



**CPFI Board of Directors Meeting Minutes
3 and 4 June 2021
via Zoom virtual meeting**

JUNE 3

Opening Remarks, Devotion and Prayer

Past President Fred Eckel called the meeting to order on 3 June at 2:01p (EST) and made opening remarks.

Keith Allhands shared a short devotional followed by prayer. Keith reminded the Board that the Lord did not hide his message from us, instead He sent His Son. Jesus was the messenger turned into the message. John 3:16 speaks to us of how much God loves us, and that regardless of our past, Jesus has taken our place on the Cross and we are saved through Him. CPFI has nothing to fear because we are loved by Him. As new creations in Christ, we are called to share God's limitless love with the world.

Roll Call and Approval of Minutes

Present: Ron Herman, Executive Director; Jeff Copeland, President; Daniel Wilson, President Elect; Fred Eckel, Immediate Past President; Greg Carlson, Vice President; Dawn Battise, Secretary; Daniel Spadaro, Treasurer; Keith Allhands, Director; Jeff Bates, Director; Gene Erb, Director; Tracy Frame, incoming Director; Herb Hames, Director; Susan Lutz, Director; Nena Lindrose, Administrative Director; Joy Nwoke, Student Coordinator; Erin Vance, incoming Director; Kellie Zentz, Director

Absent: none

Minutes for the 12 November and 23 November 2020 Board of Directors meetings were previously distributed by Nena Lindrose. There were no corrections and they were approved by common consent (Eckel).

Board Discussion

National Student Chapter (NSC) Report (See report)

- Joy Nwoke reported on behalf of the NSC.
- In spring 2021, there were four NSC Connect events, including a new P4 panel. This was an opportunity for P4 students to talk with current professional members and better understand how they can be involved after graduation.
- Newsletters continue to go out with chapter updates. Students will also be sharing updates at the National Student Retreat.
- Student Chapter elections have closed and all positions are filled. Results will be announced at the National Student Retreat.
- 48 students were involved in the new mentorship program. Twenty-seven individuals (mentors/mentees) provided feedback to identify strengths and areas to modify in future years.
- Fred thanked Joy for her commitment and excellent work while serving in this role.

Board Materials

- Ron reminded Board members that they have access to committee reports on the CPFI website.

Education Affairs Committee (see report)

- Jeff Bates, Chair, reported on behalf of the committee.
- The virtual annual conference (June 4-5) will offer 12 hours of live continuing education through Campbell University. He notes that Campbell University has exceeded expectations for this event. This year there is a diverse group of speakers and topics. Notably, law and patient safety CE are being offered. Some of the recorded sessions may be offered again to give members an opportunity to preview what the annual conference provides.
- Jeff is already in contact with potential speakers for 2022 and one-third of the program is already developed. He hopes to involve committee members more in the coming year while working on the 2022 program.
- Moving forward, there is technology available to make high-quality recordings that may be used online or as marketing materials. There is some hesitation to make the conference fully available online as that may impact live attendance.
- Ron raised the potential to more actively recruit pharmacy technicians to attend the meeting. Jeff shared that it would not be difficult to receive approval for pharmacy technician CE.

Annual Meeting Committee (see report)

- Herb Hames, Co-Chair, reported for the committee.
- The 2021 annual meeting and student retreat will be held virtually from June 4-5.
- Meetings are planned for:
 - June 1-5, 2022 at Bonclarken Conference Center (Flat Rock, NC)
 - May 24-28, 2023 at Lake Junaluska Conference Center (Lake Junaluska, NC)
 - May 30-June 2 2024 at Bonclarken Conference Center (Flat Rock, NC)
- Appreciation was expressed to the Education Affairs Committee, and Nena Lindrose for their dedications and contributions.

Discussion regarding student chapters

- Guest speaker Keisha Russell, Esq. from First Liberty Institute advised the Board.

Devotional (Jeff Copeland)

- Each year, Jeff finds himself weeding his gravel pit. Despite the rocks and weed block chemicals, they return. He has the choice to act or ignore them. Action takes hard work but produces great results. Ignoring them is easy but the results will only continue to worsen with time.
- The CPFI BOD is charged with guiding the organization down a Biblical path. We have a choice to act or ignore the “weeds” that are encountered. Board decisions impact many- pharmacists, student pharmacists, the national organization, student chapters, pharmacy schools, patients, family members, and friends.
- Today’s social issues are truly spiritual issues. This is a battle for the souls of every person. How will CPFI respond? Jeff encourages us to:
 - Be like the sons of Issachar (1 Chron 12:23) - These leaders understood the times and acted to join David.
 - Be like Joshua- He did not succumb to peer pressure like the other spies, throughout his life he boldly acted, and near his death he called Israel to renew their commitment to the Lord

- Be like Jesus who completely poured Himself out for us. Loving others was not a mere theory or afterthought of Jesus but His life's mission. We must purposefully pursue those who are not in a right relationship with Jesus, just as He did. We must purposefully serve others as Jesus did.
- There will be more weeds to pull. The Board must ask, will we act or ignore the issues that come?

Break (15 minutes)

Following a brief break, Dan Spadaro offered a prayer prior to continuation of discussions.

Continued Board Discussion

Finance Committee (see report)

- Treasurer Dan Spadaro reported on behalf of the committee.
- 2020 finances were reviewed
 - CPFI finished the fiscal year (December 31) with a loss of approximately \$55,000.
 - The report provides comparisons across years for general donations, Power Hour, 1% Group and the Silent Auction.
 - The 2020 general donation amount was influenced by the cancellation of the live meeting as some members shifted their paid registration balance to a donation.
 - Membership income was similar from 2019 to 2020. There was also a similar number of new vs. renewing members.
 - VanGuard and Edward Jones investments decreased by approximately \$69,000.
 - This is due in part to several withdrawals (remaining bonus payment to administrative assistant, payment of cancellation to DoubleTree). There was also some market loss.
 - Ultimately, 2020 total investments (\$588,831.02) were similar to the end of 2017.
- COVID-19 had two major financial impacts: annual meeting revenue (lost income for 2020 and cancellation fee for 2021 venue), and investments.
- 2021 first quarter finances were reviewed
 - Income as of March 31, 2021
 - Annual meeting registration \$3560
 - General donations \$5973
 - 1% Group \$2070
 - Power hour \$1086
 - Memberships \$13,600
 - CPFI has recouped a significant portion of previous loss due to the most recent stock market recovery.
- A comparison of 2019 vs 2020 operating gross revenue was discussed (see report for details)
 - Overall, shifts in percentages attributed to membership, annual meeting, etc. align with reasons explained above (ie: shift from annual meeting registrations to donations)
- Memberships and donations continue to be the bedrock of CPFI finances and areas to continue to focus on
- Dan notes that as a 501(c)3 CPFI is tied to the government, and in his role as Treasurer he must consider what the organization would do if government rulings began to negatively impact our finances. How would CPFI respond? There was agreement that the Lord is in control and CPFI would continue to serve Him.

Prayer Committee (see report)

- Fred Eckel reported on behalf of the committee. The group continues to pray daily and also holds the monthly prayer meeting.
- Nena notes that prayers have been answered in the number of people registering for the virtual annual meeting.

Membership Committee (see Executive Director report)

- Vice President Greg Carlson reported on behalf of the committee.
- Greg welcomes Erin Vance to the committee and also as a new Board member.
- Greg began by noting that we are totally dependent on the Lord to move the hearts of pharmacists and students to join CPFI so continuous prayer is needed.
- Membership appeared to decrease by 28% from January 1, 2019 (474 members) to May 23, 2021 (338 members); however, it actually increased from 324 to 338 members. The January 2019 number had 150 lapsed members temporarily made active to allow 3 more renewal reminders to be sent to them.
- Membership increased from 335 as of December 31, 2019 to 345 as of December 31, 2020.
- There has been a 17% decline in student membership
- Ron provided some thoughts on why membership is down in the Executive Director report and Greg expressed his agreement with those comments.
- The committee continues to contact individual lapsed members. Members seem to appreciate the personal contact.
 - There were three focused time periods in 2020 which did lead to some renewals.
 - April-May: called 54 members and had 20% renewal rate
 - June-July: called 14 members and had 14% renewal rate
 - August: called 27 members with 44% renewal rate
 - A recent effort called 24 members, resulting in a 46% renewal rate
- The declining pharmacist rate is part of a longer-term decline. CPFI has previously been at over 1000 members two decades ago. The 10-year trend from 2011 to date showed that pharmacist membership has had a straight-line growth with a fluctuation between 320 and 380 members over that decade.
- Greg notes that being able to attend live meetings to offer prayer breakfasts, etc will be helpful as there may be an issue of “out of sight, out of mind.”
- It is important to remember that although membership rates are declining, CPFI has touched tens of thousands of lives with the love of Christ since its inception.
- Daniel asked for updates on previous/current efforts. These include:
 - Sending a message to approximately 1400 individuals who had not renewed their membership over the past three years.
 - Physical renewal letters are also sent to lapsed members
 - Personal phone calls as noted above
- Nena raised the point that decreasing church attendance/membership is also reflected in Christian organizations. Also, each year new student members come in but previous members fall out.
- Daniel wants to explore how many members have been involved for 3+ years and consider what strategies may be used to retain recent graduates.
- Erin noted that she also had a good response in texting versus calling lapsed members.

Executive Director Appointment

Motion (Eckel) to appoint Ron Herman as 2021-2022 Executive Director was approved by common consent.

Concluding Remarks, Prayer and Adjournment

If quorum is not reached during the continuation of the meeting on 4 June, the minutes can be shared and an email vote may be considered.

Adjourned on 3 June at 4:58p (EST) with prayer by Fred Eckel.

JUNE 4

Opening Remarks, Devotion and Prayer

Past President Fred Eckel called the meeting to order on 4 June at 9:00a (EST) and made opening remarks.

Roll Call and Approval of Minutes

Present: Ron Herman, Executive Director; Daniel Wilson, President Elect; Fred Eckel, Immediate Past President; Greg Carlson, Vice President; Dawn Battise, Secretary; Daniel Spadaro, Treasurer; Keith Allhands, Director; Gene Erb, Director; Tracy Frame, incoming Director; Herb Hames, Director; Susan Lutz, Director; Nena Lindrose, Administrative Director; Kellie Zentz, Director (a quorum was reached)

Absent: Jeff Copeland, President; Jeff Bates, Director; Joy Nwoke, Student Coordinator; Erin Vance, incoming Director

Leadership Development

- Fred Eckel led the discussion.
- A leadership development program might help students and also prepare members to serve in CPFJ Board positions. This may help ensure quality and continuity in leadership.
- Resources are available on RightNowMedia that could be used.
- Herb suggested that an appropriate leadership video be identified and shared with student chapters. He also recommended incorporating the topic into the annual meeting.
- Daniel suggested that sharing the videos may not have the impact that is hoped for but incorporating this into the annual meeting would be a resource for student members who are already expressing interest. He also suggested that this could also be valuable for recent graduates as there is interest but individuals are not sure where to start.
- Fred noted that a committee could be formed to help accomplish this. They can determine who the program should target and what content is included.
- Susan commented that some state associations have robust leadership development programs and they may have useful resources. It may be possible to find a Christian who specializes in leadership development. She will check in the Iowa area.
- Daniel will check with Jeff Bates to see if anyone on the education committee would like to spearhead or be involved with this effort.
- Greg recommended Susie Kim as a candidate who may be interested in serving on such a committee. He will follow up with her.
- Nena will talk with Joy to see if she may have some leadership materials, especially since Joy connects so well with students.

Officer Eligibility Requirements

- Fred and Dawn shared on behalf of the Nominations Committee
- During this year’s nomination period a question came up about the potential need to have eligibility requirements for officers to ensure that individuals running for Officer positions have experience with and commitment to CPFI.
- The following recommendations were brought forward:
 - Presidential nominees meet the following criteria:
 - Previous service to CPFI in an elected position (Exceptions may be allowed by majority vote of the Board if an otherwise qualified nominee is put forward.)
 - Submit a statement of faith and Christian service in addition to his/her interest statement
 - Vice President, Secretary, Treasurer candidates meet the following criteria:
 - Previous service to CPFI (ie: committee appointment, speaking at annual meeting, advisor to student chapter, etc)
 - Submit a statement of faith and Christian service in addition to his/her interest statement
- Daniel asked if elected positions as a student (ie: Publicist) would qualify them for President. There was agreement that these would not qualify (however, the exception still exists if there is an appropriate candidate). This language can be clarified
- Gene also notes that developing these requirements with what Ms. Russell’s comments to ensure clarity and consistency in process.
- Fred suggested that we may not want to put this in the Bylaws until we have time to see if any wording changes are needed. The requirements can be sent out with the call for nominations during the next elections cycle. In the future, the Board can decide if this should be added to the Bylaws.
- Motion (Wilson) to approve the nominations committee recommendation with the discussed modifications (clarifying professional vs student elected positions, clearly stating the opportunity for exceptions as approved by the Board) was accepted by common consent.
- Ron noted that there is a document sent out with Director expectations. After reviewing the assumptions that are currently included in this document (ie: commitment to Christian faith) he notes that individuals could be asked to address these points in their statement of faith.
- Nena noted that the job description for Officers was never approved but the Director description could be used as a template.
- Dan suggested adjusting the language to state “submit a statement of Christian faith and service.”
- Dawn will f/u with Nena and Ron about the position descriptions, and take this back to the Nominations Committee. Once documents are updated they will be brought for approval at the fall BOD meeting.

Update on Directors and Officer Insurance

- Gene Erb summarized that potential D&O insurance was initially raised last year. It was discussed at the June and November 2020 BOD meetings. He sees a need for this because of previous experience where Board members were held individually liable in a lawsuit against a non-profit organization. In his experience, this is the typical practice for most non-profits.
- Gene contacted three different insurance agents and Nena assisted in providing documentation. He received one written basic policy proposal with up to \$1M coverage per case. The annual cost for this particular policy was \$1866.
- Greg also spoke with his local independent agent who recommended continuing with the policy. Additionally, Nena also spoke with an attorney who suggested the price was reasonable but it is important to read the fine print of the policy.
- Daniel fully supports moving forward with a policy but would like to first review the details to be sure this provides protection against the types of situations we are concerned about facing. Gene offered to meet

with the insurance company for a thorough discussion and he will provide an outline of what will and will not be covered.

- It was clarified that this will not cover student chapters.
- M/S (Erb/Lutz) to move forward with pursuing this coverage approved by common consent. Gene will provide more detail by August.

Open Discussion

None

Concluding Remarks (Fred Eckel)

- Fred expressed that this is a sad and exciting time as he ends his official role with CPFI. He is sad to leave an organization that has come to mean so much but also excited to see what God has in store for him in the coming years.
- He has been reflecting on how God has provided over the years and CPFI has remained as a remnant organization. It is a small number of committed, faithful people that God has blessed in unbelievable ways. We don't know what the future of Christian faith in the healthcare system will hold but we can still serve as a conscience for the profession to keep us focused on God's will and way. The upcoming Board should consider this and be prepared to make a stand.
- Fred emphasized the truth that Jesus never fails. His way is different from the culture, and His way may not even make sense in our limited ability to understand situations but Jesus never fails.

Closing Prayer and Adjournment

Adjourned at 10:03a (EST) with a reading of Psalm 23 and prayer by Fred Eckel.

Respectfully submitted,

Dawn Battise, PharmD, BCACP



Fred in action during his final official business as Immediate Past President, and Daniel stepping into his new role!