

## SMCS Board of Trustees – Meeting Minutes

Meeting held October 19, 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, Bryan Rosiejka, Dr David DeWitt, William Bittner, Leila Mousai, Ron Schreier, Ron Steffen, Meghan Healy, Mary Krueger, Fr Bob Kollath, Fr Nonito Barra

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

Guests: Chris Decker, William Acton, Kristen Bergstrom

BOT MEETING START TIME: 6:30 PM

Opening Prayer: Phil Kerwin

MOTION:

CONSENT RESOLUTION

- Ron Steffen moved to accept the September BOT executive meeting minutes.
- Second by Ron Schrier
- Ron Steffen amends motion to update to note Fr Bob Kollath missing and Meghan Healy name change
- Second by Ron Schrier
- Call to vote – unanimous
- Motion carried

OPEN FORUM

- No open forum

Chris Decker speaking

- October 15 'All Aboard' joint fund raiser.
- One big event
- All in middle school
- Still working on final dollar number
  - Currently over \$150,000
- Better than the 4 events prior
- Went really well
- Attendance down, but sponsorships were up
- Bad weather likely cause for low attendance
- Well attended, even past end of event
- United annual appeal started
  - Should have received a mailing for funding

- Already have a good start

#### Bill Acton – Advancement partners (Chicago) feasibility study

- Virtual company
  - Small company
  - Big impact
- Work with schools to advance schools' mission
  - Very hands on
  - Partner with schools
  - Focus solely on Catholic schools
- Feasibility study needed to initiate the funding
- Preparing to prepare to raise money
- Key items
  1. How much can we raise above target
  2. What are the emerging needs, we have strong facilities
    - Faculty needs to be paid
    - Operations that cost more and more
    - Tuition assistance
    - Talk to people one on one with giving ability
  3. Research
    - Where is the money
    - Need to be strategic
    - Ask the right questions
    - Often difficult for schools to be transparent
    - Need the full picture for all to know what is needed
    - Let the people make the decision on their own
- Schools make the mistake of looking for money too late
  - Lots of prep activities to do
  - Feasibility study takes about 3 months
  - If report is good:
    - Working with strategic plan, lay groundwork engaging with stakeholders
      - Use them to shape the priorities, surveys, pyramid building
    - Need marketing materials
    - Need leadership
    - Need the right people in the committee
      - 4 – 6 months for this part of the project
    - Go to silent phase, by going out to donors
      - About a year for the entire project
    - Like running a marathon
      - Need to prep

#### Presidents REPORT

- All school Mass
  - Went well

- Dan spoke at the end
- Good to see all kids together
- Next week is the Diocese Mass, St Gabriel's is hosting next Tuesday
- Another one for Catholic schools week
- Enrollment at 986
- We are looking to improve the way we accept students
- Prospective families/students usually showing up sight unseen
- Need to make sure we are a good fit for all students
- Take resources and focus on a handful of kids, can we do justice for this small percentage
- We may not be able to cater to the style of learning all children have
  - Some questions about the gifted program children
- Trying to figure out how to please/serve all students
- Trying to develop a better understanding of our students before the start school
- Parish had technology report, school has taken over
- Tech support for Parishes
- Talk about needs
- We have greater technology even with two staff members
- Looking to solve the staffing issue
- Burden has been lessened by getting away from computer services (laptops for students, now BYOD)

#### FINANCE COMMITTEE REPORT

- Bill talking about financial sustainability
- Very disappointing that we still do not have the financial report
- Working on a sustainable report is taking too much time
- Produce financial statements, but very piece mealed together
- Black baud did a better job at producing reports
- Dave is working hard, only at it for 4 months
- Starting from scratch, but taking a long time
- Getting close to finding out, goal at end of month for auditable financial statements
- At the minimum, income statements etc. to be produced regularly
- Would like to close books monthly to keep a pulse on the budget
- Bill feels Dave is working on the right things
- He has good intentions
  - Dave has been working on making the reports repeatable, so it will be easy for someone new to take over

#### COMMITTEE GOALS AND MEMBERSHIP

- Leila taking over committee tracking
- Working on committee goals
- Send goals to Leila in the next two days
- ANY COMMITTEE REPORTS?
- Dr on goals for mass presence on strategic plan

- Fr Bob on Bishop's highlights on pastoral letter
  - All Parishes are doing, so all will need to be on board
  - Add implementation of the Pastoral letter
  - No vote on this

MOTION:

Dr David DeWitt motion to say in strategic plan, there will be BOT weekend presence at pariahs

- William Bittner second
- Call to vote – unanimous
- Motion carried

COMMITTEE REPORTS

- No committee reports were presented this month

OLD BUSINESS

- Calendar
- Commitments on service projects (breakfast and hail and farewell)
  - Dr David DeWitt has volunteered to host hail and farewell
- Date of breakfast in calendar in folder
- Like to put on a common electronic folder
- Always looking for members for BOT
- Excel spreadsheet should help us focus on the BOT members that will help us more
- Need two people

NEW BUSINESS

- No new business
- Bishop's letter next month

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 Dr David DeWitt
- Call to vote – unanimous
- Motion carried

Closing Prayer: Phil Kerwin

- Bryan Rosiejka moved to end the BOT meeting

- Second by Ron Schreier
- Call to vote – unanimous
- Motion carried

Final prayer Phil Kerwin

Meeting ended at 8:13 PM