

HOLY TRINITY CATHOLIC HIGH SCHOOL
Minutes of the January 11, 2010
Meeting of the Board of Directors

I. Opening Prayer

- A. Dennis Lynch opened the meeting at 18:09 with Father Charlie's Campaign Prayer.

II. Roll Call

John Bandas, Doug Borys, Erin Burress, Natalie Erchinger, Colleen Isdale, Dennis Lynch, Bruce Matous, Randy Pinkston, Rene Rodriguez, Dan Staebler, Gene Terry (Quorum Present 11/13)
Excused Absences: Lawrence Fitch
Staff: Chris Mosmeyer
Ex Officio: Cindy Scott
Special Guests: None

III. Open Forum & Welcome

- There were no Forum guests.

IV. Approval of Minutes

The minutes were read and approved.

Colleen Isdale noted that the FFCR Committee met since the 12/14/09 meeting and decided on five miles as the run distance.

Motion: Move to accept the December 14, 2009 Board minutes as presented.

Staebler/Isdale (All present voted aye.)

V. Treasurer's Report – Natalie Erchinger

Natalie Erchinger distributed and presented the financial report she had prepared.

A. Budget Highlights:

- Balance sheet shows Edward Jones total 12/31/09 of \$1,050,357 of which \$717,461 is building fund and \$273,808 is tuition endowment and about \$70,000 is operational reserve. A/R Non-student income is unpaid pledges. Other A/R accounts are uncollected tuition amounts
- Authorized today a \$16,235 transfer to pay off land note.
- Colleen Isdale inquired about the operating fund surplus and Natalie cited the combination of having an accurate budget, budget cuts made, and good collections.
- Profit and loss sheet shows that the expense and income accounts are tracking except for advancement which is only 37.73%. Expenses are 49.27% of budget against a target of 50% at mid-year.

B. Capital Campaign Finance Report

- Dennis Lynch re-capped the building fund amounts as \$728,886 in Edward Jones and \$60,560 in Extraco for total cash on hand for building of about \$789,446.

C. Endowment Committee (Dennis Lynch, Dan Staebler, and Linda Burke) met today at Edward Jones office.

- Holy Trinity Tuition Endowment stands at \$206,000 invested conservatively in CD's
- Received an additional \$100,000 this December
- \$100,000 in CD's mature in February and will yield about \$4,770 for use as tuition assistance.
- Money is invested in diversified CD's, bonds, capital and growth funds, and other conservative investments.
- Faculty development endowment fund stands at \$68,000 but took a \$1,500 hit in downturn.
- Endowment will be key advancement tool after building is complete.

VI. President's Report - Dennis Lynch

A. Building Committee Report by Bruce Matous and Rene Rodriguez

- Bruce distributed a written Building Committee Report and discussed the history of the design process and how we went from a \$5.6 M building to a \$4.7 M building with EBCO in 2008. Then we changed contractors in December 2008 and did some more re-

design and value engineering and got down to \$4.4 M with Baird-Williams in February 2009 for 34,000 sf building with gym, chapel, library and 14 classrooms at \$129/sf. This was still beyond our financial capabilities so we undertook another round of redesign and value engineering with Rene Rodriguez doing modular classrooms and Baird-Williams doing the pre-engineered metal gym. This resulted in similar square footage but was \$111/sf, still beyond our budget. We then engaged in another round of redesign and value engineering by R.M. Rodriguez Construction LLC to get to an affordable and workable plan.

Rene Rodriguez presented his redesign which results in an affordable package at \$2.87 M or \$96/sf.

- Wood-framed main building with steel framed gym.
- Minimized site work by reducing paved area and reducing earthwork as much as possible. Paving around building does not have curb, and tucking in closer to building. Better competition from contractors.
- Has a very usable floor plan very close to the original floor plan and using the original programming.
- Does not have finished locker rooms or air-conditioning in gym (heat only).
- Discussion of class room space (10 classrooms, 2 portables with 2 math classrooms and 2 science labs, a library, and a chapel) still yields enough room to easily accommodate 150 students.
- Future locker room space can be partitioned off Discussion of class room space (10 classrooms, 2 portables with 2 math classrooms and 2 science labs, a library, and a chapel) still yields enough room to easily accommodate 150 students.

Financing recap:

Line of credit	\$2.120 M
Total Construction Cost	\$2.870 M
Funded from CC funds	\$0.750 M
Available CC funds	\$0.612 M
Shortfall to be met by October 2011	\$0.065 M

A discussion of financing details, cash drawdown schedules, burn rates, etc. ensued.

- Next step is for RMR to take bids for subs, and provide a written proposal with a Guaranteed Maximum Price per AIA contract format and on AIA approved forms.
- We cannot commit to a contract with RMR until financing is secured and in place.

B. Resolution of Board to Enter Into a Loan/Bond Agreement with Extraco Bank.

- Each Board Member, received a copy of the "RESOLUTION APPROVING THE ISSUANCE OF A NOTE BY OGLESBY EDUCATION FACILITIES CORPORATION TO FINANCE A PROJECT BY HOLY TRINITY CATHOLIC HIGH SCHOOL AND APPROVING A LOAN AGREEMENT, NOTE AND A DEED OF TRUST BY THE SCHOOL IN ORDER TO BORROW UP TO \$2,120,000 AND MAKING CERTAIN FINDINGS RELATED THERETO" and a copy of the "Certificate for Resolution" which will record the vote of the Board.

Motion: Move to approve the "RESOLUTION" as presented.

Matous/Borys (All present voted aye as recorded in certificate of resolution)

- C. Catholic Educational Service Awards Dinner on Saturday January 23, 2010
 - 2 slots left on 2 tables, bring money to school office
 - Dennis Lynch to be honoree
- D. Second Bingo Game
 - Turned out Celtic Fund did not have 2nd license
 - Filled out application for second license, will have 45 day processing period
 - We are assigned a site after receiving the license
- E. Proposed Board Members
 - Discussion of prospects
 - Don Farak, Charles Guenat, Ron Step, and John Stoebner are mentioned as prospects

VII. Principal's Report - Chris Mosmeyer

- A. Catholic Schools Week
 - Student life, themes, and events, Board shadowing
 - Sunday Open Houses at HTCHS and St. Mary's
- B. "Dedication of Father Charles Davis Chapel" during Catholic Schools Week
 - Chris Mosmeyer suggested the HTCHS chapel is dedicated to Father Charlie, in the new school but starting in the present chapel location.

Motion: Move to name the chapel at Holy Trinity Catholic High School "The Father Charles Davis Memorial Chapel"
Terry/Isdale (All present voted aye)

- C. Order Plaque for Chapel
- D. Disposition of Father Charles Davis Estate
 - Father Charlie's relatives will receive certain items from his estate and the remainder is bequeathed to Holy Trinity Catholic High School
 - K of C chalice will go to the "The Father Charles Davis Memorial Chapel"
 - Angel goes back to family who gave her
 - After probate 2009 Nissan Cube will be auctioned by reverse raffle or standard raffle with proceeds going to HTCHS.
 - Life insurance remainder to HTCHS
 - Discussion of depositing proceeds to Building Fund or Annual Fund
- E. Accreditation Interim Report
 - All reports and areas going OK
 - Define weaknesses and prescribe improvements
- F. White Bus
 - Cleaned up and for sale at Bruce's yard for \$4,500
 - Craig's List
- G. Student Ex-Officio Board Position
 - President of Student Council or elected by Student Council
 - Consensus of Board is to allow
 - Not prohibited by the by-laws
- H. Marketing Update
 - Lamar billboard discussed
 - Killeen advertising cost benefits discussed
- I. Holy Trinity Good News
 - The German Club went to German Club Night at Dallas Mavericks
 - One student was in greeting line as players were introduced since we were the first of twenty schools to sign up
 - Q&A session with Dirk Nowitzki (in German)
 - Mrs. Mendez wrote a letter about Holy Trinity with Campaign DVD, T-shirt, and bottle of German beer to Dirk Nowitzki
 - French Club (only 2 French students)
 - French-speaking pen pal in Africa
 - Raise money for "net book" for the pen pal's school which is poor

- Student generated and initiated project shows we are building the Christian Leaders of Tomorrow
- Ms. Springer will deliver in summer on mission trip
- Hoping for a Face Book pen pal set up
- Began new semester
 - Lost two students
 - Good morale, students happy to be back

VIII. Advancement

A. Personnel Update

- Two more notes of interest but did not appear to be viable candidates
- Luciana Herrmann is lead candidate in Georgia, will move in mid-February and will interview when she gets to Temple
- Eva Borys is doing acknowledgements, and tax receipts
- Revitalizing Capital Campaign
 - Capital Campaign is waiting for the construction to start
 - Benefactor notices and Charlie's Chatter Updates
 - Slab party!!
- The Annual Report is now on line at the HTCHS web site

B. Grant Status Update by Doug Borys

- Kennedy is in
- Burkett is due at end of month
- Raskob due Feb 8th
- No word from Garner or Lord
- Refitting second science lab is an attractive grant project
- Koch Foundation is due in Spring
- Paul Meyer Foundation is being worked on
- Tornado Shelter, Megan says everything still OK but FEMA/Fed bureaucracy swamped

C. Gala Progress

- Good team with Renee Matous, Mary Lynch, and Susan Terry
- Much hard work being done to prepare
- Invitations have been sent

D. "Fun Fun Celtic Run"

- Set for May 1st
- Distance is set at 5 miles
- Randy Pinkston is doing T-shirts similar to last year
- Sponsor deadline for T-shirt printing
- Dave Fette and Colleen Isdale organizing event

IX. Long Range Strategic Plan

A. No current action

X. Student Life / PTC Report by Erin Burres and Cindy Scott

A. Student Life

- Boys and Girls basketball starting January 12th against CTCS at Clarence Martin Gym
- Forensics and Academics)
 - January 18th is MLK holiday
 - Feb. 15th will host regional forensics tournament
- North Regional Swim Meet is January 22nd in Mansfield
- Soccer HTCHS vs. St. Dominic Savio on Jan. 18th at Korompai
- Pre-qualify for State Swim Meet Feb, 5th & 6th in Burnet
- Feb. 12th and 13th is Spring Theater Performance
- Feb. 16th is Spring Retreat at Cedarbrake
- Feb. 22nd is Band Concert
- Basketball, soccer, and swimming are going on this time of year

B. St. Mary's request via Doug Borys

- Jim Albers asked for judges for St. Mary's Science fair on 25th of January

- Retired plastic surgeons and pharmacist are preferred

XI. Old/New Business

- A. No old business
- B. No new business

XII. Prayer and Adjournment

- A. Dennis Lynch led us in prayer at 8:15 PM prior to adjournment

Motion: Move to adjourn.

Borys/Rodriguez (All present voted aye.)

NEXT MEETING FEBRUARY 8TH.