

Minutes of November 19, 2010 CSGK Board Meeting

Attendees: Msgr. Hazard, Frs. Fleckenstein, O'Leary, and Schmidt; *Lay Members:* J. Biever, S. Bradshaw, S. Clark, K. VanderMolen; *LAC Reps:* J. Cavanaugh, L. Toweson; *Principals:* T. Eastman, B. Reits (represented by Mariah Mandeville, Asst. Principal), A. Zommers; *Staff:* R. Dykstra, S. Harding; *Guest:* Angela Garcia

Call to order: 3:34pm

Opening Prayer: Fr. Schmidt

Approval of Agenda: November 19, 2010

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

Approval of Consent Agenda:

1. Minutes: October 22, 2010 (Already approved electronically)
2. Principal Reports
 - 2.1. Hackett Catholic Central (T. Eastman)
Motion: Bradshaw moved to approve Craig Stull as an LAC member at HCC. Fr. Schmidt seconds. Motion passed.
 - 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)
 - 4.2.1.1. Harding alerted the Board about a change in the annual fund letter. For those who have donated before, the donor's most significant gift made and an amount requested has been added to the commitment form.
 - 4.2.1.2. Harding also reminded all Board members to consider making a gift to the CSGK Annual Fund that clearly demonstrates their commitment to the CSGK's mission.
 - 4.2.1.3. Harding will be using FACEBOOK and school e-alerts in soliciting for donations to the annual fund. The first e-alert will appear after Thanksgiving.
 - 4.3. Community Questionnaire (J. Biever)

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

Financial Review: Finance Committee (K. VanderMolen)

1. The *Financial Statements* for the period ending October 31, 2010 were reviewed.
Motion: VanderMolen moved to approve the Financial Statements for the period ending October 31, 2010; Bradshaw seconds. Motion passed.
2. The committee has started the budget process for the 2011-2012 fiscal year and is planning to present a budget to the Board for approval at the January 2011 meeting.

3. The committee discussed the remaining carnival funds and decided the balance in the account would be split equally between St. Monica and St. Augustine. The check will go to the CSGK Advancement and then allocated to the two schools' Restricted Funds.
4. The CSGK Enrollment Projections from the current fiscal year until the fiscal year 2016/2017 were reviewed. The projections for the elementary schools generally showed a flat rate of growth/decline. For HCC, however, the projections for next year show a small enrollment increase followed the next year (fiscal year 2012/2013) by a sharp enrollment decrease. This sharp decrease is explained by the attrition rates in previous years at the elementary school level which are now showing up at the high school level. In the years to follow the sharp decrease at HCC, the enrollment rates are projected to show a flat rate of growth/decline similar to that which is now evident at the elementary schools.
5. VanderMolen reviewed the idea of a policy which would allow families to pay tuition multiple years in advance at the current tuition scale. The Board recommended that the proposed policy needs further research and VanderMolen agreed to look into the details of this kind of policy.

Other Business:

1. Biever reported that an informal review of the parish survey findings generally indicate that the top reasons parishioners do not send their children/grandchildren to Catholic schools is because of the high cost of tuition and because of transportation issues. A formal analysis will be completed by Biever and the findings will be reported to the Board at a future meeting.
2. VanderMolen reported on enrollment projections (see above). Given the sharp decrease expected at HCC for the fiscal year 2012-2013 (see above), Clark has requested that the Board and all LAC members be present at a *special* meeting on Friday, December 10 (time TBD) to discuss/brainstorm ideas on how to halt the projected sharp decline at HCC. Clark will provide the Board with further details
3. Fr. Fleckenstein has been appointed by Bishop Bradley as Episcopal Vicar for Education. An announcement of the appointment is available on the CSGK website at www.csgk.org. Fr. Fleckenstein briefly reviewed his understanding of the appointment and indicated that his first action will involve a plan of data-gathering of information regarding all of the Catholic schools in the Diocese of Kalamazoo and their different ways of functioning.
4. Clark attended a focus group hosted by our website provider regarding website advertising and the possibility to have specific approved advertisements on our schools website and receive payment for those ads. This is an idea that is in concept stages and it was discussed to determine it would be something we would consider. Over all the feeling was we should look into it and get more detail and share at a future board meeting.

Motion: There being no other business before the Board, Toweson moved to adjourn; Fr. Schmidt seconded. Motion passed. The meeting was adjourned at 4:15pm.