

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
March 3, 2009**

Board Members Present:

St. John Neumann
Fr. Charlie Lachowitz
Faye Heffele

St. Thomas Becket
Fr. Bill Murtaugh
Tom Levandowski
Rebecca Schmid

Church of St. Peter
Fr. Joseph Gallatin

Other Attendees
John Boone, Principal
Mark McGinty, Septemberfest Committee Chair (8:34pm)
Linda Kautzky, Recording Secretary

Description	Discussion	Action By
Invocation	The meeting began at 7:21pm.	Fr. Bill
Adoption of Agenda	Motion: To approve the March 3, 2009 agenda as written: The motion was unanimously approved.	Board
Approval of Minutes	Motion: To approve the minutes from the February 3, 2009 meeting with the following amendments: CHANGE: Principal's Report, fourth sub-bullet: "potential new" to "current". ADD: Principal's Report, fourth sub-bullet: "to promote the open house events" at the end of the first sentence. CHANGE: Reports of Committees, Marketing, third bullet: "potential new" to "current". ADD: Reports of Committees, Marketing, third bullet: "to promote the open house events" at the end of the sentence. The motion was unanimously approved.	Board
Principal's Report		
	<ul style="list-style-type: none"> • Due to shared busing with School District 196, the Faithful Shepherd calendar follows the School District 196 calendar wherever possible. School District 196 is considering a pre-Labor Day start for the 2009-10 and 2010-11 school years, pending a decision by the Minnesota House Finance Committee on a bill that would allow for a pre-labor day start date for these school years. Mr. Boone has prepared two rough drafts of the Faithful Shepherd 2009-10 school calendar, one with a pre-Labor Day start date and the other with a post-Labor Day start date. When the School District 196 calendar is set, Mr. Boone will finalize the Faithful Shepherd school calendar. • Parent-teacher conferences are scheduled for March 5th and 6th. • Irish dancers will perform at the school on St. Patrick's Day (Tuesday March 17th). • The Invention Convention is scheduled for Thursday, March 19th. • Maintenance <ul style="list-style-type: none"> ○ In the event of a lockdown at Faithful Shepherd, the school must have seven classrooms with specialized locks. The cost of each lock is \$1100.00. The school will purchase and install these locks in phases to absorb this cost. ○ The green slide on the big playground needs to be replaced. It will cost \$1000.00 under warranty. ○ The bearings on four relief motors are beginning to fail. The cost of each relief motor is \$1200.00, including a grounding kit. • Nine teachers will attend the upcoming Professional Learning Communities convention. • Administration is considering an optional lunch table in the cafeteria reserved for children with food allergies. • The Admissions information on the school website will be updated. • Mr. Boone discussed Kindergarten enrollment for the 2009-10 school year. • Faithful Shepherd will follow the School District 196 policy for early admission to Kindergarten. Children born after the September 1st cut-off date can be tested for admission for a \$200.00 testing fee. District 196 will administer Preschool screening. • New policy considerations: <ul style="list-style-type: none"> ○ Based on a question raised during the Wax Museum event this year, Mr. Boone plans to implement a policy regarding videotapes of school events and YouTube. ○ In response to the recent snow emergency, Mr. Boone plans to implement a policy to automatically cancel all after-school activities when the school has an unscheduled early dismissal. 	John Boone
New Business		

<p style="text-align: center;">Septemberfest Plan</p>	<p>Mark McGinty, Septemberfest Committee Chair, presented the Septemberfest 2009 plan to the Board.</p> <ul style="list-style-type: none"> • Mark outlined the goals of the Septemberfest Committee and sub-committees. • Family Fun Night will be held on Friday, September 18th and will be presented by HSA. • The committee recommends a national band if possible. A national band will: <ul style="list-style-type: none"> ○ draw more people from a larger geographic area ○ sell more tickets in advance ○ attract corporate sponsors and larger sponsorships ○ increase the potential for larger profit with food and drinks • Mass will be held on Sunday, September 19th for the Faithful Shepherd/Tri-Parish community, with lunch provided by the FSCS Knights of Columbus. • The committee expects the City of Eagan to approve the following changes to Septemberfest 2009 by late April: <ul style="list-style-type: none"> ○ The stage and tent will point to the NE, in an effort to eliminate noise complaints. ○ Bands will be off the stage by 11:30pm to ensure compliance with the City of Eagan noise ordinance. ○ More Port-a-Potties will be available for patrons. • Gates will open at 6:00pm, with the first act starting by 7:00pm. • Mark and the Board discussed: <ul style="list-style-type: none"> ○ parking needs for Saturday night ○ trade marking the Septemberfest logo ○ ticket price • Fixed expenses will be covered by sponsorships. • Mark presented the proposed budget for Septemberfest 2009 to the Board. <p>Motion: To approve Septemberfest budget as submitted. The motion was unanimously approved.</p>	<p style="text-align: center;">Fr.Charlie Mark McGinty</p>
Reports of Committees		
<p style="text-align: center;">Liaison Reports</p>	<p><u>Marketing</u></p> <ul style="list-style-type: none"> • Faithful Shepherd student John Lamb is volunteering time to create a video for the Kindergarten – 2nd grade target market. This video will be available for use as a marketing tool. • Fr. Charlie thanked Rebecca for her work on the Marketing committee including her work on new marketing materials. 	<p style="text-align: center;">Rebecca Schmid</p>
	<p><u>Athletic Field Site Plan</u></p> <ul style="list-style-type: none"> • No updates. 	<p style="text-align: center;">Dan O'Brien</p>
	<p><u>Development</u></p> <ul style="list-style-type: none"> • Gala for Giving <ul style="list-style-type: none"> ○ Attendance was down only five guests from last year. ○ \$108,000 was raised for Faithful Shepherd <ul style="list-style-type: none"> ▪ Some items that did not sell at the Gala have been posted on EBay. ▪ Unsold Wine Wall wines are for sale. ○ Glen Fladeboe will be the auctioneer next year. ○ Next year's Gala is set for January 30, 2010. ○ The Development Committee is currently looking for someone to Chair next year's Gala for Giving. ○ Ed Schleuter will be involved next year, but not as Chair. • Golf Tournament <ul style="list-style-type: none"> ○ Bill Reilly will chair this event. Bill is currently looking for a co-chair. ○ The tournament is set for Monday, August 3rd, 2009. ○ The committee is considering a change of venue for this event. Possible locations include: <ul style="list-style-type: none"> ▪ Inverwood Golf Course in Inver Grove Heights ▪ Highland Golf Course in St. Paul • Septemberfest <ul style="list-style-type: none"> ○ Mark McGinty is the chair for Septemberfest 2009. ○ The event will be held the weekend of September 18th. ○ The event format is the same as last year ○ Mark has put together the budget for Septemberfest 2009. • Marathon <ul style="list-style-type: none"> ○ Kaleen Mikulski will chair this event. Kaleen is currently looking for a co-chair. 	<p style="text-align: center;">Fr. Charlie Mark Lasswell</p>

	<p><u>Capital Campaign</u></p> <ul style="list-style-type: none"> • The Capital Campaign has received \$966,000 in pledges. • The arrangement with CSM has been revised. CSM will not travel to FSCS for three months. • The General phase of the Capital Campaign is now being planned. <ul style="list-style-type: none"> ○ This phase includes school families, parishioners, and parents of school alumni. ○ This phase may bring in up to 40% of the total campaign goal. ○ Sue Riesgraf will contact tri-parish pastors regarding a customized 5-week plan for each parish: <ul style="list-style-type: none"> ▪ The first three weeks include praying for the success of campaign (intercessions). ▪ In the third week, a mailer will be sent to parishioners, vendors, parents of alumni, and any other friend of FS and the tri-parishes who has not been contacted in previous phases of the campaign. ▪ In the fourth week, announcements regarding the campaign will appear in the parish bulletins, information booths will be available in the gathering spaces, and a short testimonial will be made from the pulpits. Fr. Bill recommended a testimonial from alumni discussing how Faithful Shepherd prepared them for their future. ▪ In the fifth week, students in uniform with campaign donation baskets will be available in the gathering spaces before and after Mass. • Previous phases of the campaign continue to wrap-up. • The final newsletter will go out in the next few weeks. 	Tom Levandowski
	<p><u>Finance</u></p> <ul style="list-style-type: none"> • Since Della and Jim Fink were unable to attend tonight's meeting, a special meeting will be called in later March to discuss and approve the 2009-10 budget. Rebecca Schmid will send an email to Della and Jim to let them know the Board needs the final budget prior to this special meeting. Fr. Charlie will contact Board members to confirm this meeting date. 	Fr. Charlie Della Miller
	<p><u>Tri-Parish</u></p> <ul style="list-style-type: none"> • No updates. 	Fr. Charlie
Unfinished Business		
April Meeting Date	The April Board meeting is currently set for April 7 th , which falls during Holy Week. Fr. Charlie will contact the Board via email to reschedule the April meeting. The special budget meeting and the rescheduled April meeting may be merged.	Fr. Charlie
Executive Session	Occured from 6:00-7:15pm.	Board
Closing Prayer	The meeting adjourned at 9:05pm.	Tom Levandowski

Next meeting TBD at FSCS • 6:00 pm - dinner & executive session • 7:00 pm - meeting