

Mt. Irenaeus
Board of Trustees Meeting
Minutes
October 30, 2021

Present:	Paul Aroune Rob Buckla Kevin Cleary (Zoom) Mike Fossaceca (Zoom) Dianne Kuzia-Hills Jackie Lanzillo Greg Licamele (Zoom) Terri Marrie Mike Muffoletto (Zoom) Karen Pulaski Dan Riley, ofm Richard Rothermel Sarino Tropeano Kate Trosch Mike Fenn Mary Giardini Joe Kotula, ofm Kevin Kriso, ofm Michelle Marcellin Lou McCormick, ofm	Excused:	Mike New
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Began the day with Morning Prayer.

Management and Ministry Team report (Dan Riley, Mike Fenn, Kevin Kriso, Joe Kotula, and Lou McCormick):

- The Mountain is getting active again – smaller groups than before, but improving and the Mountain is “going out to the valley” also.
- University Ministry Team is collaborating again. Fr. Ross Chamberlain (Interim Franciscan Mission Officer, Chaplain and Director of University Ministries) is pragmatic and wants to do good things for the people we interact with and he is action oriented.
- University Ministries is temporarily under Student Affairs which allows Kevin to be on their calls and do more outreach to groups.
- Dan has been attending Mountain in Your Homes events in California, Chicago and NYC.
- The School of Business has been active and planning events at the Mountain.

- Kevin Cleary suggested that Fr. Ross get us on the new President's docket in the first 30-60 days so we can connect with him immediately.
- Fossaceca says the SBU board is totally on board with the Mountain and as he leaves the Board we can still count on him for help and connections. Fenn thinks we should have someone from the SBU board to replace Fossaceca.

Strategic Initiatives

1. Reach out to worldwide and U.S. Franciscan leadership about developing the life and formation here.

- Kathleen Moffatt says there are a lot of groups out there and she is willing to pave the way with these groups. No other group is using the word contemplation.
- The Mountain should be represented at the Franciscan Federation Conference in Philadelphia. Not only should friars attend, but also board members to be our voices.
- Do we need to hire someone to come in and execute some of these plans? Are we appropriately staffed?
- There are no places of hermitage in the US – we are already committed and willing to invest more and actually build hermitages.
- We are working more closely with the SBU friary and Fr. Ross is helping a lot.
- We need to bring Franciscan leadership onto the Mountain's board, including Franciscan sisters who used to be far more represented and active at the Mountain.
- Kathleen Moffat says we need to stop knocking on the doors of indifference because there is a gold mine out there of people who want what we offer.
- There are a lot of politics around the convergence in Provinces and some of the male Franciscans are showing some resistance, but the Franciscan Federation, who include women, will want this and the friars will come along.
- Dan reminds us of Richard Rohr's community which is both men and women.
- Greg reminds us to reach further into the world wide network, not just the US.

2. Seek others and develop a diverse community at the Mountain

- We need a master plan – where do they live and how.
- We got our first Mountain Companion applicant.
- How do we discern applicants and see if they are a good fit?
- The Personnel committee needs to meet and make sure the infrastructure is there to support the companion. The Personnel committee will meet and will include a resident community member.
- Interview past companions to see where they have fallen short and what we missed.
- Perhaps ask former companions to be mentors to new companions.

3. Ensure that the Mountain and our offerings to SBU help foster a transformational student experience.

- a. Suggestion of committing to a van that will run once a week to the Mountain regardless if there are any passengers. This will show the students a consistency for getting to the Mountain. Could work with University Ministries on funding this.
- b. Suggestion of fostering growth in grad students and health care students and think in a broader sense – not just 18-21 year olds.
- c. The Health Care program is growing exponentially and we can help that department, especially with the character/values aspect. We want to get the spirit of Bona's and the Mountain out to non-campus students.
- d. Many of us have connections with the different schools at SBU and we should follow through with those connections.
- e. We are missing the bi-directional-ness of SBU/Mt. Irenaeus – if we have a role and are invited to have a roll, how do we help the University have an online/health care online connection? Perhaps having online Zoom sessions for specific classes.
- f. These initiatives need to be broken down into sections for people to work on and these smaller committees will come up with timelines and quantities.
- g. If we get involved with the top leadership, it will trickle down to the professors. Focus on healthcare and business for now. We need support from the Provost so the rest of personnel will buy in on the plan. In the sense, we have Mike Fossaceca who works with the Provost on the academic committee with SBU board. We have been nurturing a relationship with Joe Zimmer who is the Acting President, but will return to the Provost position when the President is chosen. Zimmer very much values us. The current Acting Provost, Dave Hilmey is currently a star of the SBU community and he is really interested in getting involved with committees and the Mountain.

4. Expand the Footprint of the Mountain

- a. Our friends in the School of Journalism can help us to make things in this initiative clearer.
- b. It's never about a certain amount of people to come up, we need qualitative not quantitative.
- c. Our whole electronic ministry needs to be in this plan and Mike suggests to call it out on its own bullet.
- d. It was suggested to do more Zooms with faculty and grad students.
- e. "Mountain on the Web."
- f. We need to continue to broadcast what we do so that others learn from us.

- g. Before we start a marketing campaign, perhaps we ask if the SBU School of Business would like to take it on as a class. There is a lot of synergy out there.
- h. We continue to have great success on Zooms.
- i. We have a lot of dreamers, but not a lot of do-ers.

5. Create a Design and Development Committee

- a. There is a change in the name of this initiative.
- b. We want a continuity in our structures to keep the vernacular.
- c. We need to acknowledge the age of our structures on the Mountain and keep in mind that there will eventually be certain buildings that should be demolished instead of maintained.
- d. We need to keep in mind the physical accessibility of each building when planning.
- e. Buildings and Grounds Committee has a new member: Dave Van Overwalle. It's been noted that some of the structures need renovations such as new paint, etc. Volunteers are ready to come in and get things done. Paul says that the committee is focusing on getting work weekends planned.
- f. This initiative is only about the physical space at the Mountain.

6. Create a Comprehensive Advancement Plan

- a. We've matured to the point that we need to expand our personnel.
- b. We have an immediate need for a full-time advancement person. We might also need some additional admin support personnel as this new advancement person would add duties to our current team.
- c. This new person would be about executing the mission and making others look successful.
- d. We not only need money but human capital also.

Discussion of hiring an advancement person:

- i. Is there a salary cap? After discussion about our budget and endowment, it was decided that it will be set by the Personnel and Finance committee.
- ii. Is there a specific role? After much discussion, it was decided that the Advancement and Personnel committees will meet about what is specifically needed.
- iii. One of our weaknesses is execution and part of that is we need people with us, not grad students.
- iv. This sounds like several roles. What can the budget support? We have a very healthy endowment and will not need to touch the principal.
- v. Dianne and Fossaceca asked all to agree to have a group to work on separating the roles and be ready for a January discussion.
- vi. Sarino said we are putting the cart before the horse. It appears that we have 3 different needs. Can we identify what each is and how much we

can allocate for each. Buckla said that if we hire the advancement person first, that person can help raise money for the other positions.

vii. Discussion on the attributes we are looking for in an advancement person:

1. Project management experience
2. Raising money
3. Moving workstreams forward
4. There will be a lot more in this job that is administrative in nature but not in the path of projects.
5. Needs to be someone who has experience.
6. This will be a new hire and not a companion.

Motion: Katie Trosch put forth; we will let a committee made up of the development committee, personnel committee, finance committee and management team craft a job description, benefits packet and a work plan for an advancement person. If that is in the range of up to and including \$125,000, not including other monies which might come from other budget lines, the committee will not have to come back to the board for permission to move forward. The committee will meet in the month of November. Jackie Lanzillo seconded this motion. All in favor – yes, none opposed.

Motion: Karen Pulaski put forth; A sub-committee of the committee mentioned in the first motion will develop a work plan, job description and budget for the “project manager” (official name to be determined) and will propose to the board at the February 2022 Zoom board meeting. The Board will then vote on that position. Sarino Tropeano seconded the motion. All in favor – yes, none opposed.

Mike Fenn informed us that he offered Mary Schlosser to continue with the auction and stewardship roles as a projects-based employment situation. She accepted.

Committee Reports:

Building and Grounds

- Internet infrastructure: see the report for details. We will have very good coverage through Wi-Fi among the buildings with this plan. It will make it easy to expand our online ministries. The B&G committee is asking for a little more than \$15,000 to complete this project.

Motion: Paul Aroune; to approve the expense for internet infrastructure of \$15,448.06. Seconded by Dianne. All in favor – yes, none opposed.

- Solar update: the project is moving forward and the land is marked out. We have spoken with the electricians and they will start installation in January with a “live” date in February 2022 - if the weather cooperates. Br. Joe contracted with Ungermann to create a berm and work will start in November.
- Buckla says that the fundraising around the solar panel is going well, with a gift of \$40,000 already committed and the committee will approach one or two

more people to cover the rest of the cost. The total will be approximately \$90,000 which was already approved at the last board meeting.

- Jackie is adding line items to the Mountain Auction to pay for a month of internet and to pay for the cost of a solar panel.

Board Nominating Committee

- Poll/questionnaire will be sent out in November asking all trustees questions about their membership status and help with committees and the initiatives. On Friday night it was suggested we consider asking all board members to extend their term by one year due to not being able to meet in person due to Covid. This question will be posed in the poll. It will also include a question that asks respondents to add any names of people who we should consider for board candidacy.
- Current nominations:
 - i. Kathy Colucci – nominated today by Dianne, Dan, Jackie and others.
 1. She is loyal, responsible, bright, clever, spiritual, organized.
 2. She would be a great addition and fit.
 3. She wants to spend time that is spiritually enriching.
 4. Already agreed to be on advancement committee.

Motion: Katie Trosch; moved that we immediately approach Kathy and offer board membership starting with our next meeting which will be a Zoom in February, 2022. Seconded by Jackie. All in favor, none opposed.

- ii. Lisa Joe Looney – nominated today by Paul and Dan.
 1. She seems to be excited to be back.
 2. She has been added to the Weekends and More Branch of the Council for Spirit and Life.
 - iii. Matricia James – nominated today by Dan and Rob.
 1. Wonderful and interested in working with us.
 2. She would be a good addition because she is not Catholic, a woman and a person of color.
 3. She is engaged with us already.
 4. The nominating committee will discuss in November and get back to us at our next meeting, Feb 2022.
 - iv. Steve Patti – nominated today by Dan.
 1. We need a friar and he would be a good choice.
 - v. Laurie Krupa – nominated today by Mike Fossaceca.
 1. Rob Buckla says that right now she is incredibly busy.
 2. Rob and Mike Fossaceca are both impressed with Laurie.
 3. Laurie asked to reevaluate after the first of the year and she wants to make a visit here before committing to the advancement committee.
- In November, the Nominating Committee will meet to discuss Lisa Jo Looney, Doug Looney, Barb Salapek and other names mentioned. They will plan an orientation and companion for each and make plans to invite additional people.

Motion: Karen Pulaski; ask Matricia James and Steve Patti to join the board starting Feb 2022 and seconded by Sarino. All in favor, yes, none opposed.

- Assigning their mentors/companions will also be discussed by the Nominating Committee in November.
- Board Development Committee will make sure to approach the new president within the first 30-60 days of his office.

Finance

- Mike went over this year's budget.
- Last year's Mountain Fund was an anomaly and we are running closer to where we were the year before.
- SBU has decreased their funding from \$120K in fiscal year 2019-20 to \$90K in fiscal year 2020-21 and now it is \$80K for fiscal year 2021-22. The minimum in writing is \$120K a year. These agreements need to be worked on. SBU has a deficit of \$2MM due to Covid.
 - i. Mike Fossaceca stated that the CFO of SBU is a great guy with a wonderful wife. He can get them up to the Mountain. He has never heard any issues directed towards the Mountain. He suggests that we have outdated documents that people have most likely never read and he will talk to him about it. Maybe we need to update those documents. The SBU trustees meeting talked about the Mountain, but they don't know they are out of agreement on that.
- The transfer from the endowment is less than 3% currently, but we can do up to 6%.
- We need to start saving/accruing the building maintenance fund because we have a lot of projects coming up.
- Dianne suggests we create a capital expenditures budget line so that shows differently in the regular budget. Mike will think about it.
- The new Advancement Project Person can work on getting money for different projects, but we need to be cautious of accepting gifts without going through this new person. This person will have a broader view of all of the fundraising efforts and any asks that might already be out there. Dan says that there are people out there waiting to be asked.
- Mike Fenn stated that we are on a managed deficit and can pull more money from the endowment if we want to.

Motion: Paul Aroune; to approve the 2021-22 budget. (After a discussion.) Kate Trosch seconded it. Voted – all approved, none opposed.

Announcements:

- Living Stones 2022 needs a new date.
- The carpet in the hallway is on a worklist for the contractor to come and stretch it back into place.
- The auction runs from Nov 5-14, please promote and share.

- From Dan – homework – read the fundamentals.
- From Dan – we haven't had any fall retreats in a few years and he knows some great presenters if we are interested in one. Terri said that some years ago we agreed to do that once a year at one of our board meetings but we didn't start. We used to have great speakers and we need to start again – especially in the light of the resources that we've been offered by Kathleen Moffit. We should have ongoing formation and Dan will be happy to help with that.
- Terri expressed concerns with training, especially since we are bringing on new staff.
 - There should be required annual trainings.
 - Kevin said that the friars are expected to do training with the Province every year or two.
 - Do we have a response plan if something happens and who executes it?
 - We should agree as a board to require this training so that we don't get caught in with a lawsuit.
- Mary Giardini thanked those who participate in the prayer circle and encouraged others to join.
- Everyone said goodbye to Mike Fossaceca since this will be his last board meeting to fill his term. If it is voted that everyone's term is extended by one year, he would be happy to serve another year.

Ended meeting with prayer.

Next meetings:

February 4-6, 2022 (Zoom)

April 29-May 1, 2022