

AGENDA

CHRIST THE KING PASSIONIST RETREAT CENTER

BOARD OF DIRECTORS MEETING

December 13, 2017 | 5:30 P.M.

Call to Order – President, Dennis Cook (5:30 p.m.)

1. Formation Committee – Opening Prayer, Fr. Giltus (5 Minutes)
2. MOTION to approve Minutes from October 11, 2017 Board Meeting (5 Minutes)
3. MOTION to convert the Development Committee to a Management Committee (5 Minutes)
4. Retreat Director Report – Fr. Giltus (10 Minutes)
 - a. Ministry Report
 - b. Administrative Report
5. Updates (5 Minutes)
 - a. PRCB Meeting (Dennis)
 - b. Board Orientation (Fr. Giltus)
 - c. Policy Governance (Dennis)
 - d. Strategic Plan (Dennis)
6. Other Business
7. Closing Prayer – Fr. Jim, Fr. Giltus

Adjournment (6:00 p.m.)

AGENDA

CHRIST THE KING PASSIONIST RETREAT CENTER

BOARD OF DIRECTORS MEETING

October 11, 2017 | 6:00 P.M.

Call to Order – President, Dennis Cook (6:00 p.m.)

1. Formation Committee – Opening Prayer, Fr. Giltus (5 Minutes)
2. MOTION to approve Minutes from August 9, 2017 Board Meeting (5 Minutes)
3. Introduction of New Board Member (5 Minutes)
 - a. Jim Fritzsche
4. Nominating Committee Report – (Fr. Giltus); (10 Minutes)
 - a. Discussion about potential new Board members
 - b. Status of new Board member orientation
 - c. Status of Board member “binders”
5. Retreat Director Report – Fr. Giltus (20 Minutes)
 - a. Ministry Report
 - b. Administrative Report
6. Ad Hoc Bylaws Committee Report – (Dennis) (5 Minutes)
 - a. Review of draft changes to be proposed to the Board of Trustees
7. Committee Reports (20 Minutes)
 - a. Charism – Chairperson (Fr. Giltus)
 - b. Finance – Chairperson (Bob)
 1. 2016-2017 fiscal year-end review
 2. 2017-2018 budget review
 - c. Governance – Chairperson (Chuck)
 1. report on status of Governance Task Force and proposed policies
 - d. Development – Chairperson (Bob)
8. Other Business (5 Minutes)
9. Closing Prayer – Fr. Jim, Fr. Giltus (5 Minutes)
10. Executive Session (15 Minutes)

Adjournment (7:45 p.m.)

AGENDA

CHRIST THE KING PASSIONIST RETREAT CENTER BOARD OF DIRECTORS MEETING

August 9, 2017 6:00 P.M.

Call To Order – President, Dennis Cook (6:00 p.m.)

1. Formation Committee – Opening Prayer, Fr. Jim, Fr. Giltus (5 Minutes)
2. MOTION to approve Minutes from June 26, 2017 Board Meeting (5 Minutes)
3. Reintroduction of new Board member (5 Minutes)
 - a. Jody Garnett
4. Nominating Committee Report – (Fr. Jim, Fr. Giltus); (15 Minutes)
 - a. Discussion about potential new Board members; Jim Fritzsche (?)
 - b. Status of new Board member orientation
 - c. Status of Board member “binders”
5. Retreat Director Report – Fr. Giltus (20 minutes)
 - a. Ministry Report
 - b. Administrative Report
6. Ad Hoc Bylaws Committee Report – (Dennis) (10 Minutes)
 - a. Review of draft changes to be proposed to the Board of Trustees
7. Committee Reports (20 Minutes)
 - a. Charism – chairperson (Fr. Jim)
 - b. Finance – chairperson (Bob)
 1. preliminary fiscal year-end review
 - c. Governance – chairperson (Chuck)
 1. report on status of Governance Task Force and proposed policies
 - d. Development – chairperson (Bob)
8. Other Business (5 Minutes)
9. Closing Prayer – Fr. Jim, Fr. Giltus (5 Minutes)
10. Executive Session (15 minutes)
 - a. Performance Evaluation
 - b. Other business

Adjournment (7:45 p.m.)

AGENDA

CHRIST THE KING PASSIONIST RETREAT CENTER BOARD OF DIRECTORS MEETING

June 26, 2017 6:00 P.M.

1. Call To Order - President, Dennis Cook (6:00 p.m.)
2. Formation Committee – Opening Prayer, Fr. Giltus (5 Minutes)
3. MOTION to approve Minutes from April 12, 2017 Board Meeting (5 Minutes)
4. Introduction of potential new Board members (5 Minutes)
5. Retreat Director Reports - Fr. Giltus (20 minutes)
 - a. Ministry Report
 - b. Administrative Report
6. Review and Appointment of Board officers (5 Minutes)
 - a. chairperson (Dennis), vice chairperson (Jack), secretary (Mary Myrick), treasurer (Bob?)
7. Committee Reports (20 Minutes)
 - a. nominating - chairperson (Fr. Jim)
 - b. charism - chairperson (Fr. Jim)
 - c. finance - chairperson (Bob)
 - d. governance - chairperson (Chuck)
 - e. development - chairperson (Bob)
8. Review of Bylaws (5 Minutes)
 - a. Dennis Cook (Ken Macdonald (?), others(?))
9. Other Business (5 Minutes)
10. Closing Prayer - Fr. Giltus (5 Minutes)
11. Executive Session (5 minutes)
12. Adjournment

AGENDA

CHRIST THE KING PASSIONIST RETREAT CENTER BOARD OF DIRECTORS MEETING

April 12, 2017 6:00 P.M.

1. Call To Order - President, Dennis Cook (6:00 p.m.)
2. Formation Committee – Opening Prayer, Fr. Giltus (5 Minutes)
3. MOTION to approve Minutes from February 8, 2017 Board Meeting (5 Minutes)
4. Introduction of New Board Member (5 Minutes)
 - a. Dan Haverty
5. Introduction of Potential New Board Members (5 Minutes)
 - a. Dominic Anton
 - b. John Gonzales
6. Retreat Director Reports - Fr. Giltus (20 minutes)
 - a. Ministry Report
 - b. Administrative Report
 - c. Presentation of 2017-2018 proposed budget
 1. MOTION to approve budget
7. Review and Appointment of Board Officers (5 Minutes)
 - a. chairperson (Dennis), vice chairperson (Jack), secretary (Mary Myrick?), treasurer (Rae)
8. Review of Committees, Committee Status, and Assignments (10 Minutes)
 - a. nominating - chairperson (Fr. Jim)
 - b. formation (charism) - chairperson (Fr. Jim)
 1. MOTION change name from Formation to Charism
 - c. finance - chairperson (Rae, Bob Porter taking over)
 - d. governance - chairperson (Chuck Rose I hope))
 - e. development - chairperson (Bob Porter)
 - f. building and grounds
 1. MOTION to discontinue as a Board Committee
 - g. communication
 1. MOTION to discontinue as a Board Committee

9. Committee Reports (20 minutes)
 - a. Development – Bob Porter (5 Minutes)
 - b. Finance - Rae James (5 Minutes)
 - c. Charism – Fr. Jim ((5 Minutes)
 - d. Governance – Chuck Rose (5 Minutes)
10. Review of Bylaws (5 Minutes)
 - a. MOTION to form an ad hoc committee to review the Bylaws
 - b. Ken Macdonald (?), Dennis Cook, others(?)
11. Other Business (10 Minutes)
 - a. update Board roster and term sheet
 - b. review and SIGN Disclosure of Conflicts form
12. Closing Prayer - Fr. Giltus (5 Minutes)
13. Executive Session (5 minutes)
14. Adjournment (7:50 p.m.)

AGENDA
CHRIST THE KING PASSIONIST RETREAT CENTER
BOARD OF DIRECTORS MEETING
February 8, 2017 6:00 P.M.

1. Call To Order - President, Dennis Cook
2. Formation Committee – Opening Prayer, Fr. Giltus (5 Minutes)
3. Approval of Minutes from October 5, 2016 Board Meeting
4. Review December 15, 2016 informal Board meeting - Dennis Cook (5 Minutes)
 - a. Review regarding update on Province presented at December 15, 2016 meeting -Fr. Giltus (10 minutes)
5. Retreat Director Reports - Fr. Giltus (15 minutes)
 - a. Ministry Report
 - b. Administrative Report
6. Committee Reports
 - a. Development – Bob Porter (5 Minutes)
 - b. Finance - Rae/Fr. Giltus/ Robyn (5 Minutes)
 - Need new chairperson
 - c. Buildings and Grounds – J. Gualco (5 Minutes)
 - d. Formation – Fr. Giltus and Dennis Cook (20 minutes)
 - Introduction, review and voting for 3 new Board members
 - e. Communications – general discussion (5 Minutes)
 - Possible elimination of committee
 - f. Governance – Chuck Rose and Dennis Cook (10 Minutes)
 - Report on PRCB October 2016 meeting
 - Nonprofit Governance Models
 1. Advisory – group of trusted advisors
 2. Patron – advisory, but emphasis on fundraising
 3. Cooperative – group of peers; no CEO
 4. Management team – board performs some management duties
 5. Policy - provides direction to the Retreat Director thru policy
 - g. Review of Committee Assignments - Dennis Cook (5 Minutes)
7. Other Business
8. Closing Prayer - Fr. Giltus (5 Minutes)
9. Executive Session
10. Adjournment

AGENDA
CHRIST THE KING PASSIONIST RETREAT CENTER
BOARD OF DIRECTORS MEETING
DECEMBER 15, 2016 6:00 P.M.

1. Call To Order (President, Dennis Cook)
2. Formation Committee – Opening Prayer (Fr. Giltus) (5 Min)
3. Approval Of Minutes From October 5, 2016 Board Meeting
4. Presentation By Fr. Joe Moons; Update on Province (30 Min)
5. Director Of Ministry Report - (Fr. Giltus) (10 Min)
6. Administrative Report - (Fr. Giltus/Robyn) (10 Min)
7. Committee Reports:
 - a. Development – Bob Porter (5 Min)
 - b. Finance – Rae James (5 Min)
 - c. Buildings And Grounds – J. Gualco (5 Min)
 - d. Formation – Fr. Giltus (5 Min)
 - e. Communications – Mary Myrick (5 Min)
 - f. Governance – Dennis Cook/Chuck Rose (15 Min)
 - i. Report on PRCB October 10-13 meeting
 - ii. Nonprofit Governance Models
 1. advisory – group of trusted advisors
 2. patron – advisory, but emphasis on fundraising
 3. cooperative – group of peers; no CEO
 4. management Team – board performs some management duties
 5. POLICY – Provide Direction To The CEO Thru Policy
 - iii. Review of Committee Assignments Dennis Cook
8. OTHER BUSINESS:
9. CLOSING PRAYER – FORMATION COMMITTEE
(FR. Giltus) (5 Min)
10. EXECUTIVE SESSION
11. ADJOURNMENT