



**CPFI Board of Directors Meeting Minutes
18 November 2022
via Zoom**

Opening Remarks

Immediate Past President Jeff Copeland called the meeting to order on 18 November at 9:04a (EST) and made opening remarks. Due to scheduling concerns, one agenda item was moved forward.

Board Discussion

Executive Session

- The Board began discussion with a confidential issue that had been brought to its attention. Following discussion and consultation with a respected advisor, time was spent in prayer and a plan of action was decided. However, it was agreed to delay the vote on the plan until later in the meeting to allow additional time for prayer. The executive session paused and the formal meeting began.

Break (5 minutes)

Devotion and Prayer

Dan Spadaro shared a short devotion followed by prayer. Through the devotion, the Board reflected on the need to focus on God and not our circumstances, striving to always give thanks and praise (1 Thessalonians 5:18, Psalm 113).

Roll Call and Approval of Minutes

Present via Zoom	Absent
Ron Herman, Executive Director	Greg Carlson, Vice President
Jeff Copeland, Immediate Past President	Keith Allhands, Director
Jordan Daniel, Treasurer	Tracy Frame, Director
Dawn Battise, Secretary	Zach Krauss, Student Coordinator
Jeff Bates, Director	
Gene Erb, Director	
Daniel Spadaro, Director	
Fred Eckel, Director	
Nena Lindrose, Administrative Director	

Minutes for the 2 June 2022 Board of Directors meeting and 3 June 2022 CPFI business meeting were previously distributed by Nena Lindrose. M/S/C (Spadaro/Eckel) to approve the minutes.

Board Discussion and Updates

Nominations Committee Report (see full report)

- Dawn Battise reported on behalf of the Nominations Committee.
- At the Annual Meeting, a few members raised questions about the role of online voting moving forward, considering the return to in person meetings. The Board discussed advantages and disadvantages to in person vs. online voting, specifically focusing on the following:
 - o Online voting has offered increased member engagement and is a fairly straightforward process through MemberClicks.
 - o Since some members would like an opportunity to meet candidates prior to voting, a Zoom meeting may be scheduled. Members could talk with the candidates in the large Zoom room or go into breakout rooms for more individual discussions.
 - o If candidates agree, phone numbers could be shared on a one-on-one basis to allow for additional conversation, especially for those who are not available for the Zoom or who prefer an alternative.
- Board members agreed that nominees should submit a signed Code of Conduct with other nomination materials.
- The potential to adjust the voting time table was considered. Some Board members agreed that if online voting continued, the final vote should be completed earlier so that new Board members could plan to attend the summer Board meeting.
- M/S/C (Erb/Eckel): to continue online voting, require a signed Code of Conduct with nomination materials, and to adjust the voting timeline to allow new members to attend the summer BOD meeting.

Finance Committee Report (see also full report)

- Jordan Daniel reviewed the finance committee report.
- Some income highlights were reviewed, including the following:
 - o Annual meeting: There was a significant increase in revenue from the in person meeting as compared to the 2021 online meeting.
 - o Donations: This was significantly above budget due to one very generous donation. However, the 1% group and power hour donation income were slightly below the projected budget.
 - o Membership: Both new and renewing member income is below the projected budget.
 - o Student Initiatives:
 - The 2022 silent auction brought in income to support the Hands and Feet grants. Seven Hands and Feet grants have been awarded since that time but additional funds remain that will roll into next year's budget.
 - Students who attended the Annual Meeting received conference scholarship thanks to designated donations from professional members.
 - o The operating cash account is healthy and stable, largely due to the single generous gift. However, investment accounts are significantly down.

- Only a small portion of the missions scholarship budget was used in 2022. However, there is an increasing return to missions so there may be renewed interest, especially among students.
- Board discussion included the following:
 - A question was raised about altering the typical end of year call for donations considering the unexpected gift earlier in the year. The Board discussed the need to designate a purpose for donation, and if it may be more effective and productive to focus on a call for membership. However, a point was raised that some individuals choose to make end of year donations and these can be a blessing to the organization, especially as investment income is down. At this time, the call for donations will continue.
 - One time in the past, a financial advisor, Mark Tipton, spoke with CPFI as a courtesy to Nena Lindrose. Given recent economic changes and the length of time since investments were last reviewed, it may be prudent to consider follow up with a financial advisor. Mr. Tipton will be contacted and, if appropriate, other financial advisors may be considered. The Finance Committee can report back at the summer BOD meeting to determine if changes are appropriate.
- The 2023 proposed budget was reviewed.
 - Many items remained largely the same. Renewing member budget was decreased. Investments were estimated as best as possible although there are many unknowns.
 - The Silent Auction has funded the Hands and Feet grant and Congo missions budget lines. If Susan Lutz is not available to coordinate this a new coordinator needs to be identified. If the Silent Auction does not continue, CPFI will need to identify a new source of funding (ie: rollover from the 2022 budget).
 - Congo missions remains a budget line item. This was discussed at a previous BOD meeting but additional follow-up is needed to determine if there is still a need and if there has been any recent communication with them. They will be contacted and previous communication with them will be reviewed.
 - The GMHC booth was discussed. Prior to the meeting, Keith Allhands expressed a willingness to continue representing the organization even if the Board meeting is not conducted in person at this time. For the 2022 conference, Keith had many positive interactions with students, and non-pharmacy healthcare providers who planned to take CPFI information back to pharmacy colleagues. Additional Board members expressed support of continuing the booth as a general exhibitor.
- The Board was encouraged to consider how the significant donation can be used for Kingdom investment.
 - Ron raised the possibility of having a pharmacy learner complete a clerkship experience in organization management. If funds were needed to support this (ie: supporting travel and accommodation expenses if an in-person experience), some of the donations could be used in this way. We may also determine if there is a way this can be done in partnership with Blessings International.
 - Additional discussion will also be tied to Strategic Planning considerations.
- M/S/C (Eckel/Herman) to approve the 2023 proposed budget.

Annual Meeting

- The 2023 and 2024 annual meetings will be held at Lake Junaluska Conference and Retreat Center, and Bonclarken Conference Center, respectively.
- The 2025 location is TBD.

- Several previous locations (Glen Eyrie in CO, and DoubleTree in Myrtle Beach, SC) no longer meet the needs of the organization.
- There is a ministry in Myrtle Beach, SC that CPFI has previously supported. They have opened a new location that may be worth exploring.
- There was discussion about considering a university location. It has been a number of years since a conference was held in this setting. There are some unique challenges to consider (ie: shuttling, catering, accommodations) but also some potential advantages. University of Incarnate Word and Cedarville University are possible options.
- The Board will need to consider changing needs and desires of attendees.
- The annual meeting planning committee will explore potential costs with the above options.

Break (5 minutes)

Prior to restarting discussions, Fred Eckel offered a prayer.

Board Discussion

Executive Session (continued discussion and vote)

- The Board reconvened the Executive Session. Various options were reviewed and a vote was made to move forward with the plan discussed earlier.

Lunch Break (1 hour)

Board Discussion and Updates

Proposed bylaw change

- A proposed bylaw change was brought forward. The proposed change will require the National Student Council director to be nominated by the NSC Executive Committee and approved by the Board of Directors.
- There was discussion about clarifying wording and ensuring consistency throughout the Bylaws.
- M/S/C (Herman/Erb) for Section 3.C to be modified to clarify that the NSC President *or other approved council member* may represent the NSC on the BOD. This change and the initial proposal will be carried forward to the next BOD meeting, in alignment with Bylaws requirements.

Executive Director Report (see also full report)

- Ron Herman presented current membership data. Projections indicate that membership renewal will be on track with expected. Total membership (student and professional members) is currently slightly higher than this point last year.
- CMDA came to Ron with concerns about a HHS rule, “Ensuring Access To Equitable, Affordable, Client-Centered, Quality Family Planning Services.” The rule, which applies to providers and pharmacists, dictates requirements about supplying medications, making determinations regarding suitability, or advising patients about how to use medications. There are specific examples of conscious refusal which, under the law, could be considered discrimination. CMDA took this to

court and won the case which means that members of the organization will be allowed to exercise their right of conscientious objection. Since CMDA has taken this to court, pharmacists may join their organization to be provided the same protection, at least until CPFI has been able to take additional steps in considering this. This issue of conscientious objection should be a point of discussion in Strategic Planning as it will directly impact some CPFI members. It may also be a topic to consider discussing at the next Annual Meeting.

- Of note, this prompted a further discussion between Ron and CMDA leadership about CPFI joining CMDA. Since this was last considered four years ago, CMDA has changed previous policies that would now allow more freedom.

Code of Conduct Distribution to Student Chapters

- Daniel Wilson worked with Jessica Langdon to determine next steps in distribution but there is not a recent update. Nena Lindrose will follow up with Jessica to determine where this stands.

FaithScript messages

- Individuals volunteered to write FaithScripts as follows: Jeff Bates (March), Jordan Daniel (April), Nena Lindrose (June), Dawn Battise (July), Gene Erb (September), Ron Herman (November), Dan Spadaro (where needed), Fred Eckel (fill in where needed).

Strategic Planning

- Several Board members expressed support to continue with planning and scheduling an additional meeting (potentially in the spring) to move forward.

Prayer and Adjournment

Concluded with prayer by Dawn Battise. Adjourned at 3:35p by Ron Herman.

Respectfully submitted,

Dawn Battise, PharmD, BCACP