

**Faith Community Nurses International  
FCNI Board Meeting  
10:00am CST**

**Date:** 3/27/2020  
(ZOOM meeting)

**Attendees:** Marcus Gaut (President/Chair), Esther Brown, Brenda Cowan, Teri Darnall, Linda Garner, Eugenia Graves, Mary Lynne Knighten, Deborah Rivard, Kathey Sanchez-Nelson, Ann Solari-Twadell, Andrea West, Deborah Ziebarth

**Those Unable to Attend:** Cristy Daffron, Beverly Siegrist

| <b>Agenda Item</b>                | <b>Discussion</b>  | <b>Action Taken</b> | <b>Person Responsible</b> |
|-----------------------------------|--|---------------------|---------------------------|
| <b>Welcome and Call to Order</b>  | Meeting Called to Order at 10:00 AM CST<br>Quorum established  |                     |                           |
| <b>Centering Moment</b>           | Gaut—30 seconds-concerns from each director  |                     |                           |
| <b>Opening Prayer</b>             | Brown led in an opening prayer   |                     |                           |
| <b>Executive Committee Report</b> | Gaut provided the Executive Committee Report <ol style="list-style-type: none"> <li>1. Sanchez-Nelson requested a motion to approve the February minutes with revisions.               <ol style="list-style-type: none"> <li>a. West made the motion to approve the February Minutes.</li> <li>b. Vote taken; Minutes approved.</li> </ol> </li> <li>2. Discussed having medical and spiritual resources available on website regarding Covid-19. Discussed some suggested resources.</li> <li>3. Solari-Twadell spoke about opportunities for FCNs in front lines to submit stories to her regarding experiences these days.</li> <li>4. Discussed rolling out a monthly message via the website beginning in April. This will include a brief word from Gaut which will refer to a video on the website, information from Solari-Twadell</li> </ol> |                     |                           |

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|-----------------------------|---|---------------------|---------------------------|
|                             | <p>on best practices for engaging FCNs during this time as well as invitation to share stories. It will also include a push to the resources spoken of in #2 above. We can then track who visits these resources to discern if we are meeting needs of the membership.</p> <ol style="list-style-type: none"> <li>5. In April the Executive Committee will meet and discuss the Committee reports. We will not have a full Board meeting in April. Executive Committee will send out voting opportunities for the Board, rather than meet via Zoom.</li> <li>6. Solari-Twadell will be setting up individual telephone conversations with each Board Member.</li> </ol> |                     |                           |
| <b>Technology Committee</b> | <p>Rivard discussed issues from the Executive Committee:</p> <ol style="list-style-type: none"> <li>1. Worked on Video Message from Marcus on face page of FCNI.</li> <li>2. Using resources from Rivard’s hospital system to improve user friendliness of website. This includes increase in videos, links and navigation through site.</li> <li>3. Recommended goals for 2020 were discussed, including standardizing the Board of Directors page, and monthly video message on face page.</li> </ol>   |                     |                           |

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|----------------------------------|---|---------------------|---------------------------|
| <b>Research Committee</b>        | <p>Ziebarth provided the Research Committee Report.</p> <ol style="list-style-type: none"> <li>1. The 2020 Westberg Symposium will be virtual.               <ol style="list-style-type: none"> <li>a. Ziebarth will pre-record a summary of all research at FCNI for 2019.</li> <li>b. Solari-Twadell will present on Research Priorities, which has just been published.</li> <li>c. Knighten and Ziebarth will present FCN Transitions from Research into Practice, Termination of Faith Community Nursing.</li> <li>d. Article from JCN on Transitional Care.</li> </ol> </li> <li>2. Cowan spoke to how this might impact our physical table that was to be at the conference. There will be a virtual exhibit table. A schedule of times to man this table will be coming, using Zoom rooms.</li> </ol> |                     |                           |
| <b>Practice Committee Report</b> | <p>Knighten provided the Practice Committee Report.</p> <ol style="list-style-type: none"> <li>1. First meeting has occurred. There are four members. Discussed ideas for more FCNI members to join the Practice Committee.</li> <li>2. Established a regular meeting date and time.</li> <li>3. Charter is available and has been distributed.</li> </ol>  |                     |                           |

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| <b>Governance Committee</b>             | West provided a Governance Committee Report <ol style="list-style-type: none"> <li>1. Two policies were attached to recent report. One on discrimination and one on frequency of policy/procedure review. These will be brought for review and full board approval in April.</li> <li>2. Will be developing a dateline for Bylaws review, since the Bylaws are up for review this year.</li> <li>3. Finance Committee will be making recommendations on two policies.</li> </ol> |                     |                           |
| <b>Next Meeting</b>                     | Next meeting May 15, 2020 at 10:00 AM CST  |                     |                           |
| <b>Sending Prayer/Meeting Adjourned</b> | Brown closed with a blessing<br>Adjourned at 11:05 AM CST  |                     |                           |
| <b>Respectfully submitted by:</b>       | Kathey Sanchez-Nelson  |                     |                           |