

Franciscan Ministries Inc.
Board of Director's Meeting Minutes
January 16, 2019

I = Information D=Discussion A = Action

Present: Brian Forshner, Jason Bruns, Michael Barnett, Sr. Marilyn Trowbridge, Sr. June Casterton, Maria Ciaudelli-Cholak, Sharon Lea Cooke, Don Evers, Waleed Fadayel, Mike Hutzal, Jr., Bill Mueller, Dave Roth, Guillermo Villa, Elaine Ward; Absent: Judy Steele, Don Rohling; Guests: Mayo Woody

Agenda Item	Item type	Comments
Welcome and Prayer	I, A	<ul style="list-style-type: none"> Brian welcomed all board members and guest Mayo Woody. Renee was introduced as the new office manager. Sr. June and Don Evers are returning members to the Board. Sr. June led the opening prayer.
Board Education	I,D	<ul style="list-style-type: none"> Mayo Woody gave an update on the operations of the Centennial Barn. Wedding Receptions are the main revenue for the Barn. Mayo compared 2017 stats to 2018. March 2018 Barn acquired a liquor license. No liquor sales on Sunday. Non-profit events have dropped. Trying to book more daytime events. Schervier Hall – remodeled lower level space at the Convent, is now run by the Centennial Barn. Parking still being discussed.
Review October Minutes	A	<ul style="list-style-type: none"> Motion to approve October minutes by Brian, Michael Barnett seconded, all approved.
Board Transitions	I,D,A	<ul style="list-style-type: none"> Officers for 2019 – Don Rohling is leaving as Vice Chair, but will stay on the board. Motion to have Jason replace Don made by Guillermo, seconded, all approved. Elaine explained that members of the Board of Directors can now access meeting rosters, schedules and documents on Franciscan Ministries website. Elaine presented a draft version of meeting schedules to be reviewed. She will send out invites to members.
Task Force Activities		
OLW Task Force	I,D	<ul style="list-style-type: none"> Bill Mueller explained the OLW Task force has been meeting and described work presented by Xavier students. The task force has worked costs and revising room charges. In an effort to provide affordable housing, the group has also explored ways to access outside funding, this has included exploring the idea of becoming a licensed facility.
Tamar's Task Force	I,D,A	<ul style="list-style-type: none"> Jason explained the need for a new location for Tamar's Center. Committee is currently looking. OTR is the focus area and is where the women are based. Discussing partnerships with other organizations. Elaine has had discussions with OTR – Faith Alliance and is working with Pastor John of Prince of Peace on a joint location for his Welcome Home Program and Tamar's. They have found a building adjacent to Mary Magdalen House on Republic Street. Grants are being sought to fund.
Director's Report	I,D	<ul style="list-style-type: none"> Reviewed program statistics

		<ul style="list-style-type: none"> Discussed Strategic Plan and resources – Elaine expressed her concern that Franciscan Ministries are over extended and over committed. She has already raised this with the Executive Committee. Has contacted Executive Service Corp to work with us. Recommend Goal 1,2 &3 – step back.
Board Discussion	I,D,	<ul style="list-style-type: none"> Board acknowledged taking on more and more things. Need to re-evaluate our commitments and take a hard look at each ministry. Elaine needs direction from the Board. 2017 presented many changes- Tamar's, OLV Task Force, transitions from the sisters – all makes for additional work. #1 strategic goal is quality – can't provide with our current resources. Elaine presented handout summarizing all the ministries and stats for each. Our resources are part of the strategic plan. Need to align with FM mission. Will meet with consultants to help us plan a retreat. Will have input from committees and decide on a date.
Committee Reports		
Development	I,D	<ul style="list-style-type: none"> Elaine stated she is looking for a Development Director. She is also looking for 100% contribution from board members to annual appeal.
Strategic Planning	I,D	<ul style="list-style-type: none"> Re-evaluate
Finance	I,D	<ul style="list-style-type: none"> Michael stated we are ahead and have carryover funds that are restricted. 2018 is an audit year. 2019 budget has gone to Rome – no concerns.
Executive Committee		<ul style="list-style-type: none"> No report
Wrap up and adjournment	I	<ul style="list-style-type: none"> Brian concluded the meeting.