

Franciscan Ministries Inc.
Board of Director's Meeting
April 17, 2019
Minutes

I = Information
D=Discussion
A = Action

Present: Michael Barnett, Jason Bruns, Sr. June Casterton, Maria Ciaudelli-Cholak, Don Evers, Brian Forschner, Bill Mueller, Don Rohling, David Roth, Sr. Marilyn Trowbridge, Guillermo Villa, Mike Hutzal (by phone), Scott Gilliam, Elaine Ward

Absent: Sharon Lea Cooke, Waleed Fadayel, Judy Steele-Mitchell

Agenda Item	Item type	Comments
Welcome and prayer and call to order	I, A	<ul style="list-style-type: none"> Brian welcomed everyone and new development director, Scott Gilliam Sr. June led the opening prayer
Board Nominations	A	<ul style="list-style-type: none"> Board members were presented a Franciscan Ministries Board, Board of Directors application for Tim Dressman, a new board candidate with a finance background recommended by board member Brian Forschner. MOTION made by Bill Mueller to approve Tim Dressman as new board member, seconded, all approved.
Review January Minutes and Retreat Minutes	A	<ul style="list-style-type: none"> MOTION made by Brian to approve January and Retreat minutes, seconded, all approved.
Director's Report	I, D	<ul style="list-style-type: none"> January – March is slower time of year for Tau, Barn, and Garden. Barn is booked for most weekends for rest of the year, not many available. Garden is launching for the season. Haircuts continues to be busy. Mary Magdalen House asked us to be open Monday- Friday due to high demand. Tau House has groups in for spring break and the summer is completely booked. OLW currently has 21 residents and is not adding new residents. Tamar's remains busy. Tamar's Center and Haircuts had training support from psychologists through a grant received by Sisters of the Precious Blood in Dayton. They were provided training to enhance skills, such as appropriate boundary setting. A grant application was submitted to the Good Neighbor Foundation in support of funding to purchase and renovate 1627 Republic Street to house Tamar's Center and the Welcome Home Collaborative. It

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		<p>passed the initial LOI phase and a full application was submitted for under \$400K. The foundation offered to fund the project with \$25K only, contingent upon us raising the remaining funds.</p> <ul style="list-style-type: none"> • Tamar's and Haircuts staff were trained in VESTA- Virtual Electronic Service Tracking Assistant used by many non-profit and social service agencies in the Cincinnati area to track service related to housing and services for people who are homeless. VESTA has been customized to allow us to track information and services provided at Tamar's Center and Haircuts. • Scott Gilliam has been hired as the Director of Development.
Tamar's location – suggestions for task force	I, D	<ul style="list-style-type: none"> • Task force needs to meet. • Building located at Republic Street, a great location, could be purchased for \$25- 75K but would require at least \$200K in renovations. • There is instability at current McMicken Ave. location, Elaine just learned that the Model Group, a leader in property development is interested in buying the church building where Tamar's is located. • Things to consider - need to expand our geographic location, rent vs. buy, zoning issues, and the possibility of purchasing house in lower Price Hill. Partner with Santa Maria and St. Michael's? • Required space – room to rest – 8 cots, a kitchen for food prep and a place to eat, bathroom and shower, private office and meeting room. • Suggestions included: Emphasize partnership as in effort with the Welcome Home Collaborative, re-engage with Good Shepherd.
Board Discussion- Strategic Discussion concerning OLW	I,D,A	<ul style="list-style-type: none"> • Elaine explained that the Task Force met and discussed all components of the OLW Transition document distributed. • Maria suggested we ask for \$1,200k deposit paid for the golf outing which is cancelled. • Elaine asked the board what do you want to know, monitor and approve of the transition plan. • Members expressed: 1. Approval of message/communication 2. Knowledge of current residents' relocation 3. Calendar of events/ timeline 4. Case scenario budget and timeline 5. Insurance issues • Elaine will be the spokesperson for Franciscan Ministries • June is the public announcement • Need for a case worker • Employees will receive 30 days' notice of job ending, severance and incentive to stay through and outplacement • May – council in Rome notified • MOTION made to have Elaine move forward with the contingent plan, seconded, all approved.
Committee Reports		
Finance Committee	I, A	<ul style="list-style-type: none"> • Michael Barnett - FM will incur costs associated with the transition of OLW – Sr. Marilyn stated the Congregation may assist.

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		<ul style="list-style-type: none"> • Draft Audit – A draft copy of the independent auditor’s report was presented. FM needs guidance with regard to possible “unrelated business income” with regard to income generated by the Barn. • 990 will be circulated to the board when completed. The Finance committee will have the Executive Committee approve the final version to be filed in June. • MOTION made by Mike that the board will receive a final copy of the 990 by email, seconded, all approved.
Strategic Planning	I	<ul style="list-style-type: none"> • Guillermo – need to revamp and discuss next steps with regard to OLW. Still on hold.
Development	A	<ul style="list-style-type: none"> • Scott explained that he will have 4 sessions with a consultant to assist him with transition into the Development Director role. • The Development Committee will plan to meet in May. • He is currently working on two fund raisers, Charitable Suds at Rhinegeist Brewery and the PIG marathon raffle. • FM received a nice donation in the form of a bequest for Haircuts.
Executive Committee	I	<ul style="list-style-type: none"> • No additional information to report
Wrap up and adjournment	I	<ul style="list-style-type: none"> • Brian thanked everyone and the meeting was adjourned.