



## ST. PAUL OF THE CROSS PASSIONIST RETREAT AND CONFERENCE CENTER

### Board Affairs Committee Minutes of April 20, 2020 Meeting

**Attending:** John Bodary, Roger Frank, Cindy La Fond, Toby Tabaczynski

**Absent:**

**Assignments are in bold print.**

1. The Board Affairs Committee met using a telephone conference due to the Covid-19 pandemic. Meeting was called to order by John at 5:02 p.m. with a prayer by John from the Living Wisdom for Every Day book.
2. Cindy made a motion to approve the Minutes from the Feb. 10, 2020 meeting. The motion was seconded by Toby, and unanimously accepted.
3. The Committee reviewed and updated the Board Affairs calendar. A correction was made to the date in the header of the document. The St. Paul of the Cross Provincial Assembly in Detroit was discussed. **John will contact former Board Affairs member Jim McKelvey regarding the Board Confidentiality Agreement document that is usually signed by members in July. John will also talk with Jim about a Board Member contact sheet. Toby will check on the committee matrix document to see who is on the various committees.**
4. Cindy reported on a letter from Fr. Pat regarding Director of Mission and Ministry and a Business Administrator model being different from a CEO. This topic came up in regard to job descriptions. He would like to further review this in the fall of 2020 in light of the Coronavirus pandemic.
5. A discussion was held about the Board Member Self-Survey. This survey is distributed to the Board members prior to the annual retreat. The date is then tabulated by the Board Affairs committee and shared with the Board members at the annual retreat. **Cindy will update the survey spreadsheet with a couple of items to go under the “linkage” section. The Board Affairs committee will review the survey through email correspondence. John will talk with Kari Klinski (Board Secretary) for help in distributing the survey.** The replies to the survey will go to John.
6. The committee held a round table discussion and the impact of the Corona virus was a common theme to the discussion. Cindy spoke of the passing of a friend who attended her women’s retreat weekend with her. Cindy also stated that she will be joining an outreach committee that came out of the visioning process.
7. There was a closing prayer, and then the meeting was adjourned by John at 6:00 pm.
8. The next regular meeting was not noted.

Minutes respectfully submitted,  
Roger Frank  
Board Affairs Committee Secretary