Minutes of December 7, 2020

**ATTENDING:**Sandra Arnould

John Bodary

Pat Brennan

Father Pat Brennan

Roger Frank

Kari Klinski

Cindy LaFond

Sue MacDonald

Jim McKelvey

Faith Offman

Bob Salter

Greg Soule

Father Alex Steinmiller

Toby Tabaczynski

Dennis Wagener

Neil Sobeck

**1. Welcome/Call to Order** – Toby Tabaczynski called the meeting to order at 6:34 p.m. He noted that the next board meeting is scheduled for February 8, 2021; included in this packet monitoring report and minutes from the Diversity Committee.

**2. Consent Agenda** – Toby Tabaczynski reviewed the consent agenda;

**MOTION** – approval of September 28, 2020 minutes

Pat Brennan moved to approve the September 28, 2020 minutes.

John Bodary seconded the motion.

The motion passed unanimously.

**MOTION** – approval of the consent agenda

John Bodary moved to approve the consent agenda.

Pat Brennan seconded the motion.

The motion passed unanimously.

**3. Charism Sharing** – the Charism committee led by Father Pat facilitated discussion among board members.

**4. Monitoring Report Review** **Ends Policy #3, EL #8 9Audit Report) #9, 11** – Father Pat and Sandra reported out on the highlights; noting that the retreat center is on ‘pause’ (through 12/20/20); weekend retreats are not taking place at this time. Sandra noted that employees are staggering their hours, high touch areas are being cleaned daily. The Christmas appeal is on track. 12 Step programs (mental health) still going on. Father Alex noted that we are using technology to the best of our ability to reach out to individuals and groups.

Sandra reported on the loan forgiveness; we haven’t heard yet; anticipating that this will be100% forgiven. She noted that instead of a full audit, we had a review; this will be a bit less expensive.

Bob Salter asked how to bring ideas forth to participate in visioning; what could this look like?

Discussion took place with regard to this, for example in ends policies, if you want to see something addressed, can you explore this with a conversation – it was noted that the board speaks as one, and if the board as a whole determines that this is a relevant conversation, then this would be discussed with Father Pat. The board understands that it is up to the staff to ‘operate the business end’ and determine what steps to take to continue to operate. Board members noted that the center looks beautiful and sent a thank you to all staff who are working hard during these trying times; staff moral seems to be good.

**5. Board Affairs Review Board Service Matrix** - John Bodary noted that the Board Affairs Committee met prior to this meeting. He noted that the board matrix is a guide for us to move forward and look at our service terms. John discussed that we never want 100% board turnover at one time; three year cycles are designed to stagger board terms. John noted that cycle 1 terms are slated to finish at the end of June 2021- are board members ready to sign up for a second term? John proposed that the board may want to look at this pandemic year as a frozen time frame and extend all terms by one more year. He noted that the isolation and social distancing caused by the pandemic might not be a good time to identify potential board members. Traditionally new committee and board members are identified by the Ministry Team as attendees of traditional weekend retreats and other Retreat Center activities who seem like they may be a good fit. John noted that he would be sending out a survey monkey to allow all board members to share their opinions on these options (for both board members and officers).

Jim McKelvey noted that there is a precedent for this 10 years ago; board members extended their terms for a one year period. Pat Brennan noted that the terms set in our bylaws would need to be amended. (A change in the bylaws, bylaws are a living document, the amendment could be put in place for a year). Discussion on the extenuating circumstances that would seem to have this make sense at this time; it was noted that if an organization keeps on making changes to the bylaws, does this become an ‘association of individuals’ and not an operating board. Discussion on officer positions – officers are just finishing up their 2-year terms; to extend directors terms and officer terms impact different part of the bylaws. This would be done to keep the board stable. Would we need to have the owners approve this? The provincial council would need to approve this; Father Alex is our liaison and would take our request. The board thanked the committee for all of their work; it was noted that a survey would be out shortly; this will help to get a sense of what individuals are recommending. It was noted that officers and directors serve on committees; individuals rotate off of committees – this should not be a problem.

Neil Sobeck asked if our board membership numbers are the same as other centers. Yes, Houston is very similar; Sierra Madre is a bit larger.

**6. Diversity Committee update** – Toby Tabaczynski brought board members up to date, he noted that the committee is made up of: Father Alex leading the committee, Cindy LaFond, Kari Klinski, Bob Salter, Toby Tabaczynski, Dennis Wagener, and Jim McKelvey. Toby noted that both meetings have been introductory meetings; he noted that this is not a quick path, change is hard. Looking to engage others to bring diversity to the committee. Pat Brennan noted that he wanted to be sure this committee does not look to change the organization as a whole and that there is no conflict with policy governance. Discussion took place noting that there has not been a legal document drawn up, there has been no formal action; noting that looking to reimagine opportunities does not mean ‘hands in’. How can we help St. Paul and the Passionist family reach more people and how do we mirror our local community. Father Alex noted that there must be a sense of openness and inclusivity operating out of our Holy rule while keeping in line with what our constituents ask of us. On-going discussion regarding operations under the direction of the retreat director as opposed to board members; does this oppose what we have been trying to do for past 3 years?  
Cindy LaFond gave an example of board members volunteering, at an event sponsored by the retreat center, as opposed to an event orchestrated by board outreach. Dialogue on the role of retreat center volunteers, the role of board members and community volunteers. Toby and Father Pat thanked board members for this discussion and for voicing thoughts and concerns; noting that our ultimate goal is to bring diversity to the board.

**7. Round Table/Special Announcements –** Sandra noted that 12/17/2020 there is a Zoom link for a Province retreat the board is invited to join- optional.

**8. Closing Prayer –** Father Pat led the board in a closing prayer.

**9. Adjournment** – The board meeting was adjourned at 8:07 p.m.  
  
Board minutes submitted by Kari Klinski, Board Secretary.