Cotter Schools Board of Directors
September 29, 2026

Board Members present: Andrew Kieffer, Eric Errthum, Tom DeMarais, Shelley Stewart, Andrew Guzzo, Erin Gervais, Laura Fitzgerald, Father Arens, Father Russ, Mary Eileen Fitch and Dawn Guzzo

Board Members not present: Kurt Knuesel, Amy Donnenwerth

Erica called the meeting to order at 7:31 a.m. Father Father Russ led our prayer.

Agenda**:** There was a review of the 9-29-26 Agenda. Shelley Stewart made a motion to approve the Agenda; Andrew Kieffer made a second. Motion passed.

The following Minutes were reviewed:
Board of Directors minutes (8-25-2026)
Committee Minutes:
Governance (9-8-2026)
Operational Vitality (9-22-2026)
Mission Effectiveness (9-25-2026)
Shelley Stewart made a motion to approve the Minutes; Andrew Kieffer made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Andrew Kieffer reported the following:

- There were some modifications made to our net asset deficit report due to some summer spending that had inadvertently not been accounted for. One primary example was the teacher salary payments that were paid out over the summer months.
- The committee continues to monitor the investment side of our endowments.

Board members were then invited to ask any questions they may have following the review of the September Operational Vitality meeting minutes and financial reports.

Governance:
In Kurt's absence, Mary Eileen reported the following:

- Based on some of the financial concerns stated under our BOD Self-Evaluations that were taken this past spring, Mary Eileen took the opportunity to review with the board our historical mergers that has led us to all be under one campus, serving infant care through 12th grade students, emphasizing the financial implications that came along with these transitions.

- Our bylaws are reviewed annually. Board members were reminded that they may review the bylaws at any time and to feel free to make any best practice suggestions if they feel any are warranted.
- Work continues in the planning of our annual retreat. If there are any specific topics that the Board would like to see addressed, Mary Eileen encouraged them to reach out to our committee.

Board members were then invited to ask any questions they may have following the review of the September Governance meeting minutes.

Mission Effectiveness:
In Amy's absence, Mary Eileen reported the following:

- Our building leaders presented at our September meeting and provided reports of their Strategic Plan Year 5 initiatives and goals. These reports were made available to the board.

Board members were then invited to ask any questions they may have following the review of the September Mission Effectiveness meeting minutes.

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:

- **Capital Campaign:** We have had a series of generous donations, which include donations that have been received, signed pledged donations and verbal pledges. Once we attain our 80% goal, we will then move to a public rollout.
- **Homecoming**: We are celebrating Homecoming this week. Our students are excited and are enjoying all of the various activities. We are hoping for a great turnout at our Polka Fest, Athletic Hall of Fame event, Tailgate gathering and Homecoming football game.
- **Business Operations**: Our business office has gathered several options of alternate healthcare programs which could be a substantial savings to our employees, and would also serve as a more attractive benefits package that we could offer to prospective new employees. Of course, keeping a positive working relationship with the Diocese is an important concern. The information that we received is new and many factors still need to be evaluated. We will continue to keep the board involved in this process.
- **MCA**: Several exterior and programming upgrades are taking place. These are all being funded through a generous estate gift to MCA.
- **Building Projects**: Our soccer field has continued to be a concern. We have had multiple injuries that have brought this matter to the forefront. The sprinkler systems and earth settling are some of the issues. We may possibly explore the option of converting this grass field to a turf field.

  The Board then moved into Executive Session. Following the brief Executive Session, the Advancement Team joined our meeting.

Advancement: Mike Swenson and Ann Renk joined our meeting to promote our Capital Campaign. 100% board participation is encouraged and beneficial for community promotion. Mike and Ann will be reaching out to all board members to discuss the capital campaign and to seek donation commitments.

Respectfully submitted,

Dawn Guzzo, Secretary