

Minutes of March 22, 2013 CSGK Board Meeting

Attendees: Pastors: Frs. Derda, Farrell, and Schmidt; Lay Members: S. Bradshaw, J. Cavanaugh, S. Clark, K. VanderMolen; LAC Reps: M. Romstadt, J. Simonds; Principals: B. Reits, and A. Zommers; CSGK Staff: M. Anderegg

Call to order: 3:35pm

Opening Prayer: Fr. Derda

Approval of Agenda: March 22, 2013

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

Approval of Consent Agenda:

1. Minutes: February 22, 2013
 - 1.1. A correction was made to the minutes from February 22, 2013 (under Other Business). The Tuition Advance Payment regulation was changed. The changes and motion are reflected in those minutes.
2. Principal Reports
 - 2.1. Hackett Catholic Central (T. Eastman)
 - 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 (J. Simonds)
 - 3.2. St. Augustine Cathedral School (J. Farrell)
 - 3.3. St. Monica School (M. Romstadt)
4. Committee Reports
 - 4.1. Enhancing Community (S. Bradshaw)
 - 4.2. Advancement (S. Harding)

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

Financial Review: Finance Committee (K. VanderMolen)

1. The Finance Committee reviewed the February 28, 2013 financial statements and expenditures are at 61.1% which is below 66.7% which is where we are at in our fiscal year.
2. The committee reviewed all schools needs to increase security controls and the following bids have been received: new barrier for HCC \$10,000 bid from Reliable and St. A's phones for classrooms bid of \$8593. St. Monica is receiving bids and those will be emailed to the Board. In an email to the Board following the meeting, Clark presented the following bids for new doors at St. Monica's School: #1 – Miller Davis - \$14,500.00; #2 – Sahr Building Supply - \$6,453.44; #3 – S.A. Moreman & Co. - \$10,219.00. The preferred bid is from S.A. Moreman as the doors are fully hinged. All motions, if approved, will go before the Diocese for approval.
3. General capital improvements: HCC \$14,450 for parking lot renovations paid through principal discretionary funds.
4. The committee reviewed the need for funding of a communications position to be responsible for retention and enrollment of all three schools. The committee determined that \$10,000 could be

funded from the reserve for shared services, which has a balance of \$135,000 for the current school year. The committee is still working on the details of this.

5. The committee discussed the new bank online payment portal which is progressing very well and should be up and running in a month. Check signers are getting added to First National Bank which are Andra Zommers, Becky Reits, Tim Eastman, Father Farrell, and Father Fleckenstein.
6. The tuition scale data were reviewed and discussed. The information shows the breakdown for each school and the system. Additional questions can be directed to Melissa Anderegg.

Motion: Fr. Schmidt moves to approve the Financial Statements for the eight months ended February 28, 2013; Bradshaw seconds. Motion passes.

Motion: Fr. Schmidt moves to approve the following capital improvements: HCC \$10,000 for new entry barrier, St. A's \$8593 for classroom phones, and HCC \$14,450 for parking renovations; Bradshaw seconds. Motion passes.

E-mail Motion following meeting: Clark moves to approve the capital improvements for St. Monica: S.A. Moreman & Co. - \$10,219.00; Bradshaw seconds. Motion passes.

Other Business:

1. Administrative evaluations are on the website for all Principals.
2. The date of the May meeting is being changed from May 24th to May 17th.
3. School drill compliance was reviewed and discussed. All schools are following the appropriate drills.
4. Our Advancement Director Sarah Harding will be resigning the Directors position at the end of the school year. We are in the process of determining the structure our Advancement office should take and will provide additional details over the next month.

Motion: There being no other business before the Board, Fr. Schmidt moves to adjourn; Clark seconds. Motion passes. The meeting was adjourned at 4:30pm.