



**CSJ Ministries Inc. Board of Directors**  
**Thursday, August 15, 2024; 4:00-6 PM**  
**Carondelet Center & Zoom**

**DRAFT**

**In Attendance:** Kevin Berg; Marjie Blevins; Comfort Dondo; Anita S. Duckor, CSJ-C; Karen Gervais; Stacy Jacobson; Steve Kenney; Mary Lydon; Brian Mallaro; Maya Missaghi; Susan Oeffling; Colleen O'Malley, CSJ; Adele O'Sullivan, CSJ; Mark Richards; Gabrielle Rohde; Angela Schreiber, CSJ; Kris Smyth; Fr. Larry Snyder; Jill Underdahl, CSJ; Anne Weyandt; Jean Wincek, CSJ

**Staff:** Cheryl Behrent; Matt Halley; Elisabeth O'Toole; Ralph Scorpio; Lacy Sietsema

**Not Present:** Brian Mullen; Joel Rainville

The Accola Board of Directors meeting convened in-person and via Zoom on Thursday, August 15, 2024. Kevin Berg called the meeting to order at 4:02 p.m.

**Modified DEI Statement:** Read by Steve.

**Prayer:** Gabrielle led the prayer.

**Minutes:** The June and July Board minutes were presented for approval. There were no changes or corrections to the June Minutes. Susan suggested clarification around the Latin language section in the July minutes. Lacy has already made this change. Hearing no further changes, Susan moved to approve both minutes and Mark seconded. All present Board members voted to approve the June and July minutes.

### **President's Report**

Matt reported that Wisdom Ways now has an Interim Director, Cindy Kaiser. She is also one of the SISU consultants looking into Wisdom Ways and is working with the Programs and Opportunities Committee. Matt is working to obtain insurance for Wisdom Ways.

The Wilder Foundation continues to do research on current community resources and needs. This work will show how Accola fits into the landscape of the Twin Cities, and will expose areas for growth and make the case for possible funding. The next Board Education Session will be used to go over their final report.

Matt reviewed the work of the Finance Office.

There will be a hand-off ritual between the Province and Accola next Wednesday, August 21. The new name will be revealed, and a short reception will take place after the ritual.

Matt stated that the new name and logo are on the way to the trademark office. There will be a launch of the new brand in October.

### **Program Reports**

**Advancement:** Ralph reported that Joel Rainville will Chair the combined Marketing and Advancement Committee. The goals and workplan have been updated to reflect this change. The Annual Appeal has been delayed until the branding is official. Septemberfest is Thursday, September 5. A generous estate gift was received.

There was a discussion about external communications as the transition to Accola becomes more formalized. Matt stated that the communications plan is coming together and will be discussed at the next Advancement Committee meeting. Suggestions were made about alternative avenues of communication (news, print, etc.). There will be personal phone calls to major donors.

**Learning In Style:** Elisabeth reported that plans for the upcoming school year are underway. There have been a few retirements and LIS is in the process of hiring new teachers and a childcare coordinator. A caseworker from Sarah's will be working with LIS a few hours a week. LIS is also developing a digital literacy curriculum. A professional development course will take place for LIS staff before the school year begins.

**Sarah's... an Oasis for Women:** Cheryl reported that Sarah's is at full capacity. She shared the story of a resident with the Board. A teacher from Learning In Style School will come to Sarah's to provide additional education classes for the residents.

### **Committee Reports**

**Finance/Audit/Investment:** Brian stated that the Finance Committee has not met since June. The financial statements will be streamlined. There will be greater focus on operations and there will be more clarity around expenses and where funds are going.

**Nomination and Governance:** Anita reported that the Nomination and Governance Committee met on July 15. The committee organized a committee workplan. It is hoped that each committee will also draft a workplan. At the end of the year, the chairs will put together an annual Committee Report to highlight successes. The handbook is almost complete.

**Mission & Education:** Susan reported that the Mission Education Committee met on July 21. The Committee description was discussed, and a schedule was organized for the 2024-2025 fiscal year. The next meeting will on Monday, August 19.

**Programs & Opportunities:** Anne reported that the first meeting of the Programs and Opportunities Committee was mostly about scheduling and Wisdom Ways. The committee discussed the space Accola occupies internally and externally, possible opportunities and partnerships. The committee is working with consultants to determine how Wisdom Ways can be more effective. Currently, the committee is working to define spirituality and social justice.

### **Discussion and Approval – Revised Committee Structure**

The Executive Committee has reviewed and approved the approval of the Finance and Audit Committee, an Investment Committee, and a combined Advancement Committee. In October, the bylaws will be formally changed to reflect the revised committee structures. Brian Mallaro will chair the Finance and

Audit Committee, Mary Lydon will chair the Investment Committee, and Joel Rainville will chair the Advancement Committee.

There was a discussion about the name of the name of the Advancement Committee. It was decided to add public relations and marketing to the description, and the responsibilities/duties.

A motion was made to approve the Finance and Audit Committee and the Investment Committee. Mark seconded the motion. All present Board members voted in favor.

A second motion was made to define the Advancement Committee, with language to be approved at the October Board meeting. The name of the committee will be Advancement. All present Board members voted in favor.

**Recognition**

Jill recognized Board member Adele O’Sullivan, CSJ. Adele has been awarded the Philip W. Brickner National Award, which recognizes her continuing work with those experiencing homelessness.

**Executive Session:** began at 5:30 p.m.

**Board Adjournment:** The meeting adjourned at 5:49 pm.

**Respectfully Submitted,**

Lacy Sietsema, Accola