**Faith Community Nurses International**

**FCNI Board Meeting**

**February 18, 2022**

**9:30 AM CT**

**Date: 2/18/2022**  
(ZOOM meeting)

**Attendees:** Ann Solari-Twadell, Mary Lynne Knighten, Teri Darnall, Eugenia Graves, Esther Brown, Katrina Goodrich,Donna Callaghan, Paula Staab-Polk, Debbie Duke, Karen May, Robert Kentner

**Those Unable to Attend:** Kathey Sanchez-Nelson, Liz Sturgeon,Linda Garner

| **Agenda Item** | **Discussion** | **Action Taken** | **Responsible Person** |
| --- | --- | --- | --- |
| **Welcome and Call to Order** | Meeting Called to Order at 9:30 AM CT |  |  |
| **Invocation** | Duke opened the meeting with an invocation |  |  |
| **Treasurer’s Report and Finance Committee Report** | 1. Darnall reported that revenues have come in from memberships and are mostly renewals. 2. Darnall shared the Finance Committee Charter, including some changes that have recently been made and some that will soon be made. Goals and Deliverables were shared. |  |  |
| **Review of Agenda** | Solari-Twadell added an item to discuss Board Meeting dates and times. |  |  |
| **President’s Report** | 1. Two new board members introduced themselves--Karen May and Bob Kentner. The rest of the Board members introduced themselves. 2. Solari-Twadell reported that the Faith Community Nurses conference for Canada will be held in May, and that she will be on the agenda. 3. Solari-Twadell addressed the Scope and Standards of HMA/ANA. Knighten detailed some of the process. 4. Solari-Twadell went through the list of Board of Directors to review when each member will be going off the board. Knighten mentioned that Lori Hacker has resigned from the Board and that Mary Martin would take her place as chair of the Practice Committee as soon as the Board of Directors votes her in. | 2. Send information about the Canadian conference to the board. | 2. Knighten |
| **Vice-President’s Report** | 1. Knighten reviewed the Organizational Overview and SWOT of the Strategic Planning document. Some edits were made among the Board members. 2. Knighten reviewed the rest of the Strategic Plan document for 2022-2025 that was sent to Board members. Feedback was solicited. 3. Knighten shared a slide presentation that she had made that promotes FCNI. This can be used as part of a recruitment toolkit. 4. Solari-Twadell reported that she and Knighten will be managing the work with committee chairs individually. Solari-Twadell will be working with Membership, Marketing, Journal, Research. Technology and Education. Knighten will be working with Fund-raising, Practice, Resource, Finance and Governance. |  |  |
| **Secretary Report** |  | Knighten moved that the minutes from the January 2022 Board meeting be approved. Duke seconded. Motion passed. |  |
| **Time and Date of Board Meetings** | Knighten reported that some board members have conflicts with the Friday meeting times. After discussion it was decided to try a new meeting time to be at 9:00 AM Central Time rather than 9:30. The March meeting will start at 9:00 and any issues with the new time will be discussed at that meeting. | Change the next BOD meeting time to one-half hour earlier and communicate new time to the Board. Adjust the time in Zoom. | Sanchez-Nelson |
| **Practice Committee Charter** | Knighten reviewed the Practice Committee Charter after some recent edits were made to the document. Discussion followed. | Staab-Polk moved that the document be approved. Seconded by Kentner. Motion passed. |  |
| **Update on Westberg Institute Community Platform** | Duke reported that she continues to have problems accessing the platform. Staab-Polk and Brown also reported having problems with comments. |  |  |
| **Succession Planning** | Solari-Twadell reported that positions on the board will be opening such as Vice-President and Treasurer/Finance Chair. Discussion followed regarding the Finance Chair and the possibility of looking outside the organization and outside nursing. | The Board is to be thinking of who they might know that could become Treasurer. | All Board Members |
| **Fund-Raising Committee** | Staab-Polk reported for the Fund-Raising Committee. She would like to have this committee meet with the Finance Committee to brainstorm ideas and approaches related to fund-raising. Other ideas for fund-raising would be appreciated. | Everybody on the board come up with and idea for fund-raising. Ideas can be discussed at the next meeting. | All Board Members |
| **Web Page Review** | 1. Goodrich reported on the status of the Web Page. With the new year several updates are needed, such as new charters. Privileges for Kentner will be added. She is trying to start a LinkedIn account for FCNI. Analytics for the website will be available next month. 2. Solari-Twadell mentioned an idea of highlighting each Board member on the website. Start with Kentner as a new Board member. |  |  |
| **Spiritual Resource Development Committee** | Brown reported on the Resource Committee. The Digital Prayer Book has been launched. Maria King is a new member of the Committee. We are still awaiting results of the survey related to Spiritual Gifts. |  |  |
| **Marketing and Outreach Committee** | Graves reported that she has a meeting with Knighten to finish the Charter. Results will be reported next time. |  |  |
| **Research Committee** | Callaghan reported on the Research Committee. Goals and Deliverables need to be updated to align with the Practice Committee Goals and Deliverables. Members are needed that have research experience. |  |  |
| **Closing Prayer** | Solari-Twadell closed the meeting with a prayer |  |  |
| **Next Meeting** | March 18, 2022, 9:00 AM CT |  |  |
| **Meeting Adjourned** | Adjourned at 11:30 AM CT |  |  |
| **Respectfully submitted by:** | Kathey Sanchez-Nelson | |  |