

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
October 2, 2007**

Board Members Present:

St. John Neumann
Father Charlie Lachowitz
Faye Heffele
Mark Lasswell

St. Thomas Becket
Brian Howard
Rebecca Schmid

Church of St. Peter
Father Rick Banker
Della Miller

Other Attendees
John Boone, Principal
Rich Feitel, CSM (7:27-8:06pm)
Steve Virgadamo, CSM (7:27-8:06pm)
Sarah Collins, Development Director (7:27-8:06pm)
Linda Kautzky, Recording Secretary

Description	Discussion	Action By
Invocation	The meeting began at 7:27pm.	Mark Lasswell
Adoption of Agenda	Motion: To approve the October 2, 2007 agenda: The motion was unanimously approved.	Board
Approval of Minutes	Motion: To approve the minutes from the September 4, 2007 meeting with the following amendment: Unfinished Business: Governing Documents Revisions – to read – “Father Charlie received a written appointment from Archbishop Flynn to continue as Canonical Administrator. We have not yet received the constitution and bylaws.” The motion was unanimously approved.	Board
Unfinished Business		
Governing Documents Revisions	Father Charlie has not yet received the constitution and bylaws.	Father Charlie
Capital Campaign	<ul style="list-style-type: none"> • Rich Feitel of Catholic School Management (CSM) met with John Boone and Sarah Collins earlier today, providing an overview of the proposed infrastructure and timeline for the capital campaign: <ul style="list-style-type: none"> ➢ Administrative phase began today ➢ Marketing phase begins October 3rd ➢ Kickoff of campaign scheduled for January 9, 2008 • CSM will create the final draft of the campaign following Board input. • Rich and Steve Virgadamo provided campaign marketing samples to the Board. • Rich will train volunteer solicitors. Rich will meet monthly with volunteers for progress updates, concerns, etc. Rich and Steve will be available 24/7 to all campaign committee chairs. • Rich will meet with the marketing committee on October 23rd. • Rich and Sarah will begin to identify volunteers October 3rd. 	Mark Lasswell
New Business		
Ratify Electronic Action	<p>Motion: To vote on school repairs via electronic voting. The motion was unanimously approved.</p> <p>Motion: To accept the recommendation from the Finance Committee to approve the estimated expenditure of \$11,414.00 for repairs to the chiller compressors, VFD’s for the hot water pumps and repair to the front door of the building. Funds will be secured through the operating surplus of Fiscal Year 2006-07 The motion was unanimously approved.</p>	Brian Howard

Reports of Committees		
Liaison Reports	<p><u>Principal's Report</u></p> <ul style="list-style-type: none"> • Front door is now repaired. • Compressor repair work has been ordered. • VFD's will be installed in the Spring. <ul style="list-style-type: none"> • New dugout fences installed on software diamond. Funded by the Home & School Association (HSA). • New Band teacher hired. Band program currently has 93 students. • Online registration is now available for winter sports. • Math curriculum "I Can" statements (objectives) will soon be finished. Next is Science and Health. • Standardized testing starting this month. • Technical support staff generated a list of technology upgrade needs for administration. John Boone will send the Board a copy of the upgrade list. • Conferences will follow a new format, designed to promote more communication more frequently. Parents meet with Home Base teacher (middle school) or primary teacher (elementary school) then may meet with specialists if they wish. • Question arose as to whether FSCS is tied to using Catholic Mutual for Septemberfest insurance coverage. Mr. Boone will discuss this question further with the Finance Committee. • Back to School Night went well. 	John Boone
Liaison Reports	<p><u>Development</u></p> <ul style="list-style-type: none"> • Septemberfest <ul style="list-style-type: none"> ➤ Final Septemberfest numbers are not in yet. ➤ Saturday's show received many compliments from attendees, security, roadies, etc. ➤ Septemberfest is now an established event in the community. ➤ Mass on Sunday also received positive feedback, with attendees from both inside and outside the FSCS community. ➤ The Septemberfest committee received a recommendation to begin confirming next year's sponsors after the Gala for Giving (January 2008). 	Mark Lasswell
	<p><u>Capital Campaign</u> See Unfinished Business above.</p>	Mark Lasswell
	<p><u>Finance</u> Update on closing of books will be provided in the next meeting.</p>	Della Miller
Liaison Reports	<p><u>Tri-Parish</u> No report.</p>	Brian Howard
	<p><u>Marketing</u> Dan O'Brien and John Boone will hold a meeting the week of October 8th.</p>	Brian Howard
	<p><u>Athletic Field Site Plan</u> EAA Baseball is looking for a place for their batting cage. They have proposed that we provide the space and have access to the cage. This will also provide good advertising of our school.</p>	Brian Howard
Executive Session	Occurred from 6:00 – 7:25 pm.	Board
Closing Prayer	The meeting adjourned at 8:47 pm.	Rebecca Schmid

Next meeting November 6, 2007 at FSCS • 6:00 pm - dinner & executive session • 7:00 pm - meeting