



ST. PAUL OF THE CROSS PASSIONIST RETREAT AND CONFERENCE CENTER

Board Affairs Committee Minutes of February 8, 2021 Meeting

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

Absent: n/a

Assignments are in bold print.

1. *Call to Order / Welcome*
John called the Zoom meeting to order at 5:08 pm.
2. *Opening Prayer*
John led the committee with an opening prayer from *Living Wisdom for Every Day*, meditations from the writings of St. Paul of the Cross.
3. *Review Agenda*
The meeting Agenda was approved.
4. *Review Minutes from last meeting*
Note change in order of topics from the Agenda. The meeting minutes from 12/7/20 were accepted.
5. *Review and Update Board Affairs Calendar*
This is normally a time when we vet new Board recruits, but this has proven to be difficult due to the Covid-19 pandemic. Typically, future Board members are met informally through in person meetings or retreats at the center. Toby felt we could lose one or two members and still be all right under the policy governance model. We currently have 12 Board Members. It was noted that Sue MacDonald and Dennis Wagener will be going off the board after fulfilling their terms.
6. *Review Board Vote on Bylaw Amendment*
Toby reached out to many people connected to the center to gather opinions. It was decided to put the question to a vote of amending the bylaws to allow the Board to have flexibility in changing the terms of service. Toby said three other retreat centers thought it was a good idea. The former Board Chair also thought it was a good idea to extend Board terms which is related to the proposed amendment change. We also discussed the results from a poll of the Board members to see how they felt about extending terms because of Covid-19. Cindy brought up that the Board Affairs committee should review the bylaws.
7. *Review of Director of Mission and Ministry Job Description*
Discussion centered on a document sent by Fr. Pat to John. The committee examined the bylaws and what is in them regarding hiring a Director. Specifically, the committee discussed, *B. Recruiting and evaluating candidates for the position of Director of Mission and Ministry and hiring of same;* found in ARTICLE IV, SECTION 7. RESPONSIBILITIES. **Cindy will look at language from Mater Dolorosa's job description.**
8. *Review of Board Service Matrix*
There was a quick review of the spreadsheet. **John will update the document to indicate "potential second term" where needed.**



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9. *Round Table Discussion*

There was a discussion of the Board's calendar versus the Board Affair's calendar

10. *Closing Prayer*

The meeting closed with a Glory Be prayer.

11. *Adjournment*

The meeting was adjourned at 6:08 pm.

Minutes respectfully submitted,
Roger Frank
Board Affairs Committee Secretary