

BHCS GOVERNING BOARD MINUTES
Thursday, October 15th, 2015, 6:00 – 8:10 p.m.
SJCC Meeting Room, SJCC Campus

ATTENDING: Father John Blazer, Karen Darr, Todd Drusback, Bob Gabel, Otto Gonzalez, Kay E. Reiter, Roy Wilhelm, Darcy Woolf, Father Mike Zacharias

ALSO ATTENDING: Business Manager Pam Snell, Recorder Anne Marquis

EXCUSED: Dr. Mark Hoelzle, Superintendent Mr. Cullen, Brad Culbert, Principal Anne Whitfield

The meeting was called to order at 6:00 p.m. by Mrs. Reiter, BHCS Board Chair

- I. The opening prayer was provided by Father Mike Zacharias.
- II. A welcome was provided by Mrs. Reiter, followed by introductions made by the Board with a special introduction of Anne Marquis, the new board meeting recorder.
- III, Board minutes: Mrs. Reiter

A motion was made by Mr. Gabel to approve the minutes of September 17, 2015 board meeting. **Darcy Woolf seconded the motion - the minutes were approved.**

- IV. Finance Report - Bob Gabel, Chair

W2 incorrect forms: Due to a breakdown in communication during the change between two payroll companies, incorrect deductions were made from employee financial records. W-2 forms for 48 employees had to be refiled prior to April 15, 2015. In addition, a second correction had to be made for 38 of the first 48. Several of the employees mentioned the extra cost to them for refileing. **A motion was made by Mr. Gabel** the BHCS reimburse the employees up to \$75 with submission of receipt they had had to pay to refile. **Darcy Woolf seconded the motion – the motion was approved.**

- V. Report on Father Ken Lill was provided by Father John Blazer. He reported that Father Lill had presented a letter of resignation to Bishop Thomas and it had been accepted. Father Lill is no longer Pastor at Sacred Heart Parish. Father Blaser stated the replacement process has already begun, he and Father Zacharias briefly explained how the replacement process will work.

- VI BHCS Committee structure and assignments:

- A. Mrs Reiter reviewed with the board members the current committee structure and they all discussed what committees board members would like to serve on:
 - Brad Culbert had served a member of two committees no longer functioning.
 - Karen Darr was asked to consider serving on the Governance Committee.
 - Otto Gonzalez was asked to serve on Catholic Christian Community and Identity.
 - Darcy Woolf has agreed to move to the Marketing Committee.

- Tod Drusback will remain as the chair of Governance.
- Bob Gabel will remain as chair of Finance.
- Roy Wilhelm will remain on the Marketing Committee.
- Father John Blazer will remain on Executive Committee until Sacred Heart has their new Pastor identified.
- Father Mike Zacharias will remain on Executive Committee and will be moving off the Marketing Committee.
- Dr. Mark Hoelzle will remain on Executive Committee and work with Catholic Christian Community and Identity Committee to transition away as he prepares for the BHCS Board Chair role next year.
- Kay E Reiter will remain on the Executive Committee.

B. Other committee members were recommended as follows:

- Father Nathan Bockrath will be asked by Father Zacharias to consider joining Catholic Christian Community and Identity Committee.
- Denice Quaintance will be asked to stay on the Marketing Committee – Mrs. Reiter will contact her.

VII. **By-laws amendments** - There will be necessary language changes to the by-laws that will reflect the new committee structure. Once the amendments are completed they will be submitted to the Diocese for their review and approval. Once the amendments have been approved they will come back to BHCS Board for final approval. Mrs. Reiter will address these necessary actions steps.

VIII. Superintendent’s report was provided in a written format Mr. Cullen was away for a Diocese meeting.

5G Update - A recent letter was sent to 5-G on September 24, 2015 requesting information on what equipment had been installed, what work had been completed, the deposit of \$19,000. As of October 6, 2015, little information had been received from 5G and work had been completed. Contact had been made with Deacon Caruso, a Diocesan lawyer, regarding the termination of our agreement. It was learned that we have no official contract. BHCS has been advised to stay the course at this time. A board discussion followed. It was determined that a letter would be sent to 5-G from the Superintendent and the entire Board advising 5-G of the availability of the school building on an in-service day and 2 weekends to complete the work. A mention of their reputation at stake could be mentioned.

IX. Principal’s report was provided in a written format Ms. Whitfield was away for a Diocese meeting.

Comments:

- Teachers and parents report being pleased with the atmosphere in the Sacred Heart building.
- National Honor Society - An invitation has been extended to the Board to attend the NHS Mass and reception on November 6, 2015 at 5:30 p.m.
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XI. Executive Session to discuss personnel matters - Mrs. Reiter **Father John Blazer made a motion to adjourn into executive session. Mr. Drusback seconded– the motion was approved.** The Board adjourned to executive session at 7:02 p.m.

The board moved Roy Wilhelm made a motion to adjourn out of executive session. Mr. Gabel seconded– the motion was approved. The board moved back into open session.

- XII. Meeting closing with no comments - **Otto Gonzalez made a motion to adjourn the meeting. Mr. Gabel seconded – the motion was approved.** The meeting closed at 8:10 pm.

2015-2016 BHCS GOVERNING BOARD MEETING SCHEDULE

December 17 January 21 February 18 March 17 April 21 May 19 June 16