

**Wisconsin Religious Collaborative  
Board of Directors Meeting**

**May 3, 2021**

**Minutes**

**Roll Call**

Pat Cormack, SCSC	President	Present
Beverly Heitke, SDS	Vice President	Present
Theresa Sandok, OSM	Secretary	Present
Sue Ernster, FSPA	Treasurer	Present
Diana De Bruin, OSF	Board Member	Present
Sharon Glumb, SLW	Board Member	Present
Toni Harris, OP	Board Member	Present
Rose Jochmann, OSF	Board Member	Present
Jean Steffes, CSA	Board Member	Present

**Call to Order**

A special meeting of the Board of Directors of the Wisconsin Religious Collaborative was called to order via Zoom at 11:00 AM on May 3, 2021, by Pat Cormack, SCSC.

**Purposes of the Meeting**

- To approve the 2021-2022 budget.
- To discuss the process for replacing the executive director.

**Prayer**

Pat Cormack, SCSC, invited the group to pause for a moment of silence and ask the Spirit to breathe on us today.

**Approval of Minutes**

Diana De Bruin, OSF, moved to approve the March 22, 2021 minutes as written. Rose Jochmann, OSF, seconded the motion, which passed unanimously.

**Approval of Agenda**

Beverly Heitke, SDS, moved to approve the May 3, 2021 agenda as presented. Jean Steffes, CSA, seconded the motion, which passed unanimously.

### **Accounting Procedures**

Sue Ernster, FSPA, drew attention to changes in accounting procedures necessitated by the change in accounting provider to the Society of the Divine Savior. Sue had earlier sent the board a description of the revised procedures as an email attachment.

### **FY 2021–2022 Budget**

Sue Ernster, FSPA, presented a draft of the FY 2021–2022 budget. She said that the draft was planned with the assumption of an executive director in place.

Pat Cormack, SCSC, said that the Executive Committee was in favor of hiring an interim director until we could find a permanent replacement for Lyn. We would still need to include funds for an interim and executive director in the budget, but we would not need to increase that line item.

Diana De Bruin, OSF, confirmed that the Sisters of St. Francis of Assisi were willing to continue the leased employee arrangement with the WRC for both an interim and a permanent executive director.

Pat mentioned that, in keeping with the provisions of the OSF employment policy manual, we will not reimburse Lyn for any remaining PTO because she failed to give us four weeks' notice of her resignation. Also, Lyn will receive what she paid into retirement but not the matching portion we paid because she was employed by us for less than six years. The matching portion will be returned to the WRC.

Sue noted that the Franciscan Sisters of Perpetual Adoration are still committed to giving the WRC the \$50,000 FSPA Venture Grant, but they will require that the WRC have firmer plans in place before the grant money is awarded.

Following discussion, which included acknowledgment of the uncertainty of future needs in relation to the executive director's position, Diana De Bruin, OSF, moved to approve a budget for FY 2021-2022 not to exceed the previous year's budget of \$148,566 in expenses. Toni Harris, OP, seconded the motion, which passed unanimously.

### **Replacement of Executive Director**

Pat Cormack, SCSC, opened the floor to a discussion of how to fill the executive director's position. The group agreed to appoint an interim director while searching for a permanent person to fill the position. Pat will provide board members with a position description.

The board appointed Pat Cormack, SCSC; Sue Ernster, FSPA; Sharon Glumb, SLW; and Jean Steffes, CSA; to serve as the search committee.

Board members agreed to inform their respective team members of Lyn Korte's resignation, tell them we are seeking an interim person, and invite them to suggest names for the interim position. More information will be provided to the teams at the May 17 meeting.

### **May 17 Meeting with Leadership Teams**

Pat Cormack, SCSC, said that she will send the agenda and preparatory materials for the meeting to participants today. She reminded the board members that they would be assigned to serve as facilitators for the breakout rooms.

### **Future Meetings**

<b>Date</b>	<b>Notes</b>	<b>Place / Type</b>	<b>Prayer</b>
May 17, 2021	With Leadership Teams	Zoom	Rose Jochmann, OSF
July 9, 2021		Green Bay, if in person	Theresa Sandok, OSM
Sept. 27, 2021			Diana De Bruin, OSF
Nov. 12, 2021			Jean Steffes, CSA

### **Next Meeting**

The next board meeting will include all leadership team members of WRC institutes and is scheduled for 9:30 AM–2:30 PM, May 17, 2021, via Zoom. Prayer: Rose Jochmann, OSF.

### **Adjournment**

Sue Ernster, FSPA, moved to adjourn, and Rose Jochmann, OSF, seconded the motion, which passed unanimously. The meeting ended at 11:50 AM.

Respectfully submitted,



Theresa Sandok, OSM  
Secretary, WRC