

**Minutes**  
**Emergency Board of Trustees Meeting**  
**Voice of the Faithful, Inc.**  
**July 9, 2009, 4:00pm – 5:30pm (by Teleconference)**

**Board Members Present:** Bill Casey (presiding), Dan Bartley, Ron DuBois, Pat Gomez, Elia Marnik, Jayne O'Donnell.

**Opening Prayer** was led by Bill Casey.

**Administrative Matters:**

1. Bill Casey acknowledged that a quorum was present and solicited waivers of the participants to continue without the seven days advance notice required for a special meeting by the By-Laws. Those present waived the notice.
2. Bill later solicited a waiver from the other Trustees by email (Svea Fraser, Mary Pat Fox, and Ed Wilson waived the notice; John Hushon is out of the country.)

**Purpose of the Meeting:**

Bill Casey stated that he requested an emergency meeting of the Board based on a telephone conversation with Executive Director Donna Doucette on July 8 in which she reported that VOTF's cash reserves for July had dipped to approximately \$2,500 and that VOTF was at risk of not being able to meet its known financial obligations due later in July. Bill asked the Board to review its fiduciary responsibilities in light of this economic emergency and decide on the best course of action.

**Discussion of Financial Condition:**

Bill Casey summarized the cash reserves at the end of May and June and in early July, along with the expenses anticipated later in July and in the subsequent months. The Trustees expressed unanimous agreement that VOTF was in dire financial straits and that it had to act quickly and decisively. Although the Trustees discussed immediate steps to close the national office, they decided instead to make an emergency appeal to members, supporters and friends to raise the operating funds needed for July and August (\$60,000) and to solicit sustained funding in subsequent months based on the rollout of the much anticipated Strategic Plan in early August. Absent financial revival, the Trustees acknowledged that the Board would have to close down, or severely scale back, the national office operations and seek to continue the mission of VOTF through local members and affiliates, supplemented by volunteer help.

**Next Steps:**

1. Bill Casey agreed to draft a candid message to members that acknowledged the dire financial condition and appeal for \$60,000 by the end of July to meet expenses in July and August as well as sustained funding based on the rollout of the Strategic Plan in early August.
2. Dan Bartley agreed to draft a candid message to all Strategic Plan Platform members and the leaders of all affiliates to ask them to encourage contributions from members, friends and supporters.

3. The Board agreed to review both messages and offer feedback by Sunday so that the messages could go out on Monday, July 13.
4. Bill will hold a teleconference with Office staff and contractors to explain the financial condition and notify them that VOTF can only assure them of employment or contracts through the end of July—and acknowledge their need to care for their livelihoods.
5. If VOTF does not receive \$60,000 by the end of July, the Board will decide whether to scale back or close down national office operations. Assuming VOTF receives \$60,000 by the end of July, the Board will make a similar determination after members indicate sustained financial support following review of the Strategic Plan.
6. Jayne O'Donnell will work with Michael Rafferty to contact major donors to solicit their financial support as well.
7. Bill will work with the Office staff to handle inquiries from members, the media or others.
8. Depending upon the members' response in the first week of the appeal, the Board will consider sending out messages that indicate positive responses to the appeal in order to motivate others to do the same.
9. Dan will arrange with the Officers to send out the Strategic Plan electronically in the first week in August.

The Board adjourned its meeting around 5:30 pm.