

St. Thomas More School Advisory Board Meeting Minutes
Tuesday, January 22, 2008
7:00 p.m. Lower School Library

Present: Matt Sullivan, Doug Zinn, Sr. Catherine Fee, Dennis Egan, Gwen Eldred, Natalie Dekle, Norbert Schneider, Beth Gunn, Sue Ann Glower, Mary Ann Fallon

After opening prayer, the board unanimously approved the November 2007 and December 2007 Meeting Minutes of the SAB and the joint December meeting of the SAB and the Parish Finance Council.

Sr. Catherine's Report:

Sr. notified the SAB of a letter going home to parents regarding the school calendar as it relates to the upcoming construction. Summer of 2009 will have a complete three month break during summer (June, July and August). The calendars will also be posted on the school web site. IOWA tests by grade are also to be available on the school website.

Re-enrollment progresses nicely. As of SAB date, 42 families had yet to hand in forms. Currently 6 children not returning. Of those, 3 transferring schools and remainder moving. Of those transferring, two were 5th graders moving to public middle schools.

The schedule for Catholic Schools Week was reviewed by Sr. Catherine.

Pastoral Council Update – Beth Gunn

Currently working on individual ministry profiles and binders. The stewardship event is held every other year. Brainstorming on ideas to interest parishioners in becoming involved in stewardship within the parish.

School Financials and Treasurers Report – Dennis Egan

Income – Tuition/Registration was \$117K in December YTD = \$1843K, \$37K less than YTD budget. \$551K less than full year budget of \$2385K.

Projection, based on enrollment of 434 (16 below the budget) is for \$72K shortage at end of year.

- Aftercare for December was \$9K, YTD = \$47K, \$11K less than YTD budget. Overall school enrollment impacts aftercare participation directly.
- Unrestricted gifts and Endowment are at \$23K. vs. YTD budget of \$36K (\$15K in the first 6th months – mostly restricted)
- Total income is \$39K less than YTD budget

Expenses:

- Faculty Salary/Benefits YTD = \$1,028K, \$36 K less than YTD budget of \$1,064K. Expectation is to end year \$31K under budget. We will review projections again this month.

- LibraryTechnology and Instructional material under budget \$4K and \$22K respectively. Projection is for end of year -under budget.
- Office expenses \$1.7 K less than YTD budget due to conservative spending.
- Utilities and maintenance still benefiting from mild weather.
- Capital expenditures \$7K less than YTD budget. Planning for summer projects will begin in March 2008.
- Aftercare expenses \$3K less than YTD budget.
- YTD total expenditures appear as \$86K less than YTD budget

Balance Sheet: Keeping higher balance in checking account has boosted interest income this year (almost \$19K).

Contingency Savings \$142K
Reserves \$220K
New Building Savings \$156K

One Campaign has reconciled database with 14% of total pledges currently paid in full. 43% of total pledges received for a total of \$4.126M. Currently working to accelerate pledges. Parish met recently to inform neighbors of construction timelines, etc. Some changes to plans have been requested by town of Chapel Hill. School advertising campaign underway. Bishops Annual Appeal goal up 4.8% over last year for \$235,000. Historically, 93% of pledges honored and parish receives 100% back collected over the goal amount.

SAB Presidents Report: - Matt Sullivan:

STM Community Consumer Survey – please give feedback on draft to Scott Remmy. Currently the form is too long and feedback included narrowing the focus of the survey.

H S A. Report – Sue Ann Glower:

Pasta Night 6 – 8 p.m. January 25, 2008

Father Daughter Valentine Dance, February 8, 2008

STM Auction, Lights Camera Auction – March 1, 2008 – tickets selling

Sue Ann Glower and Margy Schmidt are preparing for February H S A meeting whereby some restructuring of committees may occur. PPP program has been deemed unsuccessful and parent volunteerism continues to be challenging.

Closing Prayer and Dismissal by Sr. Catherine with next meeting scheduled for Tuesday, February 26, 2008 at 7:00 p.m. in the lower school library.