



## St. Paul of the Cross Passionist Retreat and Conference Center

### St Paul of the Cross Board Meeting Minutes of December 5, 2022

#### **ATTENDING:**

James Bologna  
John Bodary  
Fr. Pat Brennan  
Roger Frank  
Matt Greenough  
Kari Klinski  
Cindy LaFond  
Mary Martin  
Steve Mitchell  
Faith Offman  
Brian Owens  
Neil Sobeck  
Greg Soule  
Fr. Alex Steinmiller  
Toby Tabaczynski  
Apryl Voner

#### **ABSENT:**

Paul Micallef

- 1 **Call to Order** – Matt Greenough called the meeting to order at 6:30 p.m.  
The meeting was held in the basement of the Community residence.
- 2 **Consent Agenda -- Minutes Approval**  
Motion to approve : Apryl Voner      Seconded :John Bodary  
Unanimously approved
- 3 **Charism Sharing** – Faith invited all to upcoming Province or local events: Dec. 7 – Province zoom, Advent prayer; Dec. 8 – Mass for the Holy Day; Dec. 18 -- registration for couples retreat; Weekly videos; Daily Advent reflection from the Province (May receive daily text reminder to attend).  
Faith spoke of the connectedness between the crèche and the cross. Suffering and joy meet at the foot of the cross. We are invited to step into the suffering. All viewed a video on the Passionist charism and the Passionist emblem depicting this charism, with reflections by members of the Province. Board members were invited to reflect on this and share with each other. (Faith shared that Jean Bowler from Mater Dolorosa is recovering and feeling well.)
- 4 **Document Signing** -- Board members each signed a confidentiality agreement and an annual conflict of interest disclosure and acceptance of gifts document. These will be kept on file.

## **5 Monitoring Report Review: Jim Bologna reported on Ends 3; EL 8, 9, 11**

**Ends 3** – Jim shared on groups using the retreat center; some not directly religious but falling within St. Paul's mission while others who do not have been turned away. There is still a struggle to fill weekend retreats, with 50-60 attendees rather than a capacity of 75. A recent marketing document showed a number of unique viewers to St. Paul's website. Toby asked for data indicating what people are searching for. Board members shared questions and ideas on retreat capacity. "Regulars" are declining in attendance (age, covid, losing interest?) . Since retreat captains are also aging Fr. Pat suggested they should groom someone to follow. Brian remarked that it would be good to work with co-captains, who bring energy. First-time groups being introduced to the center might later attend a retreat. Brian asked what unmet needs are being met with these non-weekend groups and he questioned how we are deciding what unmet needs St. Paul's is addressing. This will need to be further studied. Board members asked for a more thorough evaluation of a person's retreat experience. Fr. Pat offered to share a copy of the evaluation, asking for suggestions. Brian suggested sending out a survey monkey to be sent out after the retreat weekend when people were home to answer more thoughtfully. Kari offered to send survey examples from her non-profit organization. Matt summarized that the board would like more data, using more tools to obtain information. He suggested hiring someone specifically to collect data. Matt also congratulated the staff for the successful couples retreat.

**Executive Limitations 6,9,11-** A financial audit will be completed this month. Greg will coordinate communication with the board when it is completed. After Jim shared on asset protection, Apryl suggested that guidelines should be written so that governance activities are listed in terms of position, not person. (e.g. Director of Mission and Ministry rather than Fr. Pat). Matt asked that monitoring reports be sent to the board at least 5 days in advance of a meeting. In reply to Fr. Alex: Suggestions for new board members may always be made.

- 6 Follow-up from October Meeting: Ends Policies Updates** - .After considering board suggestions and looking at other retreat center policies, Neil presented a revised version of Ends Policies. After 2 slight changes in wording (Ends 5: take out "**the** St. Paul"; add "**the encyclical** Laudato Si") the board unanimously approved the revised Ends Policies. Brian suggested that in the future the Ends Policy committee look at a policy concerning the long-term viability and sustainability of the retreat center.
- 7 Filling Vice-Chair and Secretary Positions** – Cindy agreed to remain on as board Secretary. Matt asked that anyone interested in the position of Vice-Chair contact him before the February meeting. If there are more than one interested persons, the board will vote.
- 8 Open Forum** – Board members shared requests for prayer and extended Christmas greetings to all. Committee chairs were asked to send in upgraded committee charters by February.
- 9 Closing Prayer** - All were invited into the chapel where Fr. Pat lead prayer around the Advent wreath. Individual members lit the candles and shared a reflection.
- 10 Adjournment** – The St. Paul Board of Directors meeting was adjourned by Matt at 8:30 p.m. **The next board meeting is scheduled for Monday, February 13, 2023.**