

## SMCS Board of Trustees – Meeting Minutes

Meeting held November 16, 2022

**Mission: Preparing and inspiring students to lead meaningful lives, rooted in the teachings of Christ, in our Catholic tradition.**

Attendance:

Present: Daniel McKenna, Phil Kerwin, Dr David DeWitt, William Bittner, Leila Mousai, Ron Schreier, Ron Steffen, Meghan Healy, Mary Krueger, Fr Bob Kollath, Fr Nonito Barra, Kristin Bergstrom

Missing: Fr. Dennis Bergsbaken, Fr Michael Lightner, Bryan Rosiejka, Terry Jack

Guests: Dave Deitrick, Dale Glen and Alyssa from (CLA) Steve Pable

BOT MEETING START TIME: 6:47 PM

Opening Prayer: Dan McKenna, Phil Kerwin second prayer

Financial statement presented by Dale and Alyssa

- Opinion on the 2 ½ pages. First two paragraphs tell the whole story
- Current asset and current liabilities shown
- Page 5 for cumulative earnings
- Lesson learned: When there is a change in systems, it is a good idea to purchase the assistance package from the new vendor to expedite the learning process

MOTION:

CONSENT RESOLUTION

- Ron Steffen moved to accept the September BOT executive meeting minutes. Amendments to change Fr. Dennis Bergsbaken missing and Meghan Healy first name change.
- Second by Ron Schrier
- Call to vote – unanimous
- Motion carried

OPEN FORUM

- No open forum

FINANCE COMMITTEE REPORT

- Auditors and internal auditing are slightly different
  - Buckets audited are different
- Looked at accounts try to reconcile and doing an apples-to-apples comparison to last year
  - May be a little inaccurate
- Bottom line is the budget was met and still looks good.
- Additional funds from Shippek estate are coming
- Funded some tuition assistance for employee tuition assistance

- Ending the year with a \$236,299 deficit, this was predicted
  - Actuals in December
- Going forward, every quarter there will be a predicted update
- Where does the shortfall money come from?
  - Deficit made up from reserve used to cover
  - Not a sustainable solution
  - Work to form a line of credit in the future for funding

#### Adult discipleship position (Steve Pable presenting)

- Great people to work with
- Working on developing a Spanish Mass
- Sharing that there is a lot of excitement happening
- Main thing to convey is
  - Missionary discipleship is near and dear to Bishop Ricken
  - How does it look in all our parish's schools homes
  - Entrust retreat
    - Taking place locally January 27-28
    - All-important employees invited, capped at 55 attendees
    - Had a great pilot event last year
    - Address specific dots for missionary discipleship
    - What does my connection story with God look like
    - What are practical steps to utilize your connection in the best manner
- Gifted preacher (Father Roy Lee) coming in December
  - Training for priests
  - Some masses held at our Churches
  - Want to make sure there is a lot of visibility for this
- Coordinate schedules for all the parishes with the new calendar
  - Located in 'Calendars' in the SMCS website
  - Steve to work and make the calendar more visible
  - System wide mass schedules should be shown
    - St Pats has Spanish masses covered

#### Presidents REPORT

- Should have received report on enrollment
- Annual fund down a little
- Dec 24<sup>th</sup> offices will be finished
  - Looking good
  - Moving in in January
- Hired a consulting firm to do feasibility study
  - Bill Acton from Advancement Partners is our contact
- Chris Decker taking over as director
  - Seems ready to do
  - Creates two divisions:
    - Dave as finance team & tech director

- Chris with advancement team
  - Chelsea in HR
- There was a student threat
  - Last Wednesday, a student posted a threatening picture
  - Police called and found the gun (fake gun)
  - Resolved by 230 am
  - Checked in the morning confirmed all clear
    - 0% threat at the time of school opening
    - Requested police presence
      - Was offered and accepted
    - Found student's locker and possessions
    - School to support police
    - Dioceses was made aware
    - Suggested to dismiss student
      - Drafted letter to parents
      - Letter done by 130 pm
    - Handled really well

#### COMMITTEE REPORTS

- Drafted a dashboard for committee goals
- Passing out to chairs to provide updates
- Made some updates to the tracker
- Should be up and running before the next meeting

#### OLD BUSINESS

- New board members have been initiated (Fr Bob got 2 or 3 more)

#### NEW BUSINESS

- Diocese corporate meeting in March conflicts with BOT meeting
- May skip BOT meeting and go to corporate meeting
  - Decide as we get closer
  - Should we bookend a part of the meeting to use for BOT?
  - Looks like there will be nothing to vote on for March meeting
  - Can add if needed
- Chaired by the Bishop
- Four Pastors part of corporate board
- We are all welcome, just as witnesses
- May be requested for knowledge or experience support

#### MOTION

- Dr David DeWitt moved to begin executive session
- Second by Meghan Healy
- Call to vote – unanimous

- Motion carried

MOTION

- Ron Schreier moved to end the executive session
- Second by Kristin Bergstrom
- Call to vote – unanimous
- Motion carried

Closing Prayer: Phil Kerwin

- Ron Schreier moved to end the BOT meeting
- Second by Kristin Bergstrom
- Call to vote – unanimous
- Motion carried

Meeting ended at 9:02 PM