Cotter Schools Board of Directors
August 27, 2024

Board Members present: Amy Donnenwerth, Erica Jerowski, Barry McRaith, Kurt Knuesel, Kevin Gorman, Jennifer Miller Gutierrez, Tom DeMarais, Shelley Stewart, Andrew Kieffer, Fr. Pat Arens, Fr. Mark McNea, Fr. Russ Scepaniak, Mary Eileen Fitch, and Dawn Guzzo

Board Members not present: Ann Renk

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

Agenda**:** There was a review of the 8-27-24 Agenda. Barry McRaith made a motion to approve the Agenda; Kevin Gorman made a second. Motion passed.

The following Minutes were reviewed:
Board of Directors minutes (6-25-24)
Committee Minutes:
Governance (8/13/24)

Barry McRaith made a motion to approve the Minutes; Kevin Gorman made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Operational Vitality will meet for the first time of the academic year in September. The Operational Vitality Chair did report on our Investment Meeting with Slaggie Capital that took place in July noting Cotter's investments are tracking as expected and that the recently received Tuition Assistance Endowment funds have been reallocated to long-term investment plans.

Governance:
The Governance Chair reported the following:

- All board members are asked to sign the Confidentiality and Conflict of Interest Policy. The signature page was provided at today's meeting and members were asked to return them to Dawn after the meeting.

- Per the request of our Governance Committee, legal counsel has reviewed the Cotter Employee Handbook. Although they did not have many concerns as to existing policies, they did recommend some additional ones. All of their suggestions were adapted into our handbook and provided to all faculty and staff.

- Amended Bylaws: The only change to the bylaws was the elimination of the Advancement Committee. A vote was taken to amend the bylaws as presented to the board. The vote passed unanimously and the bylaws will be amended accordingly.

- Our Governance Chair highlighted some of the items of concern from the BOD self-assessment survey, which included philanthropy efforts from the board and ensuring that Cotter's Strategic Plan aligns with our financial planning.

  Discussion followed as to ways that our board members would like to contribute to the efforts of Advancement. Mary Eileen will share the thoughts and suggestions that were discussed with our Vice President of Advancement.

  There was further discussion as to deficit concerns, which in large part is related to what Cotter charges for our tuition, an amount that is kept at an affordable rate for our families per the wishes of our benefactors and our community as a whole. One area of potential improvement is to reduce the aid given to our boarding students. This year we gave significant financial aid to increase our number of boarding students. We are hopeful that this can improve in the coming years. Although there is no clear path to close the deficit gap completely, efforts continue to narrow it.

- We would like to schedule the date of our retreat for either Friday, December 6 or Friday, December 13. If you have not done so already, please reach out to Dawn with your availability. Mary Eileen has reached out to our most significant Benefactors with an invitation as well.

Mission Effectiveness:
No report at this time. The next Mission Effectiveness Meeting will be in September.

President's Report: The confidential President's Report had been posted for the board to review and the following topics were brought up for discussion at today's meeting:

- We have received a generous gift from Ron Wanek, the Ronald and Joyce Wanek Foundation, for $250,000.00 for our STEM development. A public announcement of this gift will be made in the near future.

- We are excited about our enrollment numbers. They are up, very close to 10%, which does include our infant care program. We currently have 49 residential students and that may reach 51.

- The new President of CSCOE out of the Cities was here to visit Cotter. He was very impressed with our campus and our school model. He has offered Cotter a pilot program with Khan Academy. We are currently utilizing their Believe to Read Program that is going very well at the elementary level.

- Father Churchill is our new Chaplain here at Cotter. He will be here approximately two days a week to assist with our Campus Ministry.

Advancement:

At this time, our Vice President of Advancement joined our meeting to present and review the itinerary for donor solicitation campaigns throughout the Academic Year. Our Fall Appeal begins September 15 with an outreach of approximately 5,000 potential donors.

Meeting adjourned at 8:55 a.m.

Respectfully submitted,

Dawn Guzzo, Secretary