**Faith Community Nurses International**

**FCNI Board Meeting**

**9:30 AM CT**

**Date: 05/21/2021**
(ZOOM meeting)

**Attendees:** Ann Solari-Twadell, Mary Lynne Knighten, Donna Callaghan, Kathey Sanchez-Nelson, Esther Brown, Teri Darnall, Katrina Goodrich, Linda Garner, Laura Kingsbury, Eugenia Graves, Deborah Ziebarth, Liz Sturgeon

**Those Unable to Attend:** Paula Staab-Polk, Debbie Duke, Deb Rivard, Lorie Hacker

| **Agenda Item** | **Discussion** | **Action Taken** | **Responsible Person** |
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| **Welcome and Call to Order** | Meeting Called to Order at 9:30 AM CT |  |  |
| **Invocation** | Sanchez-Nelson led in opening invocation |  |  |
| **President’s Report** | 1. Solari-Twadell will be updating her message on the website. This message will mention discount on FCN book.
2. Kingsbury will need to resign from her position as Chair of the Membership and Outreach Committee.
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| **Vice President Vaccine Hesitancy** | 1. Solari-Twadell and Knighten spoke with leader of #TIOS (This is our shot) who provides training regarding talking with people about vaccine hesitancy.
2. #TIOS will put together a customized 60-minute training for FCNs. After discussion, the board agreed to have the training on June 15.
 | 1. Confirm date and time with #TIOS. Send news blast to membership, Set up registration for the Zoom class. Also, put on Yammer and Facebook.
 | 1. Knighten – Confirm date/time with #TIOS; Goodrich send news blast and set up registration; Darnall put on Yammer; Goodrich will share on Facebook.
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| **Treasurer Report** | 1. Darnall shared that Wild Apricot will be increasing costs 10% next year. Recommends we go ahead and lock in for another year at the current rate. Discussion followed about how to make up cost.
2. Goodrich brought up the issue that Vimeo is ready to go. Board discussed a $10 blanket fee to view recorded sessions.
3. Darnall shared that the FCN book will be used as a resource for the Resource Committee members. After discussion, all those that need the book had access to it.
 | 1. Darnall moved that the board approve paying Wild Apricot for an additional year before prices rise. Knighten seconded. Motion passed.
2. Garner moved that we charge $10 for viewing recorded CNE sessions on Vimeo. Darnall seconded. Motion passed unanimously.
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| **Executive Committee Report**  | 1. Sanchez-Nelson reported on the Executive Committee meeting from May 5, 2021. This included subjects to discuss at next Board Meeting and at the next Annual Meeting. The coming Fall series on gratitude was discussed. Next year’s board membership was also discussed. Potential advertising included.
2. Solari-Twadell discussed potential changes to Board membership for next year. Kingsbury shared that her new position would prevent her from being Chair of the Membership and Outreach Committee moving forward. Her position will need to be filled. She will be active on the Leadership Succession Committee.
 | 1. Annual Meeting moved from November 9 to November 4.
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| **Census-Westberg Institute** | 1. Solari-Twadell discussed how the Westberg Institute is trying to get a census of all FCNs.
 | 1. Garner moved that FCNI cooperate with Westberg Institute on this project. Graves seconded. Motion passed unanimously.
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| **Committee Membership** | 1. Solari-Twadell discussed that committee chairs should look at their charters and determine how many members each should have. A call can go out to membership asking for members of committees. A round robin of committee chairs occurred asking for membership needs.
 | 1. Committee chairs will determine needs of committee membership and send that information to Goodrich. Once count of needed members are determined a call will go out to membership asking for members of committees.
 | 1. Each committee chair will determine committee membership needs, Goodrich will send a call to members.
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| **Web Page Review** | 1. Goodrich shared that the website includes a page for each committee. The Technology Committee includes a recruitment video which she shared.
2. Solari-Twadell mentioned that more short videos could be produced, such as What is a Faith Community Nurse. We could ask if any members want to participate. Brown mentioned that items like this on Facebook could drive traffic to the website. Goodrich mentioned that before photos and videos of members go to web page, we should have a photo/video consent form to sign.
3. Goodrich shared web traffic—181 US, 28 Canada, 24 China, 7 Spain, 3 Ireland, 2 Australia, 2 Germany. This can be used as a baseline indicator to see if traffic increases.
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| **Membership Engagement** | 1. Twadell-Solari shared that the startup series “Initiation, Development and Sustaining of a Faith Community Nurse Practice” will move to August, since the Vaccine Hesitancy program will occur in June.
2. Garner shared there is a CNE program scheduled in July on mental health. Another will precede the Annual Meeting in November and will deal with Holiday Grief.
3. Darnell mentioned that the presentation on Gratitude will be in October, but she is waiting for confirmation from the speaker.
4. Solari-Twadell asked if we could put out a call to membership for objects of art (e.g., drawings, poems, quilts) and how this could feed a person’s spirit. We could display these in September and attract web traffic. Discussion followed.
5. Solari-Twadell asked for input regarding a Town Hall open forum in the summer. Kingsbury mentioned opportunities for members to meet each other, such as a monthly Facebook live event, which would involve Board Members. Clinical practical discussions could occur.
6. Solari-Twadell mentioned the bookmark and that content will be modified.
7. Garner talked about the Monthly Awareness Project and that she is lacking several submissions.
8. Solari-Twadell mentioned that a call to the membership could be made to see who might want to be on the task force for the Annual Conference. Solari-Twadell will chair the task force, Garner will be on the task force from Education Committee.
 | 7. Resend submission form and list of monthly topics to Board Members.8. A call will be sent out to members looking for those interested to be on the task force. | 1. Garner
2. Goodrich
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| **Journal and Publication Committee**  | 1. Goodrich shared the website page for the Journal and Publication Committee. Sturgeon reported from the May 10 committee meeting. The Journal has been research focused. She mentioned broadening the intent to include evidence-based practice to get more submissions to the Journal.
2. Sturgeon mentioned the Inspirational Column which will be called “Moments of Reflection.” Brown will be inaugural writer for the column. Additionally, there will be a first column for “Faith in Action.” Next meeting will be June 14.
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| **Research Committee** | 1. Ziebarth shared a report from the Research Committee. Sharon Hinton, Solari-Twadell, and Ziebarth will meet on 5/25 to discuss a shared research committee.
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| **Resource Committee** | 1. Brown shared that there was a meeting on May 13. They are moving forward with a digital prayer booklet. A survey will be sent out to the members to ask what might be desired in terms of resources. Target date for data is June 30.
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| **Membership and Outreach Committee** | 1. Kingsbury reported from the Committee Meeting May 20. We are up to 98 members. Discussion followed about what new members receive upon membership.
 | 1. A letter welcoming the two new members will be sent to them.
 | 1. Solari-Twadell
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| **Marketing Committee** | 1. Graves shared three areas of discussion from the committee meeting: a) identify FCN networks here and abroad, b.) develop a marketing plan to develop FCNI, and c.) develop a tool kit for marketing FCNI.
2. Forms were developed in Google docs to identify networks. A member on the registration committee has identified seven countries to receive information from foreign countries.
3. Marketing Plan will include benefits of membership. One question we need to answer is what is special/unique about FCNI membership. FCN Foundations class graduate names could be available.
4. The committee needs more members to pursue various avenues. Opportunities exist for using Facebook for marketing, which will be led by Duke. Goodrich will forward information for making the best of social media.
5. Knighten mentioned that the Practice Committee is already working on a tool kit for FCNs. Goodrich suggested FCNI should have a tagline that is part of everything we post publicly.
 |  1. Take suggestions for taglines. A vote will occur for best tagline.
 | 1. All committee members send suggested tagline to Goodrich.
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| **Governance Committee** | 1. Callaghan shared a policy about Policy/Procedure Review. This policy says that policies come from committees, are reviewed by the Governance Committee, and then sent to the Board of Directors for approval. She wanted clarification on whether “Board of Directors” was referring to the Executive Committee because in the By Laws Board of Directors seems to refer to the Executive Committee. It was confirmed that policies need to go to the whole Board. This policy does not mention an actual vote. Thus, there needs to be a rewrite of this policy that comes to the Board of Directors.
2. Callaghan shared the Conflict-of-Interest Policy. All board members are to complete this when becoming a member of the Board, but it has not been used. There is a second COI policy that appears to be more recent. There is no date of approval.
 | 1. Policies will be brought back to next Board of Directors meeting following a Governance Committee meeting.
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| **Closing Prayer** | Brown led in closing prayer |  |  |
| **Next Meeting** | June 18, 2021, 9:30 AM CT |  |  |
| **Meeting Adjourned** | Adjourned at 11:34 AM CT |  |  |
| **Respectfully submitted by:** | Kathey Sanchez-Nelson |  |