



Cotter Schools Board of Directors
November 28, 2023

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

Board Members not present: Mary Kirk

Mike Swenson, Director of Finance, present for the Annual Report Presentation

Meeting called to order by Board Chair, Amy Donnenwerth at 7:30 am. Prayer was led by Father McNea. We then took a few moments to welcome Father Russ and introduce ourselves to him.

Agenda: The 11-28-23 Agenda was reviewed and approved

The following Minutes were reviewed and approved:

Board of Directors Minutes: 10/31/23

Committee Meeting Minutes: Mission Effectiveness (11/9/23), Governance (11/14/23), Operational Vitality (11/21/23)

Annual Report Presentation – Mike Swenson

Mike Swenson distributed the Cotter Annual Appeal to each board member and asked him or her to consider a donation. All donations received through our Annual Appeal solicitation will go towards our unrestricted funds account.

Committee Reports:

Operational Vitality Committee:

The 10-24-23 meeting minutes were posted for the board to review. Mary Eileen advised that there would be discussions at our December Operational Vitality meeting regarding a potential inflationary tuition increase. Upon any agreement by the committee, a proposal would be presented to the full board at either the December or January meeting for a vote.

The previously discussed co-op fees for those athletes that co-op with us was also briefly discussed again. This matter will be discussed in more detail at the December Operational Vitality meeting. Upon any agreement by the committee, a proposal would be presented to the full board at either the December or January meeting for a vote.

Governance:

The 11-14-23 meeting minutes had been posted for the board to review. There were no questions or follow up from the meeting minutes.

We reminded the Board of our Retreat this coming Thursday, November 30. We provided the board a handout outlining two questions that we will be using in small groups for discussion.

Mission Effectiveness:

The 11-09-23 meeting minutes had been posted for the board to review. As to a follow up from the minutes, Mary Eileen explained that there was a suggestion that our teachers and staff might need communication updates regarding our Strategic Plan.

Advancement:

Due to travel and sickness, our November Advancement Committee meeting was cancelled. Our next meeting is December 14, 2023 and an update will be provided at the next board meeting.

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: During our last meeting with our Cognia Accreditation leader, Dr. Julia Williams, shared that her preference is to meet with the board virtually via Zoom. We will *not* have our normal in-person January board meeting. In its place, we will ask that members be available to meet via Zoom with the Cognia team. More details will be provided as we get closer to the January 30 meeting date.
- Safety & Security: All campuses have begun the Emergency Response Plan protocol drills. A letter was sent to our Cotter families advising that we have adopted this nationwide protocol system regarding Safety and Security.

Regular meeting adjourned.

Respectfully submitted,
Dawn Guzzo
Secretary