Cotter Schools Board of Directors
May 27, 2025

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

Board Members not present: Jennifer Miller Gutierrez, Tom DeMarais

Board Chair, Amy Donnenwerth, called the meeting to order at 7:32 a.m. Father Russ led our prayer.

Agenda**:** There was a review of the 5-27-25 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 (4-29-25)
Committee Minutes:
Mission Effectiveness (5-9-25)
Operational Vitality (5/20/25)

Barry McRaith made a motion to approve the Minutes; Kurt Knuesel made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Our Committee Chair reported an overview of the bi-annual meeting with Merchant's Bank regarding our CSF Endowment account. We continue to meet or exceed our benchmarks.

Our Committee Chair also shared an overview of the budget report provided by our Financial Director that reflected numbers that came in as expected.

Governance:
No report at this time, however, our Governance Chair advised that our annual Board of Directors Self-Evaluations will go out to all board members the first week of June and encouraged all board members to participate.

Mission Effectiveness:
A year-end summary of our Strategic Plan was provided to all board members for review. We are currently looking at restructuring our Mission Effectiveness Committee meetings for next year with the goal to be more efficient and effective. More details will be forthcoming.

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:

- High School Principal: Although Dave Forney has formally retired, Mary Eileen advised that he will be here to assist with the transition through the end of the year in a very part-time capacity. Kate Moll, our new high school principal, will be starting at the end of June.
- HEF Updates: Mary Eileen has spoken with our HEF representative and has received positive assurances regarding our deficit. There was a mutual acknowledgment that due to our benefactor's desired tuition structure and Cotter's expanded programs, our gap will remain for the foreseeable future. Mary Eileen will continue to provide HEF with financials and upcoming initiatives.
- Crescendo Fundraising: There is a meeting tomorrow with our Crescendo Catalyst Committee where we hope to determine the most successful path going forward. The goal is to determine whether we should continue with an annual fundraising campaign; alternatively, work toward an Endowment Campaign that would honor our major benefactors and the philanthropic spirit that has kept Cotter Schools thriving.
- Residential Program: There will be an upcoming meeting between board members who have volunteered to serve on this temporary committee and Cotter enrollment staff to discuss the future of our Residential Enrollment program. We will report the highlights of this meeting back to the board in June.
- Lourdes Hall: As of today, the purchase Agreement has not been signed although we do have a verbal agreement. It was discovered that there is a fuel storage tank on the property and we are seeking information regarding its removal. As soon as the Purchase Agreement is signed, we will quickly move to make an announcement to all of our families and staff as well as to the public.

The Board then moved into Executive Session to discuss the President's evaluations. Mary Eileen Fitch and Dawn Guzzo left the meeting at this time.

Respectfully submitted,

Dawn Guzzo, Secretary