



ST. PAUL OF THE CROSS PASSIONIST RETREAT AND CONFERENCE CENTER
Minutes for June 22, 2019 Board Meeting / Retreat

Attending:

Chuck Anway
Sandra Arnould
John Bodary
Pat Brennan
Father Pat
Roger Frank
Patty Gillis
Matt Greenough
Kari Klinski
Cindy Lafond
Sue MacDonald
Jim McKelvey
Bob Salter
Greg Soule
Toby Tabaczynski
Dennis Wagener

Regrets:

Neil Sobeck
Fr. Phil

1. Patty called the meeting to order at 10:05 a.m.
2. Consent Agenda - Patty asked board members to review the minutes from April 8, 2019 - no changes or edits noted.

MOTION

Matt G. Moved that the Board of Directors move to accept the minutes from April 8, 2019, as presented. John B. seconded the motion. The motion passed unanimously.

Patty noted the materials that would be presented today, she asked if there was anything else to add to the agenda? Patty introduced Elizabeth Velarde, thanking her for all of her assistance through this process. She noted that Elizabeth is working for the Province as the Policy Governance Coordinator, and that she has been a great link with the retreat center. Patty noted that Father Phil created two prayers for visioning - detailing gratitude and thanksgiving - both which were used during the gatherings and meetings for visioning.

Father Pat provided a definition of the chapter and explained what is supposed to happen; he noted that the chapter becomes the highest authority, it 'acts' as a legislative and judicial body. Previously much of the focus was on legislation, looking at decrees and declarations and making sure they were followed. Many of these were pertaining to life ministry, living out the vows. We would vote, as a body about the decrees and legislative items. Father Pat noted that there would

also be elections - consultors and provincials, which were open to the delegates who were elected at large.

In the 1980's an at large chapter was opened, which has evolved to today's composition- both vowed and laity, allowing for much interaction and time for prayer together. The format previously was 10 days, however this time has been shortened. He stated that the atmosphere is much different – more prayerful and a time for community.

John B. asked how do the chapters share info with the other Provinces- sometimes a delegate is invited (east and west).

Elizabeth noted that this is the first chapter where there were more lay Passionist people than vowed, she stated that there was much more praying during the sessions, little emphasis on the judicial side, more sharing and visioning. She noted that the chapter was productive, but the three years prior were very important.

Chapter in 2015 - visioning timeline for the next 3 years. Take time out to appreciate where we have been, dream into the future -Elizabeth stated this year seemed to enliven everyone.

Every retreat center throughout the providence had community meetings and visioning - looked to the community to generate ideas. Working groups - went well via technology

Chapter 2019 working groups:

- Charism
- Community
- Outreach
- Preaching
- Collaboration

Folks were assigned - Father Pat was assigned to preaching, Sandra on outreach and collaboration. Faith was the co-chair of collaboration. Sandra noted that technology was very helpful- Lots of zoom meetings. Out of the working groups, each had action items which were documented.

5 intersecting themes:

- Technology
- Vocations
- Intercultural / diversity
- Care of the earth
- Formation

Video clip - opening address by Fr. Joachim

Matt - noted that attending this chapter, was for him, a culmination. He also spoke about more lay people there this time, noting that the tone from the start, seemed to engage and bring forward the opportunities for lay people. He stated that through this visioning process he was able to get to know folks in a much deeper way, embrace this time and engage and be present. He stated it was very meaningful to him as he is moving off this board. He spoke about it being very rewarding - both the vowed and the lay on a common mission, several vowed members, affirmation of the work that has been done.

Elections for Provincial and Fr. Joe was re-elected and Fr. Phil continued as a consultor

Sandra - thanked Faith for her work and efforts, she noted there was much openness, it was a great experience. Faith had recognized we were on sacred ground, this was very new for all involved and the openness and trust were present.

Father Pat noted that he felt the support of the lay, that he is not alone on this journey, appreciate the time and energy of the laity.

Sandra noted that everything was videotaped, all of the working groups were taped.

Any comments or questions? Patty noted that the readings at mass after Easter, infusion of the spirit, reminds me of this, beginning of religious community, a lot of collaboration with lay folks, not unprecedented - what a wonderful way to renew and re-energize.

Matt noted that there is value in new leadership, we will be part of this;

Leadership at all levels, committee work, board efforts.

Next year Assembly is in Detroit June 15-18, 2020.

BEL - how we relate to the CEO

Patty led the discussion, noting mechanisms for our accountability, four sets of policy.

Governance, BEL, Executive Limitations and Ends Policies.

Patty noted this is our first time to evaluate these, next year the board chair can designate someone or a group to evaluate these. Patty noted that she looked for data for the board - referenced and referred to minutes, BEL, our behavior as a board, and I also had a conversation with Sandra. This all counts as data that we were fulfilling our duties. Patty asked if there were any comments or questions? None noted.

Discussion regarding BEL overlapping with governance - noting that the Board speaks as a whole.

The Board reviewed the policies -

Unity of control - BEL 2

In compliance. The Board thanked Greg, he developed a monitoring schedule and is in minutes.

Boundaries are good

BEL 4 drafted and monitored - statement from self-evaluation form that went out, I quoted, used as data (4.4)

Roger - asked if we were not in compliance - change the policy or come up with a plan, if we are not in compliance, get this on the agenda don't wait a whole year. These policies don't change that much.

Policy governance - hard to implement, but it is healthy and respectful. Matt - noted that this is a living document.

Patty noted that when we received the monitoring reports, when need more or different data, this is an opportunity for discussion. Do you agree that this happened - Jim - challenged the wording of something, reasonable interpretation- Discussion of data - do we need more or different data? Caring for our common home, Ends Policy 5 - this was monitored at our April meeting, Father Pat and the ministry team, provided a report regarding operations and the ministry side, this is documented in the minutes.

Sandra noted what the issue of non-compliance, informed of what the change will be. The Board thanked Greg for the monitoring tool - this has been shared with the Province. Great accountability, doing a great job of keeping track and monitoring.

It was noted that there are three sources of data -
Telling us
External sources - auditor
Inspection (i.e., Greg is reviewing the financial statements).

5 - need to change, board affairs committee no need for yearend eval, under policy governance- if you are monitoring, no need, this is duplicated - if the CEO and organization are achieving success, it is one in the same.

It was noted that Jim will change the procedure regarding board affairs.

MOTION

Pat B. moves that the Board of Directors move to Delete # 5 of BEL 5.

Jim M. seconds the motion.

The motion passes unanimously.

Patty lead the discussion on monitoring reports (number 5 on the agenda), she noted that at every meeting we will review 8 and 11.

This month we monitored 3 and 12 (emergency CEO succession)

Review 3- we did reach out to the other retreat centers and provincial - no one had a comprehensive policy.

No comments from other board members.

Matt did like the fact that Father Phil was on Presbyteral Council

EL 8

Any comments

Brought in \$56,000 to do upgrades in the lobby, some guest rooms. This was the 'non- event' which was very successful. Thank you to all who participated.

EL 11 - All employees are trained in sensitivity and harassment; 5 employees did not receive a salary increase. Discussion - it was noted that the archdiocese has theology of just compensation.

EL 12 Matt - reasonable interpretation, his recommendation - use the position not the person. It was noted that we are too small to have 2 individuals who are trained as 'CEO'.

Bob -Having a lay person in this position, can't fulfill the religious duties, not questioning the lay person's ability, looking to the board for discussion, how to address this.

Emergency CEO Succession - aware of the sacramental void, still have a vowed member maybe not ceo.

MOTION

Matt G. moved that the Board of Directors move to change EL 12 to reflect that we need one person to act as CEO.

John B. seconds the motion.

The motion passed unanimously.

Patty noted that in your packet - there is a one pager that had 3 items/policies to be discussed.

EL 7 - policy governance

Wordsmith- multiyear capital improvement plan

Send back to policy governance - Matt let's take care of it right now

Make recommendations to change

MOTION

Sue

Cindy

Ends policy committee

Met on May 1, at the request of Fr Joe. Dennis read info from previous meeting

Discussion - Toby is it a culture of vocational encouragement- if the culture is we are here to recognize and encourage - what is a reasonable interpretation; what are the vocations at large.

Discussion of the culture of Passionists vocations

Looking for communication that implements this - both board and staff. Suggestions - have cards and flyers, brochure, add to website - passionate vocations

Elizabeth - beautiful display of vocations, that's a great thing

Sandra noted the 2 minute video for high school students, this is a great opportunity.

Bob - as folks get involved they are becoming part of the Passionists family

Roger - have the knowledge..... learning something creating meaning and then getting knowledge Ends policy looking for meaning

MOTION

Matt G. moved that the Board of Directors move to approve the new Ends Policy as discussed.

Chuck A. seconded the motion.

The motion passed unanimously.

Discussion of what is a lay Passionists - this will be discussed at a later board meeting.

Governance policies (8 pages)- need to review and approve

- GP 1 - board membership - any questions or suggestions
- GP 2 responsibilities and duties - Bob noted that when referring to St. Paul of the Cross, change to CENTER. Keep consistency – also changed wording to add Provincial Council rather than Province Board of Trustees.

- 5 Caps ends and Executive Limitation
- GP 3 expectations -
- GP 4
- GP 5
- GP 6 bullet 5 under number 1 exit interviews
- Board affairs - what are the expectations- remove number 5 does not belong
- Process for exit interviews
- GP 7 - 1 Christ-centered, change to the CENTER
- GP 8 - Bob - should there be an example of what constitutes sensitive material, or should it be stated that all information is sensitive? Discussion and wording changes
- For example - Financial, personnel, personal, the things that we have mutually agreed and identified as confidential. The board handbook references the confidentiality agreement, add that it is signed on an annual basis.
- GP 9 - Director of mission and ministry search committee
- GP 10 - no discussion
- GP 12 Job description for officers
 - VC - purpose typo page 7
- GP 13 coordinated with EL 12
 - 8 of 8 - posted to the provincial portal -

MOTION

Matt G. moved that the Board of Directors accept the Governance policy packet with the modifications, as presented.

Bob S. seconded the motion.

The motion passed unanimously.

Discussion on Board evaluation results, Patty discussed thoughts that Jim had shared with her, any comments from the board?

It was noted that board evaluations ask for both a self-evaluation and an evaluation of the board as a whole.

Board affairs committee

Discussion about NA NIP, are these expectations

Chuck suggested that for new board members, add the self-evaluation for review in new board member orientation. Patty brought up the example of thinking about asking Sandra a question, but didn't ask the question because of monitoring and following the protocol of Policy Governance.

Election of Officers 2019-2021:

- Review the minutes from April 2019
- Proposed slate -
- Toby T. Chair
- Cindy L. Vice Chair
- Kari K. Secretary
- Greg S. Treasurer

Pat B. reviewed the proposed slate and reviewed the following motions:

MOTION

John B. Moved that the Board of Directors move to approve Toby T. as the Chair for a term of 3 years.

Patty G. seconded the motion.

The motion passed unanimously.

MOTION

Pat B. Moved that the Board of Directors move to approve Cindy L. as the Vice Chair for a term of 3 years.

John B. seconded the motion.

The motion passed unanimously.

MOTION

Pat B. moved that the Board of Director move to approve Kari K. as the Secretary for a term of 3 years.

John B. seconded the motion.

The motion passed unanimously.

MOTION

Pat B. Moved that the Board of Directors move to approve Greg S. as the Treasurer for a term of 3 years.

John B. seconded the motion.

The motion passed unanimously.

Pat B. asked if there were any other nominations- none noted- nominations are closed.

Golf outing - Chuck brought board members up to date, he noted we were ahead of projected dollars and projected number of gofers. Anticipating a \$5,000 pledge. This year we are having a super raffle (to replace the silent auction). Thank you to Mary for coming up with this idea - we are able to get more folks involved. Currently at \$3,800 for the super raffle! Looking for help from board members to sell or buy raffle tickets and to post flyers at your parish. Chuck noted that we would not be having a 'booze' giveaway this year. Thank you for your prayers and good wishes, we are on our way to passing our goal of raising \$30,000 net.

Patty passed out a draft of calendar, look at a possible retreat to schedule in September.

Closing prayer service

Pat B. thank you to Chuck, Patty and Matt; you've positioned us well for the future.

Patty looking forward to helping with celebrations in 2020.

Thank you to Sandra and Elizabeth. Sandra has done a great job of building a staff that sees their job as vocations.

Looking forward to the future - thank you to everyone.

The Board of Directors meeting closed at 4:00 pm