

## **Minutes of June 22, 2020 Board Meeting**

### **Attending:**

Sandra Arnould  
John Bodary  
Pat Brennan  
Fr. Pat Brennan  
Cindy LaFond  
Sue Macdonald  
Jim McKelvey  
Faith Offman  
Fr. Alex Steinmiller  
Bob Salter  
Greg Soule  
Toby Tabaczynski  
Dennis Wagener

### **Regrets :**

Kari Klinski  
Neil Sobeck  
Roger Frank

**1. Call to Order/Welcome** - Toby Tabaczynski called the meeting to order at 6:34 p.m. Toby Tabaczynski thanked board members for their attendance.

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

**MOTION** – approval of February minutes

Pat Brennan moved to approve the February 10, 2020 minutes.

Greg Soule seconded the motion.

The motion passed unanimously.

Discussion and clarification regarding the heat loss in the chapel.

**3. Charism Sharing** –

- a) The Charism committee led by Father Pat offered words of hope and helpfulness to the board of directors.

**4. Monitoring Report Review: EL's 3, 8, 11 and Ends #5 review** –

Board members and staff noted that the Ends Policies continue to be maintained and followed as outlined;

- a. Sandra Arnould noted that the Ends Policy Committee is maintaining as best as we can, noting that we are saving money where we can and working with national resources.
- b. Father Pat reviewed the monitoring report; he noted his compliments to Sandra for the preparation of the documents and data. Father Pat noted that the center was closed early (retreats were cancelled proactively). Staff salaries are currently being paid through the

end of April. Continuing to communicate with the Providence. Monitoring CDC guidelines.

- c. Father Pat noted that staff continue to brainstorm how to continue to communicate with retreatants and other retreat centers (phone calls and emails – feedback seems to indicate that this appreciated).
- d. Father Pat reported that we were ahead of budget as of February. Sandra Arnould noted that we applied for and were approved for the Payroll Protection Plan (Chase Bank first denied this request; First Midwest Bank was the bank that approved it). It is anticipated these dollars will pay for staff salaries through the end of June; \$121,000 approved for. We believe we meet the criteria for payroll and health benefits, (75%) then the loan will be forgiven by the government.
- e. Father Pat, EL 8 – noted the successful year the center was having with regard to a new group of men becoming involved with the retreat center. Mini retreats have been very successful.
- f. EL 11, discussion of how to safely re-open the retreat center. It was noted that we were the only retreat center that did not have to lay off staff. Discussion of safety measures that would need to be put in place – limiting the number of people in attendance, social distancing, cleaning/sanitizing of the building and linens, etc. Discussion of a hybrid – be able to zoom some folks in for the retreat. Father Pat noted that we will continue to communicate with our retreatants, to assure them, to keep lines of communication open, etc. Father Pat is the spokesperson for this consistent messaging. Discussion of would it be in our best interest to forward newsletters or develop a newsletter of our own.
- g. It was noted that the Audit was completed.

## **5. Passionist Visioning Committee Teams- Update and discussion –**

- a. Faith Offman brought board members up to date on the Ministry Committee, a small group of 5 people. Have been asked to ‘think outside of the box’. How to incorporate virtual retreats into the community during this time of COVID-19. People seem to be responding to a zoom-like connection. Still determining costs, registration, etc.
- b. Cindy LaFond reported on the Outreach Committee of the Vision Fulfillment Process, led by Elizabeth Velarde, meetings are being held via zoom. The Committee is looking to form new partnerships with neighborhood, new groups, etc.
- c. Board members discussed the benefit of having a ‘donation’ button aligned with a zoom type platform; this seems to be helpful. Would participants get a taped version of this? How to assure that the speakers are ok with this ‘product’ going out to the mass market? Perhaps have a ‘promo’ of retreats to use as marketing materials.

## **6. Round Table / Special Announcements**

a. June Assembly – looking to maximize along with our board meeting. Would we be able to gather at the retreat center? Would need to have social distancing in place. Initial planning seems to believe that the next board meeting will be on a zoom platform.

b. Pat Brennan, is it possible to have the Archdiocese recognize what we are celebrating? Father Pat noted that he would like to pursue this, would it be possible to put an acknowledgement in the Michigan Catholic? (Sandra noted for a business card size it is \$1,200). Explore putting in parish newsletters, interview with Father Pat.

c. John Bodary, Board Affairs Committee, will need board members to update their contact information; looking that by July we will have a confidential agreement, sending out board self-evaluation surveys (results by June), requesting to update charters, and to look at a board retreat along with the assembly (what will this look like).

d. Greg Soule thanked Sandra Arnould and Father Pat and all of the staff for their hard work on pulling together the materials for the loan application.

e. Cindy LaFond noted she would be sending out Mission Fulfillment newsletters to those who request this (if board members are not already receiving this.)

f. Dennis Wagener noted he has a new email. He thanked staff for the Lenten videos.

**7. Closing Prayer:** Father Pat led the group in a closing prayer.

**8. Adjournment:** The board meeting was adjourned 8:10 p.m.

Submitted by: Cindy LaFond,