



ST. PAUL OF THE CROSS PASSIONIST RETREAT AND CONFERENCE CENTER

April 18, 2022 Meeting Minutes - Board Affairs Committee

Attendance: John Bodary, Roger Frank, Toby Tabaczynski

Absent: Cindy La Fond, Jim McKelvey

Assignments are in bold print.

1. *Call to Order / Welcome*

John called the meeting to order at 5:00 pm

2. *Opening Prayer*

John led us in prayer with a passage from the Catholic devotional booklet *Living Faith*.

3. *Review Agenda*

The agenda was reviewed prior to the meeting and there were no changes.

4. *Review Minutes from Last Meeting*

The minutes were reviewed. Toby motioned to approve them, and John seconded the motion. They were unanimously approved.

5. *New Board Candidate action plan:*

1. *Assign committee members to speak for each of the candidates nominated*

The committee began by discussing our search for a variety of people with diverse expertise and culture. We assigned committee members to speak a bit about each candidate to the Board at the meeting scheduled for later in the evening. Toby created a document with bios for each of the candidates, and he had sent it to the Board. We decided to keep the introductions brief and focus on a few key points from the candidate's bio.

2. *Review/revise the "Reasonable Expectation for Mentors and Mentees" document.*

John will include in his report to the Board that mentors will be needed for the new members. **The Board Affairs committee will review the document at the next committee meeting.**

3. *Slot new board members into the unexpired terms of board members they are replacing.*

The committee discussed the cycle rotation suggested by Jim that he has incorporated into the Board Service Matrix Excel spreadsheet.

The suggested rotation is as follows.

- Four new board members to be slotted into Cycle 3 serving a full three years first term
- One new board member to be slotted into Cycle 1 replacing Jim McKelvey and will serve the last year of Jim's term and then be eligible to serve their first three year term
- One new board member to be slotted into Cycle 2 filling the last two years of Sue MacDonald's term which would have started in 2021 and then be eligible to serve their potential 2nd term

4. *Critique the Selection and Election process and make any necessary changes*

This item was tabled until the next meeting when all committee members can participate.



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6. *Review Board Affairs calendar.*

A. Election of officers - Prepare officer ballots and names of interested board member of June meeting. Notify board in April

We are soliciting members to see who is interested in serving as Board officer. John will ask Board members to contact him by May 9, 2022 to share their desire to serve or nominate a member.

B. Preparation of Board Self-Evaluation form

John will send the evaluation to the committee to review the form. The evaluation form will be sent to members and the results shared at the June Board meeting.

7. *Round Table Discussion.*

The committee talked about some of the upcoming events sponsored by the Passionists. We also talked about the need for the Board to be visionary.

8. *Closing Prayer*

John led the group in a Glory Be prayer.

9. *Adjournment*

John adjourned the meeting at 6:00 pm.

Note: The next Board Affairs meeting will be a Zoom meeting at 5:00 pm on May 16, 2022.

Minutes respectfully submitted,
Roger Frank
Board Affairs Committee Recorder