

Minutes
BHCS Governing Board
October 18, 2012
6:00 pm
Sacred Heart

Members Present: Patrick Militello, Elaine Rosengarten, Mary Yeager, Brad Culbert, Fr. Mike Zacharias, Denice Hirt, Anne Marquis, Kathy Stierwalt.

Also present: Bob Dulaney

Members Absent: Fr. Ken Lill

The meeting was called to order at 6:03 p.m by Patrick. Father Mike led the prayer.

Denice made a motion to approve the minutes of the September 20, 2012 meeting. Elaine seconded the motion. All approved.

Reports:

Executive

- The report was distributed.
- Mary reported that the Executive Committee will be working with Tim to establish some goals to aid with evaluation

Finance – Bob Dulaney

- The financial reports have been emailed to members.
- Bob conducted a payroll audit in September
- He reported that the enrollment is 485; he is having each campus review and verify who's enrolled in order to confirm the accuracy of the enrollment number
- Bob discussed a future change regarding athletic expenses and employee related taxes; at some time this will become a budget issue
- He indicated that 9 students from China have been accepted to start next semester; deposit received for 1
- Discussion took place regarding the distribution of carry-over money
- Brad is organizing the finance committee

Marketing - Denice

- Dee indicated that new members are coming onto the committee
- They have started to work on their charter which she distributed
- She is looking at 4 key goals for the committee: volunteerism, communication, fund-raising, enrollment

Catholic Identity – Anne

- The report had been distributed

Facilities – Mary

- The report had been distributed

Governance - Elaine

- A schedule of work was distributed by Patrick. It has been updated.
- He also distributed a board member “job description”. Members are asked to review it and be prepared to act on it at the next meeting.
- Elaine is working toward a goal of having a “continuity binder” ready for distribution in January

Superintendent

- Tim’s report was distributed. An article regarding change was also distributed.

Discussion took place regarding accreditation and strategic planning. Patrick would like a strategic plan in place by the end of the year.

A motion to adjourn was made by Kathy and seconded by Denice. The meeting was adjourned at 7:36 p.m.

Next meeting: Thursday, November 15, 2012, 6:00 p.m. The meeting may be rescheduled due to a conflict with a BHCS event.

Submitted by: Mary Yeager