

Agenda
Christ the King Retreat Center Board Meeting
April 14, 2021 - (Via Zoom 6:00PM)

Attendees: Bob Porter(Chairman), Chuck Rose (Vice Chairman), Deacon Dan Haverty (Treasurer), Mary Lopez, Jay Barry, Mike Jones-Secretary, Vicky Alonzo, Fr. Jack Conley, Fr. Jim Strommer, Natalie Svistoonoff (Executive Director), and Elizabeth Velarde.
*quorum requirement met. Absent: Angel Perez Visitor: Marion Bishop

Chairman Porter called the meeting to order at 6:00PM

Opening Prayer and Charism reflection - Fr. Jack Conley

After discussion of adding Province Financial Policy document as **addendum to current policy; this change was Moved, Seconded, Approved.**

After discussion and without change, the Minutes of February 10th Board Meeting - **Moved, Seconded, Approved**

Bob Porter summarized Passionist Survey of Board's knowledge of Policy Governance approach and discussion followed. It was mentioned that Board Chairpersons will be "meeting" to discuss respective Centers and related governance topics. Bob also commented that **per Policy Governance** Board should deemphasize Executive Director's report, and focus more on "End's Policy".

Finance Committee Chairperson Haverty described Executive Director's budget and review by the Financial Committee. Discussion: D. Haverty commented that there were no issues/no problems found with budget; Bob P. noted that he thought that revenue forecasts were conservative. **Budget was Moved, Seconded, Approved**

Executive Director's Report – Discussed very briefly...EL 9 (1,4): Asset Protection (Insurance Coverage) EL13: Long Range Planning. Natalie stated that she is in compliance, and no other issues required action. CTK needs to recruit a cook and hospitality staff. Natalie also mentioned that she had negotiated a 2 year (2023) extension repayment of the Province's \$140,000 loan. No change will occur in lease/rent or assessment fee.

Development of next year's Annual Agenda. Elizabeth Velarde will explain the significance of the Annual Agenda and the planning process to develop one. It will be defined in the coming weeks and then voted on at the June business meeting. Bob Porter suggested formation of an Ad Hoc Committed to assist in developing next year's agenda. **Bob will email members what is needed.** Elizabeth V. suggested inviting Laudato Si (Project ? 5443 Shannon Road, Hartford, Wisconsin 53027, United States?) to make a presentation to the Board.

Consideration of New Member. After discussion, **Board voted to approve - Marion Bishop as new member.**

Bob P. recommended that the Board have an overnight retreat together in coming months;
Natalie will provide options for dates.

Items on Meeting Agenda for further discussion in the future.

- June meeting to discuss and determined CTK board new officer's and committee assignments.
- Business meetings second Wednesday every other month. In-Person?
- Charism/Governance Bi-Monthly meetings - Comments. Zoom?
- Our Ends Policies and Executive Limitation Policies have remained unchanged since before the pandemic. Should this be addressed?

Good of the Order – No comments

Closing Prayer - Fr Jack

Adjournment at approx. 7:45!

Submitted by Mike Jones

Next scheduled Formation Meeting: May 12, 2021 Zoom 6PM
Next scheduled Business Meeting: June 9, 2021(Venue to be determined)