



**Cotter Schools Board of Directors**  
**October 31, 2023**

Board Members present: Amy Donnenwerth, Meg Krinke, Barry McRaith, Mary Kirk, Christina Uribe Nitti, Erica Jerowski, Kurt Knuesel, Kevin Gorman, Jennifer Miller Gutierrez, Ann Renk, Mary Kirk, Fr. Mark McNea, Fr. Pat Arens, Mary Eileen Fitch, and Dawn Guzzo

Board Members not present: All members present

Meeting called to order by Board Chair, Amy Donnenwerth at 7:30 am. Prayer was led by Father McNea.

Agenda: The 10-31-23 Agenda was reviewed and approved

The following Minutes were reviewed and approved:

Board of Directors Minutes: 9/26/23

Committee Meeting Minutes: Advancement (9/28/23), Governance (10/10/23), Operational Vitality (10/24/23), Slaggie Capital Investment Minutes (10/24/23)

*Committee Reports:*

**Operational Vitality Committee:**

The 10-24-23 meeting minutes had been posted for the board to review. The Chair added that our Financial Director is doing a good job with the structure of the reports that he is running for us. It was mentioned that we are exploring moving the budget planning process earlier in the interest of ascertaining any potential tuition increases that would need to be announced for the coming year.

As to our 10-24-23 Investment Update Meeting, the Chair advised the board that we are close to the expected benchmarks. He also advised that we might be purchasing some short-term 30-day or 60-day T-bills as an investment opportunity since the interest rates are favorable. There will be a meeting set soon to discuss this possibility.

**Governance:**

The 10-10-24 meeting minutes had been posted for the board to review. There were no questions or follow up from the meeting minutes.

In accordance with the Agenda, the Chair brought forth two items for discussion regarding the Board of Directors Self Evaluation that members took last spring. In particular, two items that Governance would like to see reach a higher percentage of Effective or Very Effective were specifically discussed. Board members shared their thoughts and the reasons that they may have not scored these items as high. Recommendations were noted, and Governance will continue its work on board education.

**Mission Effectiveness:**

No report at this time. The next Mission Effectiveness Meeting will be November 9, 2023.

**Advancement:**

The 9-28-23 Minutes had been posted for the board to review. The Chair did follow up with the board members that our Advancement Director has encouraged us to share with his office any solicitations that they receive outside of Cotter that stand out, as they are always looking at creative, trending solicitation ideas.

**President's Report:** The confidential President's Report had been posted for the board to review and Mary Eileen shared the following additional information:

- Accreditation: Our Cognia Accreditation leader, Dr. Julia Williams, is set to meet with Cotter, including board members, virtually or in person on January 30. We will keep the board advised, as we get closer to this date.
- Safety & Security: We are now in our follow up phase after our Teacher and Staff Emergency Response training on October 25. Our leaders are now meeting with their teams and posters are going up in all of our campuses. A letter will be going out to our parents advising them of our training and that we have adopted the *K-12 Standard Response Protocol*.

Regular meeting adjourned.

The Board moved into Executive Session.

Respectfully submitted,

Dawn Guzzo

Secretary