



Central Washington
CATHOLIC FOUNDATION
Fundación Católica de Washington Central

Our mission is to support Catholic education.

Central Washington Catholic Foundation Board of Trustees

Trustee Meeting Minutes

August 27, 2014

The Board meeting commenced at 3:05 PM with prayer led by Matt Beaton at the Wenatchee Country Club in East Wenatchee.

❖ **Present:**

Executive Director Dan Fortier, Ann Sonn, Jane Baldock, John Riel, Kay Gamache, Jim Feeney, Matt Beaton, Evan Jones and Administrative Assistant Nancy Probst.

Tom Silva, Jacque Loynd, Paul Signorotti and Bishop Tyson were absent.

❖ **Consent Agenda:**

- ◆ Minutes for May 31, 2014 Board of Trustees Meeting approved unanimously as written.
- ◆ Minutes for the August 21, 2014 Executive Committee reviewed.

❖ **Old Business/New Business:**

- ◆ **Elect new Secretary:** Kay Gamache was nominated, accepted and unanimously voted as Secretary to fill Joe Murphy's term.
- ◆ **Elect new Chair of Development Committee:** Jane Dickinson was nominated, accepted and unanimously voted as Chair of the Development Committee to fill Joe Murphy's term.
- ◆ **Elect new Chair of the Awards Subcommittee:** Jim Feeney was nominated, accepted and unanimously voted as Chair of the Awards Subcommittee.
- ◆ **How to honor Joe at the Celebration of Faith:** Discussion ensued on how to best honor Joe Murphy (Trustee who passed away on August 20, 2014) at the CoF event. John pointed out the need to have a "lead" or "match" gift prior to the event. He challenged the Board to donate in honor of Joe towards the match gift. Then we can announce that the Trustees and Anonymous Donor(s) have provided a match gift for any contributions at the event of \$1,000 or more up to \$75,000 in memory of Joe Murphy. Dan will talk with Joe's brother Bill who is already a partner. John also has someone in mind that he will talk with.

In addition, we will have a piece in the program that Jane B will write, along with Joe's photo and pieces and photos of Msgr. Dillon and Fr. Ron Patnode, priests who passed

away this year and were champions of Catholic education. We may also include photos of these 3 as slides during the invocation/blessing.

❖ **Committee Reports:**

- ◆ **Finance** – Matt shared the budget with July results and indicated that Jacque has developed a plan for a version that will more clearly show how closely we are adhering to the budget on a monthly basis. Some of our budgeted revenue and expenditures are clumped in a few months rather than spread evenly over 12 months. Jacque is working with Nancy to develop the new report.

The Dashboard shows a balance of \$4,164,176 as well as indicating that we outperformed the benchmark by 3%.

Investment Policy Statement: Dan shared that this is the revised statement that the Board approved at a prior meeting. However, it does not include the Socially Responsible Investment statement that is required for Catholic organizations. Ann moved and Evan seconded to direct the Finance Committee to work with Petersen Hastings to add in the required statement and manage our investments in compliance with it. All aye.

Gift Acceptance Policies and Guidelines: This new document was developed by Bill Zook of PG Calc. The wording on page 3, #8 needs to be corrected. Kay moved and Ann seconded that the Gift Acceptance Policies and Guidelines (with related descriptive information) be accepted subject to clarification in Policies #8. Dan will talk with Bill Zook about this. We also need to insert 'Finance Committee' near the end of the last sentence of the Authorization paragraph. The Finance Committee will work through the document and make recommendations for filling blanks, etc.

- ❖ **Development** – Matt suggested putting a list of past Trustees on the back of the current members list
- ❖ **Celebration of Faith** – Jane suggested some changes on the draft Timeline to allow for sufficient time for the Champion awards. Discussion ensued regarding who would recognize the Champions of Catholic Education. It was decided that we would ask Bishop Tyson to read the names and Cardinal George to give the plaques to the Champions. It was decided to ask Fr. Felipe Pulido to give the blessing/invocation.

There will be a “tasting” of suggested menu items at the Yakima Convention Center on September 3 at 4:00. CoF Team is invited to participate and should RSVP Nancy so the chef will know how many to plan for.

Discussion ensued regarding the need for the video to include stories that will pull the emotional heartstrings of donors. Suggestions include: the White Swan RE program that was started and supported by our PREP grants; a La Salle graduate who was on scholarship throughout high school and is now doing well in college; local seminarians who went through either Catholic schools or a parish RE program; a story from Tri-Cities Prep (contact is Kathy Beecher). It was mentioned that the boy from Mattawa who has a TAP grant to attend Prep and whose parents moved to Tri-Cities so he could be close enough would be a great poster child/story for us if he graduates. Jane is working on getting video footage of children at St. Joseph's School in Wenatchee. She will send the raw footage to Nancy who will work with Les Thompson on it.

It is critical that the Trustees make contact with potential donors and ask them to fill the tables at the event.

Jamie has made succulent baskets for centerpieces. Jane will call her to discuss other aspects of the décor.

- ◆ **Champion Awards:** The awards committee met prior to the Board meeting and selected 10 Champions of Catholic Education. Dan will call each of them tomorrow to ensure that they will accept the award at the event. Nancy will then send them each a letter with necessary information and request for photo for the program. Nancy and Marlo will work with Les Thompson to do the 45-second videos to be shown at the event when the Champions are walking up to the stage. They are:

Name	Award	Nominator(s)	Parish/City	Comments
Jim McConnell	Aquinas	Fr. Richard Sedlacek	St. Joseph/Kennewick	Benefactor
Fr. Tom Kuykendall	De La Salle	Kay Shepard	St. Joseph/Wenatchee	Educator
Br. Jack Henderson	De La Salle	Tim McGree	La Salle/Yakima	Educator
Sr. Lucia Hinojosa	De La Salle	Fr. Tom Kuykendall	St. Joseph/Wenatchee	Educator
Pat Moore	Seton	Fr. Auve	Holy Spirit/Kennewick	RE catechist
		Jennifer Moore		
Amalia Del Pozo	Seton	Fr. Richard Sedlacek	St. Joseph/Kennewick	RE catechist
		Caroline Patnode		
Maria Rosales	Seton	Fr. Jorge A Granados Lopez	Our Lady of the Desert/Mattawa	RE catechist
Lori Wasner	Seton	Fr. Tom Champoux	Christ the King/Richland	RE catechist
Elvia Gonzalez	Seton	Fr. William Shaw	St. Mary/White Swan	RE catechist
Rose Meyer	Seton	Fr. Cesar Vega	Holy Family/Yakima	RE catechist

- ◆ **TAP Grants:** Ann shared the results of the TAP process as indicated on attached chart. In summary, the final 12 TAP grants that were on hold, amounting to \$16,250 were funded by moving \$4,000 from undesignated to new students. Thus, we are funding 84 students at \$109,000, plus the CoF scholarship at \$1,000 for a grand total of \$110,000 with \$10,000 remaining in undesignated. Nancy will notify the families and the schools. The schools will, in turn, respond and let Nancy know of any TAP awardees who did not actually enroll, so this may reduce the amount actually disbursed. Jim moved and Kay seconded to accept the recommendation of the Grants Committee and move \$4,000 from the undesignated fund to the new students. All aye.

Discussion ensued regarding a concern about funding Kindergarten with students that may then go to public school for first grade and beyond. We have not found this to be the case so far.

Nancy asked about setting deadlines for the next round of PREP and TAP grants. Matt moved and Kay seconded that Dan and Nancy would set the dates based on history and what works for the office. All aye.

Nancy reported that St. Rose of Lima has requested being able to shift the TAP grant from a student who is not enrolling to another family. Answer: No.

Ann shared a flyer on the Healing the Culture curriculum from Life Principles Academy. This could be supported by PREP grants if requested by a parish.

❖ **President’s Report** – John said “everything is going along great!”

Jane B suggested that we name someone to fill out Joe’s Trustee term. She has a couple of ideas and will work with Dan on this. John suggested inviting past Trustees to one meeting per year and perhaps recognizing them at the CoF.

❖ **Director’s Report** – Dan shared that the Appreciation events were a hit and that we need to do them again in the spring. John added that perhaps we should do them within 6 months of the CoF and be able to announce the speakers for the next CoF.

Dan indicated that he has a potential Trustee in mind – a retired physician, Dr. Foley. Looking for Affluence and Influence as well as ability to work.

The meeting was adjourned at 5:10 PM.

Next meeting to be determined.

Respectfully submitted,

Kay Gamache
Secretary

Nancy Probst
Note-taker

Action Steps		
What	Who	When
Check with Bishop re: priest for Board	Dan & Bishop	Oct
Add SRI to Investment Policy	Finance Committee	Oct
	Petersen Hastings	
Match Gift as Memorial to Joe	All Trustees	Sept
	Dan & John	
Fill the Tables for CoF	All Trustees	Sept
List of past Trustees and dates served	Nancy	Oct
Clarify & correct Gift Acceptance Policy	Dan & Bill Zook	Sept

2014 TAP Awards			
	Renewals	New	Total
Christ the King	1	0	1
St. Paul	3	0	3
St. Joseph Kennewick	6	1	7
Tri-Cities Prep	1	1	2
St. Joseph Wenatchee	7	5	12
St. Rose of Lima	7	4	11
La Salle	11	10	21
St. Joseph/Marquette	10	5	15
Totals	46	26	72
	Allocation	Awarded	Balance
Renewals	\$60,000	\$60,000	\$0
New Students	\$45,000	\$32,750	\$12,250
Undesignated	\$14,000	\$0	\$14,000
CoF Scholarship	\$1,000	\$1,000	\$0
Totals	\$120,000	\$93,750	\$26,250
ON HOLD			
LaSalle	9	\$11,750	
St. Rose of Lima	1	\$1,500	
St. Joseph/Marquette	1	\$1,500	
St. Paul	1	\$1,500	
	12	\$16,250	

If those on hold are funded the results will be:

	Renewals	New	Total
Christ the King	1	0	1
St. Paul	3	1	4
St. Joseph Kennewick	6	1	7
Tri-Cities Prep	1	1	2
St. Joseph Wenatchee	7	5	12
St. Rose of Lima	7	5	12
La Salle	11	19	30
St. Joseph/Marquette	10	6	16
Totals	46	38	84

	Allocation	Awarded	Balance
Renewals	\$60,000	\$60,000	\$0
New Students	\$49,000	\$49,000	\$0
Undesignated	\$10,000	\$0	\$10,000
CoF Scholarship	\$1,000	\$1,000	\$0
Totals	\$120,000	\$110,000	\$10,000