

Minutes of June 17, 2011 CSGK Board Meeting

Attendees: J. Biever, S. Bradshaw, S. Clark; *LAC Reps:* J. Cavanaugh, J. Simonds, L. Toweson); *Principals:* T. Eastman; *Staff:* R. Dykstra, S. Harding

Call to order: 3:36pm

Opening Prayer: S. Bradshaw

Approval of Agenda: June 17, 2011

E-mail Motion: Clark moves to approve Agenda; Bradshaw seconds. Motion passed.

Approval of Consent Agenda:

1. Minutes: May 20, 2011
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 (L. Toweson)
 - 3.3. St. Monica School (J. Cavanaugh)
4. Committee Reports
 - 4.1. Enhancing Community (S. Bradshaw)
 - 4.2. Advancement (S. Harding)
 - 4.2.1. Harding reported that the numbers remain competitive with the 2009-10 Annual Fund results as we head into the last 2 weeks of the 2010-2011 fund campaign. While these numbers look positive for the year, she noted that in our restricted numbers, there are some contributions that are not likely to be repeated.

E-Mail Motion: Clark moves to approve the Consent Agenda; Bradshaw seconds. Motion passed.

Financial Review: Finance Committee (K. VanderMolen)

1. The *Financial Statements* for the nine months ended May 31, 2011 were reviewed. VanderMolen reported we are 92% through our fiscal year and expenses are at 90% of budget, therefore right on track with budget. The committee discussed the fund balance designations and that these categories will be reviewed when we have final financial statement numbers.
2. The committee discussed budget assumptions for 2011-2012 and will review when the final financial statements for the year ending June 30, 2011.
3. Enrollment data as of June 16, 2011 show that we are under budget by 6 students (-4 at St. Augustine, +4 at St. Monica, and -10 at HCC). However, enrollment numbers are ahead of last year's enrollment numbers (at this time last year).
4. 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 amounted to approximately \$1.3 million. They also discussed the establishment of a "Capital Expenditures" committee consisting of appropriate expertise to help review and prioritize the projects. It is also a requirement to obtain 3 bids for capital expenditures over \$10,000.

E-Mail Motion: Clark moved to approve the Financial Statements for the period ending April 30, 2011; Bradshaw seconds. Motion passed.

Other Business:

1. Bradshaw presented the idea for publishing a special August issue of the CSGK Tweets which would be two-sided and contain not only the calendar year of major events shared by each of the three schools but would also highlight some of the strengths of the schools. Clark, Harding, and Bradshaw agreed to meet to discuss the content of the issue and to engage the help of a parent in the system who had marketing design skills. Bradshaw agreed to send out a letter to the Pastors (and parish personnel) seeking approval for this special issue. To help reduce the overall expense incurred by the CSGK for this special issue, it was agreed that an issue in July would not be published.
2. *E-Mail Motion: Clark moved to offer the Technology position to Rick Remyse; Bradshaw seconds. Motion passed.*
3. *E-Mail Motion: Clark moved to cancel the July board meeting; Bradshaw 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 4:00pm.