**Faith Community Nurses International**

**FCNI Board Meeting**

**September 16, 2022**

**2:00 PM CT**

**Date: 9/16/2022**
(ZOOM meeting)

**Attendees:** Ann Solari-Twadell, Mary Lynne Knighten, Kathey Sanchez-Nelson, Linda Garner, Donna Callaghan, Katrina Goodrich, Paula Staab-Polk, Teri Darnall, Eugenia Graves, Debbie Duke, Robert Kentner, Liz Sturgeon, Karen May

**Guest**: Cynthia Garrett

**Those Unable to Attend:** Mary Martin, Esther Brown

| **Agenda Item** | **Discussion** | **Action Taken** | **Responsible Person** |
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| **Welcome and Call to Order** | Meeting Called to Order at 2:02 PM CT |  |  |
| **Invocation** | Solari-Twadell opened the meeting in prayer |  |  |
| **Introductions** | Cynthia Garrett introduced herself to the board. The board individually introduced themselves to Garrett. |  |  |
| **Review of Agenda** | Knighten requested an addition to the agenda regarding the North Carolina Registered Agent under the Topics for Motion and Vote. |  |  |
| **President’s Report** | 1. Solari-Twadell led a discussion on the Annual Educational Conference. She asked for input on the process for vetting the content. Vetting of content will first go to the Board and then to the Education Committee. Any abstracts from speakers will be peer reviewed.
2. Regarding the National Organizations Alliance meeting in November, it is Solari-Twadell and Sanchez-Nelson who are planning to attend.
3. Solari-Twadell discussed low attendance at the town hall meeting. At the Annual Meeting there will be an agenda item to discuss the interest among members in having town halls and how they might be structured.
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| **Vice-President’s Report** | 1. Knighten asked that progress of each committee on the strategic plan be discussed at each committee’s report during this meeting.
2. Regarding leadership succession, Knighten stated that a call went out in August for four positions that will be open: president-elect, treasurer, marketing chair, and education chair. Last week a call went out for president-elect.
3. Knighten reviewed the list of board members to determine how many are coming off this coming year and how many are new. Also, the term years for each board member have been corrected.
4. Knighten reviewed some changes to the by-laws which will be voted on later in this meeting.
5. Knighten discussed the Articles of Incorporation. Before Darnall’s term is over, the registered agent and address will need to be changed. Knighten discussed the responsibilities of the registered agent.
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| **Topics for Motion and Vote** | 1. Garner reminded the board that last month an increase in budget request would be coming for the Education Committee to cover honorariums for speakers. The recommendation would be $100 for a one-hour presentation. Staab-Polk reminded that board that we discussed giving a choice to the speaker between the cash or a two-year membership. This will be part of a budget request for next year. Since the Education Committee put forth the motion that an honorarium be offered next year a second is not needed.
2. Garner stated that the Governance Committee met to discuss by-laws changes. The changes will be voted on by the membership at the annual meeting. Garner reviewed the recommended changes and answered questions.
3. The Leadership Succession Committee provided a motion to change the handbook description of committee chairs.
4. Knighten discussed the need for a North Carolina Registered Agent.
 | 1. The motion to offer and honorarium to speakers next year passed unanimously.2. The motion from the Governance Committee to approve the by-laws changes passed unanimously.3. The Leadership Succession Committee motion passed unanimously.4. Knighten moved that there be an investigation of North Carolina registered entities to find a registered agent for the Articles of Incorporation. Garner seconded. Motion passed unanimously. |  |
| **Treasurer’s Report** | 1. Darnall reported that there was some increase in membership. Revenues increased with the last educational event. Upcoming money out includes the domain name charge in November. We are ahead of budget due to several recent events. Solari-Twadell challenged each Board Member to try to recruit one new member before the Annual Meeting.
2. Darnall reported that we are paying $777 per year to Wild Apricot which allows PayPal buttons to go on the website. This agenda item will go to the Executive Committee.
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| **Secretary Minutes August Board Meeting** | Sanchez-Nelson stated that a motion is needed to approve the August Board Meeting minutes. | Callaghan moved that the August Board Meeting minutes be approved. Graves seconded. Motion passed.  |  |
| **Web Page Review-Katrina Goodrich**  | Goodrich reported that hits peak when members are contacted about an event. Regarding LinkedIn there are 61 connections and 42 followers. Growth of the LinkedIn account is part of the strategic plan. Facebook has nearly 300 followers. Another part of the strategic plan was to get feedback regularly from committee chairs on what to add to the webpage. She has been sitting in on some committee meetings for that purpose. |  |  |
| **Education Committee** | Garner reported that there will be a CNE in November on doing research. |  |  |
| **Fundraising Committee** | Staab-Polk reviewed some possible grants to apply for. She also reviewed some free programs and information for developing a campaign for Giving Tuesday. A gameplan for Giving Tuesday will be presented at the Annual Meeting. |  |  |
| **Governance Committee** | May reported that the committee updated the by-laws to reflect the new purpose and made other changes. |  |  |
| **Marketing and Outreach Committee** | Graves reported that there was no meeting in August. She requested from the board any interesting information that can be put on Facebook.  |  |  |
| **Technology Committee** | Goodrich reported that more members of the committee are needed. Other technology issues have already been discussed throughout this meeting. |  |  |
| **Research Committee** | Callaghan reported that she worked on the November presentation. There was no meeting in August, but there is a meeting next week to discuss other educational programs and the research toolkit.  |  |  |
| **Journal Committee** | Sturgeon reported that there is a plan for an issue for the Fall. Currently there are three research-based articles. There are ideas for other content. |  |  |
| **Membership Committee** | 1. Kentner discussed the possibility of polling Facebook followers.
2. Solari-Twadell discussed the idea of letting those who join before the end of November will have membership until January 2024.
 | 1. A meeting to discuss polling Facebook followers will be held.
2. Solari-Twadell moved that anyone who becomes a member during September, October, or November will be a member until January 2024. Graves seconded. Motion passed.
 | Kentner, Goodrich, Graves |
| **Closing Prayer** | Solari-Twadell closed the meeting with a prayer. |  |  |
| **Next Meeting** | October 21, 2022; 2:00 PM Central Time |  |  |
| **Meeting Adjourned** | Adjourned at 3:30 PM CT |  |  |
| **Respectfully submitted by:** | Kathey Sanchez-Nelson |  |