

St. John XXIII School Advisory Commission
May 14th, 2019
Meeting Minutes

Members Present: Wayne Chrusciel, Nikki Kiss, Kristi Klein, Rachel Lorier, Kevin Bichler, Julia Spankowski, Jen Rodgers, Father Pat Wendt, Cindy Becker, Mike Linstroth, Dave Didier, Erin Brewster, Marie Lippe

Members Excused:

Members Absent:

- I. Call to Order at 5:30 PM.
- II. Opening Prayer
- III. Mission Statement Recited
- IV. Meeting minutes approved for April 2019. Rachel Lorier motioned to approve, Mike Linstroth seconded. Motion passed.
- V. Financial Updates
 - a. Review the proposed budget for 2019-20 passed by the Finance Committee on May 13th.
 - b. Julia Spankowski motioned to approve the 19-20 budget, Dave Didier seconded. Motion Passed.
- VI. Review Handbook Suggestions
 - a. Check point with board on process of updating handbooks.
 - b. Final handbook suggestions and edits to be reviewed at June meeting.
 - c. Handbook edits due June 4th.
- VII. Presentation by Tom Kiely
 - a. Governance training
 - i. Clarify the language on mission/vision in by-laws
 - ii. Clarify the committee structure vs. parish organizations. Include ad hoc committees.
 - iii. Consider changing the development committee to an advancement committee that includes enrollment management function.
 - iv. All committees need
 1. Written charter (one paragraph)
 2. A regular meeting time with a regular meeting agenda
 3. Calendar of activities
 - v. Shift focus of advisory meeting to allow for more discussion.
 - vi. Establish a yearly survey to stakeholders in Feb/March. Begin surveying on single issues/events and ask for regular spot checks.
- VIII. Board Self-Evaluation
 - a.
- IX. Updates:
 - a. Annual Fund donation amount YTD: \$26,190.22
- X. Next meeting is on June 11th, 2019.
- XI. Closing prayer
- XII. Mike Linstroth motioned to adjourn the meeting and Jen Rodgers seconded. Motion passed.
- XIII. Meeting adjourned at 7:10 PM.

Wayne Chrusciel- June 2019
Mike Linstroth- June 2019
Nikki Kiss- June 2019
Dave Dider- June 2021
Kevin Bichler- June 2022

Jen Rodgers- June 2019
Rachel Lorier- June 2020
Julia Spankowski- June 2021
Cindy Becker-June 2022

XIV. The next meeting will be March 12th, 2019

XV. Motion to adjourn, Julia Spankowski made the motion and Rachel Lorier seconded the motion. Motion Passed.

Closing Prayer

XVI. **Meeting ended at 6:35 PM**

XVII. **Send to final meetings to:**

a. **Seneca Graykowski**

b. **Michelle Thill**

Wayne Chrusciel- June 2019

Mike Linstroth- June 2019

Nikki Kiss- June 2019

Dave Dider- June 2021

Kevin Bichler- June 2022

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