

**Franciscan Ministries Inc.
Board of Directors Meeting
July 21, 2021
Minutes**

<p>I = Information D=Discussion A = Action</p>
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Present: Jason Bruns, Michael Barnett, Don Evers, Basette Smith II, Sr Marilyn Trowbridge, Sharon Lea Cooke, Waleed Fadayel, Brian Forschner, John Payton, Don Rohling, David Roth, Guillermo Villa, Elaine Ward
Absent: Sr. June Casterton

Agenda Item	Item type	Comments
Welcome, Opening Prayer, and Call to Order	I, A	Jason welcomed everyone, and Elaine led the opening prayer
Review/approval of last meeting's minutes	A	Motion made by Jason to approve April minutes - the motion was Seconded by Sharon, all approved.
Executive Director Report	I, D, A	<ul style="list-style-type: none"> • Elaine reported on activity • Focus lately has been on the Barn as business has increased • Recounted on the departure of Brandi Colvin and that others have pitched in - "all hands on deck" - to respond to inquiries and hired Nate Pucke as the new, temporary Barn Director • Support staff for events has been unreliable and recruiting has been a struggle, as is the case everywhere • Continuing the work on Barn outsourcing - Funky's has not been quick off the mark, as they too are dealing with staffing issues • The hope had been for Funky's to take over in 2022 but with that not happening have agreed to begin taking on 2022 bookings due to the presence of a Director • Expressed to Funky's that we couldn't wait for them to respond • Elaine remarked that this is good evidence that we do not belong in this business as a social services organization, noting that it has become preoccupying and is affecting our ability to do other work <p>Haircuts From the Heart</p> <ul style="list-style-type: none"> • Elaine reported on the increase in violence in the area, near St Anthony Center and at Mary Magdalen House. As a result, Dani has resigned her position, noting the following in her exit interview:

		<ul style="list-style-type: none"> • Clients are becoming increasingly argumentative and harassing - noted that in one instance Dani had to threaten a client with a Taser. • Provided ideas on how to make things better, sharing that the showers at Mary Magdalen House have become a hotspot for drug activity • Shared that the mobile program is not a problem but that the population at Mary Magdalen House is very rough • Elaine shared that there is a meeting with the Mary Magdalen House Associate Director to strategize and rehire for the position - will look to advertise for a barber and most of the clients are men <p>Jason: do we need to do anything additionally for Dani (i.e. coping services)? Yes, Mary Magdalen House brought in a counselor to talk to staff as one of the victims was a popular guest - also Elaine has encouraged our staff to utilize the in-house EAP program</p> <p>Questions and discussion ensued about security guards and solutions. Michael asked if an option could be to staff two workers, one would be responsible for checking in visitor while the other worked with clients.</p>
		<p>Elaine reported on metrics:</p> <ul style="list-style-type: none"> • Barn: bookings are picking up - relevant metric is increased number of rentals. • Garden: going along smoothly - going back to work days - continues to be popular ministry • Tamar's: Numbers are very low - likely due to climate conditions in the building. Estelle points out that it is very hot in the building and participants have been going to another facility (Scarlet) as they have air conditioning, but participants have been coming back to Tamar's as the other facility has reduced their operating days • Haircuts: numbers have been steady- mobile is slowly resuming but not all locations have resumed accepting due to their own COVID constraints. • Tau has had some activity in June, a few groups in summer - numbers are still down

Barn outsourcing	I, D	<p>Don E reported on progress:</p> <ul style="list-style-type: none"> • Funky's has agreed to rent the Peace Center kitchen for 6 months under a separate agreement with the Sisters. This makes the partnership with FM look promising despite delays • Will meet in mid-August regarding the MOU with the hope that Funky's will begin touring/booking in 2022 - hoping to have more clarity in September/October • In discussing the recent site visit by Funky's and Vonderhaars, Elaine remarked that she was under the impression that Vonderhaar's and Funky's may undergo a merger
Tamar's Update	I, D, A	<p>Don E reported on progress:</p> <p>Actively looking at two options (two lease options, one purchase option) and have been back-and-forth with the owners on costs. Ultimately decided location not suitable for Tamar's needs</p> <p>As a result, will expand search to Camp Washington, Spring Grove areas. Also looking at properties at the end of the Western Hills viaduct near Mill Creek renovation.</p> <p>Elaine: Congregation did give permission to purchase, so have been excited about this, but the market volatility makes it challenging to find a location, and zoning has to be considered. We will need to determine where the clients are and if that is still OTR. Basette has agreed to assist Estelle in research to help determine location and whether we should consider Price Hill.</p> <p>Discussion followed about a McMicken property that needs complete renovation. And perhaps putting in a lowball offer given its condition. Elaine thanked Don E for leading the effort on this and inquired regarding board activity/decisions if a building is found.</p> <p>Jason noted it would likely require involvement by the Finance Committee a special meeting with advance notice - would be comfortable with a simple majority email voting process given the market, may need to review if this is allowable.</p>

		<p>Timing is a concern and discussion about electronically reaching members for a vote. Michael suggested an email could go out regarding a property, share bid range. Jason pointed out bylaws do not cover electronic communications. Discussion followed about the best manner to proceed.</p> <p>A Motion was made by Guillermo to empower Executive Committee to authorize bidding on a potential property for Tamar's Center on behalf of the Board; Seconded by Michael; all approved.</p>
Financial Committee Report	I, D, A	<p>Don E reported on progress:</p> <ul style="list-style-type: none"> ● Cash flow increased from January - majority of increase due to PPP loan - if taken out, we are even revenue-to-expenses ● Have not touched OLW proceeds ● Actual vs. Budget favorable by \$160,000 - \$110,000 due to revenue, balance due to lowered expenses ● Reduced spending for the Barn, lower rent at Tamar's, Tau House ● Audit is complete - will require a motion to accept the results ● Motion made by Jason to accept the audit results; Seconded by Michael; all approved ● Elaine to distribute auditor's letter to the Board <p>Jason asked if there were any issues with the congregation with regards to ending the year with a positive cash flow? Sr. Marilyn said the congregations' methodology has changed with Don E now sending quarterly reports, so the congregation is aware.</p>
Development Committee Report	I, D	<p>Sharon reported on progress:</p> <ul style="list-style-type: none"> ● Online auction on track for mid-October - need donations ● Will need to prepare request letters ● Still looking for gift cards, bourbon basket
Executive Committee Report	I, D	<p>Jason reported on progress:</p> <p>Board recruitment</p> <ul style="list-style-type: none"> ● Will need to continue to identify individuals with diverse thought as we work through many different challenges. ● Jason will try to get profile on Cincinnati Cares - Elaine asked for assistance in updating profile

		<ul style="list-style-type: none"> ● Michael agreed to update profile - Elaine offered Renee as backup support if needed ● Basette has forwarded a candidate to follow-up - will meet with candidate for next steps <p>Executive Director recruitment</p> <ul style="list-style-type: none"> ● Christine is actively reviewing resumes ● Have two individuals currently being screened - will be pushed to the Executive Committee before presenting to the board ● Has been pleased with the number of viable candidates ● Goal is to be flexible with regards to timing but desire is to have a candidate in place by late October/early November <p>Sr. Marilyn mentioned that there will be a restructure of the leadership team of the Congregation on October 1 - there will be a new sister (Wilma) overseeing ministries across entire organization - more to share at October meeting.</p>
Wrap-up and adjournment		<p>Jason thanked the Board and adjourned the meeting. Next Meeting 10/20/2021.</p>