

St Therese Catholic School Board Meeting Minutes  
Sept 13, 2022

Present: Martha, Terrie, Mark, Josh, Fr. Carl, Dennis

Absent: Father Michael, Tisha Wyatt, Deacon Dan Leetch, Patty Brockman

1. Call to order: 5:30 pm.
2. Introduction of Guests- Charlotte Vasquez, Ken West, Trisha Ackerman (Ace Treasurer), Janelle Bruggeman (President/Ace)
3. Agenda- Josh moves we approve the agenda. Seconded by Terrie.
4. Minutes (August 2, 2022)- Josh moves to approve minutes with amended item 7 (Endowment Policy) second by Terrie. Approved minutes for 8/2/22
5. Ken with Sunbank- presents check capture machine. Dennis says it has been a learning curve. Janeel Valdez is trained for this. But it's been good. The machine was donated (a \$600 value).
  - We now have a money market/tuition account (separate from operating account) both with Sunbank. The money market/tuition is for scholarships. As Treasurer, Josh Bruggeman is now able to "view only" the accounts at Sunbank.
  - Another option is a card reader: clover- it is 3.6% for credit card and about 1% for debit card. (This comes to about \$9). Tads charges \$20. per student
6. Trisha Ackerman- money update for ACE. (see attachment)
  - \$8055.00- ear marked for security system.
  - \$11,651.38 working money
  - Taxes- 3.7% sales tax- everything that ACE does paid to City of Pueblo
  - \$2790 paid for by Ace
  - Auction: the tax form the Auction will be less than \$2000.
7. Dennis Vigil **Principal report**
  - Enrollment update (much discussion about why the local parishes struggle to support the school).
  - Seeking Substitutes
  - Security update:
    - New security guard that is in the building during lunches and has gotten to know students
    - new cameras installed
    - Parents concerned about security on gym building. parents desire security on the door into the gym. Dennis asked Fr. Michael about it, Fr. Michael responded "not at this time."
    - A follow-up to the security of our school will continue to take place.
  - Storage concerns- we have storage over on Thatcher. We own and use it. But we have a lot of junk in there. Dennis is requesting that we clean it out and use the storage for other things we need.
  - Turn over of staff: we have some in their last year or two. Maria McGrath, Lana Coleman. If you know someone who can teach, then send them Dennis' way.

- Martha asked about test scores of the students: Dennis apologized for not having information tonight. He will present to us at next meeting.
- Dennis is happy with the way that school is starting this year.
- Janeel Valdez (Secretary) is helping a good deal with Dennis' tasks.
- Terrie reported that opening day mass was nice.

8. Follow up from RBC meeting:

- Josh reported that Carrie prompted us to look into RBC account. Account opened in 2007. Msgr Kapushion opened. then he put in two other deposits.
- It was interesting. The question remains: if this is the scholarship fund, why don't we withdraw for scholarships. So the group that was there made decision to withdraw for the scholarships this year. Dennis reports that when he arrived at the school there was a withdraw that helped buy computers.
- Martha mentioned that the group will meet with them again, maybe quarterly.
- Terrie verified that the old finance council meeting had met with RBC before.

9. Endowment fund policy.

- Martha sent an email with corrections from Martin Nussbaum, Attorney to the Diocese.
- Josh says that he finds nothing objectionable.
- There was discussion about the wording for unanimous vote versus a 2/3 vote.
- Motion: Fr. Carl moves, Josh B seconds that we make the lawyer recommended changes to the endowment policy and present it to the Bishop for approval.

10. Board discusses possibly discussing and amending the bylaws during the December meeting.

11. Mark asked about follow up on Security Service accounts. Carrie looked into it and it wasn't as dire as it looked. It was a minor error.

Next meeting October 11, 2022..

Minutes taken by Fr. Carl Wertin