**Catholic Charities Board of Advisors Minutes**

 **May 17, 2016 --- 6:00-8:00 Eastern**

 **Office of Hispanic Ministry - - - Huntingburg**

**Board Members present:**  Janet Fischer, Ed Knust, Judy Kropfl, Ann Lampkins, Nancy Oskins, Dan Ritter, Fr. Ed Schnur, Michael Vogel, and Gerald Weber

**Excused:** Fr. John Boeglin, Sandra Chaparro, Lisa Ice-Jones, Nancy Kirkpatrick, Sr. Jane McConnell, and Cyndi Pepper

**Staff present:** Sharon Burns, Director

President Janet Fischer called the meeting to order, followed by the opening prayer given by Nancy Oskins. Minutes of the March 15, 2016 meeting were reviewed; Gerald Weber made a motion to approve the minutes, and Dan Ritter seconded the motion.

**President’s Report:** Janet gave an update on the Diocesan Capital Campaign, stating that pending the final case statement and the Bishop’s approval, a total of 3 million dollars has been requested. $800,000.00 of the money would be designated to our endowment, with the remaining $2.2 million dollars going towards building a permanent home for Catholic Charities, which would include a social enterprise initiative. There will be a diocesan architect speaking with the Board and Staff at our July 12 meeting to define the “steps” to making decisions, and the process needed to begin a social enterprise.

**Director’s Report:** Sharon told the Board about a new Department of Labor regulation that all personnel earning approximately $48,000.00 and under must go to hourly wages in the near future. This regulation will require staff members to clock in and out; Sharon is presently looking at various systems to use. Things such as blocking computer servers and phone calls during non-work times will have to be carefully observed.

Sharon informed the Board that she has several good applicants for an “Assistant Director” position and that she hopes to hire someone by July 1. Other personnel changes were noted, with some staff members cutting their hours because of various commitments.

**Committee Reports:**

 **Marketing/PR, Nominations, Governance - -** No reports given

 **Finance:** Mike Vogel presented the year-to-date financial statements. He reviewed items that had significant variance to budgeted amounts and took questions from the Board.

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 **Development:** After checking the background of Dr. Jennifer Arnold as our guest speaker for the 80th Anniversary Celebration, she was eliminated. During the discussion about Chris Gardiner as the speaker, the Board agreed that a more lively, active evening is going to attract a wider audience, especially for this, our first annual event. Several strong possibilities were discussed: pick up on the 80’s theme and ask the Duke Boys to provide music from the 80’s during the evening, charge $80 per ticket, sell sponsorships that would be displayed in a booklet for each ticket holder, and ask each parish to sponsor at least one table. A multitude of other ideas were added to the mix that are too numerous to mention. The new, but still tentative, date for the Celebration is May 4, 2017. Catering and a venue are currently being considered. A profit of at least $40,000.00 is the hope for the evening.

 **UPCOMING DATES:**

 **TUESDAY, JULY 12 -- Next Board meeting at Catholic Charities offices; gather at 5:30 for dinner, meeting begins at 6:00 p.m.**

 **THURSDAY, OCT. 20 -- Respect Life Celebration; Dr. Carolyn Woo will be the keynote speaker.**

 The meeting was closed with a prayer given by Father Ed Schnur.

Respectfully submitted,

Ann Lampkins

Secretary