>Sarah reported on results:</p> <p>TAU</p> <ul style="list-style-type: none"> ● In full swing ● booked thru the summer ● some repeat groups, some new groups ● looking at ways to ● looking to increase numbers - goal is to increase by 2-3 groups/year <p>GARDEN</p> <ul style="list-style-type: none"> ● Sisters have a plot ● Fully booked ● ground has begun to be tilled <p>HAIRCUTS</p> <ul style="list-style-type: none"> ● Increasing sites in 2023 ● Margarita is now FT <ul style="list-style-type: none"> ○ Now also at Tamar's 1x/mo ● Looking to increase voucher program <p>DEVELOPMENT</p> <ul style="list-style-type: none"> ● Now authorized to split position <ul style="list-style-type: none"> ○ One position for donor relations, garnering support, database, annual appeal (Grace Marie) ○ Second position for grant-writing <ul style="list-style-type: none"> ■ Currently have one resume for that position

		<ul style="list-style-type: none"> ○ Development committee has met (Bill, Deanna) <p>PROGRAMS</p> <ul style="list-style-type: none"> ● Program committee will meet in July ● Agreed that we will do an organizational assessment this year <p>Jason:</p> <ul style="list-style-type: none"> ● Organization overdue for refreshing our strategic plan, but did not feel it necessary to do a full on revamp of the strategic plan, rather an internal SWOT analysis ● Goal to make all of our services as effective as possible - would be facilitated by an outside person <p>Sarah:</p> <ul style="list-style-type: none"> ● Have reached out to two individuals to facilitate - both will be submitting proposals within the next week <p>Sr. Marilyn: time commitment by the Board?</p> <p>Sarah: Yes—some pre-work, homework, then a possible full day session</p> <p>Sr. Marilyn: with the losses, additions, and the social transition the situation has been altered - agree that an internal review/assessment is timely</p> <p>Bill: Development committee meeting was educational - has been good to get a sense of the needs for the team and a more efficient ways of reaching a broader audience</p> <p>Sarah: Would want to encourage Board members to think of 5 people that could support FM from a development perspective - Sarah could invite these individuals to FM for an informational session - Bill calls it “friend-raising”: networking in a way to gather and learn about the organization, be introduced to personnel in a non-pushy way</p>
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Executive Committee Report	I	<ul style="list-style-type: none"> ● Jason reminded of current vacancy for board vice chair ● Sarah reported on Rome leadership visit (Sr. Licia, Sr. Paula) <ul style="list-style-type: none"> ○ Round Robin visit to all FM ministries ○ Renee: Felt it went well - some challenges with regards to translation from Sr. Licia to Sr. Paula ● Jason: Congregational leadership changes are ongoing ● Sr. Marilyn: <ul style="list-style-type: none"> ○ Will be in France in September for ~3 weeks ○ About 30% of congregation will be there ○ Will result some changes on the leadership team ○ Know that Sr. Licia will be termed out ○ Don't anticipate anything major with respect to FM ○ New leadership would be installed in December
Finance Committee Report	I, D	<p>Don E reported on results (hard copy of report provided to Board)</p> <ul style="list-style-type: none"> ● Highlights: <ul style="list-style-type: none"> ○ Garage has been approved ○ Construction will require city permits ○ Plan to be completed in a couple months ○ Quarterly reports and grant request sent on time to Italy ● Sr. Marilyn: What kind of grants are we looking for? understand that most grants are unable to be allocated to staff, buildings ● Sarah: Will need money for personnel, capital - things are doing well programmatically - feel that it would be easier to fundraise through donor-ship
Wrap-Up and Adjournment	I	<ul style="list-style-type: none"> ● Jason adjourned the meeting

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