

**Franciscan Ministries Inc.
Board of Directors Meeting
October 24, 2022
Minutes**

I = Information D=Discussion A = Action

Present: Jason Bruns, Sarah Wagner, Elle Baker, Renee Sales, Basette Smith, Don Evers, Sr. Marilyn Trowbridge, Michael Barnett, Waleed Fadayel, Guillermo Villa, David Roth, John Payton

Absent: Deanna Powell

Agenda Item	Item type	Comments
Welcome, Opening Prayer, and Call to Order	I/A	Jason opened the meeting. Sr. Marilyn led the Opening Prayer.
Review/approval of 7/25/2022 minutes	A	Motion made by David Roth, seconded by Michael Barnett - all approved
Executive Director's Report & Program Report	I	<ul style="list-style-type: none"> Sarah reported on results <ul style="list-style-type: none"> Q3 data posted to board site GARDEN <ul style="list-style-type: none"> Garden doing well, winding down but productive TAU <ul style="list-style-type: none"> Rebounding well from COVID 260 served, 16 partner sites - looking to add new groups HAIRCUTS <ul style="list-style-type: none"> Doing very well - currently 100% mobile with Mary Magdalene as a site - also added hospice sites Requested in budget for current stylist Margarita to be promoted to full time with additional part time workers Noted that Margarita is really special, has an energy about her and believes this is her calling Discussed how transportation would be handled with proposed additional part time personnel, with Sarah stating that this would need to be resolved - also noted that the car, van at Tamar's is a possibility although both are being fully utilized Reported that there have been a couple safety incidents @ Mary Magdalene - Marci, team checked in with Margarita who did a great job in handling the situation

		<p>TAMAR'S</p> <ul style="list-style-type: none">● Program is exploding and will get to the point where we will have to turn people away● With what a case manager can handle the building is quickly surpassing capacity - the shelter director is having to fill in● Reported that a Peer support specialist was requested in the budget as programming is constant all day, handling difficult situations, traumas● Reported that camaraderie among the participants is really good to see - response is resoundingly positive, staff doing well● Reported that the community has been welcoming - has become part of the collaborative in LPH and has developed a great relationship with local businesses● Shared that a Tamar's participant is currently employed at NMC● Discussed current capacity due to staffing<ul style="list-style-type: none">○ Sarah: location and logistics have been an issue when participants are in need of attention and only one staff is present○ Budget request has taken into account current numbers, noting that the max number of participants if utilizing all staff would be 6, which is different than at the old location● Discussed the use of volunteers in order to ease the burden, with Sarah noting that 2 volunteers are currently utilized<ul style="list-style-type: none">○ Jason: noted that the board needs to be clear regarding the overall mission for Tamar's within the context of the organization's mission of meeting unmet needs - pointed to the program committee as a possible support in determining this
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Development Report	I	<p>AUCTION</p> <ul style="list-style-type: none"> Sarah reported on results <ul style="list-style-type: none"> \$4485 raised - a little short of goal but response was positive May do something different next year due to this year's results vs what was spent <ul style="list-style-type: none"> \$4k paid for outside person brought in to assist - funds for that were set aside to cover their costs Will have final numbers soon <p>ANNUAL APPEAL</p> <ul style="list-style-type: none"> Finishing touches being put on now Will be going out Nov 1 <p>PEDDLER</p> <ul style="list-style-type: none"> Great conversations with the Peddler trying to amplify FM's presence and messaging regarding where the proceeds go Ordered a flag, brochures, donation box, <ul style="list-style-type: none"> Will begin visiting the location on Fridays to thank shoppers in person Will begin handing out mini informational candy bars with info outlining each program <ul style="list-style-type: none"> Hope to better communicate the impact buyers are making with their purchases
Executive Committee Report, Board Transition	I, A	<ul style="list-style-type: none"> For consideration to board - Bill Schinkal

		<ul style="list-style-type: none"> ○ Recommended by Sarah - would provide assist with regards to development, social media - completed nomination form ○ Board application distributed to the board and application discussed nomination ○ Jason formally recommended Bill and motioned to approve, Michael seconded - ALL approved ○ Jason to reach out to Bill in the coming days
Finance Committee Report	I	<p>Don E reported on results (see documents on board site)</p> <p>Highlights:</p> <ul style="list-style-type: none"> ● Funds from OLW sale has been used ● Well positioned to be at the \$100k spend down at yard end <ul style="list-style-type: none"> ○ Still a chance we may have to go to congregation at the end of November (based on forecasts) to request funds to stay above that level, but would not be a material amount ○ Forecasting around \$40k in the November/December period ● Budget sent off to Rome <p>BARN</p> <ul style="list-style-type: none"> ● Very little will change vs 2022 except the fact that the revenue stream will be supported by the congregation ● Adding 2 full time personnel with benefits ● No revenue from the Barn expected in 2023 due to the ending of events in the Barn <ul style="list-style-type: none"> ○ Limited going forward in how the Barn can be used ○ Congregation will forming committee to review all vacant properties as well as proposals for potential changes for use of these properties

		<ul style="list-style-type: none"> ● Discussed other uses for the Barn to recoup the lost revenue <ul style="list-style-type: none"> ○ A high level proposal was submitted by Sarah to Sr. Licia <ul style="list-style-type: none"> ■ A consortium of social services, similar to a program in Northern Kentucky ■ A copy of the proposal given to Jason <ul style="list-style-type: none"> ● Would need to be resubmitted once the congregation committee has been formed ○ Jason: divesting at the Barn was strategic, given conversations role of the Barn within the larger mission of FM <ul style="list-style-type: none"> ■ Will allow staff to focus on mission-critical work - congregation will continue to support FM financially in the short-medium term ○ Pursuit of grants, other funding will need to be high priority going forward
Board Transitions	A	<p>Farewell and special thanks to:</p> <ul style="list-style-type: none"> ● Michael Barnett ● Guillermo Villa ● Waleed Fadayel
Wrap-Up and Adjournment	A	<ul style="list-style-type: none"> ● Jason adjourned the meeting ● Board members to be given tour of Tau House facility ● Next meeting: Monday January 23, 2023 at Tamar's Center