



Central Washington  
**CATHOLIC FOUNDATION**  
*Fundación Católica de Washington Central*

## Central Washington Catholic Foundation Board of Trustees

### Trustee Meeting Minutes

January 11, 2014

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

❖ **Present:**

Executive Director Dan Fortier, Ann Sonn, Joe Murphy, Tom Silva, Jacque Loynd, Paul Signorotti, Matt Beaton, Jane Baldock, and Administrative Assistant Nancy Probst.

John Riel, Merle Pedersen, Kay Gamache, Tadeo Saenz-Thompson, Evan Jones, Jane Dickinson and Bishop Tyson were absent.

❖ **Consent Agenda:**

- ◆ Minutes for the November 2, 2013 Board of Trustees Meeting approved unanimously with two corrections. See attached with corrections on pages 1 & 4 highlighted.
- ◆ Minutes for the January 9, 2014 Executive Committee reviewed and one correction noted.

❖ **Old Business/New Business: none**

❖ **Committee Reports:**

- ◆ **Finance** – Matt introduced the new Profit and Loss Report which was designed by Jacque. The Designated (temporarily restricted) Funds are those that we can control such as the CoF Fund.
  - The Balance Sheet shows a comparison between now and the same date last year as well as the end of the last fiscal year.
  - The Rainy Day 90-day CD will mature in March. The Finance Committee will propose at the March meeting a plan for what to do with those funds in the future such as a CD ladder or reinvesting.
  - The Compilation Report was prepared by a CPA. It is not a full audit.
  - The 990 was passed around for Trustees to review. It was originally due on November 15, 2013, but it was not ready and an extension was granted. Jacque worked with the new staff person at Durrett & Associates to ensure that is correct.
  - Discussion ensued on whether to switch to a different accounting firm. CliftonLarsonAllen would do our 990 and Compilation Report for a flat \$3500.
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- Jacque moved that we change our accounting services to CliftonLarsonAllen under the direction of Ralph Connor. Jane B seconded. Motion passed.
  - Matt shared the December 31, 2013 Dashboard, noting that we now have over \$4 million in our endowment funds, realized a 12.12% return for the year, and that our Equity allocation is 55% with Fixed at 45%. Matt would like to see the balance more like it was in 2005 (42% to 58%) with security trumping return. We will revisit this in March and ask Blaine Carr to come to our May meeting in Kennewick.
- ◆ **Development** – Joe reported on two nominations: Jim Feeney and Celia Butterfield. Matt moved to accept both Jim and Celia as Trustees. Tom seconded. Motion passed.
- Dan reported that he has also talked with Ron St. Hilaire, an attorney in Kennewick who grew up in the Wapato area. Matt knows him well. Ron decided that he has too much on his plate right now to do all that being a Trustee would require. He is open to being asked again in a few years.
  - Ann shared that we need to revisit the Trustee nomination process with more information being available to the Trustees. Joe will lead a committee to develop a proposal. Nancy will send out the current Committee List.
  - Matt shared that he is aware of the poor showing of people from the Tri-Cities at the Celebration of Faith. He talked about the need to create awareness and a path to giving as well as the need to build bridges between CWCF and Tri-Cities Prep, a non-diocesan school with an independent board that is located in Pasco which is in the Spokane diocese, but serves many students from the Yakima diocese. Matt suggested considering the development of a Tri-Cities Prep Fund. Outreach (information-sharing gatherings) to the Tri-Cities was discussed. Tom suggested that the Development Committee meet on the Tri-Cities and Tri-Cities Prep issues and develop a proposal. He volunteered to be part of that committee.
- ◆ **Celebration of Faith** – Jane led a discussion regarding a speaker for CoF 2014. Plan A is Jim Caviezel, actor who played Jesus Christ in the Passion of the Christ. He is a devoted Catholic, graduated from Kennedy High School in Seattle, was Matt's neighbor growing up and has great name recognition. Jane says that he owns a lot next to theirs at Suncadia and a home in Tumble Creek. Jane will pursue.
- Plan B is Fr. Michael Ryan of Seattle
  - Matt suggested looking at the Lighthouse Catholic Media website for additional ideas.
  - Venue: We are scheduled at the Yakima Convention Center for October 11, 2014. Dan is scheduled to attend a couple of luncheons there in the next week or so and will be able to assess how the caterer is doing currently. He has had multiple conversations with the YCC and Centerplate.
- ◆ **TAP and PREP Grants:** Ann reported that both the TAP and PREP applications have been posted on our website. Letters have been sent, along with copies of the PREP applications to all pastors. Requests for the LA Congress can be filled now, with the remaining grants having a deadline of May 15, 2014 with checks cut in June. Consider follow-up phone calls to pastors. Information will also be posted on Bishop's weekly email and website. Nancy mailed letters to all current TAP families regarding the process for this year and the deadline for renewal applications of

February 28, 2014. She also informed school principals at a meeting on November 5. Deadline for new TAP applications is August 15. We have received one TAP renewal application along with wonderful Thank You letters from the mother and each of the three boys. We may use these and others as part of the pre-event video. We have also received one application for the LA Congress and one for the RE Coordinator Stipend.

- ◆ **President's Report** – Ann reported that John asked her to suggest that we do something for Catholic Schools Week and an update for parish bulletins and the CWC. Also, please begin to fill the CoF 2014 seats now!
- ◆ **Director's Report** – Dan shared additional copies of the CoF 2013 photo brochure which was “fabulous.” It was suggested that we direct the photographer more this year, use name tags for everyone and have a group photo of the Trustees again.
  - Dan shared briefly on a proposal by PG Calc for consulting on planned giving and requested approval to invest some time and money for these consulting services. Jacque mentioned that there is an estate planning attorney, Bill Davis, in Kennewick that she has worked with and that there are probably attorneys in other areas to work with. Consensus was that Dan could go ahead and pursue some consulting with PG Calc. They will first look at our infrastructure and marketing.

Next meeting is scheduled for March 22, 2014 at the Pastoral Center in Yakima. It will include a business meeting and a spiritual retreat led by Bishop Tyson. Times are yet to be determined.

The meeting was adjourned at 2:40.

Respectfully submitted,

Joe Murphy  
Secretary

Nancy Probst  
Note-taker