

Central Washington  
**CATHOLIC FOUNDATION**

*Fundación Católica de Washington Central*



**Board of Trustee Meeting Minutes**  
**April 29, 2017 11:00 am**  
**Campbell's Resort Chelan, WA**

Present: Terry Sliger, Jim Feeney, Russ Mazzola, John Riel, Ann Sonn, Jane Dickinson, Jane Baldock, Sandi Hays, Tom Silva, Kathleen Wilmes, Annette Eddings

Present by Teleconference: Matt Beaton

Absent: Debbie Graaff, Celia Butterfield, Fr. Brooks Beaulaurier, and Fr. Richard Sedlacek

Meeting was called to order at 10:53 a.m. with a prayer by Ann Sonn.

Ann Sonn presented the Consent Agenda for the review of the board. Jim Feeney stated that he would like to change the verbiage on the Finance Committee Minutes. He stated that on page 1 paragraph 4 should state shifting from a 50/50 to 60/40. The motion was made to approve the Consent Agenda including the Finance Committee Meeting Minutes as amended. Motion was carried unanimously.

Russ Mazzola present the By-Laws changes in Article III Sect V (advisory term limits), Article III Section XI (grammatical corrections), Article V Sect 4-8 (standing committees, Article V Sect 10 (member and voting) and Article VI 3.3 (administrative fees). The Board discussed that they did not like setting a maximum number of committee members and stated that the minimum size was too high. They proposed that a minimum for the Finance Committee should be four (4) and the rest of the Committees should be a minimum of three (3). John Riel made a motion and was second by Jane Dickinson that the By-Laws be approved as presented with the stated amendments to reduce the number of required committee members. Motion was carried unanimously.

Ann Sonn presented the Strategic Planning Goals as set by all the committees. John made a motion to accept as presented and Jim Feeney second the motion. The motion passed unanimously.

Tom Silva presented the report on Board Development. It was stated that the Board Development Committee is proposing that we rename the Celebration of Faith Committee to Celebration of Faith Planning Committee, create a new committee named Celebration of Faith Advancement Committee and combine two committees into one which will be named Grants and Awards Committee. A motion was made and seconded to accepted stated changes and unanimously approved by the Board.

Kathleen Wilmes presented to the Board regarding new members and advisory membership. She stated that the CWCF is in need for an Estate Planner/Advisor member on the Development Committee. Pat Moore has stated that she is not able to join the board at this time; however, George Ahrend did state that he is interested in accepting a position on the CWCF Board. The new advisory members will be Dan Fortier and Theresa Druzak. A motion was made by John Riel and seconded by Sandi Hays to accept the new board member and two advisory members. The motion carried unanimously.

Ann Sonn stated that Jane Baldock and Jane Dickinson terms are set to expire and asked the board to extend their membership for one year. A motion was made by John Riel and seconded by Russ Mazzola to extend Jane Dickinson a full additional term. Motion carried unanimously. Jim Feeney made a motion to extend Jane Baldock term for an additional term. Tom Silva seconded the motion. The motion carried unanimously.

Ann Sonn presented to the Board the committee nominations. Nominated for President, Ann Sonn; Past President, John Riel; Vice President Russ Mazzola; Secretary, Sandi Hays; Treasurer, Matt Beaton. Committee Chair nominations are Board Development, Tom Silva; Celebration of Faith Planning, Debbie Graaff; Celebration of Faith Advancement, John Riel; Development, Matt Beaton; Grants and Awards, Ann Sonn. A motion to accept the nominations for the officers was made by John Riel and seconded by Jane Dickinson. The motion carried unanimously. John Riel made a motion to accept the committee chairs as stated and Jim Feeney seconded the motion. The motion carried unanimously.

Jane Dickinson stated that they are still awaiting answers to see if Fr. Kerr will be the Honorary Champion and Fr. Greg Boyle will be the Keynote speaker. Hopefully, within a week we will have their answer.

John Riel had no updates of the Celebration of Faith Advancement at this time.

Kathleen Wilmes presented the Development Committee. The Lenten Acquisition Mailing final cost was \$12,831.92. The cost was covered by the Lauby Funds per Executive Committee. We have received 92 gifts for a total of \$7,285. Select members of the board were asked to write thank you notes for the higher gifts.

Jim Feeney tabled the discussion of Sustainable Income until next board meeting.

Jane Baldock stated the Board might consider having hosted dinners for a few select donors rather than the Friends of the Foundation event. John Riel stated that he feels like we cannot get rid of the non-ask events, saying the donors enjoy an event were they feel appreciated. Kathleen stated that the Summer Socials and Friends of the Foundation will continue but she will begin preparations to add private dinners for higher donors.

Kathleen Wilmes reported for Planned Giving. Tabled for discussion is the Intent to give form, establishing a Catholic Education Endowment Fund, and a Legacy Society and Education fund.

John Riel called on the board members for legacy gifts. He would like to have 100% participation. The goal is to have the board make a commitment by the 2017 Celebration of Faith event.

Jim Feeney asked Kathleen Wilmes to go over the insurance quotes. Kathleen stated that we currently pay \$1,555 for property and liability, director and officer, and employee practice insurance coverage. She is

proposing that we add cyber liability, fiduciary responsibility and criminal activity bonding to our current policy. The cost for the policy would be \$1,864 a year. John Riel made a motion to make the changes to the current policy by adding Cyber Liability, Fiduciary Responsibility and Criminal Activity Bonding coverage for a cost of \$1,864. Jane Dickinson seconded the motion. The motion carried unanimously.

Kathleen Wilmes presented to the board the Financial Audit projection year and cost. In the budget year 2016-2017 a procedural audit will be completed by CliftonLarsonAllen for an approximate cost of \$3,500. In the budget year 2017-2018, a compiled financial statement and 990 for the fiscal year 2016-2017 for an approximate cost of \$4,100. Finally in the budget year 2018 - 2019, an audit and 990 for an approximate cost of \$9,500. John Riel made a motion to accept the cost and timeline for the audits. Terry Sliger seconded the motion. The motion passed unanimously.

Funding and Cash Flow Considerations were tabled until the next Finance Committee meeting in mid-May.

Kathleen Wilmes stated that she would like to add Russ Mazzola as an additional check signer on the CWCF checking account. After a brief discussion, John Riel made a motion to have Russ Mazzola as an additional check signer. Jim Feeney seconded the motion. The motion passed unanimously.

Ann Sonn presented Celebration of Faith Scholarship applications. CWCF had three (3) applications submitted from Konnor Sauve, Catherine Schellick and Allison Slijgers. The committee would like to award all three \$2,000. John Riel made a motion to award Konnor Sauve, Catherine Schellick and Allison Slijgers the Celebration of Faith Scholarship for \$2,000 each. Jim Feeney seconds the motion. The motion passed unanimously.

The Chott-Mahre scholarship had one application. The applicant was Andrew McCarthy, he did not submit a completed application on-time due to some miscommunication on the paperwork. The deadline was April 1, 2017. After board discussion, Jane Dickinson made a motion to extend the Chott-Mahre deadline to June 15, 2017 to give time to call Naches High School and have an announcement at St. John Parish for the extended deadline and availability of the scholarship.

The Kranz scholarship will be reviewed in the committee meeting.


Kathleen Wilmes presented to the board regarding TAP Renewals and Hardships. The deadline was April 15, 2017. The CWCF has had 71 qualifying renewal applications and 26 principal referred hardships. With the anticipation of about 25 new grants (June 1 deadline) the proposed funding is at \$137,000, however, the board had stated that they would give \$147,600 away to TAP recipients. Kathleen asked whether the board would lower the TAP Grant total awards to \$137,000 from \$147,600. John Riel made a motion to have the TAP Grant payout stay at \$147,600 with Jim Feeney seconding the motion. The motion passed unanimously.

Kathleen Wilmes has stated that the PREP initiative has started. She will be attending the Deanery Meetings through May to gather RE participation and needed information.

Kathleen Wilmes stated that the PREP grant deadlines are May 30, 2017.

The budget has been tabled until the Finance Committee meeting in mid-May. A special Board Meeting will be called if necessary.

The meeting went into closed executive session at 1:05 p.m. The Board came out of closed executive session at 1:15 p.m. No further discussion was needed in open session.

 Meeting adjourned at 1:15 pm.

