**Faith Community Nurses International**

**FCNI Board Meeting**

**January 21, 2022**

**9:30 AM CT**

**Date: 1/21/2022**  
(ZOOM meeting)

**Attendees:** Mary Lynne Knighten, Kathey Sanchez-Nelson, Esther Brown, Katrina Goodrich,Donna Callaghan, Paula Staab-Polk, Debbie Duke, Linda Garner

**Those Unable to Attend:** Ann Solari-Twadell, Teri Darnall, Eugenia Graves, Lori Hacker, Liz Sturgeon

| **Agenda Item** | **Discussion** | **Action Taken** | **Responsible Person** |
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| **Welcome and Call to Order** | Meeting Called to Order at 9:31 AM CT |  |  |
| **Invocation** | Callaghan opened the meeting with an invocation |  |  |
| **Review of Agenda** | Knighten reported on changes to the agenda. | Callaghan moved to accept the agenda changes. Staab-Polk seconded. Motion passed. |  |
| **Vice-President’s Report** | 1. Knighten reported on the Strategic Planning sessions. The first session has occurred. The second session will be on 1/28. 2. Regarding the Membership Committee chair, we are close to have a membership chair. |  |  |
| **Treasurer’s Report** | Knighten reported that two budget items will be discussed at the 2/28 strategic planning session. The items are a membership award and a Susan Mills award. |  |  |
| **Secretary Report** | Sanchez-Nelson reported that the minutes from the December meeting had been sent out. No edits were suggested. | Knighten moved that the minutes be approved. Duke seconded. Motion passed. |  |
| **Update Westberg Institute Community Platform** | Duke reported that she has been frequently checking the platform. She has had difficulty getting in. The FCNI presence is minimal. Staab-Polk reported that it is difficult to navigate. Others agreed that improvements are needed. | Invite Sharon Hinton to a Board meeting to review the platform and give feedback. | Knighten |
| **Board Endorsement of New Board Committee Chairs** | Knighten reported that Donna Callaghan has agreed to chair the Research Committee (endorsed at last Board meeting) and Karen May has agreed to chair the Governance Committee. May will attend the next Board meeting. Knighten provided a brief bio of May. | Callaghan moved that the Board endorse Karen May for the Governance Committee Chair. Brown seconded. Motion passed. |  |
| **Membership 2022 non-Renewals** | Knighten reported that Goodrich had provided a list of non-renewing members. Thirty-one members have not renewed. The auto-renewal feature has been removed. Some on the list may have renewed with auto-renewal. Sone did renew but were still on the list. Knighten suggested making phone calls to these non-renewing members to determine level of interest. A script will be needed for phone calls. Discussion followed about what was known about some of the individuals on the list. | List will be sent to Board with Board members assigned to individuals. Phone numbers will be added to the list. Board members will inform which states they can be assigned to. | Knighten and Goodrich |
| **Presentation of Reviewed and Assigned Committee Charters** | Committee Chairs shared their charters and discussed any recent changes. Some edits were made or suggested. These included Technology, Marketing, Research, Resource, and Finance. | Staab-Polk moved to approve the five charters as reviewed with any necessary additions or corrections. Garner seconded. Motion passed. |  |
| **ANA Contact—Scope and Standards** | Knighten reported that Solari-Twadell and she had reached out to Carol Bickford at ANA. Solari-Twadell will be reporting on next steps. |  |  |
| **Fund-Raising Committee** | Staab-Polk reported that productive ideas have been discussed at the Strategic Planning meeting. Something more concrete should be available after the next Strategic Planning meeting. |  |  |
| **Monthly Awareness Projects** | Garner reported on the Monthly Awareness Project. The topic for July is the only month yet to be completed. The topic is hepatitis. This will be completed by Bobbi Heron-Foster soon. Dementia was moved from June to October. There was some confusion about some topics and months. | Rectify the list of topics and months. | Garner |
| **Web Page Review** | Goodrich reported that there is a post on Facebook by Holley Kelly (not a member) asking for written guidelines for references at community health screenings. She also reported that the digital prayer book is on the website. | Reach out to Holley Kelly | Knighten |
| **Closing Prayer** | Knighten closed in prayer |  |  |
| **Next Meeting** | February 18, 2022, 9:30 AM CT |  |  |
| **Meeting Adjourned** | Adjourned at 11:29 AM CT |  |  |
| **Respectfully submitted by:** | Kathey Sanchez-Nelson | |  |