



Central Washington Catholic Foundation Board of Trustees

Trustee Meeting Minutes

September 6, 2013

The Board meeting was preceded by meetings of the Celebration of Faith Team, the Awards Subcommittee, and the Grants Committee. Lunch included.

The Board meeting commenced at 1:10 PM with prayer led by Joe Murphy at Zesta Cucina in Yakima.

❖ **Present:**

Executive Director Dan Fortier, John Riel, Ann Sonn, Joe Murphy, Jane Dickinson, Jane Baldock, Kay Gamache, Tom Silva, Jacque Loynd and Administrative Assistant Nancy Probst.

Merle Pedersen, Matt Beaton, Tadeo Saenz-Thompson, Evan Jones and Bishop Tyson were absent.

❖ **Consent Agenda:**

- ◆ Minutes for the June 1, 2013 Board of Trustees Meeting approved unanimously with one correction. See attached with correction on page 3 highlighted. Motion to approve by Joe; second by Jane D.
- ◆ Minutes for the September 5, 2013 Executive Committee reviewed.

❖ **Old Business/New Business:**

- ◆ Jacque Loynd was introduced as our newest Trustee. She is a CPA and can help us with finance areas.
- ◆ Dan announced that Matt Anderton has resigned from the Board.

❖ **Committee Reports:**

- ◆ **Finance** – Dan reported that we are now using the newly-designed (by Tom Durrett, CPA) cash flow report. See attached. Dan shared from the dashboard by Petersen Hastings covering July and August that we are up 2.21%. He also mentioned that we are switching our checking, savings and Merchant Services accounts from Bank of America to Banner Bank, Summitview Branch.
- ◆ **Development** – John presented an application for a new Trustee, Paul Signorotti. He was recommended by Matt Anderton. There have been multiple emails amongst Dan, Bishop Tyson and Msgr. Siler. It is clear that we need more defined criteria regarding

qualifications for Trustees and a better process for requesting canonical clearance. Joe will draft a policy that will then go to the Bishop for review. After discussing Paul's qualifications (John added some helpful information), Joe moved and Jane D seconded that we approve Paul's application.

Joe asked what the length of a Trustee's term is. The By-Laws state:

Section 5. **Term of Office**. (A). In General. Except as otherwise provided herein, each voting member of the Board of Trustees shall be appointed to serve a rotating term of three (3) years, or until his or her successor is duly elected and qualified or unless otherwise terminated by the Board. No Trustee may serve for more than three (3) successive rotating terms; however, a voting member may serve one additional term, not to exceed three years, if authorized and approved by a majority vote of the Board of Trustees.

- ♦ **Celebration of Faith** – Jane B reported that the invitations go in the mail today. Dan worked up a grid showing confirmed and potential Table Captains (attached). We have about 30, so need 15 more. Suggestions for additional Table Captains should be sent to Dan & Nancy. All those buying tables must send in completed reservation cards. Jamie is working with the venue and the caterer. We plan to have two student MCs: one from La Salle High School and one from a parish RE program. Jane and Joe both have ideas for the RE MC. Mary Herche will do the ASK and Bishop Tyson will give the final blessing. Nancy will draft Tips for Table Captains to be sent to them before the event. We have about \$60,000 in underwriting.
- ♦ **Awards** – Joe reported that we have received eight Champion nominations and the committee recommends awarding all of them. Jane D indicated that she has tried hard to get a nomination for Pat Stevens and would really like to see him receive an RE catechist award. We would also like more information on next year's nominations. Joe will revise the form. Joe moved that we approve all eight plus Pat Stevens contingent on a recommendation by Monday. (Jane will get that to us.) Jacque seconded. Motion passed unanimously.

Name	Category	Nominator	Parish/City
De La Salle Christian Brothers	Benefactor	Tim McGree	
Michael & Clara Gamache	Benefactor	Tim McGree	St. Aloysius, Toppenish
Br. Dan Morgan	Educator	Tim McGree	
Judy Davis	Educator	Msgr. Ecker	
Ree Kearns	RE Catechist	Margaret O'Claire	Holy Family, Yakima
		Mary Sommer	
		Mary Hamelin	
Kathleen Cleary	Educator	Robert Seidel	St. Joseph & Holy Spirit, Kennewick
Kay Shepard	RE Catechist	Fr. Kuykendall	St. Joseph, Wenatchee
Graciela Guterrez	RE Catechist	Fr. Chacon	Blessed Sacrament, Grandview
			Immaculate Conception, Mabton
Pat Stevens	RE Catechist	Jane Dickinson	Our Lady of Fatima, Moses Lake

- ♦ **Grants** – Ann reported that 45 TAP awards of \$750 to \$1500 had been approved based on need. The schools have reported that two of these did not enroll. There are eight additional on the waiting list. The committee is recommending that we award the 43 remaining plus all eight on the waiting list for a total of \$68,250. Jane B moved and Joe seconded that we approve the committee's recommendation. Passed unanimously.

Christ the King	1
La Salle	12
St. Joseph/Marquette	12
St. Joseph Wenatchee	9
St. Paul	3
St. Rose of Lima	7
St. Joseph Kennewick	6
Tri-Cities Prep	1
	51

Ann also reported that we have nine PREP applications. It would be helpful if we have more complete cost breakdowns next year. Perhaps send an example out of what we are looking for. Fr. Tomas made comments and suggestions regarding the nine applications. He indicated that he plans to buy 35 sets of the catechist certification DVDs and asked that we give him \$1250 to purchase 5 more so that he has enough to give each parish RE program one set. Fr. Tomas also supported the ideas of offering stipends to parishes for their volunteer RE Coordinators if they would match our grant. He listed 13 parishes that he believes need this type of support. There are likely more. Each parish that receives a grant will be required to provide copies of receipts and an itemized breakdown on how the funds are spent. Jacques suggested sending the checks and letter of requirements to the parish bookkeeper. Tom wondered why the Wapato parish did not receive an award. Kay explained that she encouraged the pastor to apply and Nancy added that she talked with the RE Coordinator twice. The parish did not send in an application. Tom will call the pastor about the stipend offer. The committee recommends that we fund eight of the nine parishes as indicated on the following chart, provide \$6,500 in stipends (with required matches) and give Fr. Tomas \$1,250 for five DVDs. Joe moved and Kay seconded to approve the recommendation. Passed unanimously.

Parish	Award
Queen of All Saints, Warden	\$ 3,000
Our Lady of Fatima, Moses Lake	\$ 3,000
St. Mary's Church, White Swan	\$ 4,000
Holy Rosary, Moxee	\$ 4,000
St. Joseph, Wenatchee	\$ 450
St. Joseph, Yakima	\$ 4,000
Holy Family, Yakima	\$ -
St. John the Baptist, Cle Elum	\$ 3,000
Immaculate Conception, Roslyn	
Grants	\$ 21,450
Stipends	\$ 7,300
DVDs	\$ 1,250
Total	\$ 30,000

❖ **President's Report** – John stated that he thinks everything is going well.
We revised the committee assignments. See attached.

❖ **Director's Report** – Dan thanked the Board for their input and work.

Next meeting is scheduled for November 2 in Yakima at noon at Zesta Cucina.

The meeting was adjourned at 3:37.

Respectfully submitted,

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Joe Murphy
Secretary

Nancy Probst
Note-taker