**Faith Community Nurses International**

**FCNI Board Meeting**

**9:30am CST**

**Date: 03/19/2021**
(ZOOM meeting)

**Attendees:**, Mary Lynne Knighten, Kathey Sanchez-Nelson, Brown, Esther, Teri Darnall, Liz Sturgeon, Katrina Goodrich, Lorie Hacker, Paula Staab-Polk, Linda Garner, Laura Kingsbury, Deb Rivard, Eugenia Graves, Debbie Duke, Deborah Ziebarth

**Those Unable to Attend:** Ann Solari-Twadell, Donna Callaghan

| **Agenda Item** | **Discussion** | **Action Taken** | **Responsible Person** |
| --- | --- | --- | --- |
| **Welcome and Call to Order** | Meeting Called to Order at 9:30 AM CST |  |  |
| **Opening**  | Knighten opened in prayer |  |  |
| **President-Elect Report** | * Knighten reported that Solari-Twadell had a meeting with Sharon Hinton. They discussed getting a list of practicing FCNs. Using a grant, want to replicate a 2001 study that surveyed FCN’s that attended the Foundations course, to identify frequently used nursing interventions and determine the essential interventions. Would like to study changes over 20 years.
* Discussed Faith Community Nursing Research Committee Collaborative. This would represent the FCNI Research Committee and the Westberg Institute Research Committee, combining both efforts. Discussion followed regarding the 3/21/2021 draft of the document regarding the partnership. Questions were brought up, for example about how IRB would be handled. Though there are several questions remaining about the collaborative, discussion about the Board approving the draft in principle.
 | * Garner moved that the draft regarding the collaborative be approved based in principle allowing for further development. Staab-Polk seconded. Motion passed.
 |  |
| **Treasurer’s Report** | Darnall delivered the Treasurer’s report. Subscriptions for Survey Monkey and Vimeo are in place. Discussion followed about tutorial for G Suite (Google Workspace) for use by committees.  | Training will be set up for how to use Vimeo and G Suite. | Goodrich |
| **Recruitment Opportunity** | Knighten mentioned the Spring Series and that seventeen who registered were non-members.  | Desire is to follow-up with those non-members to see if they are interested in joining FCNI. | Hacker and Graves |
| **Request from Technology Committee – Follow –up**  | Goodrich reported that she attended a Wild Apricot webinar on legal aspects of online presence. Advised that board members attend to learn the state and national laws regarding solicitation. | Email with link regarding the webinar will be sent to the Board. | Goodrich |
| **Committee Member Confirmation and Involvement** | * Knighten mentioned that Solari-Twadell said she would like to get a list of all members of committees and their contact information by May 1.
* Brown mentioned that she would like to see board members should have the Faith Community Nursing book from Springer as required reading for board members. Darnall said that if it is required for board members the cost should come from the budget. It was decided that Resource Development Committee members only should receive the book at first. Knighten mentioned that the board should reach out to the members to see who might want to be on the Resource Development Committee.
 | Reach out to the members to see what members might want to be on the Resource Development Committee. | Brown, Darnall, Graves, Sanchez-Nelson |
| **Journal Committee Charter Update** | Sturgeon gave an update for the Journal Committee Charter. Goal this year is to publish a journal in September. Rather than scholarly articles only, there will be communications among FCNs. Discussion followed regarding access to the articles. | Make updated version of charter available to the Board to include URL for the website. | Sturgeon |
| **Events Calendar-Process** | Knighten discussed that Goodrich would be the person to whom we send event information. Outside events should be vetted by the Education Committee. Discussion followed regarding numerous outside webinars and other resources that FCNI could partner with by sharing events information with FCNI members. This is especially true about COVID updates.  | Marketing, Education, and Resource Committees to work together to find an approach to share these events with members. A policy speaking to this subject already exists. | Kingsbury will email the policy.All members who know of events will send information to Goodrich. |
| **Strategic Plan** | Knighten shared that Solari-Twadell would like to ask if we should make revisions to current strategic plan or wait until September to make revisions.  | Recommend revisions start in September. No vote needed. |  |
| **Membership Engagement** | * Knighten asked if FCNI should have some sort of Town Hall meeting of forum where there could be an open discussion with members. Discussion followed regarding the agenda and content, such as breakout groups.
* Knighten updated regarding Spring Celebration Series. Graves presented at the first session. This is recorded and is a resource.
 | Organize the open forum event | * Knighten will get names of board members who volunteer to organize the open forum and share them with Solari-Twadell.
 |
| **Committee Reports** | * Ziebarth shared that April 14 the Research Forum would be at the end of the Westberg Symposium. It will be full of excellent presentations, including all 2020 research done.
* Garner shared the Continuing Education Committee report. Thursday, March 25 there will be a CNE event where Hacker will present on Advanced Care Planning. Summer and Fall dates and events need to be solidified. Garner suggested that committees produce videos to share committee reports for members rather than just documents.
* Knighten shared that Solari-Twadell would like the Board members to submit their monthly awareness topics by April 15. Education Committee will review.
* Knighten mentioned the planned conference for next year. Discussion followed on some potential themes, including how to incorporate spiritual aspects of FCN practice.
* Graves shared that Marketing Committee has not met to get an overall plan regarding use of Social Media.
* Staab-Polk reported for the Fund-Raising Committee. She received information on two possible providers of grants.
 | * Board members to submit topics to Garner by April 15 using the template that Solari-Twadell had provided. Garner will email the template to all.
* Marketing Committee to meet regarding Social Media
 | * All Board members.
 |
| **Closing Prayer** | Brown closed with a blessing. |  |  |
| **Next Meeting** | April 16, 2021 9:30 AM CST |  |  |
| **Meeting Adjourned** | Adjourned at 11:23 AM CST |  |  |
| **Respectfully submitted by:** | Kathey Sanchez-Nelson |  |