August 21, 2023 Meeting Minutes - Board Affairs Committee

Attendance: John Bodary, Matt Greenough, Cindy LaFond, Deacon Steve Mitchell, Brian Owens, Toby Tabaczynski,  **Assignments are in bold print.**

1. *Call to Order / Welcome*

Brian, the new committee chair, called the meeting to order at 5:05 p.m.

1. *Opening Prayer*

Brian led us in an opening prayer.

1. *Review Agenda*

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

1. *Review Minutes from 6/19 Meeting*

Minutes were approved via email prior to this meeting.

1. *Select Vice Chair and Recorder for the 2023-2024 Board Affairs Committee*

This item was tabled until the next committee meeting. Cindy was asked to take minutes at tonight’s meeting.

1. *Review the committee Calendar for 2023-2024*

Exit interviews will be scheduled for recently-retired board members. **Brian and Matt will handle this.** There was discussion on the need to keep addressing retreat attendance. This item will be in every monitoring report, where possible. According to the board monitoring matrix, this could be addressed under BEL 3 especially. The board needs to hold Jim Bologna accountable for the marketing plan he submitted in June, checking for dates of progress. **(Refer to FY 24 marketing plan for expected dates set down by Jim )** Marketing plan needs to include a recording mechanism for demographics (age, race, etc.) of retreats and programs. Toby reminded the committee that we don’t need to wait until the next board meeting for some answers, since this is 2 months away. Jim can be asked at any time to share this information.

Members suggested the need for someone on the ministry team to work with youth. An ad hoc committee that was suggested in June could be formed with ideas brought back to Board Affairs for further follow up. Maybe the current model, addressing captains, is not working. There is currently funding available which could be used to hire some full time positions like youth minister and development person.

1. *Review and evaluate the process for (GP 2.1)*

The board membership selection process went well. Since the discernment meeting is so important, it was suggested that it be available on zoom for anyone unable to attend. The meeting will also be recorded for viewing afterwards. Attending in person is a priority but the information shared there should be available to all candidates.

1. *Create Survey Monkey for the upcoming retreat*

This item was tabled for now.

1. *Begin discussion on board education topics for the year*

Some topic suggestions were: Have Fr. Alex speak on his ministry in the neighborhood.

Ask Faith for education on what’s going on in the province. What does it mean to have fiduciary oversight? Invite Kyle from Earth& Spirit Center to speak. **John is in contact with** **Kyle, who is willing to come**. Visioning; how to lead into that and where can we go with it? **Deacon Steve will look into a possible speaker.**

Now that St. Paul’s has extra funding, we need to think BIG. Once we have a CEO in place we train the board on visioning. Two major challenges lie ahead: Becoming a retreat center of the future; Setting a future vision. This process doesn’t have to be for current board members only. We need to include Fr. Pat and Faith who might have resources . The goal is to have someone in place for the October meeting.

1. *Review Annual Confidentiality Agreement and Board Member Commitment*

Current forms are approved ; only need to change date

1. *Review and discuss how to complete the board roster at the retreat for distribution in October.*

 **Brian will pass out the roster at the retreat so members can make any corrections**.

1. *Monitor compliance of policy handbook*

 It was decided to eliminate job description tab on portal.

1. *Round Table Discussion*
2. *Adjournment*

 Brian adjourned meeting at 6:05.

Minutes respectfully submitted,

Cindy LaFond