



**Cotter Schools Board of Directors**  
**December 19, 2023**

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

Board Members not present: Jennifer Miller Gutierrez, Fr. Pat Arens

Board Chair, Amy Donnenwerth at 7:30 am, called the meeting to order. Father Russ led our prayer.

**Board Retreat Session – Annmarie DeMarais**

Annmarie DeMarais facilitated a session from our board retreat. Today's focus was on *Board Responsibility*. The current Board Responsibility document was provided to each board member together with a hand out that asked board members what they felt was missing and what they felt was not currently their responsibilities. They were also asked about Board Composition, Board Member Qualifications and Board Member Time Commitment. The members split up into three groups and discussed their thoughts on these matters. At the conclusion of this exercise, comments were shared and Annmarie wrote down their ideas and these items will be brought to the Governance Committee for further analysis.

Agenda: The 12-19-23 Agenda was reviewed and approved

The following Minutes were reviewed and approved:

Board of Directors Minutes: 11/28/23

Committee Meeting Minutes: Operational Vitality (12/12/23), Advancement (12/14/23)

*Committee Reports:*

**Operational Vitality Committee:**

The 12-12-23 meeting minutes were posted for the board to review.

Our Committee Chair advised the board of the lengthy review and process that occurred during our last Operational Vitality meeting concerning our 2024-2025 tuition increase. A recommendation was made to the board of the proposed increase. A vote was taken and the motion passed.

**Governance:**

No report at this time. The next Governance meeting will be Tuesday, January 9.

**Mission Effectiveness:**

No report at this time. The next Mission Effectiveness Meeting will be Thursday, January 11.

**Advancement:**

The 12-14-23 Meeting Minutes were posted for the board to review. There were no questions or follow up from the meeting minutes.

**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: We will still plan to meet on January 30 via Zoom during the Cognia virtual site visit. Board members will meet with the Cognia team for questions and dialogue. Further details will be provided once we are closer to the site visit date.
- Our many Christmas choir and band concerts have wrapped up. There are some concerns that will need to be addressed for next year with event location and spacing being the biggest issue.

Regular meeting adjourned.

Respectfully submitted,  
Dawn Guzzo  
Secretary