

Board meeting minutes  
September 15, 2020

St Teresa School

Still need one more at-large parishioner to complete the board

Sandy Jougard, Principal's Report:

The school still has some outstanding tuition, extended care, and lunch balances we've been trying to collect for some time, and Bob recommended a service called Parsons Bishop that is a collection service for churches. He has used it in the past at previous employers.

Computype assessment suggested replacing 2 high density access points and 10 standard because our technology is not currently supported by the manufacturer. The bid is 2300 for all

Monsignor Darin, Pastor Report:

We finally held First Reconciliation and First Communion Ceremonies

No St. Francis Pet blessings will take place this year due to Covid

Currently seeking donations in place of the parish picnic, and the cash raffle drawing was October 4

Question Re: eliminate 7am mass permanently and changing other mass times

Meeting with Bishop McGovern to discuss Belleville schools and possible consolidation

New business manager, Bob Wojcik has much experience in Catholic parishes and schools including St. Henry's and Holy Trinity

Bank statements reconciled through 11/19; working to complete these to date

Discussions of accounting oversight by an outside firm; he has worked with KEB in the past

Working to provide financial statements that compare budget to actual

Some discussion on Accounts Receivable and what action to take at 30-60-90 days

We have 214 students, and we assumed 220 when preparing 2020-2021 budget – pre-K is much lower than expected at 21; we assumed 38.

Bob to prepare a schedule of students/families participating as parishioners and enforce charging those who do not donate the non-parishioner rate

Social Media Communications: Colleen Day, Lindsay Costello to assist with this, with goal to increase PreK enrollment and encourage retention of new students

Annual Fund/Development to transition from NEON To Excel since the program costs about \$2K annually and Bob will take over next AY

Strategic Plan Board Retreat via Zoom

Discussion Re: improving our reputation as a great source for education by seeking out Blue Ribbon School or School of Character Designation, as well as the Neumann Award for Catholic Identity

Next meeting 10/19/20