

Christ Child Christian Formation Ministry  
Governance Board Meeting Minutes  
October 17, 2017  
6:30 PM – CCA Conference Room

**Present:** Courtney Heronymus, Jason Siminow, Jim Kelly, Kristy Polzin, Mark Ruedinger, Molly Oehldrich, Melissa Udovich, Fr. Paul Fliss, Julie Schleicher, Steve Barron, Gwen Seeboth, Anthony Van Asten

**Guest:** Larry Thill, Pastoral Council Member

**Board Goals:**

- To evaluate current mission statement & revise it to fit vision of CCA
- To revise CCA staff Compensation Plan
- To increase the visibility of the CCA Governance Board, within the school; increase visibility of the school within the community
- To increase family engagement within CCA

1. **Call to order & Prayer** – Jim Kelly
2. **Minutes Review/ Changes or Additions** - final document will be in google drive, website needs to be updated with notes.
3. **Petitions** - none
4. **Administrative report** – Mark Ruedinger
  - a. ALICE/ CPR-AED training - teachers received training last week. The AED device in the gym was purchased with donations from the Athletic committee, IC church and Christ Child Academy.
  - b. Sustaining the Mission -annual staff development that the teachers received at October in-service
  - c. Climate Survey Results - results will be uploaded and shared next month.
  - d. Lunch update - program is currently on track to be financially sustainable for the year.
  - e. Living Rosary - end of October and May (months of Mary), Oct. 27th @ 2:15 in the church. All are welcome to attend.
  - f. Gov. Board Pictures - will be taken tonight and uploaded to the website
5. **Committee Reports** - minutes reviewed prior to the meeting by board members
  - a. Home & School
  - b. Marketing & Recruitment
  - c. Athletics
6. **Development Director Report**– Molly Oehldrich
  - a. Calendar Raffle 2018 - 1st incentive was this past Monday. Over 200 sold already. Alternate sales options for selling are being explored to offer families an opportunity to sell in the city. Sign up for Mass days is still available. Molly is contacting local stores about whether we can set up a booth to sell. Saturday, Nov. 4th 9:30-11am will gather to walk the neighborhood to sell. See newsletter for more details to come.
  - b. Donor Appreciation Night - was appreciated by donors, attendance was minimal, may try to coordinate with another activity in the future to increase attendance
  - c. Annual Funds Appeal - in process, projected to be ready mid-November
7. **Old Business**

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- a. Final review of Graduate Profile - final review, pending one edit it is finalized
- b. Review & evaluate School's mission statement; revise as needed - several recommendations made, these will be shared with teaching staff for review

**8. New Business**

- a. Proposal for Associate Pastor – Fr. Paul - a proposal for an Associate Pastor was submitted, the Pastoral council has recommended that the school look at hiring a part-time position to undertake additional Director of Development responsibilities, which would be funded by the school. All parties will continue to explore options to sustain current work in progress related to Third source funding.
- b. Listening Sessions - were held SSCM and IC this past weekend, next week after 4:30 mass at SPC. Parishioners are also able to submit written statements if they chose.

**Closed Session:**

- 9. Social Media & Confidentiality provisions - the board moves to further explore development of a social media use policy for volunteers and board members (vote taken, not unanimous, majority vote was yes).
- 10. Finance Committee Report – Courtney Heronymus - did not meet this month, notes reviewed
- 11. Closing Prayer – Jim Kelly
- 12. Prayer for November – Courtney Heronymus
- 13. Next meeting: November 21, 2017 @ 6:30