**Faith Community Nurses International**

**FCNI Annual Board Meeting**

**7:00p.m. CDT**

**Date: 12/18/2020**  
(ZOOM meeting)

**Attendees:** Ann Solari-Twadell, Eugenia Graves, Mary Lynne Knighten, Andrea West, Brenda Cowan, Teri Darnall, Linda Garner, Deborah Ziebarth, Deborah Rivard, Katrina Goodrich, Jan Adler, Paula Stabbs-Polk, David McKinney,

**Those Unable to Attend:** Kathey Sanchez-Nelson,

| **Agenda Item** | **Discussion** | **Action Taken** |
| --- | --- | --- |
| **Welcome and Call to Order** | Meeting Called to Order at 8:00 P.M. CST  Quorum established |  |
| **Opening** | opened with introduction of new board members and devotional-Ann Solari-Twadell |  |
| **Minutes** | October minutes approved as written |  |
| **Results of Election** | All of candidates placed for election were elected.  President Ann Solari-Twadell, President elect -Mary Lynne Knighten, Treasurer-Teri Darnall,  Elected to Board of Directors:  Donna Callaghan, Debbie Duke, Eugenia Graves,  Jan Adler, Lorie Hacker, Laura Kingsbury,  David McKinney, Linda Garner, Judy Shackelford, Paula Staab-Polk |  |
| **Treasurer’s Report** | The budget for 2021 was approved by the board and expenditures have been kept small to protect the resources we currently have going forward. The goal is to grow the resources as the organization grows.  Cash Balance $18,642.64  Total budgeted income $5,200  Expenses $3,478.  Total income based on number of members $1,772.  A Copy of treasurer’s report was sent to members. |  |
| **Committee Charter** | All committees have developed a committee carter and they will be placed on the website. |  |
| **Recruitment of Committee Members** | The website will be a good place to recruit committee members once the committee charters are placed. |  |
| **Recognitions-Donna, Marcus, Andy, Brenda** | Ann has certificates of appreciation and recognition for Brenda Cowan outstanding leadership to the membership committee, to Andy West’s leadership and service from the beginning of FCNI with governance and bylaws committee, and to Marcus Gout previous president of FCNI despite the tragedies in his life supporting the organization. Donna Callaghan a previous president for extraordinary service and leadership to FCNI. She will be returning to a board position. The dedication of these individuals has brought the organization to its strong position today. |  |
| **Research Post Conference--Westberg** | Deb Ziebarth—Post Conference 2;30-6:30 April 18th. Hosted at Westberg 3 times before. Everyone interested in research is invited to attend. The Research Forum is free for those who attend the SCA conference. This is new this year. |  |
| **Future CNE dates and topics** | Linda Garner gave a brief update of past CNE programs.   * January 21st.- CNE—Teaching FCNs about Assessing for fall risk in older adults. Bobby Foster presenter. * $15. Registration fee for members and $35. Non-members to help budget pay for costs holding CNEs. * March Advance Care Planning * July or August—Mental Health * November topic is open. Suggestions are welcome |  |
| **FCNI Website** | Katrina worked to revamp the website and gave a tour of the web site during the meeting. Ann asked for feedback to make the website as user friendly as possible. |  |
| **Committee Reports** | In new bylaws there is addition of a Resource Development committee, Fundraising Committee, Practice Committee (moved out of Research), Journal and Publication Committee (tie into Journal).  **Membership and Out Reach-Brenda- Cowan** demonstrated how membership is organized and managed in Wild Apricot. She stressed the importance of members updating their profile. Goals for 2021   * Continue with Birthday cards to embrace the value of our members. * Producing more of goals and policies, how we can increase membership recruitment and retention and engagement. on the website * Developing Personal Directory for those looking for specific tools to connect FCN * Suggestions needed for benefits to offer members * Policy is being developed for dissemination of member developed programs to share on website..   **Education Committee-Linda Garner**   * Main goal is to provide continuing education specifically appropriate for FCN’s * Suggestions are welcome for future programs   **Marketing Committee -Eugenia Graves**   * Follow guidelines of Strategic plan * Develop ways to publicize FCNI as the Professional organization for FCN’s * Greater use of social media. Each person on the Zoom was encouraged to like the FCNI Facebook page and use Twitter to share knowledge of FCNI to as many nurses as possible. * Support the Education Committee by advertising the CNE programs and any other committees as needed. * Discount (30%) for the Journal of Christian Nursing using the code WLK037AA   **Practice Committee-Mary Lynne Knighten**  **Technology Committee-Deb Rivard**   * **Main goal is supporting the other committees in their use of technology** * **Maintaining the website and the social networking platforms. Katrina demonstrated the website changes** * **The changes on the website will be fully functional in 2021 and Weebly account will be closed by February.** * **Creation of forums for members and public interaction**   **Governance Committee-Andy West** who is going off the committee   * The main goal of thegovernance is to guide the organization in establishing policies to guide the various committees in their work.   Andy thanked everyone for their work in reviewing the bylaws and it will be two years until another review.  **Research Committee-Deb Zibarth**   * The committee has 11 active members * Facilitate the annual Research Forum which is the most work needed. * Conducting research is the most engaging when appropriate to do so. * This year published one article in JCN and another one is about ready. * Book review done   Fundraising Committee—Ann gave update-a new committee   * Purpose is to oversee and actualize plans for fundraising opportunities securing grants and recognizing donors. * Anyone interested in serving on this committee will be welcomed and recruitment will be on going.   Resource Development-Esther Brown- Ann gave purpose   * They are responsible for developing resources to support the sustainability of the practice of Faith Community Nurses in practice settings and advance the understanding of Faith Community Nursing to the public. | Question from Chat concerning Spiritual Care Association and Westberg. How this move will affect FCNI. This will be in discussion with Sharon Hinton the director of Westberg at SCA. This move is new and will be evaluated and reported to the membership later. |
| **Next Meeting** | January 15, 2021, 9:30 AM CST |  |
| **Meeting Adjourned** | Adjourned at 8:00 PM CST | Recording sent out |
| **Respectfully submitted by Eugenia Graves** |