

**FRIENDS IN ACTION INTERNATIONAL
BOARD OF DIRECTORS MEETING
OCTOBER 26 & 27, 2023**

Friends in Action International board of directors from Canada and USA met at the headquarters building at 3985 E. Harrisburg Pike, Middletown, PA on Thursday and Friday, October 26 & 27, 2023. Attendees: Matt Durkee, Executive Director; Andy Hunt, USA Chairman/Treasurer; Paul Jarot, USA Vice Chairman; Randy Schnieders, USA; Ted Illjes, USA Secretary; Faye Brown, USA. Steve Nehlsen, USA, was unable to attend (recovering from Covid).

WELCOME & INTRODUCTION

A motion was made to accept and approve the meeting agenda for October 26 & 27, 2023. Motion seconded and approved.

DEVOTIONS AND PRAYER (“The Importance of Passionate Prayer from the Heart”). The wives of board members and headquarters staff were welcomed to attend this devotional.

MISSIONARY CONNECTION (West Africa Field leadership met with the board). Field progress and vision shared and communicated. Additional information in Board Report. Leader shared the development of the 12 acres (now called Shiloh) in the country of service. Significant relations have been developed with the local nationals. Well drilling has been a challenge due to salt water infiltration and deep sand. We are not installing well pumps due to the high cost to drill, and the needs of various locations (many agricultural locations or institutions, and higher volume water supply). Each bore hole is left to the well area people to install and develop water supply systems to meet the needs.

CONSENT AGENDA & MNUTES OF APRIL 16 & 17, 2023. A motion to approve the Consent Agenda and Minutes of August 16 & 17, 2023 was made. Motion seconded and approved.

ORGANIZATION & POLICY REVIEW.

Partnership Development: Reviewed the Gift Acceptance Policy and Endowment Policy. A motion was made to accept the USA Gift Acceptance Policy and Endowment Policy with changes noted and Endowment Spending Policy for FIA and the Endowment Procedures, including changes. (Note: A gift of \$250,000 or more will require approval of the gift acceptance committee). Motion seconded and approved. We will consider a plan to promote the FIA Endowment Program.

BYLAWS AND GUIDELINES USA REVIEW

1. Considering an interim executive director in the case of the loss of the executive director.
2. Change – the Executive Director shall be over the Chief Operating Officer (will approve at a future meeting)?
3. Under Governing Policy Doctrinal Statement, revision of October 26, 2023.
4. A motion was made to change the Governing Policy Doctrinal Statement as Revised dated October 26, 2023, included in Board Report. Motion seconded and approved.
5. Reviewed the Board of Directors Membership & Guidelines. Under ‘Expectations of a Director (Board Member),’ add the words “if possible.” A motion was made to add the words “if possible” under the Expectations of a Director, Item B. Motion seconded and approved.

FIA BOARD DEVELOPMENT

1. Missions statement as it stands: "Friends in Action, Intl. supports mission work in areas of limited infrastructure by using construction projects and practical service to speed the Gospel to those who have never heard."
2. Consideration of a job description for the Director of Partnership Development. Not planning to move forward on this item at this time.
3. Consideration of defining core values of FIA; in progress.
4. Discussed the importance of donor thank you notes.
5. Second video review and discussion concerning basic board responsibilities. Emphasized that board members are contributing to the mission.
6. Review of financial reports (plan to review two times per year)

RISK MANAGEMENT UPDATE

Faye Brown reviewed the Risk Management Seminar she attended September 11-13, 2023.

1. Plan to debrief Vanuatu incident to better prepare for a future incident.
2. Need to make our Risk Management team (RMT) more functional.
3. Proposal to bring in Al Williams to further advise FIA in the use of the RMT.

MEMBER CARE DISCUSSION

Need a mission representative to visit all our fields and stay in contact, especially compiling prayer requests. Matt Durkee has been handling member care responsibilities.

DOMESTIC OPERATION PROGRESS AND 2024 PROJECTIONS

REVIEW OF YTD FIA USA: (Many exciting things are happening)

1. See report by Andy Bachert included in Board Report.
2. Building lease is in place for another 3 years
3. HQ mortgage is up for renewal in 2 years.
4. Reviewed 2024 future projections/budget (activity & financial needs by operations).

2024 FIA USA PROJECTED ANNUAL BUDGET

1. A motion was made to approve the FIA USA budget for 2024. Motion seconded and approved.

INTERNATIONAL FIELD PROGRESS AND 2024 PROJECTIONS (see reports in Board Packet, including Bolivia, Nicaragua, Papua New Guinea, West Africa, and Missions Expo in Nicaragua.)

MEETING ADJOURNED AT 5:30 PM

MEETING RECONVENED AT 8:30 AM ON OCTOBER 27, 2023

DEVOTIONAL BY RANDY SCHNIEDERS ("God has set eternity in our hearts"). Again, the board members' wives and headquarters staff were invited to attend.

MISSIONARY CONNECTION – TIM & JAN JOHNSTON

Tim and Jan shared their ministry with Partnership Development, outlining plans for engaging with and joining new church, shared new support coming on through new Events Coordinator and Communications specialist. Shared specifically re:

1. Positive results from the thank you letters to donors
2. Connections with foundation trustees are necessary to get on their radar.
3. Working on “lapsed donors.”

INTERNATIONAL FIELDS 2023 PROGRESS AND 2024 INTERNATIONAL GOALS & PROJECTIONS (continued)

Vanuatu as reported in the board package:

1. In need of a farm manager (ideally, missionary/supported personnel to oversee ranch operations, cattle management and development).
2. Camp Shining Light is no longer functioning
3. Levi leading daily devotional with workers
4. Potential internship beginning in September 2024
5. Much of the existing equipment needs replaced onsite at the FIA ranch to maintain operations (sawmill, skidloader, excavator, tractor) plus additional site development (fences, general maintenance, etc).
6. Reviewed water project proposal, and evaluated various options for achieving the goal of opening each community to the Gospel through the provision of clean water (pipeline, cisterns, wells, combination). Committed to next steps of equipment replacement and road repair, pending approval from Vanuatu government for the project that would allow the equipment to be exonerated from import duties.
7. Much discussion ensued as to how to approach the start of the water project
8. Considering drilling 2 wells at the medical clinics to start the project
9. An excavator and skid loader will be necessary to maintain our current facilities and future water project (plan to buy used equipment).
10. The board agreed to research purchase of a newer used excavator and skid loader for the water project and facility maintenance
11. The board agreed to research the drilling of 2 wells at the Big Bay project.

Mexico Report in board package.

DORCAS HOUSE – AMY NEHLSSEN is the project leader. See Board package for further information

1. Funds are now under FIA administration/direction as an approved FIA project
2. They are responsible for their own fund raising under the cognizance of the FIA Donor Development Director (Tim Johnson).

2024 TEAM SCHEDULE IN BOARD PACKET (24-26 TEAMS ON SCHEDULE)

Motion was made to accept and approve 2024 Goals & Objectives for FIA International Fields (see board packet). Motion seconded and approved.

BOARD MEMBER INVOLVEMENT AND COMMITMENT (Term)

USA	Steve NEHLSSEN	2025
USA	Matt DURKEE	2025
USA	Faye BROWN	2026
USA	Paul JAROT	2024
USA	Andy HUNT	2024
USA	Randy SCHNIEDERS	2025

USA

Ted ILLJES

2024

USA BOARD POSITIONS (to be confirmed in February 2024)

Andy Hunt, Chairman & Treasurer	2023-2024
Paul Jarot, Vice Chairman	2023-2024
Ted Illjes, Secretary International	2023 (Will not seek an additional term as secretary)
Steve Nehlsen Secretary International	2024 (upon acceptance as secretary)

PROSPECTIVE BOARD MEMBERS

Discussion was had around the names of several prospects for board membership; approval given to approach the individuals to inquire if they would be willing to let their names stand as board members.

REVIEW 2024 INTERNATIONAL BOARD MEETING DATES:

February 6-7, 2 (Cape Coral, Florida) – confirm booking of VRBO. All board members will attend, except Chris Smerdon (virtual participation)

Board Meeting July 26-27, FIA Mission Connection Conference (Refreshing Mountain Retreat) **July 22-25**

October 24-25 (FIA headquarters, Middletown, PA)

REVIEW SIGNIFICANT ORGANIZATIONAL EVENTS/DATES

JUNE 5-7, 2024 (FIA ORIENTATION PROGRAM)

COMMUNITY DAY – Yet to be determined

CONNECTION CONFERENCE JULY 22-25, 2024 (Refreshing Mountain Retreat)

“ONBOARD” (2ND PART OF ORIENTATION) date to be determined.

Motion to adjourn meeting. Motion seconded and passed.

Respectfully Submitted, Ted Illjes, Secretary