



Sisters of St. Joseph of Carondelet  
St. Paul Province  
Ministries Foundation

Bold Moves for Real Change

**DRAFT**

**Ministries Foundation Executive Committee  
Wednesday, May 24, 2023; 8:00 – 9:30 am  
Zoom Virtual Meeting**

**In Attendance:** Anita S. Duckor; Kay Egan, CSJ; Mary Lydon; Mark Richards; Gabrielle Rohde; Ralph Scorpio; Lacy Sietsema; Kris Smyth; Bridget Sperl; Jill Underdahl, CSJ; Jean Wincek, CSJ

The Ministries Foundation Executive Committee convened on Wednesday, May 23, 2023, via Zoom. Chair Kris Smyth called the meeting to order at 8:01 a.m.

**Modified DEI Statement:** Kris read the modified DEI Statement.

**Prayer:** Ralph led the prayer.

**Minutes:** The minutes for March 22, 2023 were submitted for approval. Hearing no corrections or changes, Mary moved to approve and Kay seconded. All present Committee members voted to approve the minutes.

**Executive Director's Report**

**2024 Budget and Operations Plan:** Ralph presented the 2023-2024 Budget draft. At this point the budget is similar to last year's budget, but this may be changing. Transition expenses are carried over and some Business Case support decreases because parts are finished. Half of the President's salary is included, though this may change. This draft will be brought to the Finance Committee on June 13. It also does not reflect what the entire merged NDO will look like because that is unknown at this point. Kris pointed out that if everything goes as planned, a new budget will be done because of the new 501c3. Mark suggested separating out the transition component to make it more identifiable. Ralph will highlight or move that section to the bottom. Ralph added that with Alyssa's position remains open and the President's position has been included.

**2024 SMHC Funding Commitment:** Ralph reported that the relationship between St. Mary's Health Clinics (SMHC) and the Foundation is strong. However, there seems to be some fundamental confusion regarding funding. SMHC wants more money and doesn't seem to understand that the Foundation has obligations to other ministries as well. Ralph received a list of questions from the SMHC Board and he presented them with data and numbers that should have given them a clear picture of expectations. Ralph is still receiving pushback. Ralph reported that prior to 2019, SMHC received all the net profits from the Celebration. In 2019, the Foundation included the other ministries in the Celebration, but SMHC still receives a larger portion of the funds. SMHC also receives a Partners In Ministries grant each cycle. As the Foundation and the ministries move into the NDO, it is important for the Board to address the Foundation commitment level to the Clinics.

SMHC is also arguing that it should receive \$170,000 because Fairview upped their sponsorship. The Foundation also pays for Paul Tatro's salary, and he's written grants that are over \$660,000 this year for SMHC. Kris pointed out that while SMHC is very important to the Foundation, there needs to be investment in the other ministries as well. Ralph stated that this is an occasion to rethink the expense revenue.

Ralph suggested that the Foundation bill SMHC more so that gaps are more equally covered. He stated that the SMHC Board seems to believe that the Foundation exists just for the Clinics. They don't seem to realize that the Foundation also needs to fund itself. The Foundation does not get subsidies from the Province and relies on unrestricted funding to support itself. Mark suggested inviting Sue to the next Executive Committee meeting to get her perspective and discuss SMHC's expectations. Ralph added that no one is arguing that with more money the Clinics could do more work. At a certain point, the Foundation also has to help the other ministries as well.

It was asked if there could be a future place for SMHC to transition into the NDO. Kris stated that the Steering Committee and the Board has had this discussion. It was pointed out that when Sue was asked how the Foundation could be more helpful to the Clinics, she stated that it needs more events like the Celebration. However, it was stated that a lot of work goes into these events and SMHC does not contribute to any of the work.

It was asked if SMHC is having financial issues. Ralph pointed out that staffing and retaining volunteers has been a challenge for SMHC and this might be where the financial strain is. It was suggested that the Province Leadership Team and the Foundation Board draft a response that expresses appreciation but explains how funds are divided between the Foundation and the ministries, as well as outline all that the Foundation provides.

#### **Brief Committee Updates**

Grants Committee: Jill reported that the Grants Committee will meet on May 31, 2023 and review the Spring Grant applications.

Finance Committee: Mary reported that the Finance Committee has been working on the 2023-2024 budget. The Investment Subcommittee continues to monitor the stock market and the Foundation's portfolio.

Governance: Anita reported that there will be several resolutions presented to the Board, as well as a new Board slate and term extensions. Some highly skilled candidates have been identified as potential Board members.

Marketing: Gabi reported that the Marketing Committee is meeting on June 7. They will recap the Celebration.

Development: Mark reported that the Development Committee will be sitting down the ministries to see how they want to move forward. This will help set organization fundraising goals.

#### **Discussion Items**

June 15 Board Meeting Agenda: There will be multiple resolutions regarding Board positions and terms. There will be a vote on the 2023-2024 budget and the PIM Grants. The Steering Committee will present a plan for the next 6 months.

**Executive Session** began at 9:00 a.m. to discuss NDO Steering Committee Updates

**Adjournment:** the meeting adjourned at 9:30am.

**Respectfully Submitted,**

Lacy Sietsema, CSJ Ministries Foundation