

Minutes of January 27, 2012 CSGK Board Meeting

Attendees: *Pastors:* Frs. Creagan, Derda, and Schmidt; *Lay Members:* J. Biever, S. Bradshaw, S. Clark; *LAC Reps:* J. Cavanaugh, J. Simonds, Ellen Brown (sitting in for L. Toweson); *Principals:* T. Eastman, B. Reits, A. Zommers; *Staff:* M. Anderegg; *Guest:* Angela Garcia from St. Catherine of Siena and Fr. James Adams, newly-appointed Chaplain at HCC.

Call to order: 3:35pm

Opening Prayer: Fr. Schmidt

Approval of Agenda: January 27, 2012

Motion: Fr. Schmidt moves to approve Agenda; Simonds seconds. Motion passed.

Approval of Consent Agenda:

1. Minutes: December 16, 2011
2. Principal Reports
 - 2.1. Hackett Catholic Central (T. Eastman)
 - 2.1.1. Eastman indicated that the Work-a-thon (in lieu of Walk-a-thon) will be scheduled for April 27th. Pat Byrne is beginning work on planning and preparations. Invitations have been sent to our parishes to see if they might want some of our students to help.
 - 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 (L. Toweson)
 - 3.3. St. Monica School (J. Cavanaugh)--no report
4. Committee Reports
 - 4.1. Enhancing Community (S. Bradshaw)
 - 4.2. Advancement (S. Harding)
 - 4.2.1. Clark indicated that the Total Unrestricted Funds for the Annual Fund are significantly higher this year, so far. This progress was commended.
 - 4.3. Finance (K. VanderMolen)

Motion: Fr. Schmidt moves to approve the Consent Agenda; Simonds seconds. Motion passed.

Financial Review: Finance Committee (K. VanderMolen)

1. The Finance Committee reviewed and approved the financial statements for the six months ended December 31, 2011, which are on track with the budget with expenses at 47%.
2. The Committee continues to review the Capital Expenditure needs of the schools and the Principals are continuing to work on completing and prioritizing the lists. The total amounts to approximately \$1.3 million.
3. The Committee discussed the need of a new school bus due to the increase in repairs and maintenance. Tim researched pricing and financing options. Leasing would cost \$15,000 a year plus \$250 monthly maintenance costs and limited to 15,000 miles a year. Melissa will look into buying used buses. (Buses just coming off of a 3 year lease).

4. We reviewed the second draft of the 2012-2013 budget which reflects a 2% increase in tuition and salaries and wages. The committee approved the budget.
5. Past due letters will be sent out to families the first week of February.
6. The oversight committee for the academic excellence donation continues to meet and strategize the use of the funds.

Motion: Fr. Schmidt moved to approve the Financial Statements for the six months ended December 31, 2011; Simonds seconds. Motion passed.

Motion: Fr. Schmidt moved to approve the proposed 2012-2013 budget; Simonds seconds. Motion passed.

Other Business:

1. Each of the principals briefly described the activities and events taking place at their respective schools during Catholic Schools Week next week. An outline of those activities can be found on each school's websites.
2. Clark reviewed the new meeting format for the CSGK Parent Meeting to be held on Monday, February 13th, 7pm, starting in Hackett's cafeteria. The meeting will consist of a brief introduction by Clark. The attending parents will then be divided into several smaller groups for breakout sessions to be held in various rooms at Hackett. All presenters are asked to be prepared to add materials to the PowerPoint presentation Clark is developing for the meeting.
3. The Board reviewed and discussed a Memorandum of Understanding between the Catholic Schools of Greater Kalamazoo and the Irish Rocket Football. If the memorandum is approved, it will be sent to the Diocese to see if Diocesan approval is needed.

Motion: Fr. Schmidt moved to approve the Memorandum of Understanding between Catholic Schools of Greater Kalamazoo and Irish Rocket Football; Simonds seconds. Motion passed.

Motion: There being no other business before the Board, Clark moved to adjourn; Bradshaw seconded. Motion passed. The meeting was adjourned at 4:10pm.

Special Motion Made Post Meeting Via Email: Clark moves to allow the Hackett Auction Committee to make application to the MLCC for a Special License for the sale of Beer and Wine, or Beer, Wine and Spirits, for consumption on March 17, 2012; Cavanaugh seconds. Motion passed.