



Central Washington Catholic Foundation Board of Trustees

Trustee Meeting Minutes

November 2, 2013

The Board meeting was preceded by a meeting of the Grants Committee. Lunch included.

The Board meeting commenced at 1:10 PM with prayer led by Joe Murphy at the Hilton Garden Inn in Yakima.

❖ **Present:**

Executive Director Dan Fortier, John Riel, Ann Sonn, Joe Murphy, Kay Gamache, Tom Silva, Jacque Loynd, Paul Signorotti, Bishop Tyson and Administrative Assistant Nancy Probst.

Merle Pedersen, Matt Beaton, Tadeo Saenz-Thompson, Evan Jones, Jane Baldock, and Jane Dickinson were absent.

❖ **Consent Agenda:**

- ◆ Minutes for the September 6, 2013 Board of Trustees Meeting approved unanimously with one correction. See attached with correction on page 2 highlighted. Motion to approve by Jacque; second by Ann.
- ◆ Minutes for the October 31, 2013 Executive Committee reviewed. Funds restricted to La Salle were explained: The PWH Foundation contributed \$25,000 prior to the CoF event and \$10,000 at the event, both to fund scholarships at La Salle High School. This is outside of the TAP grants and a check for the \$35,000 has been given to La Salle. Both La Salle and the CWCF benefit.

❖ **Old Business/New Business:**

- ◆ Paul Signorotti was introduced as our newest Trustee. He is Manager of S S Steiner Inc, a local hop company and a parishioner at **St. Joseph Parish.**

❖ **Committee Reports:**

- ◆ **Finance** – Jacque reported that the Finance Committee met with Blaine Carr of Petersen Hastings and reviewed the dashboard. Our funds are growing well and total \$3.906 million. The Equity funds will be reallocated to 50-55%, down from the current

58%. Jacque reported that she is working with Nancy to modify our financial report to create separate columns for Unrestricted and Restricted items. She has completed the quarterly reports and will train Nancy to do them in the future. She also helped Nancy prepare for the Employment Security audit which was on 10/29/13 and showed no findings. The 990 is due November 15 and will be emailed to Trustees for review and approval.

♦ **Development** – Joe reported that he plans to meet with Merle to develop a plan regarding number and make-up of the Board. Dan reported that he has called Fr. Auve of Holy Spirit Parish and former Trustees Tom Mahony, Rick Rutherford, and Phil Raekes to request suggestions for new Trustees from the Tri-Cities. We are looking for passion, generosity and time.

♦ **Celebration of Faith** – Nancy reported the proceeds as follows:

Pledges at event and gifts in early October	\$180,000
Underwriting	\$63,000
Ticket Sales	\$30,000
Total	\$273,000
Costs (minus)	\$34,000
Balance	\$239,000
Restricted to La Salle (minus)	\$35,000
Balance	\$204,000

Extensive discussion ensued regarding the date for 2014 CoF. Joe moved and Tom seconded that the date continue to be the second Saturday of October. Passed unanimously.

Suggestions for 2014:

- CWCF hire busses to transport attendees from outlying areas.
- Shorten the no-host social hour and serve appetizers.
- Use color-coded name tags to identify people and the areas they are from.
- The job of the Trustees at the event is to work the crowd, thank prospective donors, etc.

- Principals and catechists should also work the crowd and encourage donors. There needs to be face time between donors and recipients (schools, RE programs).
- Have a high school choir singing as people come in.
- Have La Salle volunteers wear La Salle shirts and/or name tags identifying them as from La Salle.
- Provide more training for volunteers on what to do and not to do.
- Consider doing Human Bingo during social hour.
- Have only two speakers instead of three or more.
- Speaker possibilities:
 - Jim Caviezel (played Jesus in Mel Gibson's Passion of the Christ; grew up next door to Matt Beaton)
 - Fr. Barron (Bishop can ask)
 - Fr. Jim Walls of the Extension Society
 - Debbie Macomber (best-selling author who grew up in Yakima and attended St. Paul Cathedral School and St. Joseph Academy)
- Start working now on filming RE programs, maybe highlight start-up programs like Cle Elum/Roslyn or White Swan; take photos of the Catechist Certification DVDs being handed out at an event on November 23 in Ellensburg; require photos of PREP grantees and permission to use in our work.
- Do a food sampling prior to event. This is already in process. Dan plans to be the go-to person next year around the food.
- Script out the ASK.

- ◆ **Bishop Tyson** shared that the CA province of the Christian Brothers has merged with the New Orleans province which has a high population of elderly Brothers. As a result, they are now tying their \$300,000 support of La Salle High School to needy students. This is putting a lot of pressure on La Salle to recruit low-income students. In response, Bishop Tyson has asked Notre Dame's ACE program for technical support to help snag St. Paul and St. Joe/Marquette students for La Salle. This will involve working with the Catholic grade schools to increase the Catholic high school enrollment in both Yakima and the Tri-Cities. That said, the Foundation must remember to be inclusive of all the Catholic schools and RE programs in the diocese.

Bishop Tyson also explained some of the structure within the diocese as a result of laying off multiple pastoral center staff three years ago. Fr. Jaime Chacon is the Vicar of Faith Formation and oversees Fr. Tomas Vazquez who is the Director of Parish RE programs in both Spanish and English. Fr. Chacon is in charge of the Magnificat program that trains catechists in both English and Spanish. At some point, the diocese

will add a Director of Youth Ministries for both the English and Spanish programs. This position will also report to Fr. Chacon.

Bishop Tyson shared that he is working with the parishes on a visitation program and is asking each parish to study the Best Practices materials and decide which of the five areas that parish does well and could help mentor another parish and which of the five areas they want to do better.

Bishop Tyson also indicated that he would be happy to help with the program planning for the 2014 CoF. He also volunteered to lead a spiritual retreat for the Board of Trustees, perhaps at our June meeting (including spouses and past Trustees).

- ◆ **TAP and PREP Grants:** Ann reported the Grants Committee met prior to this meeting and recommends that \$160,000 of the net proceeds of the 2013 CoF be allocated to the TAP and PREP grants. The committee recommends that PREP grants have \$40,000, that returning TAP awardees have first chance at TAP grants so the amount allocated would be \$67,000, that new TAP students be allocated \$30,000, and the remaining \$23,000 be designated as special projects and held until needed. Ann moved and Kay seconded that this recommendation be accepted. Motion passed unanimously.

Approximate timelines are as follows:

PREP for 2013-14:

- Meet with Fr. Tomas again re: needs/approach/applications
- Post applications on website January, 2014
- Market to pastors and RE Coordinators via individual letters; follow-up phone calls; website; Bishop's weekly email and website
- Deadline May 15, 2014
- Checks to parishes in June, 2014

TAP for school year 2014-15:

- Post applications on website January 6, 2014
- Market to school principals and pastors via Fill the Empty Seats meetings; CWC; website; parish bulletins
- Deadline for returning students February 28, 2014
- Deadline for new students August 15, 2014
- Checks to schools in mid-September after verifying enrollment
- Market to school principals and pastors via Fill the Empty Seats meetings; CWC; website; parish bulletins

Nancy will present the TAP information to the school principals at the Fill the Empty Seats meeting on November 5.

Ask Msgr. Siler for a spot on the agenda for the next Executive Committee of the Council of Priests. Those in attendance can then take the information regarding the PREP and TAP grants to their deanery or area meetings and/or invite us to come to those meetings to present.

- ❖ **President's Report** – None. Everything has been covered.
- ❖ **Director's Report** – Dan thanked the Board for their input and work and noted that “it’s a vocation.” He indicated that nominations for new Trustees would be welcome. He plans to buy a table at Fulcrum’s next Celebration of Light, January 24, 2014, and send Nancy and Jamie and others who may wish to go.

Next meeting is tentatively scheduled for January 11. Bishop Tyson and Jacque could call in.

The meeting was adjourned at 3:37 following a closing prayer by Bishop Tyson.

Respectfully submitted,

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Joe Murphy
Secretary

Nancy Probst
Note-taker