



Board of Education Meeting Minutes
Tuesday, March 21, 2023
Administration Office

Members Present: Dan Kriener, Fr. Brad Pelzel, Jennifer Rose-Bass, Melissa Uhl, Rick Bertrand, Nick Hegarty, Fr. David Esquiliano, Fr. Tim Friedrichsen, Jacki Kelly

Members Absent: Fr. David Hemann, Doug Skinner, Rhonda Bridges

Staff Present: John Flanery, Marisa O'Connell

1. Opening Prayer – 5:00 p.m. Fr. David Esquiliano

Approval of February 21, 2023 board meeting minutes
Motion by Fr. Brad Pelzel, Seconded by Fr. David Esquiliano
All in favor: Aye

2. Committee Reports

- a. Academics – Nick Hegarty
 - Committee did meet
 - Nick will get minutes from Kate
- b. Catholic Identity – Jacki Kelly
 - They are reading a book to help establish a plan to better serve schools
- c. Enrollment and Marketing – Jennifer Rose-Bass – see attachment
 - Bill Drexell visited our schools
 - Working on trademark at state level (federal level is too expensive)
 - Auction is April 15th – Fund-a-Cause will be CYO locker room
 - ESA Kickoff – have approximately \$10,000 in budget to promote
 - Odyssey identified as 3rd party vendor for ESA's
 - Zach working with ad agency to develop advertising campaign
- d. Finance – Nick Hegarty-see attachment
 - Tuition & Collection receivables are lower than expected. We need better months ahead
 - Cathedral parish assessments are caught up
 - Should have full set of financials in May (when Kelsey gets caught up)
 - Teacher contracts sent out with 10% salary increases
 - Hoping to get ESA guidance from state soon to host ESA nights
- e. Leadership & Governance - Melissa Uhl - No meeting held

3. President's Report

- a. 2023-2024 tuition feedback
- b. Director of Finance – Kelsey Schomaker
 - Will meet with John twice week of March 27th – 31st
- c. Financial Analyst position
 - John to reach out to original candidate
 - Will be conducting interviews with 2 more candidates
- d. Budget – teacher's salaries
 - 12 teachers are leaving at this point

- 2 openings for science teachers
- 1 science teacher was hired
- e. Diocesan Resolution for CYO locker room project
 - Have 2 locker rooms
 - \$80,000 (average cost) for new room on lower level (\$272,000 average cost for entire room replacement)
 - MRD grant – denied
 - Knife River Grant – awarded \$5,000
 - College of Consultors – approved plan as long as we raise money at auction
 - R & P and Rick Wegher submitted bids for project
 - Consult Rick Bertrand and Nick Hegarty for any contracts to bring down costs
 - Curran to do flat roof this spring
 - Roof is leaking in gym at CYO
 - Diocese Resolution – bring before board for approval regarding fund-a-causes (should receive estimates on fund-a-causes)
- f. Advancement
 - Legacy Campaign
 - Been very successful – received a 2.5 million dollar payment
 - Meetings with other donors have been scheduled
 - Auction update – currently \$83,000 in sponsorships – goal
- g. Enrollment
 - Number of holds went from 327 down to 270
- h. 2023-2024 Calendar
 - Motion to Approve
 - Motion – Nick Hegarty
 - Seconded – Melissa Uhl
 - All in favor – Aye
- 4. Other Business
 - Tim Swedean's open position (at large)
 - Discussed at Executive Committee meeting
 - Teresa Fitch proposed as new board member
 - Has auditing experience
 - Belongs to Mater Dei Parish
 - City's Finance Director
 - Motion to move approve Teresa Fitch
 - Motion – Fr. Brad Pelzel
 - Seconded by – Jacki Kelly
 - All in favor – Aye
 - Doug Skinner will complete his term in June, 2023
 - Motion to move to Executive session
 - Motion - Fr. Tim Friedrichsen
 - Seconded - Fr. David Esquiliano
 - All in favor - Aye

Next meeting Tuesday, April 18, 2023 at 5:00 p.m.