Cotter Schools Board of Directors
March 25, 2025

Board Members present: Amy Donnenwerth, Barry McRaith, Kurt Knuesel, Erica Jerowski, Shelley Stewart, Andrew Kieffer, Kevin Gorman, Ann Renk, Tom DeMarais, Father McNea, Father Russ, Mary Eileen Fitch, and Dawn Guzzo

Board Members not present: Jennifer Miller Gutierrez

Board Chair, Amy Donnenwerth, called the meeting to order at 7:34 am. Father McNea led our prayer.

Agenda**:** There was a review of the 3-25-25 Agenda. Barry McRaith made a motion to approve the Agenda; Father McNea made a second. Motion passed.

The following Minutes were reviewed:
Board of Directors minutes (2-25-25)
Committee Minutes:
Mission Effectiveness (3/14/25)
Operational Vitality (3/18/25)

Barry McRaith made a motion to approve the Minutes; Shelley Stewart made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Our Committee Chair reported an overview of the follow-up discussion that took place at our March Operational Vitality meeting regarding the athletic co-op program. A letter is being sent to the co-op families in an attempt to recoup some of the fees that we assessed for the 2024-2025 athletic seasons. Next year, our intention is to collect the fees up front from our co-op families due to Hope Lutheran and Riverway's recent claim that they will not be able to satisfy the invoices that were submitted to them.

Our Committee Chair also shared some specifics and explanations of our FY26 proposed budget, which has been presented differently this year due to our new software program. There are still some unknown variables, but having board approval is necessary to allow us to present contracts to our teachers next month.

Although we have not yet received specifics on future HEF distributions, our current endowments would be able to satisfy any deficiencies we would need to cover for FY26.

A vote was put forth to the board for approval of the FY26 proposed budget. All were in favor.

Governance:
The Governance Committee did not meet in March. There is no report at this time.

The Governance Chair did report that we have had a 50% response so far for our President evaluations and encouraged everyone who had not completed it, to please take the time to do so this week.

Mission Effectiveness:
Shelley Stewart reported that many efforts are taking place to complete the Year 3 goals for our Strategic Plan. Mission Effectiveness will be presenting a yearly overview report in May for the Board as well as for Cotter's faculty and staff as to the progress made this academic year.

President's Report: The confidential President's Report had been posted for the board to review and Mary Eileen made the following comments at today's meeting:

- Residential Enrollment: Lauren is currently traveling in Asia and Jeff and Arthur are currently in Brazil working on residential student recruitment efforts. It does appear that we will have less students next year. Mary Eileen explained to the board that staffing issues are very tricky as we plan for Christianity classes, ESL classes, and residential hall staffing without firm numbers.

- Alumni Achievement and St. Joseph Awards evening: Mary Eileen thanked the board members who were able to attend and commented on the huge success of the evening. We had an amazing turnout of supporters and our award recipients were genuinely appreciative and inspiring.

- Lourdes Hall: We do have our bid in and Cotter Schools has received a follow up request for information, which includes providing our purchase contingencies such as timeline of purchase availability and any finance contingencies we may have. Mary Eileen will be reaching out to Colleen Peplinski with St. Teresa Alumni Association to discuss our potential purchase due to St. Teresa's committed support of Cotter Schools.

Amy thanked everyone for attending our meeting today. The meeting adjourned at 8:13 a.m.

Respectfully submitted,

Dawn Guzzo, Secretary