



SAN JOAQUIN MEMORIAL HIGH SCHOOL

BOARD OF DIRECTORS MEETING Minutes
April 28, 2021
Virtual Meeting at 5PM

BOARD PRESENT

Susie Byers '88, Chair
Neil Angelillo '83
Fr. Robert Borges
Edward Fanucchi '86
Frank Hambalek
Michelle Kusch '87
Kathryn McDougal
Quincy C. Pondexter '06
Mona Faulkner, Superintendent (ex-officio)
Msgr. Robert Wenzinger, Rector (ex-officio)
Michael C. Burke, Head of School (ex-officio)
Pete Dalena, Faculty Rep (ex-officio)
Lucina Myers, Secretary

I. Opening Prayer (5:00PM)

Msgr. Robert Wenzinger said the opening prayer.

II. Call to Order – General Meeting Session (5:00PM – 5:05PM)

Board member Frank Hambalek motioned to approve the March 2021 Board minutes; Board member Eddie Fanucchi seconded the motion. Motion carried.

III. Superintendent's Report (5:05PM – 5:20PM)

Joan Bouchard will be the new Superintendent starting July 1, 2021. For the next school year, Bishop Brennan has decided that schools will be in-person only; there will be no on-line classes. After retiring on June 30, Ms. Faulkner plans to stay in Fresno when she retires, helping out at Habitat for Humanity and the Red Cross.

Board member Eddie Fanucchi thanked the Superintendent, on behalf of all the Board, for her leadership all these years.

IV. Finance Report (5:20PM – 5:40PM)

A. YTD Budget Report and Finalize 2021/22 Budget

Through March 31 (9 months into the current fiscal year which represents roughly 75% of our operations to date) we are at an operating deficit because most of the scholarship and our investment funds have not yet been funded. There is still \$327,000 to move over. Effectively, we are balanced through 9 months.

From a revenue standpoint, we are right on target at 75%; our expenses are 76%. Roughly that represents a slight deficit without transfers from those 2 funds.

At the January meeting, the Board approved a preliminary balanced budget utilizing \$150,000 of Auction proceeds to balance the budget. The initial budget assumed:

- 475 enrolled students;
- 2% increase in tuition;
- 2% increase in salary and wages;
- The hiring of a principal.

To help clarify matters, Board Chair Susie Byers offered the following: the transfers in are scholarship funds and interest on investment dollars, dollars we are effectively entitled to every year. We are not borrowing from anything. It is money we should be using rightly every year in our budget, as opposed to the auction money which is generally set aside for very specific projects not part of operations.

We are part of an investment pool from which, because of the interest rate, we can draw \$175,000 a year which is earmarked as operating budget. In addition, we have a scholarship pool of funds from which we are able to draw from to support tuition. The combined number is just under \$400,000. That is a revenue stream that is always counted on and will be there year-in and year-out.

Memorial did apply for EANS funding. This is money to reimburse COVID expenses and other things like learning loss and technology needs due to COVID. We should hear by May 12 if we were approved and the amount. The amount is per student distribution and depends on how many entities applied. We have about \$200,000 of COVID expenses; it would be nice to be reimbursed for these expenses.

Board member Neil Angelillo motioned to approve the revised budget for 2021-2022; Father Borges seconded the motion. Motion carried. The final budget approval will be after exact enrollment numbers are known in September.

V. **President's Report (5:40PM – 6:10PM)**

A. Report: Interim Principal Appointed

Anthony Goston, Assistant Head of School for Student Affairs, will be the new interim principal effective July 1. After reviewing over 36 applications and interviewing the few that seemed plausible, none were the perfect fit for this school. Mr. Goston is the best decision for this time. This is a one-year solution, thus interim. If Mr. Goston wishes to apply for the position next year, he would have to give up coaching.

In communicating to our community the difference in the two roles, Principal and President, the President's responsibility is almost always external. He's responsible for the vision, fundraising, physical plan of the school, relations with the Diocese and relations with the community. The President is responsible for where the school will be in 5 years. The Principal is responsible for what's going on in the campus, in the teaching-learning process. The Principal reports to the President.

B. Capital Campaign Update

Printed materials are now ready. \$1.3M has been pledged; with another \$1M promised. \$550,000 has been collected. Mr. Burke has begun work with the Diocese on some of the smaller projects to get things going. He wants the students to return in the fall and

be able to see some improvements completed. The goal is to make 3 asks per week. As we get into the process, this may include a dozen follow-ups weekly. He anticipates being in the personal ask stage until the end of December and is very confident in the success of the campaign.

- C. **Monthly Reports: Athletics, Campus Ministry, Development, Enrollment, Student Life**
From the monthly reports, he highlighted the enrollment report. From the time the report was submitted to the date of the Board meeting, enrollment increased from 485 to 489. In just two days, the freshman class went up 2, the sophomore class 1 and the senior class 1. The continued growth in enrollment is expected to continue until the start of the school year. One of the goals of the Strategic Plan is to have 125 freshmen every year with this number increasing to 140 by the time the class graduates. Enrollment would be increased by transfers and students moving into the area. Great retention is needed throughout the 4 years.

There will be no international dorm for the next school year. All the international students will be living with host families. What does this mean long-term for us? This will be two years this building will remain empty. It is arguably the nicest building on campus. If it's empty 3 years, we're not being good stewards of our assets. The goal is to build a great international student program that is separate from the international dorm.

There will have a somewhat normal graduation and baccalaureate this year.

VI. Chairperson's Report (6:10PM – 6:15PM)

A. New Board Member Voting

Board Chair Susie Byers presented the names of two individuals as candidates for consideration by the Board for Board membership, Hillary Bell and Ron Wathen, both alumni and both very involved in the SJM community and beyond. Head of School Mike Burke added that these are strong candidates committed to the direction the school is going. Board member Kathryn McDougal moved both candidates, Hillary Bell and Ron Wathen, be approved. Motion was seconded by Board member Eddie Fanucchi. Motion carried. Superintendent Mona Faulkner will present their names to the Bishop for his approval. If approved, both would begin their terms in August. Mike Burke reinstated the need to add more Board members still, possibly 2 more over the course of the summer. He would like to be able to balance the Board with donors and doers, for the Board to be effective. He is open to recommendations.

- B. Final 20/21 Board Meeting/Social: May 26, 2021 from 5PM-7PM**
Board members and spouses are invited. Invite will be mailed soon.

VII. New Business (6:15PM – 6:30PM)

VIII. Adjourn/Closing Prayer

Fr. Borges said closing prayer, including condolences to the McDougal Family in the passing of Harry Karle.

IX. Executive Session (If requested)

NEXT MEETING: Retreat in August; no date is available at this time.