



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

January 30, 2016

Board of Trustees Meeting – Saturday, January 30, 2016 - Yakima Pastoral Center

Present:

John Riel, Ann Sonn, Sandi Hays, Debra Graaff, Celia Butterfield, Jim Feeney, Terry Sliger, Tom Silva, Jane Baldock and Kathleen Wilmes. Jane Dickinson and Matt Beaton participated by phone.

Jacque Loynd was absent.

Board Development, Planning and Goal Setting meeting called to order at 10:15 AM.

John Riel opened the meeting with a prayer.

Kathleen presented a review of the CWCF mission and vision statements and expressed a desire to include the word “leveraging” in one or both. She also reviewed the Foundation’s performance of awarding over \$1M to Catholic schools, parish religious education programs and college scholarships.

A bequest video from Crescendo was shown – two-thirds of planned gifts are bequests. Kathleen shared that most giving comes from planned gifts which are the largest gifts a donor can give and that gifts follow connections with donors, but those connections are getting harder to establish. Kathleen stated that \$60B is available in the United States for philanthropy purposes; 17% of giving comes from planned gifts and the next generation of Americans will have less capacity to give.

2012 goals were: Increase fund to \$5M and endow a fund of at least \$2M in tuition assistance for low-income Catholic children wishing to attend Catholic schools.

Kathleen suggested setting one and three-year strategic planning goal to increase fund total; establish above-mentioned endowment and establish a Legacy Society of major, consistent donors.

A 2016 Strategic Plan would include ways to increase annual giving and setting Board Commitment Goals. Board training tools could include reviewing financial documents, investment documents, CWCF funds, practicing phone calls and face-to-face meetings with donors and potential donors.

Celebration of Faith brainstorming focused on: Getting more people to the gala who can write a significant check; should the Board consider a Friday night event like the Fulcrum Foundation? (no, Friday night football); table captains need to keep track of guests who cannot come but need to be contacted; if people cannot attend, Board members need to still expect a check and get one; everyone in the room needs to write a check and the ASK should come from a new face on stage.

2016 Goals considered are: Establishment of a Legacy Society for people who commit to a planned gift; “Friend Events” to connect with and encourage donors and offer a Foundation update; looking ahead to include 2017-2018 in planning; a Celebration of Faith endowment – possibly using house sale funds to endow? Is the gala too time and labor intensive for Board members? Board should contract out gala set up work; grow our Board and investigate the potential of grant writing. Kathleen shared lists of names from various parishes for the upcoming donor information events. She stated that everyone who attends, as well as the larger donors that do not attend, will receive a handprint thank-you craft made by a school or religious education child. Kathleen offered some conversation starters for board members to begin a discussion about the Foundation with potential donors.

Board of Trustees Meeting

2:20 PM – John Riel called the meeting of the CWCF Board of Trustees to order. Fr. Brooks Beaulaurier was introduced as a new Board member and offered a blessing before lunch was served.

Consent Agenda

Minutes for October 31, 2015 approved as written

Minutes for the January 25, 2016 reviewed.

Committee Reports –

Celebration of Faith -- Discussion switched to grants and the shortfall for this year’s awards. There is \$120,000 in requests for grant renewals anticipated and the Celebration of Faith proceeds cannot cover this amount. Additional funding could come from savings. Matt Beaton strongly urged the Board to not use savings to increase the grants funds as he feels the organization’s sustainability would be at risk. Ann suggested using \$12,900 from CoF savings to bulk up the TAP grants – an excess amount from past Celebrations of Faith events which has not been used. Jane Baldock agreed. Jane Baldock moved to use \$12,900 from past CoF funds to assist the 2016 TAP grants. Ann seconded. The motion passed.

Total allocated for CoF disbursements is \$150,000. The focus is to renew all qualified TAP Grants (\$120,000), reduce PREP grants to \$25,000, reduce scholarships to 2 (\$3,000), with any remainder funding new TAP grants. In the future move towards 2/3 TAP and 1/3 PREP.

CoF gifts after board meeting date will be allocated for 2016 unless donor requests 2015. Matt Beaton added that a discussion about the parameters of the objective of the CWCF should occur to reinforce the concept that the Board needs to be careful to spend only what we take in and not try to accommodate every student, whether a new or renewed grant recipient, every year.

Development

Kathleen discussed the need for additional board input, but requested that the responsibilities be spread throughout the committees and not just the committee chairperson. She stated that the Development Committee seems to have responsibility for Board Member Training and Recruitment as well as fundraising. She suggested that sub-committees be established and that everyone serve on the Development committee in some capacity. The following list indicates the new board member responsibilities in bold.

New/Existing committee assignments are:

Executive	John
Policies/Personnel	John
Finance	Matt
Budget	Matt
Investments	Terry
Endowments	Terry
Celebration of Faith	Jane D
Event	Jane D
Reg/Thank you	Debbie
Partners/Tables	
Volunteers	
Champions	Jim
Grants	Ann
Development	Terry
Board Recruitment	Tom
Outreach	Terry
Strategic	Tom
Print	Fr. Brooks
Social/Website	Jim
Friends	Tom
End of Life	Fr. Brooks
Legacy	Jane B.
Planned Giving	

Finance: Matt shared the P&L report and we reviewed it. Dashboard also reviewed. Matt reported that Blaine Carr suggests rebalancing if the market continues to underperform.

Director's Report

Employee Handbook suggested revisions include a goal of aligning more closely with the Diocese vacation time, holidays, sick leave and retirement plans. Board members were asked to review revisions for approval at the April, (now May), meeting. Matt Beaton agreed to steer this effort. Comments from the Board on any revisions were requested to be directed to Kathleen by March 1, 2016.

Board members were asked to bring at least one name of a prospective new member to the May meeting.

Office resources were reviewed which include: Crescendo, a financial planning vendor offering leads to CWCF, and The Raiser's Edge, a holistic database software program which enables staff and Board members to track donors. It is proving to be an essential tool to build a donor base.

Kathleen stated that she has visited most of the larger parishes in the Diocese and will endeavor to travel to smaller parishes as time allows in the spring and summer.

Kathleen invited interested Board members to join her at an end-of-life workshop on April 27, 2016.

Seminarian Funds -- John reported that he'd met with Bill Alsdurf, the CEO of the Diocese, who had inquired why the CWCF only gives 5% of the balance of seminarian funds to the Diocese. John explained the advantage of paying a flat 5% rather than interest and dividends only is that it provides

predictable, stable income regardless of market variations. John informed Bill that the Diocese had requested moving to a fixed percentage several years ago before he joined the staff.

Bishop Tyson joined the meeting at this point. Final discussion centered on new funds being established with CWCF for seminarian training and the possibility of establishing a new

501(c)3 to receive additional funds in conjunction with the Diocese for the purpose of providing additional support to educate seminarians.

The meeting adjourned at 2:40 PM. Bishop Tyson then moderated a retreat and celebrated Mass for the Board until 4:00 PM. Next meeting: May 7, 2016 in Tri-Cities

Respectfully submitted,

Jane Baldock, Secretary