

Waukesha Catholic Board of Directors

May 17, 2016



Attendance: Mike Bartels, Patrick Carey, Chadd Frank, Fr. Howard Haase, Joseph Heinecke, Kelly Horan, Lisa Kovaleski, John MacGregor, Nancy Nadolny, Geovanna Salazar, Lori Suarez and Kristin Wroblewski

- I. The meeting was called to order at 7:03 p.m. by John MacGregor. Fr. Howard Haase led the board in prayer; the Waukesha Catholic Mission Statement was recited.
- II. Minutes were approved from the April 19, 2016 meeting with the following changes:
III.A – (13) person board, IV.A – Audit should be capitalized
- III. **Old Business**
 - A. The design of the new board membership, as reflected in the April 19 minutes, was also approved by the priests.
 - a. Further discussion entailed terms and appointments, these details will be completed at a later date.
 - b. Additionally, a desired skill set from the membership would include experience in a field that would benefit the school, such as: Development, Education, Financial, Human Resources, Legal, Marketing, Non-Profit Leadership, Strategic Planning, and Technology
 - B. Lisa Kovaleski provided a Choice update. Of the 64 seats that were opened up for the WPCP seats for next year, only 52 applications were received. Kristin Wroblewski provided a grade-level breakdown of filled seats. The final WPCP placements will be made in July.
- IV. **New Business**
 - A. Personnel changes for next year were reviewed.
 - B. The Technology Committee needed to make a timely purchase. Since the funds were available in the Technology budget and the Finance Committee had recommended the spending, the Executive Committee voted on May 10 to approve the expenditure.
 - C. These May 10, 2016 Executive Committee minutes were approved with one change: Lori Suarez's name
 - D. The St. Joseph Campus' security cameras are not working. A motion was made to approve up to \$3,000 for security recording equipment at St. Joseph Campus, seconded and all approved.
- V. **System Reports –**
 - A. Principal – Nothing in addition to the submitted report and above discussions.
 - B. Development – Nothing in addition to the submitted report.
 - C. Recruitment & Marketing – Kristin reported that of the four K3 students not returning two are moving, one is going to public schools and one is going to a dual language school.
- VI. **Committee Reports –**
 - A. Finance – February, March, and April minutes were sent in the packet.

St. Mary subsidy is now \$13,000 behind. This issue is mostly due to the way collections fall, not the inability to pay.

The Catholic Community Foundation met with the Finance Committee to review investments. Half the loss reported since last July 2015 has been recouped in the first quarter of 2016.

- a. For budgeting purposes the health insurance premium for next year is going down 11.2% and there will also be a one month premium holiday in June. This is a \$45,000 savings on the budget, which will be a partial off-set to the open Choice seats. Dental insurance will go up 1.5%.
- B. Athletics – The last track meet is this week. Monday is the 8th grade athletic banquet. The end of the year track party has been scheduled. The Athletic Association will host the athletic board volunteer appreciation party at the St. John Neumann Festival on June 3.
 - a. The Athletic Association is working on aligning the checkbook management to more closely match the Archdiocese recommendations. The Director of Finance does review the Athletic and the Seton monthly bank statements and the Finance Committee approves the Athletic budget.
- C. Tuition contracts went out with net total adjustments, including credits for employee discounts, school choice, and tuition assistance. Tuition assistance qualifications have changed and less funds were given to individuals from the FACTS grant and aid application process review. Assignments of \$84,000 were given out of the \$100,000 budgeted item. There are still some funds for those families that can't afford the new recommendations.

VII. Parish Reports –

- A. St. John Neumann's festival is June 3, 4, and 5.
- B. St. Mary Parish festival is June 24, 25, and 26.
- C. The planning process going on at the parishes is viewed from the Archdiocese as five entities and Waukesha Catholic is part of this process. Fr. Howard is the spokes-person for this process. There is a new personnel manual in place and a Human Resource Committee is in development. The new city-wide structure will be in place on July 1, 2017 when Fr. Curt retires. One pastor will be appointed with a new six year term and there should be three associate pastors.

- VIII.** The next meeting will be Tuesday, June 21, 2016. The meeting adjourned at 8:53 p.m. with a prayer.