

## ***Minutes of January 24, 2014 CSGK Board Meeting***

**Attendees:** Pastors: Msgr. Hazard and Frs. Creagan (John Emilio present), & Schmidt; Lay Members: S. Bradshaw, J. Cavanaugh, S. Clark, K. VanderMolen; LAC Reps: J. Bradshaw, T. Harding, M. Romstadt; Principals: T. Eastman, B. Reits, A. Zommers; Diocesan Staff: M. Erich; CSGK Staff: M. Anderegg, K. Gilbert, S. Gillig

**Call to order:** 3:33pm

**Opening Prayer:** Msgr. Hazard

**Approval of Agenda:** January 24, 2014

*Motion: Fr. Schmidt moves to approve Agenda; Romstadt seconds. Motion passes.*

### **Approval of Consent Agenda:**

1. Minutes: December 13, 2013
2. Principal Reports
  - 2.1. Hackett Catholic Central (T. Eastman)
    - 2.1.1. S. Bradshaw stated that she had attended the school community meeting regarding the pending proposal to create a co-op football program between Hackett Catholic and Kalamazoo Christian for the next two years. She stated that the meeting was good and that the Athletic Director, Mr. Garvey, did a very good job of stating the issues and keeping the meeting amicable.
  - 2.2. St. Augustine Cathedral School (A. Zommers)
  - 2.3. St. Monica School (B. Reits)
3. Local Advisory Council Reports
  - 3.1. Hackett Catholic Central (T. Harding)—no report
  - 3.2. St. Augustine Cathedral School (J. Bradshaw)
  - 3.3. St. Monica School (M. Romstadt)
4. Committee Reports
  - 4.1. Enhancing Community (S. Bradshaw)
  - 4.2. Advancement (K. Gilbert)

*Motion: Fr. Schmidt moves to approve the Consent Agenda; Romstadt seconds. Motion passes.*

### **Financial Review:** Finance Committee (K. VanderMolen)

1. The committee reviewed the six Months Ended December 31, 2013 financial statements with expenditures at 48.2% and under 50%, which is 6/12's of our fiscal year.
2. The committee reviewed the preliminary 2014-2015 budget, which reflects a 2% increase in tuition and salaries and wages.
  - 2.1. J. Bradshaw wanted clarification on the preliminary nature of the specific dollar amounts in the proposed budget. Anderegg indicated that the dollar amounts in the budget are preliminary and used mainly to set tuition rates for the upcoming year. The dollar amounts will likely change sometime in the spring or early summer. At that time, the Finance Committee will be meeting with Margaret Erich to determine specific changes and changes in dollar amounts.
3. The committee reviewed a change in the vacation policy in the CSGK personnel manual. The recommended change is to provide ten vacation days upon employment effective July 1, 2013.

4. The committee is reviewing several proposals to provide a discount for families with children in preschool who have multiple kids in preschool and other CSGK schools. Currently, in the preschools, revenues exceed expenses, so the cost to initiate some sort of discount would pay for itself. A motion will go out to Board members electronically sometime next week.

*Motion: Fr. Schmidt moves to approve the Six Months Ended Revenue and Expenditure report for December 31, 2013; Msgr. Hazard seconds. Motion passes.*

*Motion: Fr. Schmidt moves to approve the preliminary 2014-2015 budget, which reflects a 2% increase in tuition and salaries and wages; Msgr. Hazard seconds. Motion passes.*

*Motion: Fr. Schmidt moves to approve the change in vacation policy in the CSGK personnel manual. The recommended change is to provide ten vacation days upon employment effective July 1, 2013; Romstadt seconds. Motion passes.*

#### **Other Business:**

1. Parish Visit: On hold.
2. Enrollment Update: Gillig reported that families will be receiving their enrollment packets sometime around the beginning of February. Also, she indicated that a special night has been planned for middle school students. The special night is being held at Hackett Catholic at the boys and girls basketball games scheduled against Kalamazoo Christian, February 21<sup>st</sup> at 6pm. Potential students from St. Augustine and St. Monica were mailed postcard invitations to this special event. Postcard invitations were also taken to the Gagie School.
3. This Sunday starts National Catholic Schools Week 2014. Many events are scheduled at each of the schools. Highlights can be found in the CSGK Tweets and details are available on each of the school websites. Board members are reminded to attend the All School Mass held at Hackett Catholic on Friday, January 31<sup>st</sup> at 10am. Bishop Bradley will be presiding.
4. The Presence Weekend is scheduled at Hackett Catholic the weekend of February 7-9, 2014. So far, over 100 students are registered. Clark indicated that there is a need for more adult volunteers for this event. Volunteers can contact Fr. Derda at St. Ann Parish.
5. Alliance Update: Erich indicated that there is nothing new to report.
6. CSGK Parent Presentation/Podcast: Clark reported that he will be putting together a podcast on the state of our CSGK schools and it will be made available to parents by the middle of February.

*Motion: There being no other business before the Board, Fr. Schmidt moves to adjourn; Romstadt seconds. Motion passes. The meeting was adjourned at 4:03pm.*