

**JACSS BOARD MEETING MINUTES**  
**June 20, 2018**

**MEMBERS PRESENT:**

Maryann Mitts/St. Peter's Parish Representative  
Michael LaFerla/St. Mary's Parish Representative  
Sr. Joan Schwager/Sisters of Mercy Representative  
Georgiana McGriff/System Director  
Tracey Welch, Principal/St. Peter's- McAuley  
Fr. Justin Monaghan, Pastor/St. Mary's Parish  
Michael Teeter, President/St. Mary's Parish Representative  
Fr. J. Friedel, Pastor/St. Peter's Parish  
Patricia Moore, Treasurer; Building & Grounds/St. Peter's Parish Representative  
Pat Lonardo, Secretary/Sacred Heart Parish Representative  
Ann Hamlet, Principal/St. Mary's Elementary School

**MEMBERS ABSENT:**

Joe Patzner/Sacred Heart Parish Representative  
Fr. Rahab Isidor, Pastor/Sacred Heart Parish

**COMMITTEE MEMBERS PRESENT: NONE**

**COMMITTEE MEMBERS ABSENT:** Chris Churchwell

**GUESTS:**

Amy Sieglinger  
Deanna Hunter  
Jeff Moore  
Renee Motazedi  
Kathy Patton  
JoAnn Lound

President Michael Teeter called the meeting to order.

**PRAYER REQUESTS:** A prayer request and several special intentions.

**OPENING PRAYER:** Given by Father Justin

**FINANCES: (Kathy Patton and Jeff Moore)**

BDR had been asked to look at the JACSS financials and give suggestions on a direction into the future.

There are some financials that are not completed to date, however there will not be many more additional expenses added during the remainder of the fiscal year.

Jeff referred to the ***Profit and Loss: Budget vs. Actual Worksheet***

**Budget vs. Actual** – Unrecorded are checks from each of the churches. Each church is scheduled to deposit one more check in June. The last deposits were in May. These checks are one of the biggest revenue items.

The tuition difference seen on the report is due to the families who have left the system without paying their tuition obligation.

Auction revenue exceeded expectations!

Investment income a little short. This is due to a quarterly endowment fund that was recorded in the previous year.

Total Income is relatively flat.

Professional fees were not added this year, but will be added next year.

All Salaries have been paid out.

Book fees account has only been used for basic supplies and needs in the past. This line is to be put on the books for the coming year.

Total Assets: \$670,000.00

Pre-paid Tuition: \$101,000.00

Total Equity: \$325,000.00 (Left over once everything is spoken for).

By all accounts, the financials are fairly consistent from the previous year.

### **Focus for the upcoming year:**

1. Keep revenue and expenses in line items specific to their cause.
2. Be careful to put funds in the correct place.
3. Bring consistency to the measurement.

Amy S. thanked BDR and Jeff for all the time and effort put into the financials. Payroll system is in place now and they have added depth to our accounting. Now there is a single format in Quicken and a fairly mobile system so that everything is not dependent on one person. Look forward to having them work with us in the future. Everything is now in one place.

### **Renee Motazed**

Discussed: ***Budget Assumptions Sheet and Budgeted Income and Expenses***

We have increased rental income due to William Woods adding another cohort (\$6,600).

Investment income went up as well

Revenue pretty consistent from report last month

Sister Joan asked about the tuition amounts going from \$11,000.00 to 3,000.00. \$13,000 out from uncollectables.

Ann asked the same question. It might be due to the improvement of the collectables. This is a draft budget so there is a big chance that these will be adjusted. We are getting better at collecting and as more money is collected, the number continues to decrease.

Patricia asked about scholarships. Renee explained that there are some for single parent, \$1800 from the diocese, Knights of Columbus gives money from the chili cook-off, 609 has given a cut from Tuesday business and it was over 500 dollars last month (designated for scholarships).

Support Extra refers to donations that are unexpected. Revenue that is not always there. An example are the windows that were replaced four or five years ago.

#### **EXPENSES:**

Lumped salaries together. Some has to be kept separate for worker's compensation.

Ann asked if the principals will be given the budget within the month so that they know what they have to work with.

Michael asked and Father J. also commented that totals should be ran so that it's easier to read the report.

Stipends are salaries for the coaches. Now separate contracts are given and there is more transparency. It used to be that it was all on one contract. This was misleading in case there was a change in coaching positions.

Father J. mentioned that salary for substitutes are much bigger and Renee said that it referred to the total amount for subs vs. how it had been previously (by school). McAuley and St. Peters is scaled back because they have a permanent substitute.

Father J. asked about the fiber optics line. It was explained that it used to be called "technology" which included all technology. Now it is its own line item.

Reserve is at 41K before any changes in salaries or enrollment.

## **Enrollment**

Enrollment is 306 students and 186 families.

Ann said 145 students are in St. Mary's. 86% to capacity. There were 168 students last year.

Kindergarten is up to 23 and we may need another K teacher.

May have found someone to teach music.

Tracey said numbers are consistent in the high school and junior high. One thing that has helped enrollment consistency is that students cannot participate in open gym or strength training until enrolled.

Departures seem to be because lots of people are moving out of the area for other jobs not because they are unhappy.

Georgiana says that this has been difficult job for Renee and Kathy because it is very hard to implement a new structure. Renee has been hard on collecting tuition but also very compassionate. Good Job!

To date, 70K to 13K in collectables. Father J. said he was amazed at how many people have figured out their financial issues and have paid their bills without asking for assistance.

Georgiana remarked that some people simply won't apply for scholarships.

**PRINCIPAL/DIRECTOR REPORTS:** In addition to the reports available online:

**Ann Hamlet:** See Above – No Official Report

**Tracey Welch:** See Above – No Official Report

**Georgiana McGriff:**

Did not ask for reports from everyone.

Marjorie Comer's Report is the only addition

Met with Michael LaFerla about some Marketing plans

Sister Joan asked about insert in the Sports Section of the Joplin Globe and was disappointed that no McAuley athletes were listed such as Courtney Bates and Glizza who went to State in the 300. Tracey explained that although some of our athletes were athletes of the week, does not guarantee them a place in the insert. Father J. said that if we call the Joplin Globe to be gentle. Maryann offered to call Jim Henry and ask about it.

**COMMITTEE REPORTS:**

**Finance (Renee Motazed) – See Above**

**Development/Fundraising:**

**Alumni: NONE**

**SCRIPT – NONE**

**Building & Grounds: NONE**

**GRANTS – NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:** July 11 at St Peter's VIRTUS TRAINING. Ann is going to remain a facilitator. We are getting three trained from St. Ann's according to Father J. Ann will be also doing some in Neosho and Noel. Sr. Joan has one in August.

Father Justin and Ann are attending their final school board meeting. Michael gave them gifts and cards from the board. Father J. said he was happy for Father Justin and that he's still going to be around for the children.

**CLOSING PRAYER:** Given by Sister Joan.

**NEXT MEETING:** August 22, 2018 at 6:30 p.m. at McAuley High School Karri Schrader's Room.