

**MINUTES – BOARD OF DIRECTORS  
FRIENDS IN ACTION INTERNATIONAL  
JULY 28-29, 2022**

The Friends in Action (FIA) Board of Directors met for the regularly scheduled summer board meeting on Thursday and Friday, July 28 & 29, 2022 at the FIA headquarters board room, 3985 East Harrisburg Pike, Middletown, PA. Attendees included: Matt Durkee, Executive Director; Andy Hunt, Chairman/Treasurer; Ted Illjes, Secretary; Faye Brown, Paul Jarot, Steve Nehlsen and Randy Schneiders.

**I. WELCOME/CALL TO ORDER/INSTRUCTION/PERSONAL UPDATE (Andy Hunt)**

- A. Each of us shared personal life updates.
  - 1. Randy Schneiders returned to the board after taking a leave of absence for personal reasons.
- B. A motion was made to accept and approve the meeting agenda for July 28-29, 2022. The motion was approved and seconded. All in favor.

**II. DEVOTIONS/PRAYER**

- A. Steve led the devotional and applied it to things happening in our day. “Be brave and know that God is in control.” We all prayed as God led our hearts.

**III. CONSENT AGENDA AND REPORT (Andy)**

- A. A motion was made to accept and approve the Consent Agenda. The motion was seconded and approved by all.
- B. A motion was made to approve the Consent Report (including meeting minutes from January 31 - February 1, 2022, with revision). Seconded and approved by all.

**IV. FRIENDS IN ACTION (USA) – GOVERNANCE & VISION**

- A. FIA USA Governance Model Review
  - 1. Andy reviewed how we operate as a governance board. We are responsible for vision and direction to get results.
  - 2. What are we looking to accomplish and how?
  - 3. Discussed board member profile/skillset and our needs for additional board members with specific skills.
- B. Review revised end policies of Board Member Profile (Steve Nehlsen)
  - 1. Are we doing all we can in the ministry areas that we are known for?
    - (a) A revision was submitted for Section 2 of the Ends Policy as part of the July 2022 board report, including a revised mission statement.
    - (b) The international board (Canada/USA) needs a consistent mission statement.
      - (i) After some discussion, a motion was made to accept the new Ends Policy for the combined board as revised July 2022 as the Ends Policy for the FIA Board Member Profile; seconded and approved. This has been approved by the Canadian board?

- C. A new Memorandum of Understanding for International Board
  - 1. After some discussion, a motion was made to approve the new Memorandum of Understanding for the combined USA/Canada board as of July 2022. Motion seconded and approved.
- D. Core value presentation – Matt Durkee (see board report)
  - 1. Developing FIA culture
    - a. Matt reviewed the understanding and importance of core values, which is very much needed to attract good people.

V. **FIA USA OPERATIONS**

- A. Restructured Headquarters Organizational Flow Chart submitted by Andy Bachert
  - 1. Reviewed the flow chart and roles of staffing
- B. Shipping ministry (expansion & operations) – Barry Johnson
  - 1. Barry gave an excellent review of the future for the shipping ministry
- C. Revised Onramp/Orient Processes (how to connect with FIA) for new people coming into the FIA mission
  - 1. Matt submitted an information report showing the on-ramp opportunities with Friends in Action.
  - 2. This also includes team leader development and requirements.
  - 3. The orient program is a 3-day introductory program that introduces all interested persons to the organization
  - 4. Included is the onboard program for people who are looking to engage in ministry relationship with FIA

VI. **FINANCIAL DISCUSSION** (Andy & Matt)

- A. Reviewed the FIA Financial Report to the end of June 30, 2022
- B. Received Missouri property sale and funds from the Missouri bank account.
  - 1. A motion was made to pay down the principal on the headquarters building loan based on the funds received from the sale of the MO property. Motion was seconded and approved.
  - 2. Consideration of CEO compensation package revision
    - (a) A motion was made for the following:
      - Change wording of **Executive Director** to “**Chief Operating Officer**”
      - Revise process for compensation to read “The Executive Director shall annually evaluate the Chief Operating Officer”
      - Adjust CEO compensation range from \$55,000-\$75,000 to **\$70,000-\$90,000** (which is approximately 3-6% of total annual income for FIA and still lower than comparative standards). Motion was seconded and approved by all.
- C. Long-term funding objectives
  - 1. mortgage refinancing and repayment (in light of rising interest rate)
    - a. We’ll have to renew our loan in two (2) years

- b. Discussed methods of loan resolution

VII. **PARTNERSHIP DEVELOPMENT REPORT** (Tim Johnston)

- A. Reviewed the honorarium letter for Gary Ferch. Also requesting Bolivian supporters give toward Gary's legacy.
- B. Tim Johnston reviewed the Partnership Development Report
  - 1. Shannon Medich is assisting Tim with Donor Development support
  - 2. Planning TWO awareness dinners in PA and ONE in Illinois
  - 3. Tim plans to relocate to Newton, Kansas
  - 4. Tim will also be working on legacy giving and endowment

**ADJOURNMENT - 4:30 PM**

**RECONVENED MEETING AT 8:30 AM JULY 29, 2022**

VIII. **DEVOTIONS**: Ted opened with devotions from Revelation 5:8-14. "When the whole world sings." Praising God for all His blessings!

IX. **INTERNATIONAL FIELDS (Progress Projections – see board report)**

- A. Vanuatu – Levi Pitman, missionary
  - 1. Levi shared his plans as he returns to Vanuatu
  - 2. Randy Schnieders will be heading up the Vanuatu water project
- B. West Africa
  - 1. Container arrived with FIA personnel effects, as well as construction materials.
  - 2. Reviewed base locations on satellite map, including our base of operations and areas of ministry.
  - 3. A couple is interested in joining the WA ministry through agricultural projects.
- C. Papua New Guinea (Mike & Ruth Butler)
  - 1. Butlers assisting the field remotely
  - 2. New vehicle purchased in Australia for PNG base
  - 3. Having electric power supply issues and fuel supply issues
- D. Nicaragua
  - 1. Discussion of lost NGO status in Nicaragua
  - 2. Considering partnering with ABWE
  - 3. Still working through the process of transferring the Bluefields property to Ruth Bravos
- E. Bolivia
  - 1. Tim Johnston and Matt Durkee will be visiting Bolivia to meet with OEN/FIA team
  - 2. Tim will serve as liaison with Pastor Saul Peralta now since Gary Ferch's passing
  - 3. The visit will include new potential partners for ministry, if there is a need.
- F. Moldova
  - 1. Paul Brosey is liaison with UDG

2. UDG leadership is changing with a new interim provost/director
3. Current director (Sergei Namesic) will be starting a new outreach ministry with trauma counseling.
4. Since the student support ministry does not fit our objectives, we will no longer support this ministry.
  - (a) A motion was made that as of the end of 2022, FIA will no longer raise funds for CA students studying at UDG, nor raise funds for Central Asian Student administrative support for UDG. Motion seconded and approved.

G. Mexico Survey

1. As a result of receiving info from Tom Garber (President and CEO of I-Tec), we connected with the M3 Medical mission who ministers to the Tarahumara People.
2. The M3 medical mission has well drilling equipment that has been unused for several years
3. M3 is a medical ministry and needs our help with well drilling.
4. Discussed possible issues we could experience with the Cartel.
5. A motion was made after reviewing the risk assessment to proceed with 2 mission team trips to Mexico. Motion seconded and approved.

H. Field Project Development

1. Matt shared a video on the state of Christian missions
  - a. The video made a point that very few foreign missionaries go to unreached people groups, and they receive very little financial support.

X. **FIA INTERNATIONAL VISION & STRATEGY**

- A. Matt Durkee will assess future ministry opportunities and bring them to the board to decide how to move forward.
- B. Risk Assessment
  1. Faye reviewed mission risk assessment subjects
  2. Considering revitalizing the risk assessment team
  3. Recommendation to develop a Theology of Risk that would an understood and approved standard by the board of FIA

XI. **OTHER BUSINESS**

- A. Friends in Action USA board meeting dates:
 

**October 27 & 28, 2022** – board meeting at headquarters, Middletown, PA  
**January 31 – February 1, 2023** – board meeting in Cape Coral, Florida
- B. Banquets/Dinners
 

<b>PA Banquets:</b>	October 28, 2022	Lebanon Valley Bible Church
	October 29, 2022	Hershey Sheraton Hotel
<b>ILLINOIS</b>	November 18, 2022	30 <sup>th</sup> Anniversary/Nicaragua focus
<b>MISSOURI</b>	2023 (planning stage)	Appreciation & Awareness

## Celebration

The meeting was adjourned and closed with prayer.

Respectfully Submitted,

Ted Illjes, Secretary  
Friends in Action USA Board of Directors